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