



Dear Students and Parents in KCS 1:1 Schools:

It has been a great year for student use of devices in the classroom. We have seen increased student engagement and motivation in the classroom. As the end of the school year approaches, we need to begin collection of devices. Here at Bearden Middle School, we will collect devices on Monday, May 13 during homeroom.

A few reminders as we approach the time of device collection:

- 1) All iPads will be wiped and reset this summer. Please be sure to download/save any personal files you have on your device, as they will be removed at collection.
- 2) In order to complete collection, students will be expected to return their device in its school-assigned case, fully charged.
- 3) As part of the process, we will be assessing devices for any damages. If damages are discovered, invoices will be mailed with specific charges from the KCS financial department. We will not be accepting money in any form on collection day. We request that you wait and pay once an invoice has been sent.
- 4) Students will be given a collection receipt at the end of process for you to keep on file. This collection receipt will only indicate the status of any damage found and it will serve as evidence of returning the device. PLEASE hold onto this receipt in case there should be any question about the return of a device.

As a parent if you would prefer to return the device or to be a part of the process, please contact our TPaCK, Mrs. Jennifer Pace at [jennifer.pace@knoxschools.org](mailto:jennifer.pace@knoxschools.org) to schedule a time to have your device inspected and collected.

Thank you for partnering with us on this journey. We are excited about the possibilities for the future. As always, if you have any questions please do not hesitate to contact me.

Sincerely,

Michael Toth  
Bearden Middle School, principal