



April 19, 2021

Dear Parent/Guardian -

As we near the end of the 2020-21 school year, below are a few notices about student Chromebooks/Windows Laptops.

- 1.) All students that have chosen to be in school five days a week and were assigned a Chromebook/Windows Laptop are required to turn them into their homeroom teacher by May 6. We will be sending padded envelopes home with each student on May 3. **Please place the device and power adapter** in the envelope to ensure safety of the equipment.
- 2.) Students that have chosen to be in school five days a week will no longer have access virtually. Students that have chosen to be virtual for the remainder of the school year will have a drop off day on Thursday, June 10th.
- 3.) The Technology Team will be inspecting the Chromebooks/Windows Laptops for damage.
- 4.) If a student's chromebook/windows laptop is damaged or if the power adapter was not included, the student will be responsible for reimbursing Valley Day School for the repair costs listed below.
 - Screen - \$60.00
 - Keyboard - \$70.00
 - Power Adapter - \$40.00
 - Full replacement of Windows Laptop- \$75.00
 - Full Replacement of Chromebook - \$310.00

Thank you for your assistance and cooperation.

The Technology Team