



Dear Parents,

In an effort to answer questions about our plans to support students through online learning, I have prepared a video explaining our district's distance learning plan. Hopefully this overview of our plans will be helpful. You can access the video here: [MPS Distance Learning Plan](#)

The second purpose of this email is to arrange for **pick-up of Chromebooks on Wednesday, April 1st** for students in grades 2-12. If you already have a district-issued Chromebook or a computer of your own which is working well for you, you do not need to take any additional steps. We expect iPads for students in grades K-1 to arrive soon and will notify you when they are ready for pick-up.

Students who still need a Chromebook should plan to come to Montville High School on Wednesday according to the schedule below:

- 9-10 Students whose last names begin with A-E
- 10-11 Students whose last names begin with F-J
- 11-12 Students whose last names begin with K-M
- 12-1 Students whose last names begin with N-Q
- 1-2 Students whose last names begin with R-T
- 2-3 Students whose last names begin with U-Z

This schedule is a guideline; students will be allowed to pick up devices at other times, but we are trying to minimize long lines of people waiting at one time. If you are not able to come on Wednesday, please email esupport@montvilleschools.org and we will contact you to arrange a different time.

It is essential that you follow the steps below prior to coming to the school:

- **Complete the online Device Agreement. You can access the agreement by cell phone or computer by clicking here: [Device Agreement](#)**
- **Prepare a sheet of paper with your Child's Name, Grade and School clearly written on it. Please have one paper for each child who needs a Chromebook.**
- **Come into the side parking lot at MHS, accessing the parking lot so the driver's side of your car is facing the school, and stop at the orange cones. A worker will meet you at your car, take the paper with your child's name, and issue you a Chromebook.**

If you have not followed these steps, we will **NOT** be able to issue a device. We must ask that you come prepared in order to ensure the safety of families and workers. Please call 860-848-1228 if you need assistance.

Best regards,

Laurie Pallin

Superintendent, Montville Public Schools