

Butler Elementary School

End of the Year Device Return/Supplies Pick Up Procedures

When:

- Tuesday, May 26th (Last names starting with A - M) 10am to 1pm
- Wednesday, May 27th (Last names starting with N - Z) 10am to 1pm

What To Bring:

- Loaned device (Chromebook/iPad) fully charged and turned on
- Device charger
- Loaned Hotspot (if applicable)
- Library books or teacher library books

Device Drop Off Procedures:

- Cars will drive up to the school on the Northside of Dial Street to where the busses load
- Laptops/iPads should be **fully charged up and turned on** when you pull up for staff to check
- After the Laptops/iPads/Hotspots are collected, students materials/items will be returned.

How To Pick Up Supplies:

- Supplies will be delivered to your car after the device is checked in.
- If you do not have a device to check in, supplies will be brought to your car

