



Queen Anne's County Public Schools

Preparing World-Class Students Through Everyday Excellence

System-Wide Accreditation by the Middle States Association of Colleges & Schools

Dear Parent/Guardians of Seniors:

This letter is written to inform parents/guardians of the end of year collection process of your student's 2018-19 school assigned electronic device.

With the implementation of 1-to-1 devices for Queen Anne's County Public School students in grades 3-12, the process of collecting back the devices and getting them ready for the new school year is very important. This will require the cooperation of both the student and his/her parent/guardian, as well as the school staff & teachers and the QACPS technology department.

At the end of this school year, students will turn in their assigned device and case during the week of May 20, 2019. Failure to turn in his/her device will result in the student being charged the full replacement cost.

During the end of year collection process, your student will be responsible for bringing back to the school the following:

1. Dell Laptop
2. Dell Charger & Charging Cable
3. Laptop Bag

To facilitate the collection process in the most efficient manner, each student will have his/her device charged, powered up, and logged in to before being checked by the assigned teacher. This will demonstrate to the teacher reviewing the device what is and is not working properly with the student present.

If your students' device needs a repair, the repair will be done by the QACPS technology department. An invoice may be sent to the parent/guardian and/or a charge added to the students PowerSchool account for missing items or the repair after the device has been evaluated by the technology department.