

ARLINGTON CENTRAL SCHOOL DISTRICT

ELLEN McDONNELL, Ed.D., Director of Innovative Technology
CAO • 144 Todd Hill Road • LaGrangeville, NY 12540

October 8, 2020

Dear Arlington Families,

We currently have enough Chromebooks for each Arlington student. If you would like a district-issued Chromebook for each child in your household, we encourage you to pick them up during next week's distribution.

For middle and high school families who have chosen to participate in the hybrid plan, students should be prepared to bring a device back and forth to school once hybrid learning begins. **If your child is currently using a personally-owned device and you would prefer that they NOT bring a personal device to school, we encourage you to pick up a district-issued Chromebook.**

While elementary school students will not be expected to bring their devices to school, you are welcome to pick up a Chromebook for your child to use for remote learning.

Chromebook Distribution

You do NOT need to contact the district or school in advance. Any Arlington family can pick up a Chromebook on the following days.

Dates and Times:

Thursday, October 15 from 3:00pm to 6:00pm

Friday, October 16 from 7:00am to 10:00am

Location: Arlington High School - Front of High School

Enter the high school campus from the main entrance at the Route 55 traffic circle. Once you enter, there will be staff to direct you. When arriving at the high school, we ask that you remain in your cars. **To help the process proceed as quickly and efficiently as possible, we ask you to do the following:**

- Write the names of the students **for whom you will be picking up Chromebooks** on a piece of paper so that you can hand it to the Arlington employee.
- Please make sure to arrive with your front passenger seat empty.
- Stay in your vehicle while an ACSD employee approaches the car for your name.
- Roll down your window.
- Hand the employee the names of the students for whom you will be picking up Chromebooks.
- Remain in your vehicle while the ACSD employee scans the Chromebook for distribution.
- The employee will place the Chromebook on your front passenger seat after it has been scanned.
- Each Chromebook will have a blank sticker on the back. **When you return home, please write the name of the student the Chromebook is assigned to on that sticker.**

Thank you,

Dr. Ellen J. McDonnell
Director of Innovative Technology