

June 3, 2020

Oregon Trail Parents,

In order to prepare for the 2020-2021 school year, all technology equipment checked out during the COVID-19 school closure must be returned at the end of this school year. This includes Chromebooks and Cellular WIFI hotspots *and their chargers*. Equipment may be returned to *any drop-off site* listed below.

Drop off Process

In order to maintain appropriate social distance for recipients and staff, we will use a car-based drop-off method.

When you arrive at the drop off location:

- Please roll your vehicle window only $\frac{1}{3}$ to $\frac{1}{2}$ of the way down.
- The staff member will step towards your vehicle to receive the device and check it back into the system (much like a library book check in).
- Receipts for the equipment will be available upon request.
- Families will be held harmless for *damage* that occurred during this April to June check out.
- **The device must be returned with the charger in order to be “checked in”.**
- School staff will follow up with families in any instances of lost devices and/or chargers.

In order to reduce congestion and wait time during the first week, drop off times will be staggered based on the first letter of the last names.

Wednesday June 10th - Boring Middle School

- A-E - 10:30am
- F-L - 11:30 am
- M-R - 12:30 pm
- S-Z - 1:30 pm

Wednesday June 10th - Sandy High School

- A-E - 2:30pm
- F-L - 3:15pm
- M-R - 4:00pm
- S-Z - 4:45pm

Thursday June 11th - Sandy High School

- A-E - 10:30am
- F-L - 11:30 am
- M-R - 12:30 pm
- S-Z - 1:30 pm

Thursday June 11th - Welches Middle School

- A-E - 2:30pm
- F-L - 3:15pm
- M-R - 4:00pm
- S-Z - 4:45pm

Monday June 15th - Sandy high School

- Open to all 10am - 4pm

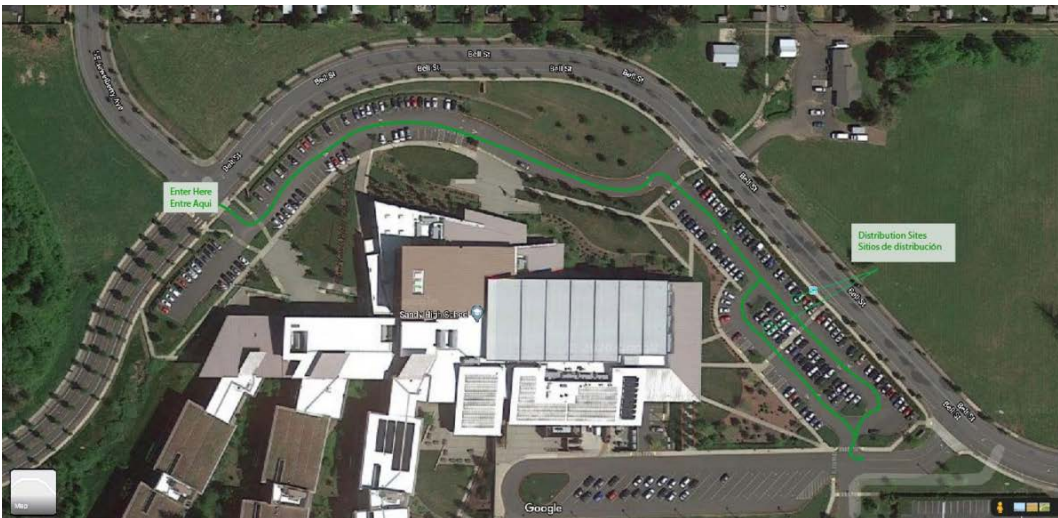
Thursday June 18th - Sandy high School

- Open to all 8 am - 12:00 pm

Pick-Up Site Layouts:

Sandy High School

Use main entry at front of school



Welches Middle School

Form two lines in the parking lot in front



Boring Middle School

Line up along the curb in front of the building

