

Dear Parents and Guardians:

I hope everyone has had time to unplug and enjoy the summer. In this letter, we will outline some of our plans for the upcoming school year when it comes to technology.

### **Amani 1:1 Chromebook Program**

Amani Public Charter School is committed to providing a comprehensive and safe technological experience for you and your scholar. To that end, we will be providing each scholar with their own chromebook. Chromebook pickups will take place on the following times:

September 8th: 9am-4pm

September 9th: 1pm-7pm

September 10th: 9am-4pm

To sign up for an appointment, go to <https://calendly.com/keason/chromebook-pickup> . Before receiving your chromebook, all parents must read and complete this [Chromebook Acceptable Use Regulation Form](#) at <https://forms.gle/e7yJpC7Ja56JDHz57> and have completed the registration process.

To ensure a safe environment for all, we ask that each scholar comes with no more than ONE family member, and follow all Covid-19 safety guidelines as laid out on **Appendix A**.

### **Borrowed Chromebooks**

When school closed in March, several of our parents borrowed devices from the school. We ask that you continue to use these chromebooks for the start of the year. Within the first few weeks of school, information will be distributed regarding routine maintenance that will be needed for these devices.

### **Insurance and Personal Responsibility**

Students are responsible for their Chromebooks. We realize that these devices are not indestructible and that accidents do occur. We strongly recommend that Chromebook insurance be purchased for all devices on an annual basis for \$22 per year. This will cover accidental damage, theft, and peril. We will have kiosks available to sign up for the insurance when you arrive. All you need is a credit card or checkbook. [Information about the plan can be found here](#). If you elect not to purchase insurance on your child's device, the following repair and replacement fee structure will apply:

1. Parents will be charged for Chromebook repair. If a Chromebook is unable to be repaired, the replacement cost to you will be \$225.00 (the cost of a new Chromebook).

Sincerely,


Mr. Karl C. Eason  
Technology Department

## **APPENDIX A**

Chromebook handouts and insurance sign ups will be held in the school gym. Access will be limited to four (4) persons at a time. Families waiting to enter will be asked to queue on the sidewalk at designated 6' intervals.

When arriving at Amani Public Charter School you will be asked to fill out a health screening survey and have your temperature checked. This can be accomplished easily and quickly with a smartphone. If you do not have a smartphone, a paper form will be available.

### **The Process (You must wear a face covering to enter).**

- Arrive only at the time frame you signed up for.
- Have your *signed* Chromebook Acceptable Use Form ready.
- Scan the QR code to begin your health screening survey (*signs will be posted outside the gym door entrance*)
- Proceed to the gym door, show the GREEN  checkmark to the staff member. Wait to have your temperature checked.
- Please put on a disposal pair of gloves (supplied)
- You may now proceed into the gym to pick up your scholars chromebook and sign up for insurance.
- When done, exit via the side door inside the gym.

NOTE: If you still have registration paperwork or health forms that need to be turned in, a desk will be available inside the gym. Students cannot receive a chromebook until all their school required paperwork has been submitted.