

# Caleb Greenwood Fall 2020 Chromebook & Student Materials Distribution

## Chromebook Distribution

All available Chromebooks have been spoken for. If you requested a Chromebook prior today, August 28, we have one reserved and available for your child(ren). Any further requests will be put on a wait list. District-wide and despite extensive planning, the demand has been much greater than expected, so we do not have any additional Chromebooks currently available. **Chromebooks are intended for children who do NOT have access to a device at home. If you have requested a Chromebook and do not have an immediate need for it, please email me so I can make your reserved device for another child who does have immediate need. I will then add you to the waitlist for when we have more devices available.** To be added to our waitlist, please complete this form: [Caleb Greenwood Fall 2020 Chromebook Request](#).

If you are unable to make it to this distribution date, please email Principal Hanson at [erin-hanson@scusd.edu](mailto:erin-hanson@scusd.edu) to make alternate arrangements to pick up a Chromebook.

Chromebook Distribution: Monday, August 31	
<b>9:00-10:30</b> Families who have not yet borrowed a Chromebook	<b>11-12:30</b> Families who have already borrowed one or more Chrombooks

## Student Materials Distribution

In order to ensure we are able to provide all learning materials required for successful engagement in Distance Learning at once, materials will be distributed the week of September 7. Teachers will digitally provide all materials necessary to engage in Distance Learning for September 3-10. Students will receive curriculum related consumables, such as workbooks and packets, textbooks and an assortment of general supplies. Teachers will share additional supplies needed during Back to School Night on September 1 and via Google Classroom.

Student Materials Distribution	
Tuesday, September 8	
<b>11:30-1:00</b> Last Name A-M	<b>1:00-2:30</b> Last Name N-Z
Wednesday, September 9	
<b>11:30-1:00</b> Last Name N-Z	<b>1:00-2:30</b> Last Name A-M
Thursday, September 10	
<b>8am-2pm</b> Make-Up Distribution (Front Lobby)	

\*\*\* Please see next page for pick-up directions\*\*\*

## Directions for Chromebook & Student Materials Distribution

In order to keep both our staff and families safe, it is critical that you carefully read and adhere to the schedule and guidelines below. We know this is not ideal, but we appreciate your understanding and cooperation to keep both our staff and families safe during this distribution. Please know that every appropriate precaution will be taken by staff to follow safety guidelines with regards to social distancing, personal protective equipment, and symptom checking.

- Stay home if you or any family member is sick with symptoms consistent with COVID-19.
- Please arrive in a VEHICLE in order to ensure social distancing and safety precautions are followed.
- STUDENTS AND FAMILIES ARE TO REMAIN IN THEIR VEHICLES AT ALL TIMES.
- Wear a mask/face covering at all times.
- Distribution will take place on the blacktop. See graphic below for directions about how to approach, line up, enter and exit the drive-thru distribution.
- Staff members will take your name, give you a Chromebook Borrowing Agreement, bring your items to your vehicle, and hand them to you through the passenger side window.
- You will then follow the cones to turn around and exit onto Camellia where you will make a right turn to leave campus.
- Vehicles must remain six feet apart and only have members from the same household.

