



## Southern Columbia Area School District

800 Southern Drive  
Catawissa, PA 17820

Dear Student and Parents/Guardians,

The district's laptop "**borrow**" program last year for grades 7th -12th was a huge success! Over the years, our district has been very progressive with incorporating the use of technology into our classrooms and our teachers have continually increased its use to improve student engagement and incorporate 21st Century "*digital age*" skills to help prepare students to meet the needs of today's demanding global workplace.

This year, the District's "1-to-1" laptop program continue to help increase students' access to current digital, content-rich resources to meet today's standards, as well as save valuable instructional time. Also, the 1:1 program will assist in reducing the consumption of print resources in grades 5-12 by increasing the use of more current, engaging digital resources in most curricular areas.



### Expected Benefits from Mobile Technology for Student Instruction

In a recent nation-wide survey students were asked to select the most important benefits that they expected to receive from the adoption of mobile technology (1:1) program in their district from 13 options. The 5 most selected benefits are below:

- More engaging instruction for students*
- Increased student achievement*
- Personalized instruction to meet the needs of different students*
- Interactive learning/ more collaborative*
- Student-directed learning experiences*

To help meet the expectations listed above, **all 7th-12th grade students will be provided with a new or 1-year-old laptop computer.** The devices will provide a "*personal*" laptop for every 7th-12th grader to use throughout each school day, as well as providing the option for students to take them home to extend learning and serve as an essential tool for research, online learning, assignments, assessments, presentations, and collaboration with their classmates and teachers after school hours. All 7th & 8th grade students will be receiving either a new or "gently used" (1- year-old) ChromeBook, and all 9th-12th graders will be receiving their previously used PC laptop, with the exception of the 9th graders, who will get a new device.

**BORROW & MAINTENANCE FEE:** To ensure the success of our laptop program, it is essential for the **District to provide necessary support for software updates, virus protection and content filtering for both on and off campus.** The District also provides in-house hardware repair services, and in extreme cases, hardware replacements. For the District to assume this level of responsibility, there is an annual "**Borrow/Maintenance Fee**" of **ONLY \$10 per computer**, or \$5 for reduced lunch & \$0/ for free lunch. This fee is to ensure that each students' laptop is always current and performing at its best and **is required for all laptops if students are going to take and use them at home. If by chance a laptop is damaged, lost or stolen, the "program" has a minimal "incident" fee of only \$10 for the 1st reported incident.** (higher fees for additional incidences) Without the fee, the full replacement of a laptop will range from \$200-\$350. All students will be **provided a required District laptop case**, that is designed to protect each device with regular, responsible use.

**LAPTOP AGREEMENT & PAYMENT:** Please read over all the information, and complete the enclosed "*Laptop Borrow Agreement*" for each student. Laptops will be issued by grade level to **students during the week of Sept. 6th**, and to expedite the process, we are requesting that one envelope with **only one student's agreement and check/cash is submitted per student.** Be sure to mark each envelope with "**Laptop**" and each **students' name, grade & homeroom teacher's name. DO NOT MAIL forms or payment.** Students can submit their forms with payment anytime, beginning the first day, by bringing it to the school office, or turning it into a homeroom teacher.

**PLEASE SEND FORMS & PAYMENTS IN BEFORE SEPT. 2ND.**

**OPT-OUT OPTION:** IF YOU DO NOT WANT YOUR CHILD TO PARTICIPATE IN THE PROGRAM, OR TO TAKE THEIR LAPTOP HOME, PLEASE FILL OUT THE “BORROW” FORM AND CHOOSE THE “OPT OUT” OPTION & RETURN IT TO SCHOOL. Students who “opt out” of the Laptop Borrow/Maintenance fee will not be allowed to take their laptops home but will still be issued a laptop for use in school. They will be required to pick up their laptop each morning, and return it for charging at the end of each day at a convenient charging station. They are still responsible for any damages that may occur, since they will be the sole user of the laptop during the school day. They will also be held accountable for all classwork/homework assignments, but if a laptop is required for homework, teachers will provide alternate options to complete it.

**LAPTOP DISTRIBUTION MEETING:** Beginning the second week of school, students will meet in grade-level groups with administration and the technology department, where they will be provided an overview of the general rules and guidelines of the program as well as the use and care of students’ laptops, power chargers and cases. This information is provided on the enclosed “**SCA Laptop Program**” **Guidelines & Fee Information** and is also posted on the district’s web site.

**LAPTOP PROGRAM PRESENTATION!** We would like to invite all students and parents or guardians to attend a short, one-half hour informative session about our “**1:1 Laptop Program**”. You may choose from two short presentations the evening of the **Middle and High Schools’ Orientation on September 1st, at 6:00 or 7:30pm in the High School Auditorium**. These sessions are not mandatory, but will provide essential information, as well as an opportunity for you to ask questions.

We are very pleased and excited to be able to offer this opportunity to all our 7th-12th grade students again this school year, and we are really looking forward to continuing to transform our students’ learning at SCA!

Sincerely,

A handwritten signature in cursive script that reads "B. Monick".

Mrs. Brenda Monick,  
Director of Curriculum, Instruction & Technology  
Southern Columbia Area School District