



The Chromebooks are here! The Chromebooks are here!

Dear Parents and Guardians:

Please read the below information in its entirety. Leon County Schools has delivered the Chromebooks to Lawton Chiles High School! Below are the distribution plans for **ALL STUDENTS** to receive a device. We are asking that all students check out a Leon County Schools issued device as stated by Superintendent Hanna for the following reasons:

- *State ACT testing for all 11th graders*
- *State FSA and EOC testing*
- *Classroom Assessment Security*
- *Textbook Content*
- *A Consistent Educational experience for all students*

****Chiles High School Tech Support will no longer trouble shoot or support any device that is not the LCS DEVICE once our Chromebook distribution is complete.***

STEP ONE: Completing the Student Chromebook Agreement and returning borrowed devices

1- Parents must complete the attached form: Please print the "Use of Student Chromebook Agreement" and have both the student and parent/guardian sign.

**If you cannot print the form, copies are available in the IRC (Media Center) or Front Office for your student to pick up. All students must have a completed form to sign out a device.*

DA parents/students can email the signed form to ingramm2@leonschools.net ahead of their pick up date or complete the form during the drive through distribution if unable to print (DA students who turn in a pre-signed form through email do not have to have a parent present to collect device).

2- All Borrowed devices MUST BE RETURNED in order for a student to sign out a CHROMEBOOK

Brick and Mortar Students MUST return the Laptop and Charger

Digital Academy Students MUST RETURN THE FOLLOWING: Monitor, keyboard, mouse, camera, cords, and Wi-Fi Adapter (If your child went DA after receiving a laptop/tablet, the tablet/laptop and charger must be returned)

STEP TWO: DISTRIBUTION

Brick and Mortar Distribution Plan December 4-December 16:

1. Turn in Completed "Use of Student Chromebook Agreement" form in the Auditorium from 7:00 AM-7:25 AM between Friday, December 4th and Wednesday, December 16th
2. Return on that **same day** during your lunch period (with any equipment you checked out) previously to pick up/switch out your device.

Digital Academy Distribution Plan December 5th –December 11th

9: 00 AM-11:00 AM: Saturday, December 5th: Families with IMMEDIATE NEED (MUST SIGN UP by 2:00 PM December 4th)

Location: CHILES HIGH SCHOOL BUS RAMP

Sign Up on link below for device pickup and email the "Use of Student Chromebook Agreement Form" to ingramm2@leonschools.net (You MUST SIGN UP TO PICK UP ON THE SATURDAY DATE), if you cannot print form, we will have some available at the bus ramp.

[Sign Up for Saturday DA Chromebook Pick Up for Families in NEED](#)

TO MAKE PICK UP FASTER PLEASE SIGN UP BELOW FOR THE FOLLOWING DATES:

[Sign Up for Week of December 7-11 Digital Academy Chromebook Pick Up](#)

Monday, December 7, 2020 from 2:15PM -4:00 PM ON THE BUS RAMP: DA Students last name A-D

Tuesday, December 8, 2020 from 2:15 PM-4:00 PM ON THE BUS RAMP: DA Students last name E-L

Thursday, December 10, 2020 from 2:15 PM-4:00 PM ON THE BUS RAMP: DA Students last name M-S

Friday, December 11, 2020 from 2:15PM -4:00 PM ON THE BUS RAMP: DA Students last name T-Z