

Subject: Important Student Device Update

Date: Wednesday, April 22, 2020 at 10:58:02 AM Eastern Daylight Time

From: Ellicott Mills Middle School

To: Jennifer Johnson



Ellicott Mills Middle School

Student Device Update

April 22, 2020

Dear EMMS Families:

Following on-site distribution of student technology devices to high school students, the challenges of social distancing guidelines proved too difficult to continue distribution at schools. Devices are being sent to families of elementary and middle school students who have requested to borrow them, as well as middle school students who have not yet received a requested device.

Unfortunately, FedEx backlogs have delayed delivery of some devices for students. In error, parents may have received an email regarding the assignment of a Chromebook that they have not yet received.

To better assist families, parents/guardians can view devices assigned to students in HCPSS Connect. To view devices, parents/guardians should [log in to HCPSS Connect](#), select Student Technology at the bottom navigation bar and then again in the middle. A new window will open where families can see devices assigned to their child and indicate any changes to their needs. [Full directions](#) are available online.

If the device(s) listed in the inventory section are not received by Friday, April 24, parents/guardians are asked to email the Information Technology Asset Management team at ITAM@hcpss.org. Make sure to include the student's legal name, student identification number (if known), and any other relevant information.

Also, please let us know so that we can advise your child's teachers if this applies to you. You can do so by completing the Google form below.

<https://docs.google.com/forms/d/e/1FAIpQLSerboBZgEDSHm9x8f3lQm2MTzVX8D3ZajM2pUx9b2fsH>

We appreciate your cooperation and patience. We apologize for any inconvenience.

EMMS Administrative, Front Office and Student Services Teams

Connect with Us:

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