

Parents/Guardians and Students of Booth Middle,

The drop-off and pick-up of items is scheduled for next week. Please see the chart below for days and times according to grade level and last name. If you have children in more than one grade level you can choose the day that best suits you. It is our goal to complete most of the exchanges on assigned days because that is when we will have staff to assist. However, for those that cannot make the day or time assigned, please contact me to set up an alternate day and time.

	Monday, May 18th	Tuesday, May 19th	Wednesday, May 20th
8:30-12:00	6th grade last name A thru L	7th grade last name A thru L	8th grade last name A thru L
12:30-4:00	6th grade last name M-Z	7th grade last name M-Z	8th grade last name M-Z

When you enter the parking lot you will either turn right and go around to the front of the gym lobby to exchange extracurricular items (instruments, uniforms, etc.) or go left into the bus loop to exchange academic and personal items from lockers if you do not have any extracurricular items to pick-up or drop-off ([see attached diagram](#)). Yearbooks will be the last thing to pick-up at the annex building. Please have your form ([see attachment](#)) ready when you pull in, stay in your car, and be patient.

For those that need to withdraw any students, you may enter the building into the front office. Please bring your student's Chromebook and accessories when you come to withdraw.

Steve Greene, Principal