



PISCATAWAY TOWNSHIP SCHOOLS

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June 13, 2016

Dear Middle School Parents and Guardians,

As this school year comes to a close, there is some important information regarding your child's district issued iPad in which you need to be aware. Similar to last year, each student will retain their iPads over the summer months for use with reading, summer work etc. Students will be responsible for the care of the unit during this time according to the iPad Pledge and User Agreement.

This letter contains some very important information regarding an insurance program for the device, the repair process during the school year, and opportunities over the summer to have any damages or malfunctions addressed.

iPad Insurance Reminder

The district has made insurance available for your child's iPad for a minimal fee of \$45 per device. This insurance will cover all types of accidental damages (up to 3 incidents). The insurance must be purchased on-line through Community Pass and will be **available for purchase through June 30, 2016.** This insurance plan will be valid through June 30, 2017 at which time the next year's insurance will need to be purchased (if student is returning to middle school). We encourage all families to purchase the insurance. Detailed information and Community Pass directions is available on the main page of our website (www.piscatawayschools.org).

If you chose not to purchase the insurance parents will be required to pay for any damages that may happen to the device, including during the summer months. For example, a replacement for a cracked screen will cost \$149. The district highly encourages every family to purchase this very reasonably priced insurance. Families are not to get the iPad repaired by any other company or location.

Any intentional damage, lost, or stolen devices are not covered under the insurance policy and will be the responsibility of the family to reimburse the district for the cost of the unit.

Needed Repairs

If there are any needed repairs throughout the 2016-2017 school year your child should report to the school Technology Coordinator. They will assist your child in troubleshooting. If the iPad needs further attention it will be seen by a district technology representative. If you purchased the insurance there will be no cost to you and your child will receive the iPad back as soon as it is repaired (up to 3 accidental damages). If you have chosen not to purchase the insurance, the device will be repaired and returned to your child and you will be mailed an invoice for the cost of the repair. Once again, we highly suggest you take advantage of the available insurance; once the iPad is issued, any damages are the responsibility of the student.

Students should report any theft of the device to the police and the main office immediately. Once again, any lost or stolen devices are not covered under the insurance policy and will be the responsibility of the family to reimburse the district for the cost of the unit. In all lost or stolen situations your child will be issued another iPad unit and the family will be issued an invoice for the cost of the unit.

Summer Repairs

As previously discussed, your child will be retaining their iPads over the summer. In case of any iPad malfunctions or needed repairs we are making some service times available for families to have issues addressed during the summer months. We have established dates in which an Information Technology employee will be available to address any concerns and/or take the unit for repair. We will have this service available to you from 10:00AM to 12:00 PM (noon) on July 6, 13, 20, 27, and August 3, 10, 17, and 24. Due to the summer facility schedule at various buildings, this service will be offered to ALL district middle school students in the Conackamack Middle School Media Center during the above times. No loaners will be issued over the summer months. Once again, students attending any district middle school will need to report to Conackamack Middle School (according to the above schedule) to have their iPad issues addressed over the summer months. The 2016-2017 insurance year begins July 1st; if you have not purchased the district insurance you will be financially responsible for any damages and repairs according to the above information for the summer months as well.

Thank you for your anticipated cooperation regarding our iPad procedures. Please find the documents discussed here and more information regarding our Middle School iPad initiative on our website www.piscatawayschools.org on our main page as well as under the tab labeled "Parent Center" beginning Monday, June 27, 2016.

I hope you have an enjoyable summer.

Sincerely,



Dr. Frank Ranelli
Assistant Superintendent