



Dear DMHS families,

In order to preserve our school community's safety, we will follow a strict schedule for all end of the year clearance for students. Below is a schedule of appointment times based on student last names.

Here are some other guidelines:

- Hand sanitizer will be available as students enter the school.
- Only students will be allowed to access the school.
- All students must wear a mask. NO ENTRY WITHOUT MASKS.
- Social Distancing Protocols must be adhered at ALL times.
- Students will have a maximum of 10 minutes on campus.
- No restrooms will be open for guests.

Beginning Wednesday, June 3rd, up to Friday, June 12th, 9th through 11th grade students will return their textbooks and clean out their lockers. The schedule is listed below.

**Due to current health concerns and social distancing measures in place,
WE WILL NOT BE ABLE TO ACCOMMODATE YOU
IF YOU ARRIVE ON A DAY OTHER THAN WHAT IS ASSIGNED TO YOU.**

Grades 9, 10, & 11 Textbook Collection & Locker Cleanout Schedule

Wednesday 6/3	Thursday 6/4	Friday 6/5		
8:00 - 9:00am Last Name A - Aq	8:00 - 9:00am Last Name Da - Du	8:00 - 9:00am Last Name FI - Gan		
9:00 - 10:00am Last Name Ar - Bar	9:00 - 10:00am Last Name E - Fi	9:00 - 10:00am Last Name Gar - Gi		
10:00 - 11:00am Last Name Bas - By	10:00 - 11:00am Last Name Ch - Con	10:00 - 11:00am Last Name Go - Gud		
11:00am - 12:00pm Last Name Ca - Ce	11:00am - 12:00pm Last Name Co - Cu	11:00am - 12:00pm Last Name Gue - Hen		

Monday 6/8	Tuesday 6/9	Wednesday 6/10	Thursday 6/11	Friday 6/12
8:00 - 9:00am Last Name Her - Hu	8:00 - 9:00am Last Name Lo - Mag	8:00 - 9:00am Last Name Mor - Ol	8:00 - 9:00am Last Name Rui - San	8:00 - 9:00am Last Name Xie - Z
9:00 - 10:00am Last Name Hua - Joh	9:00 - 10:00am Last Name Mah - Marq	9:00 - 10:00am Last Name Or - Per	9:00 - 10:00am Last Name Sar - Sul	9:00 - 10:00am Last Name Xie - Z
10:00 - 11:00am Last Name Jos - La	10:00 - 11:00am Last Name Mart - Mej	10:00 - 11:00am Last Name Pet - Ren	10:00 - 11:00am Last Name Sum - Tom	
11:00am - 12:00pm Last Name Le - Lin	11:00am - 12:00pm Last Name Men - Moo	11:00am - 12:00pm Last Name Rey - Rue	11:00am - 12:00pm Last Name Ton - Var	

Seniors will have the opportunity to return their textbooks, technology, clear debts, obtain reimbursements and pick up senior items during the week of 6/8 to 6/10. Senior schedules will be based on their assigned academic counselor.

12th Grade Textbook & Technology Collection and Locker Clean Out Schedule

Monday 6/8	Tuesday 6/9	Wednesday 6/10
Counselor Ms. Donna Ramos	Counselor Mr. Gregory Lee	Counselor Ms. Lisha Gonzalez
8:00 - 9:00am Last Name A - Cam	8:00 - 9:00am Last Name Gr - J	8:00 - 9:00am Last Name O - Res
9:00 - 10:00am Last Name Car - Cr	9:00 - 10:00am Last Name K- Liu	9:00 - 10:00am Last Name Rey - S
10:00 - 11:00am Last Name Cu - F	10:00 - 11:00am Last Name Lo - Mar	10:00 - 11:00am Last Name T - Ve
11:00am - 12:00pm Last Name G - Gonzalez	11:00am - 12:00pm Last Name Mea - N	11:00am - 12:00pm Last Name Vi - Z

Parents

- Drop off student(s) at the upper parking lot located on Beaudry Street.
- Wait for student(s) in your car.
- All restrooms will be closed.

Students

- Only come on your assigned day.
- Enter school through the main office entrance ONLY.
- Must wear face covering and practice social distancing at all times.
- Maximum of 10 minutes school access will be provided.
- All restrooms will be closed.
- Exit school through upper exit door next to the PE gym which leads into basketball courts.

Items to bring

- Mandatory face covering & hand sanitizer.
- Bag(s) to take ALL locker contents home. No trash disposal on campus.
- All textbooks and library books.
- Novels distributed from English teachers.
- **Technology (12th graders only)**
- Athletic uniforms.

Below is the process all students and families should follow to ensure that every student is able to return all items and collect personal belongings in a safe and orderly manner

Station 1: Textbook & Technology Drop Off at Main Office

- Only students will access the school through the Main Office entrance from the upper parking lot located on Beaudry Street.
- Drop off textbooks, library books, novels from English teachers and athletic uniforms at the Main office entrance.

Station 2: Locker Cleanout

- Remove ALL items from your locker, including trash, and place them into your bag(s). No trash disposal on campus will be available.
- Leave your locker open when emptied.
- ***All items left in lockers will be discarded after June 10, 2020.***

Station 3: PE Locker Cleanout (If Needed)

- Remove ALL items from your locker, including trash, and place them into your bag(s). No trash disposal on campus.
- Leave your locker open when emptied.
- ***All items left in lockers will be discarded after June 10, 2020.***

Station 4: Senior Cap and Gown, Senior Package Items and Reimbursement Checks

- Go to the Student Store to sign out for items.

We appreciate your flexibility and cooperation in our end of year closeout process. If you have any questions, you may call our office Google Voice number at (323) 425-9271 so we may assist you.

Stay safe,
DMHS Administrative Staff