AND PUBLIC SCHOOLS

Thurgood Marshall School

Stacey Love, Principal

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April 28, 2020

Dear Thurgood Parents/Guardians,

Beginning Thursday, April 30th from 8:30 am-12:00 pm and 4:00 pm-6:00 pm **and** Friday, May 1st 8:30 am- 12:00 pm, Thurgood Marshall School will begin Chromebook distribution.

In an effort to ensure that we are following COVID-19 guidelines and an efficient Chromebook distribution process, it is very important that we all review and adhere to the procedures outlined below.

Criteria for Retrieving Chromebooks

- Chromebooks will only be distributed to the parent or guardian listed in Power School.
- Only parents whose children have confirmed free or reduced status will be loaned Chromebooks. You may ask your teacher via email or Class Dojo if your child's name appears on the free and reduced list.
- Only 1 Chromebook per three students in each household.
- Parents and guardians must present a picture State ID.

Procedure for Retrieving Chromebooks

- 1. Line-up in the parking lot. Keep a safe distance of 6 feet apart from parents and guardians in line and staff distributing materials.
- 2. Please wear a mask/facial covering.
- 3. Upon entrance into the cafeteria, drop your child's instructional packet in the crate by grade level
- 4. Place your picture State ID card on the table
- 5. Write your child's last name and grade on the paper
- 6. Sign the parent technology agreement form (2 copies)
- 7. Your Chromebook, report card and PowerSchool Parent Login will be given to you.

Thank you for your patience and support.

Continue to be safe and well.