

September 24, 2019

Dear Parents,

Thank you for all your help with Oktoberfest this weekend! It was a fabulous community event! I would especially like to send a big thank you to our three co-chairs: Tom & Suzonne Bunch, Alberto & Amy Carrillo, and Michael & Leslie Vincent. Also, we'd like to thank our three up-coming co-chairs: Kent & Jody Wedding, Jason & Teresa Roper, Christian & Lindsey Clickner, and all our committee chairs. They worked so hard!

We would also like to thank you for following carline drop-off procedures in the mornings, and we ask for your assistance in improving that process. With so many preschool students at CKS, we have many parents walking in with their little ones. We have some kindergarten parents walking students in, too. To reduce foot traffic and maintain safety, we prefer that students who are in first grade or older (and kindergarteners if they're ready) walk into the building on their own. This will also promote independence.

We will continue to run drop-off in the back lot as we did during Oktoberfest. We will not revert to the old back-lot drop-off pattern unless any problems arise. We will allow those who are walking in to park in the back area nearest the café. This will prevent parents and students from crossing through the new flow of carline drop-off.

Also, we ask parents dropping off in the front to help us speed things up there. Many parents wait to let their students out of the car right at the front door. Unloading one car at a time this way greatly slows down the process for everyone. The front-lot DROP-OFF ZONE extends from the school entrance back to the yard sign marked "DROP-OFF ZONE." Once you are pulled up as far as you can and stopped within that zone, let your kids out and have them walk directly to the sidewalk next to the school (not through the lot behind parked cars); they can then follow the sidewalk to the front door safely.

Thank you for your help.

Sincerely,

Paula Smith, Ed.S.
Principal

To review Dropoff in Section 101 of the [Parent Student Handbook](https://www.ctkschool.net/application/files/6715/6575/3262/Parent-Student_Handbook_2019-20.pdf) go to https://www.ctkschool.net/application/files/6715/6575/3262/Parent-Student_Handbook_2019-20.pdf.