

Clayton Ridge Community School District

131 S. RIVER PARK DRIVE., GUTTENBERG, IOWA 52052

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www.claytonridge.k12.ia.us

PK-5 Principal/Superintendent

Shane Wahls

6-12 Principal

Laura Bilden

Dean of Students

Wade Marlow



Business Manager

Dave Schlueter

Head of Schools IAVA

Steve Hoff

9-12 Athletic Director

Ty Troutman

Parents & Guardians,

Buildings will be open to return school materials and gather personal belongings on **Tuesday, May 26th (9:00AM-6:00 PM)**. The following procedures will be enacted to ensure the safety and health of all involved:

- MS/HS students should enter the building through the Commons event entrance and exit through the secure entrance. Elementary students/parents should use the front entrance in Garnavillo.
- Only ten parents/students will be allowed in each building at once.
- All parents/students should use social distancing precautions
- Gloves and Masks are at your discretion
- **Parents/Students should be prepared pay lunch, band, shop & all other debts and to return all textbooks, library books, school laptops, athletic uniforms and all other school property**
 - **Laptop Materials to be returned:**
 - **Laptop**
 - **Computer case**
 - **Charger, extension cord and duckbill**
 - **Plastic covers**
- Tables will be set up in the commons area where textbooks and computers will be returned. Devices will be inspected for damage at this time and then stored in plastic bags the school will provide. Please have computers turned on so inspections can occur quickly.
- Students should:
 - Remove all items from their lockers, so they are ready to be cleaned and disinfected.
 - Remove all items from locker rooms.
 - Collect artwork and shop projects.
 - Pick up any medication from Mrs. Kraus, the school nurse.
 - Personal belongings for elementary students have been bagged and are located in the student locker
- Students and families will be billed for unreturned textbooks and school property in June.
- **Parents & Students who are feverish or symptomatic, or have been exposed to someone who has been sick should not enter the building.**