



Lower Merion High School

Excellence in Education

July 24, 2024

Dear Parents, Guardians, and Caregivers of incoming 9th Grade Students:

Enclosed you will find specific information regarding guidelines, laptop insurance, and laptop distribution procedures for the 2024-2025 school year.

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 level. **Rising 9th grade students will be scheduled to pick up their laptops on Thursday, August 22, 2024, from 8:00 AM – 1:00 PM. More information about each student's individual scheduled time will be shared via email later this summer. Students will not be able to pick up laptops during 9th grade orientation.**

To qualify for the early pick up, students must:

1. Have returned your laptop from the previous school year by the last day of school.
2. Have proof of insurance premium payment.
3. Have the updated 2024-2025 Agreement for Laptop Use form signed by **both** the student and parent/guardian. *(See below for more information)*
4. 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 below.)

This year **ALL** students, parents/guardians, and caregivers attending LMHS for the 24-25 school year will be **required to sign a new P137 eCollect Agreement for Laptop Use Form (AUP)**. Please note – this represents a change from previous years. All Lower Merion students and parents/guardians must sign the updated policy, regardless of whether they have signed in previous year.

To effectively distribute laptops to all students by September 3, 2024, we are asking that you submit the \$70.00 insurance premium in one of the two following ways:

1. This school year the district will be introducing **My School Bucks invoices** that will show up directly to the parent portal in PowerSchool. Weekly invoice reminders will be sent out until balances are paid. **More information on this new system will be forthcoming.**
2. If you are unable to pay using My School Bucks via the invoice you may send the \$70.00 payment via 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.

Additional Questions?

Families wishing to participate in the Free & Reduced 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.**

Parent/guardian orientation sessions will be held at times and dates to be announced at your child's high school. Notices will be sent home to parents/guardians and published on the LMSD website at www.lmsd.org. Thank you for your continued cooperation and support of the One-to-One Laptop Initiative.

Enclosures:

1. Best Practice Guidelines for Use of Student Laptops
2. Laptop Quiz on Safe Use and Policy 137 Instructions
3. LMSD PowerSchool Online Electronic Form Instructions

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,

Mike Johnson
Principal

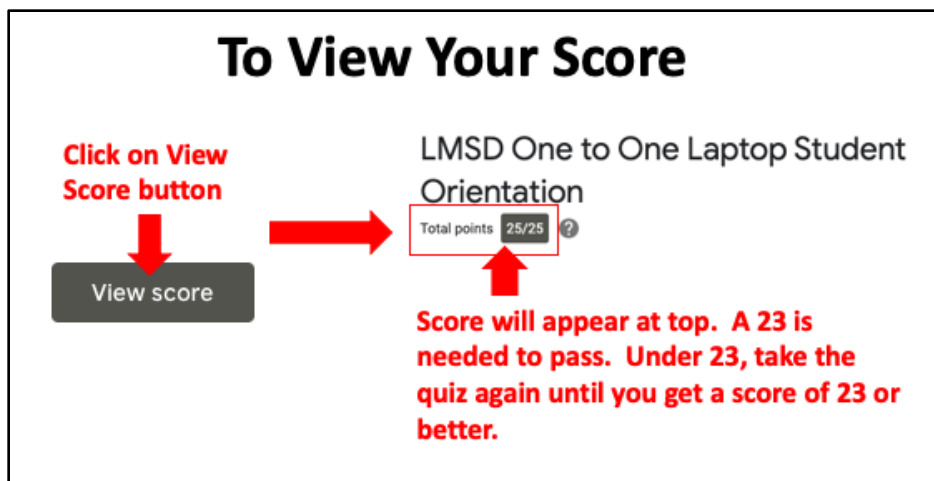
2024-2025 LMSD 1:1 Laptop Quiz Instructions for New & Returning LMSD Students

Quiz Information

- *Any student who does not have access to a computer at home will have an opportunity to complete a paper version of the quiz on distribution day.*
- *You must earn a score of 23 or higher to pass the quiz.*
- *You may take the quiz as many times as needed until you earn a passing score.*

Instructions

1. Go to: [1:1 Laptop Quiz](http://tinyurl.com/LMSDlaptop2024) (<http://tinyurl.com/LMSDlaptop2024>)
2. Watch the Orientation video included at the start of the Quiz.
3. Take the quiz. Answer all 25 questions in the same sitting.
4. Click the **Submit** button at the bottom of the page to submit your answers.
5. Click the **View score** button (shown below) to view your score out of 25 points. If you earn below 23 points, you must take the quiz until you earn a 23 or higher.



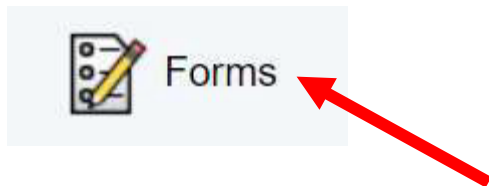
Need Help?

Lower Merion HS: Email Mrs. Beth Hampton (hamptob@lmsd.org)

LMSD PowerSchool Online Electronic Form Instructions

To access your electronic forms, follow the steps below:

- Log into PowerSchool Portal at <https://powerschool.lmsd.org>
- **NOTE:** If you have not setup a new parent account, you must do that first. Click on “*Account Creation Instructions PDF*” and follow these instructions to setup your PowerSchool Parent Portal account.
- Once you have logged in to the PowerSchool Parent Portal, on the left-hand side under “Navigation” click on “Forms.”



- Forms that have been completed and submitted by a parent/guardian will appear with a green icon and a status of “**Submitted.**”
- Forms that need attention will appear with the status “**Empty.**”

Status	Form Name	Form Description	Category	Last Entry
 Submitted	Agreement for Laptop Use (Students)		General	08/06/2021 9:37:35 AM
 Empty	Absence Reporting Form		General	07/19/2021 1:48:47 PM

- Please note, this process will have to be completed for each student.