



May 18, 2023

Dear Parents:

We wanted to reach out and let you know that we will begin collecting student devices next week, May 22-26, 2023.

Please make sure that all items are turned in with your student's device. This would include the chargers, and any protective casing such as the iPad case and/or the clear plastic case that goes on the outside of the Chromebook. We appreciate your assistance in getting everything returned together so that we can create an accurate inventory ahead of next year.

If your student has lost the charger, it could result in a fee of \$25.00 for a charger and \$15.00 for an iPad charger.

We are aware that some chromebooks may have been handed out without a protective cover. If this is the case for your student, please include a note with the device/charger at turn-in that there was not a case on the device so we know not to charge you.

Beginning next school year, any device that has the protective casing removed once it has been assigned to a student, will not be covered by insurance.

The tentative schedule for collection is:

- Rykers' Ridge Elementary - May 23
- MJHS Grades 5 & 6 - May 24
- Lydia Middleton Elementary - May 24
- MJHS Grades 7 & 8 - May 25
- Anderson Elementary - May 25
- Deputy Elementary - May 25
- MCHS Grades 9, 10, and 11 - May 26 (senior devices were collected earlier)

We appreciate your help to make sure all essential items are returned as it will help save on the expense or replacement cost.

Please feel free to email me if you have any questions or concerns. You can contact me at [jtaylor@madison.k12.in.us](mailto:jtaylor@madison.k12.in.us).

Thank You,

Josh Taylor  
IT Director