



Lower Merion High School

Excellence in Education

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May 16, 2022

Dear Parents, Guardians, and Caregivers of Current 9th, 10th, and 11th Grade Students:

Enclosed you will find specific information regarding guidelines, laptop insurance, and laptop distribution procedures for the 2022-2023 school year.

Once again, this year, we are **not** requiring the signing of the Agreement for Laptop Use for returning students. The signed form we have on file will be used for your child. However, if you choose to change your decision regarding your child's ability to take the computer home, please contact Mr. Fadely at the number below and we will gladly send you a form.

To assist with the early distribution of laptop computers, we are offering students the opportunity to come to Lower Merion High School on specific days with scheduled times by grade. **More information about each student's individual scheduled time will be shared this summer.** Please put in your calendar the time that applies below.

Rising 12th Grade Students: Tuesday – August 23, 2022 from 8:00 AM – 1:00 PM

- **Rising 11th Grade Students: Wednesday – August 24, 2022 from 8:00 AM – 1:00 PM**
- **Rising 10th Grade Students: Thursday – August 25, 2022 from 8:00 AM – 1:00 PM**
- **Make Up Day/Late Laptop Returns: Tuesday – August 30, 2022 from 8:00 AM – 1:00 PM**

To qualify for the early pick up, students must:

1. Have proof of insurance premium payment.
2. Have no outstanding debt from previous year's computer use.
3. Have successfully completed the Laptop Quiz on Safe Use and Policy 137.

(Directions for completing the Laptop Quiz on Safe Use and Policy 137 are attached.)

If students do not have computer access at home to complete the quiz, it may be taken at school when they come in to pick up their laptop. **Laptops will only be distributed to the individual student.** Parents and family members will not be able to pick up the laptop for the student. **The student must be present at the time of distribution.**

In an effort to distribute laptops to all students by September 9, 2022, we are asking that you submit the \$70.00 insurance premium in one of the two following ways:

1. During this environment we **strongly** encourage you to pay by using My School Bucks online. Instructions can be found by going to www.lmsd.org/insurance.
 2. If you are unable to pay using My School Bucks you may send the \$70.00 check/money order to Lower Merion High School. The check/money order should be payable to the **Lower Merion School District**. Please include your **child's full name** and **student ID number** in the memo line of the check/money order.
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3. Students who follow Agreement for Laptop Use Attachment “B” (the computer stays at Lower Merion High School and does NOT go home) are welcome to, but are not required to, pay the insurance premium. However, students who elect not to purchase the insurance provided by the District will be financially responsible to **pay in full** for any damages incurred to their laptop. Additionally, if a student who follows Agreement for Laptop Use Attachment “B” loses the laptop or the laptop is stolen, they will be responsible to replace the laptop at its **full cost** if they have not purchased the insurance premium.

Families who receive notification that they qualify for the Free and Reduced Lunch Program for the 2022-2023 school year will have the option to forgo the insurance cost yet still have their student’s/students’ laptop covered under this insurance agreement and do not need to provide payment. Families will only have this option if they have received notification from the school district that they qualify for the Free and Reduced Lunch Program either by completing a new application online each school year and receive a letter from the School District that they qualify or have been notified by the School District that they are predetermined eligible. In addition to the qualification of the program each school year, **each family needs to sign the *Waiver for Sharing Information with Other Programs* that accompanies the Free and Reduced/Direct Certification Eligibility Letters**. The Free and Reduced Application and the Waiver for Sharing Information with Other Programs are available on the LMSD.org Nutritional Services Page (<https://www.lmsd.org/departments/nutritional>) of the website.

Families who participate in the Free and Reduced Lunch Program will be required to pay the deductible charge for each theft, loss, or damage claim. A payment plan for the insurance deductible can be established with school administration. **Families wishing to participate in this program must apply or re-apply and be approved** for the program yearly at www.schoolcafe.com. Information regarding the Free and Reduced Lunch Program can be found on the Lower Merion School District website by going to www.LMSD.org/fandr. **Families who don’t apply (or re-apply), or who are denied eligibility to participate in this program will be required to pay the \$70 insurance premium.**

Other helpful information regarding the One-to-One Laptop Initiative is available on the School District’s website at www.lmsd.org/1to1.

If you have any questions or concerns, please feel free to contact Assistant Principal Jon Fadely at 610-645-1834.

Sincerely,

Michael Johnson
Principal