

East Buchanan C-1 School District
1:1 Program for Grades 6-12

Dear Parents,

I wanted to let everyone know about our plans for the 1:1 program for the upcoming 2016-2017 school year. We've had another very successful year with our program, and I believe it will continue to improve as everyone becomes more familiar with the laptops. It is our hope and intention to make this yearly process as painless as possible for everyone involved. That being said, you can find the details for the 1:1 Laptop distribution schedule for your student(s), on the back of this letter.

Guidelines:

- ★ If the 2016-2017 school year will be the first year for your student to receive a District assigned laptop:
 - A Parent/Guardian, and the student, **WILL** need to attend a distribution meeting this August (even if the parent has attended before with a different student).
 - A Parent/Guardian, and the student, **WILL** need to sign paperwork before picking up their assigned laptop.
 - A Parent/Guardian **WILL** need to decide whether or not they wish to enroll into the District **LPP** (Laptop Protection Program). Full details about this program will be given during the 1:1 Laptop Program meeting.

- ★ If your student had a District assigned laptop during the 2015-2016 school year:
 - You do **NOT** have to attend a distribution meeting this August for that student. You are welcome to come if you would like.
 - You do **NOT** have to sign any new paperwork for the laptop for that student. We still have the paperwork on file from last year, and the student will be receiving the exact same device as before, so there is no need to go through all of that again.
 - You do **NOT** have to be present when your child picks up his/her laptop.
 - You **DO** need to elect whether you want to enroll in the optional Laptop Protection Plan (**LPP**). If you plan to just let your student pick up their laptop on their designated date and time, and wish to enroll in the **LPP** for the 2016-2017 school year, I would encourage you to pay by check so that no cash is lost in this process. The premium for the optional **LPP** will be **\$35.00 per year if paid all at once**, or \$20.00 per semester. We are also implementing a \$100.00 per family premium cap for those with three or more students enrolling into the LPP. ***Students who qualify for the Free/Reduced Lunch Program are automatically enrolled in the **LPP** free of charge, but are still responsible for any Claim Deductibles, or other charges resulting from damage to their students laptop.
 - Please Make checks payable to: **East Buchanan LPP** or **EB LPP** . Please include the student's name in the Memo area on the check. Receipts will be given that reflect the option selected, 'Opt In' or 'Opt Out', regardless of choice.

If the 2016-2017 school year will be the first time your student has received a District assigned laptop, a Parent/Guardian and the student, MUST attend one(1) of the “**1:1 Laptop Program Meeting - Paperwork Only**” meetings before they can receive their laptop.

Grade(s)	Date	Time	Description / Location
7-12	Thursday 8/11/2016	8:30 - 3:30 pm 3:00 - 3:30 pm	Laptop Distribution: SE corner of HS Gym during HS Registration. MS parents and students should enter through the handicapped accessible doors at the rear of the new HS building. (NOTE**students new to the 1:1 program, must have signed paperwork from the 1:1 Program Meeting in order to pick up their laptop). 1:1 Laptop Program Meeting - Paperwork Only for <u>New Students</u> (HS Commons)
7-12	Friday 8/12/2016	8:30 - 3:30 pm 3:00 - 3:30 pm	Laptop Distribution: SE corner of HS Gym during HS Registration. MS parents and students should enter through the handicapped accessible doors at the rear of the new HS building. (NOTE**students new to the 1:1 program, must have signed paperwork from the 1:1 Program Meeting in order to pick up their laptop). 1:1 Laptop Program Meeting - Paperwork Only for <u>New Students</u> (HS Commons)
6th (A-L) 6th (M-Z) 7th-8th	Monday 8/15/2016	6:00 - 6:45 pm 6:45 - 7:30 pm 7:30 - 9:00 pm	At the Middle School in the Gym. (in Easton) 6:00-6:45 p.m. 6th Graders (A-L) - Orientation, 1:1 meeting, paperwork, & distribution. 6:45-7:30 p.m. 6th Graders (M-Z) - Orientation, 1:1 meeting, paperwork, & distribution. 7:30-9:00 p.m. 7-8th Graders - Orientation, 1:1 meeting(new students only), paperwork, & distribution.
6-12	Tuesday 8/16/2016	3:30 - 4:00 pm	For late registrations in grades 6-12. 1:1 Laptop Program Meeting - Paperwork ONLY in the Gower Cafeteria. Distribution will be done first few days of school for NEW students.
7-12	Thursday 8/18/2016 First Day of School	TBA: Laptops will be distributed to these students as time permits.	Students who had a 1:1 Program assigned laptop during the 2015-2016 school year(paperwork already signed), but didn't pick up their laptop on 8/11 or 8/12 2016, will be given the option to 'Opt In' or 'Opt Out' of the Laptop Protection Plan and given their devices on the first few days of school. Insurance premium payment MUST be made before coverage benefits will begin, and the laptop will require a brief inspection prior to being able to 'Opt In' and receive coverage benefits.
6-12	Thursday 8/18/2016 First Day	TBA: As time allows	Students new to the 1:1 Program, and their Parent/Guardian who didn't attend one(1) of the '1:1 Laptop Program Meetings', will have to make other arrangements prior to their child receiving their District assigned Laptop.