



District Guidelines for Student Computers for 2023-24 School Year

Students will keep their assigned 1:1 device for the School Year. Students returning to school in “Pivotal Years” can be assigned a computer or iPad at Open House. **Do not transfer a device to your school if Destiny shows that it belongs to another school. Please send a borrower’s form home in the beginning of school packet.**

The intent of the 1:1 program is to have devices going home for homework and to close the achievement gap. Devices should be allowed to go home, the only exception is if the parent does not want the device to be sent home. The School Tech will offer tech support at designated times during the school day for students having an issue with the computer or if it is broken. Student Computers should be kept in the provided cases. Students should not delay reporting their computer is damaged.

PreK, K & 1 – Students will checkout their iPad at Open House if in attendance. A borrower’s form should be completed with a checklist of all items issued to the student. The iPad will need to be checked out in Destiny. If the student is not in attendance at Open House, arrangements need to be made to send home the borrower’s form. When the form is completed, the device should be checked out in Destiny to the student.

Pivotal Years:

2nd grade – Students will checkout their laptop at Open House if in attendance. A borrower’s form should be completed with a checklist of all items issued to the student. The iPad will need to be checked out in Destiny. If the student is not in attendance at Open House, arrangements need to be made to send home the borrower’s form. When the form is completed, the device should be checked out in Destiny to the student.

6th grade - Students will checkout their laptop at Open House if in attendance. A borrower’s form should be completed with a checklist of all items issued to the student. The iPad will need to be checked out in Destiny. If the student is not in attendance at Open House, arrangements need to be made to send home the



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borrower's form. When the form is completed, the device should be checked out in Destiny to the student.

9th grade – Students will checkout their laptop at Open House if in attendance. A borrower's form should be completed with a checklist of all items issued to the student. The iPad will need to be checked out in Destiny. If the student is not in attendance at Open House, arrangements need to be made to send home the borrower's form. When the form is completed, the device should be checked out in Destiny to the student.

School Tech should prepare the devices to be distributed and verify that Content Keeper, and the correct group tag is on the computer identifying it as a student computer. An beginning of year check on student devices should be preformed prior to distribution, checking for damage and any repairs that may be needed. Returned Computers will need to sanitized and cleaned before re-issuing to students during Open House.

Students should return devices to the school that issued the device. If a device is returned to your school that is not in your inventory, please collect the item and return to the correct school. The Zone Tech can assist in this process if needed.

A check list of equipment has been provided and should be initialed to make sure all items are returned.

- Dell Laptop
- Computer Bag or iPad Case
- Dell Charger
- Hot Spot
- Hot Spot adapter
- iPad
- iPad cable
- iPad charging block