



Nutley Public School District

315 Franklin Avenue
Nutley, NJ 07110

June 1, 2020

Dear parent or guardian of graduating senior,

As the school year draws to a close, we want to thank you for your support of the 1:1 Chromebook initiative and to inform you about Chromebook collection procedures and a buy-out/purchase option for the Class of 2020 Nutley graduates.

All seniors were issued a Chromebook and accessory items, including a carrying case with strap and a charger with power cord. These items must be returned undamaged and in good condition OR purchased at the resale cost determined by the District, see options and details below.

Buy-out/purchase option: Class of 2020 graduating seniors will have an option to buy-out their district-issued Chromebook with accessories **by June 19** at a total cost of **\$50.00**. If purchased, the Chromebook will be disenrolled from Nutley and the device will be reset to original factory settings - more information with instructions will be communicated upon graduation or shortly thereafter. The student will have complete ownership of the device; the District will no longer be responsible for the device, including its care and repair services.

The \$50 payment for Chromebook buy-out can be made online via [MySchoolBucks](#), paid in full to Nutley Board of Education. This purchase is non-refundable.

To buy-out the Chromebook via [MySchoolBucks](#):

1. Login to MySchoolBucks.com or create a new account by selecting Sign Up Today!
2. Make Sure your Students are Added to your Account
3. Visit School Store and Select Senior Chromebook Buy-out - Class of 2020
4. Review and Agree to Terms
5. Checkout with your credit/debit card or a checking account

Return option: To minimize contact, we will need to schedule appointments for the return/drop off of Chromebooks and chargers. Please complete the Google Form below and see additional information on the next page.

[CLICK HERE for Google Form: Senior Chromebook Return](#)

This form will help the Tech Department to organize collection of devices and schedule drop-off appointments.

Please continue on the next page.

ADDITIONAL INFORMATION, IF RETURNING THE CHROMEBOOK...

- The Chromebook and its charger should be returned undamaged and in good condition. Chromebooks must remain free of any writing, drawing, stickers, or labels that are not the property of the Nutley Public School District. Asset tags and logos should not be modified or tampered with in any way.
- If upon inspection of the Chromebook and accessories, there is evidence of abuse, neglect or intentional damage, a fee will be charged for needed repairs, not to exceed the replacement cost of the Chromebook.
- If the Charger is not returned, there is a \$20 replacement fee.
- **Failure to return the Chromebook and accessories will result in a charge for the full replacement cost and will delay issuing of transcript and diploma.** Any Chromebook not returned will be considered stolen property and law enforcement agencies will be notified.

Loaner Device: If you are a graduating senior with a loaner Chromebook...

- If you currently have a loaner Chromebook because your student-issued Chromebook is under repair, you must return the loaner Chromebook and it's charger. Please complete the [Google Form: Senior Chromebook Return](#) and indicate that you have a loaner Chromebook.

IMPORTANT DATES:

- Buyout Option: Purchase your Chromebook on MySchoolBucks **by June 19.**
- Return Option: Complete the [Google Form: Senior Chromebook Return](#) **by June 19.** This form will help the Tech Department to organize collection of devices and schedule drop-off appointments.
- All students will have access to their Nutley Google account until September. It is recommended that students download or make copies of any documents or information that they want to keep.

Sincerely,



Mr. Denis Williams
High School Principal



Dr. Jessica Shoja
Coordinator, Integrated Instructional Technology