

August 4, 2020

To the Parents of Penn Middle Students,

Penn Middle School will continue to offer a One-to-One environment to enhance and aid in student learning opportunities. As you know, each student at the middle school is provided a Chromebook for school use throughout the year. These devices are theirs to use both in school and at home.

During the 4th-quarter of the last school year, each student in grades 5 through 7 was allowed to keep their chromebook to use during online instruction. Students will now be able to trade in their chromebooks for a new one to use this school year. The District has purchased all new chromebooks and will need to return the old ones to our vendor.

We will begin the chromebook trade in process on Monday, August 17 at PMS. In order to make this process seamless, we are asking each student and parent/guardian to review the PTSD Chromebook Handbook and Network Accessible Use Agreement. Each student and parent/guardian will be responsible for reading, understanding, and signing these documents online. We will require an annual technology fee of \$30 that will be used for maintenance, accidental damage and other costs associated with each student having a device. Students not returning their old device will be charged the full cost of the chromebook. This fee must be settled before the new Chromebook can be given to the student.

6th-grade students can exchange their Chromebook during their preset tour time from August 17 to 20. 7th & 8th-grade students can exchange their Chromebook in the afternoon during their schedule-walk and locker set-up time from August 17 to 20.

To complete the user acknowledgements along with making a payment, please log on to FamilyID and follow the directions to update your account for the 2020-2021 school year. Students/Parents must complete this process before trading in their old chromebook and picking up the new one.

FAMILY ID - Click Here: [Family ID Chromebook Registration and Payment](#)

Chromebook Trade In Schedule

6th-Grade August 17 to 20 - During preset tours at 7:30 am, 9:00 am, and 10:30 am. Parents will receive a personalized email detailing their child's tour time.

7th & 8th-Grades August 17 to 20 - Students will exchange their Chromebook when they come in to walk their schedules and set-up lockers.

Any student not able to pick up their chromebook during their assigned day should contact Mrs. Bondra via email bondras@penntrafford.org or call her at Penn Middle - 724-744-4431.

Sincerely,

Jim Simpson

Principal

Penn Middle School

724-744-4431

simpsonj@penntrafford.org