

June 9, 2020

Dear Parents, Guardians and Students in Kindergarten through Grade 11,

As the academic school year comes to a close, we are providing you with information regarding the Chromebook Return Policy and the final Report Card Access.

**Chromebook Information:**

To support your child's continued learning, we ask that you hold on to your child(ren)'s laptop through the summer and bring it back to school on the first day of the new academic school year. Please see the set of Questions and Answers below regarding the return of Chromebooks.

**Question:** The 2019-2020 academic school year ends on Friday, June 12, 2020. Do I need to return my child's Chromebook to the District?

**Answer:** No. You may keep your child's Chromebook, until the first day of the new academic year.

**Question:** What if my child is attending a different District school?

**Answer:** Your child should bring back the Chromebook to the new school on the first day of the new academic school year.

**Question:** What if my child is going to attend a Charter School, transferring to a private school or any other new school outside of the District?

**Answer:** If your child will be attending a Charter School, transferring to a private school or any other new school outside of the District, then you should return the Chromebook to either of the Chromebook Support sites on Mondays and Wednesdays from 9:00 am -12:00 pm, with the exception of July 6 to July 8, 2020.

- Education Center, 440 N. Broad Street, Philadelphia, PA 19130 **or**
- Fitzpatrick Annex Building (located in the rear of Fitzpatrick Elementary School)  
4101 Chalfont Drive, Philadelphia PA 19154

**Question:** If my child's Chromebook needs repairs, what do I do?

**Answer:** If the Chromebook needs repairs, the you can take it either of the two Chromebook Support sites on Mondays and Wednesdays from 9:00 am-12:00 pm with the exception of July 6 to July 8.

- Education Center, 440 N. Broad Street, Philadelphia, PA 19130 **or**
- Fitzpatrick Annex Building (located in the rear of Fitzpatrick Elementary School)  
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**Question:** If my child's Chromebook gets stolen?

**Answer:** Please report the Chrombook theft to the Philadelphia Police Department and obtain a police report.

**Question:** What are the appropriate activities that my child can engage in while using the Chromebook?

**Answer:** Engaging in learning activities is intended and appropriate. Please review the District's Acceptable Use Policy with your child to ensure that they know the guidelines for appropriate actions and online behavior.

<https://www.philasd.org/schoolboard/wp-content/uploads/sites/884/2017/07/815-Acceptable-Use-of-Internet-Technology-and-Network-Resources.pdf>

Please note that dates and times are scheduled to change based upon state and local guidelines due to COVID 19.

### **2019-2020 Final Report Cards**

We are excited to announce that we will be sharing all students' 2019-2020 Final Report Cards through the Parent & Family Portal! This means that:

- Students will be able to access their own report cards through the Student Portal.
- Parents/Guardians will be able to access their students' report cards through the Parent & Family Portal.

Steppers outlining how students and parents/guardians will be able to access report cards are linked below:

- [Student Portal Report Card Stepper](#)
- [Parent & Family Portal Report Card Stepper](#)

Report cards will be made available through the Parent & Family Portal per the following schedule:

- **Students in Grades 9-12: 9:00 am on Monday, June 15th**
- **Students in Grades K-8: 9:00 am on Tuesday, June 16th**

Please note that report cards will be available for students in middle grades and high school grades on different days if the students are enrolled in a school that services both middle and high school students; e.g. Masterman School

For information on how parents/guardians can sign up for the Parent & Family Portal, visit [philasd.org/pfportal](https://www.philasd.org/pfportal).

Report cards will also be mailed home to families, based on the primary address in the Student Information System (SIS).

Thank you and we wish you a safe and healthy summer.

Sincerely,  
Dr. Evelyn Nuñez  
Chief of Schools