Chromebook & Assistive Technology Return Processes

On May 28th, ACSD#1 will begin collecting Chromebooks, chargers, and any other Assistive Technology from families that have been issued a device by ACSD#1, or is participating in the Chromebook loan program. **Families can simply return any Chromebook and/or Assistive Technology to their home-school location.** Parents that have students who attend multiple schools may return all devices to one location.

**Drop off Times & Locations:**

- **Beitel Elementary**
  - Thursday (5/28) Noon - 8:00 pm
- **Indian Paintbrush Elementary Bus Loop**
  - Thursday (5/28) Noon - 7:00 pm
  - Friday (5/29) 8:00 am - Noon
- **Linford Elementary**
  - Thursday (5/28) 1:00 pm - 3:00 pm
  - Friday (5/29) 9:00 am - 11:00 am & 12:00 pm - 2:00 pm
- **Slade Elementary School**
  - Thursday (5/28) 11:00 am - 7:00 pm
- **Spring Creek Elementary School**
  - Friday (5/29) 8:00 am - 4:00 pm
- **Laramie Middle School Bus Lane**
  - Thursday (5/28) 8:30 am - 4:30 pm
  - Friday (5/29) 8:30 am - 4:00 pm
- **Laramie High School Circle Drive**
  - Thursday (5/28) 8:30 am - 4:30 pm
  - Friday (5/29) 8:30 am - 4:00 pm

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The State of Wyoming provides Hathaway Merit and Need Scholarships for Wyoming students attending the University of Wyoming and Wyoming community colleges. Every Wyoming student who meets the merit requirements can earn a Hathaway Merit Scholarship. Contact your school counselor for more information.
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Preferred Process

- Your principal will communicate building access procedures to retrieve personal items and drop off district-issued Chromebook(s) and Assistive Technology.
- Families will determine a time to visit their home school to retrieve personal items and drop off any technology device(s).
- Building staff will collect device(s) to check families out.

Alternative Methods

Grab N Go Drop Off

Families participating in the Grab N Go lunch program can drop off their district-issued Chromebooks and other Assistive Technology at any meal location Thursday and Friday.

Drop off Times & Locations:

- Link to Location Logistics
- ACSD#1 Staff will collect the devices.

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Laramie High School Drop Off (Starting June 1st)

If a family is unable to visit their home-school on the 28th or 29th of May, they can drop off any district-issued Chromebooks and other Assistive Technology at Laramie High School during the first week of June. Starting June 1st, families can drop off equipment at Laramie High School's Bus Drive located at the South entrance of the school. ACSD#1 staff will greet incoming vehicles to collect any device(s). Note: There will be no need to get out of your vehicle.

**LHS Drop off Times:**

- **Monday, June 1st**
  - Morning: 7:30 am - 9:00 am
  - Evening: 4:00 pm - 5:30 pm
- **Tuesday, June 2nd**
  - Morning: 7:30 am - 9:00 am
  - Evening: 4:00 pm - 5:30 pm
- **Wednesday, June 3rd**
  - Morning: 7:30 am - 9:00 am
  - Evening: 4:00 pm - 5:30 pm
- **Thursday, June 4th**
  - Morning: 7:30 am - 9:00 am
  - Evening: 4:00 pm - 5:30 pm
- **Friday, June 5th**
  - Morning: 7:30 am - 9:00 am
  - Evening: 4:00 pm - 5:30 pm

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Home Pick Up

If a family is unable to take advantage of any return procedure listed within this memo, families can fill out the Chromebook & Assistive Technology Form to have their device(s) pick up by the District. We do ask that families consider this option as one out of necessity and not conveyance, as this process is reserved for those families in need.

● Chromebook & Assistive Technology Pick Up Form

Questions

If you have questions or need assistance with special accommodations, please email info@acsd1.org or call 307-721-4400 to leave a message, and someone will contact you.