



# Parsippany-Troy Hills Township Schools

**Knollwood School**  
**Mrs. Merisa Rosa**  
**Principal**

**445 Knoll Road**  
**Lake Hiawatha, NJ 07034**  
**(973) 263-7060**

August 2020

Dear REMOTE ONLY Families,

**This letter is directed to our REMOTE ONLY families as we have scheduled a material pick-up for these students ONLY. All students attending in-person instruction will receive any necessary materials during the time these students attend in-person instruction.**

As your child begins "all remote" learning, student items/instructional supplies are being labeled and organized into individual student bags and will be available for curbside pick-up on Friday, September 4th at Knollwood School. Please note, school staff members will be wearing face masks during this curbside swap. For everyone's safety, we ask that you follow similar safety precautions.

### **PICK-UP TIMES and INFORMATION**

- ★ Pick up times are organized by grade level.
- ★ Determine your scheduled time based on your YOUNGEST child's assigned time.
- ★ Place a clearly written sign in your front windshield indicating the child's LAST NAME and CURRENT TEACHER.
- ★ Please pull your vehicle up in the bus lane and wait for a school representative. Simply open your trunk, the materials will be placed in your vehicle and you're on your way!
- ★ If you are unable to come or prefer not to come to retrieve student belongings during these scheduled times, please arrange for pick-up at a later date by calling the main office.
- ★ For the safety of everyone, please DO NOT get out of your vehicle at any time.

9:25 - 9:55 AM	Kindergarten	11:10 - 11:40 AM	Grade 3
10:00 - 10:30 AM	Grade 1	11:45 - 12:15 PM	Grade 4
10:35 - 11:05 AM	Grade 2	12:20 - 12:50 PM	Grade 5

We appreciate everyone's consideration and adherence to social distancing. The safety of our school and community is our primary concern during these unprecedented times.

Sincerely,

Mrs. Merisa Rosa  
Principal

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