

August 2, 2016

TO: Lane County School Districts
FROM: Carol Knobbe, Assistant Superintendent
RE: 2016-17 Lane ESD Courier Schedule Information

Lane ESD Courier Service will begin on Thursday, August 25, 2016, according to the schedule shown below. Eugene 4J Courier will begin pickup/delivery services at Lane ESD the week of August 29th. For specific service days and delivery times, you may refer to the attached Lane ESD Courier Schedule 2016-17.

Thursday, August 25

Districts: Creswell, Pleasant Hill, South Lane, Springfield Adm., Walterville Elementary

LESD Programs & Services: N/A

Public Libraries: Creswell, Cottage Grove, Springfield

Monday, August 29

Districts: Lowell, McKenzie, Oakridge, Springfield Adm, Walterville

LESD Programs & Services: Jasper Mountain Center, LCC Library, Lane School, MLK Education Center, Safe Center, U of O Knight Library

Public Libraries: Eugene

Tuesday, August 30

Districts: Bethel, Fern Ridge

Public Libraries: Fern Ridge

Wednesday, August 31

Districts: Blachly, Junction City, Siuslaw

LESD Programs & Services: Harrisburg Administration (pick-up and delivery of student records), Lane School

Public Libraries: Junction City, Siuslaw

Thursday, September 1

Lane ESD Staff Inservice – No Courier Service

Friday, September 2

No Courier Service

Monday, September 5

Labor Day Holiday – No Courier Service

Tuesday-Thursday, September 12-15

Lane ESD Courier will be operating on the **Alternate Route Schedule** for all participating school districts, programs and services, and public libraries..

Note: There will be no courier services provided on Fridays during 2016-17 fiscal year.