

Rivera Middle School

El Rancho Unified School District

7200 Citronell Ave.

Pico Rivera, CA 90660

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Dear Rivera Middle School Families,

First, I want to thank everyone who took the time to complete the Technology Survey and responded to our 5th period teachers. This has greatly helped our District and school prepare for distribution. Rivera Middle School will loan a Chromebook to your child for the duration of the school closure. Please understand that this Chromebook is district property and you will be responsible to return it in the same condition as you received it.

Dates, Times and Location

- The Chromebook checkout will take place at your child's school.
- **DRIVE THRU** Pick-Up Schedule on by last name:

Friday, April 3rd:	Saturday, April 4th:
○ A-G 8:45-10:45 am	* A-G 8:30-9:30 am
○ H-P 10:45-12:45 pm	* H-P 9:30-10:30 am
○ Q-Z 12:45-2:45 pm	* Q-Z 10:30-11:30 am
- If you have siblings in other grades, you can pick up all chromebooks at one time. However, a Chromebook may only be picked up from the school your student is enrolled at.

Checkout Process

- We are requesting that the parent or guardian **DRIVE-thru** pick up the device, if possible. A device will **NOT** be distributed to a student without a parent or guardian present.
- Please make a drive up line **Eastbound** on Danbridge St. We will be distributing Chromebooks through gate 5 (Next to innovation lab)
- **Do not get out of the car. Please drive up and provide the following information**
- You will need to provide your
 1. Child's name
 2. Child's grade
 3. Birthdate
- Once your child has been verified, you will be handed a sanitized bag with Chromebook, a charger, and important documentation. Documentation must be filled out and signed by a parent or guardian. A picture of the signed forms must be emailed to their 5th period teacher upon receipt.
- **For those that are unable to drive up, Chromebooks will be given out on Saturday 11:30-12:30pm..** Please keep to the social distance of 6 ft.

During school closure if your child's Chromebook has any issues or needs repairing, please communicate with your student's teacher, via email, Google Classroom, or how you normally would do so, throughout the school year.

Sincerely,

Dr. Ventura-Rincon

Principal

Dr. Yvette Ventura-Rincon, Principal

*Respectful **M**otivated **S**cholars*

Shirley Lugo, Asst. Principal