



May 1, 2020

Dear Kahok Seniors,

As the school year comes to a close we understand your need to pick up any important belongings you may have left at the school. We will start allowing pickup of these items for **seniors** beginning on May 8th. This will be a staggered pickup over several days using the following schedule, which coincides with the dropoff of school/district property.

May 8th - Seniors with last names starting with A - G

May 11th - Seniors with last names starting with H - O

May 12th - Seniors with last names starting with P - Z

Pick-up times will be 9:00am - 12:00PM

During this pickup event, we ask that you stay in your cars and follow the designated route and signage on site. Please follow the social distancing guidelines set by the Center for Disease Control

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-distancing.html>.

When arriving at CHS for material pickup please use the rear entrance by the football field. Then follow the attached site layout plan when driving through the collection site. Please follow the guidelines below to help maintain social distancing during pick up:

- **Fill out the [CHS Senior Pickup Form](#) by Wednesday, May 6, 2020.**
- **Be as detailed as possible when filling out the [CHS Senior Pickup Form](#).**
- **Materials will only be ready for collections on your assigned pick-up day.**
- **If you or someone in your household is sick, please contact Joe McGinnis jmcginni@cusd.kahoks.org to arrange for an alternate method of collecting materials.**

If the above link does not work, please use the following URL: <https://forms.gle/hWxZSeT6vwWte3B76>

Any unclaimed items will be disposed of on Tuesday, May 19, 2020.

Sincerely,

Collinsville High School Administration



Collinsville Community Unit School District 10

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Site Layout



Rain Plan

