



Cynwyd Elementary School

101 West Levering Mill Road, Bala Cynwyd, PA 19004
PHONE 610-645-1430 FAX 610-664-8127

July 26, 2022

Dear Cynwyd Families,

I hope that you are having a healthy and amazing summer! Please take a moment to get a jump start on student 1:1 device (iPad/Chromebook) paperwork as we know the start of school is *very* busy.

Below you will find information regarding policies, procedures, guidelines, and insurance for student technology use during the 2022-2023 school year.

Kindergarten & 1st graders will be assigned an iPad and charger (charger is not part of the insurance)
2nd, 3rd, & 4th graders will be assigned a Chromebook and charger (charger is not part of the insurance)

In order for students to use the assigned device off school grounds, parents/guardians must complete the following two steps:

1. **AUP (Acceptable Use Policy) eSignature:**

Click the link for [PowerSchool eCollect](#) to electronically sign a parent/guardian agreement granting student permission to use the LMSD procured device on and off of school grounds. Parents/guardians are encouraged to review the [1:1 Device](#) District policies and administrative regulations 134 and 224 cited in the agreement policies before signing. Questions about policies can be sent to George Frazier, Director of Information Systems, at frazier@lmsd.org.

Directions for electronically signing the agreement are attached. If you require paper copies, please contact your student's school and paper copies of the policies and administrative regulations will be provided to you.

In the event you choose not to electronically sign the agreement for device use, Cynwyd will make every effort to provide accommodations for your child to ensure that your child's education is not adversely affected.

2. **Pay Device Insurance:**

Kindergarten & 1st Grade: \$25.00 for iPads

2nd – 4th Grade: \$30.00 for Chromebooks

Must be paid by September 16th in order for students to take device off of school property

Click the link to [MySchoolBucks](#) to pay your student's device insurance.

If you are unable to pay using MySchoolBucks, you may send a *check or money order* payable to:

Lower Merion School District to the Cynwyd school office. Please include your child's full name and student ID number in the memo line of the check or money order.

Important insurance notes:

- a. Parents/guardians may not substitute homeowners or other personal insurance for District procured device insurance.

- b. A device issued through the SETT process with the LMSD IEP team does not require an insurance payment.
- c. The insurance payment does not apply to lost or damaged power supplies. If a power supply is lost or damaged, please submit a helpdesk ticket for a replacement by emailing techsupport@lmsd.org. Parents/guardians are required to pay for the replacement power supply.
- d. The current cost, subject to change, for replacement power supplies are the following:
 - 1. Chromebook with USB-C Connector-\$50.00
 - 2. iPad Cable-\$19.00
 - 3. iPad Charger-\$19.00
- e. If a device is missing or suspected stolen on school grounds during the school day, the student must report this immediately to their teacher. To report a device missing or stolen after school hours, the parent/guardian must email techsupport@lmsd.org.

Financial Assistance:

These forms must be completed each year by each family to determine eligibility and shared with the District. Reminder, the universal free meal program will not be available for the 22-23 school year.

- 1. [Free and Reduced Meal Form](#)
- 2. [Waiver for Sharing Information with Other Programs](#)

Families who receive notification that they qualify for the Free and Reduced Meal Program for the 2022-2023 school year and have completed the Waiver Sharing form will have the insurance cost waived.

If you need any additional information about Free or Reduced Meal program or assistance with applying you can go to the [LMSD Nutritional Services website](#), contact Nutritional Services at 610-645-1990, or email pinardk@lmsd.org.

As always, if other circumstances arise where support is needed, please reach out to our School Counselor, Mrs. Lisa Ruzzi by email at ruzzil@lmsd.org.

Parents/guardians should open a helpdesk ticket for issues with a device by emailing techsupport@lmsd.org. Please ensure you provide as much detail as possible regarding the issue, so a technician can better remediate the problem.

If you have any questions, please contact the Cynwyd main office at 610-645-1430.

Sincerely,

Dr. Daniel Martino
Principal