**HIRAM HIGH SCHOOL**

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# **Hiram, Georgia 30141**

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**Michelle Stubbs**

*Evaluation Assessment Coordinator*



HHS Families,

We are grateful for the Paulding County School District investing in 1:1 computers for our middle and high school students district-wide. Students will receive a Lenovo laptop, charger, and case. However, there are several things that must happen before students can receive their laptop.

**Steps necessary for your student(s) to receive a laptop:**

1. Parent Agreement Technology Form must be signed electronically. To sign electronically, see below:
	* + Login to Parent Portal.
		+ Click on the three lines in the top, left corner of the screen.
		+ Choose Documents.
		+ Choose "New Computing Device Agreement."
		+ Complete the form.
		+ Click submit at the bottom of the form.
* To receive this form – you must have a Parent Portal Account. If you don’t have a Parent Portal Account, sign-up using this link:  [https://www.paulding.k12.ga.us/Page/27508](https://nam12.safelinks.protection.outlook.com/?url=https%253A%252F%252Fwww.paulding.k12.ga.us%252FPage%252F27508&data=05%7C01%7CDHodge%2540paulding.k12.ga.us%7C4f1a1e0c0b0048c0ce6508dbb5ebaefc%7C0a4d13eb5a664a7092f1392d6edba3aa%7C0%7C0%7C638303796099463928%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%253D%7C3000%7C%7C%7C&sdata=X2smw104jyyjMSdoGtyO3EaP%252BnH8rKgM9FItgWIqmpw%253D&reserved=0)
* Student Laptop Insurance – see information below

If something is out of working order with student Laptop, please have your child talk to his/her 1st block teacher who can put in a technology help ticket.  If your child needs repairs, the repair fee must be completed prior to it being repaired.

* [www.Paulding.k12.ga.us](https://nam12.safelinks.protection.outlook.com/?url=http%253A%252F%252Fwww.paulding.k12.ga.us%252F&data=05%7C01%7CDHodge%2540paulding.k12.ga.us%7C4f1a1e0c0b0048c0ce6508dbb5ebaefc%7C0a4d13eb5a664a7092f1392d6edba3aa%7C0%7C0%7C638303796099463928%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%253D%7C3000%7C%7C%7C&sdata=jON6dar9kN%252F7zhhOG07TLZQBqSwLWt6sjSrxn4WBED8%253D&reserved=0)
* Click on parent dashboard
* Click on RevtraK (on left side of screen, under “Find it Fast”)
* Click on PCSD BOE
* Click on Technology Department tab
* Choose the option of what is needed

**Student Laptop Insurance**

The Paulding County School District has partnered with SmartTech to provide optional insurance for your student’s device. You may purchase optional accidental damage or loss insurance for the laptop priced at $25.00 per year to cover exceptions to our device support, maintenance, and warranty coverage. The insurance may be purchased before or immediately after receiving the laptop. The school district highly recommends purchasing the insurance for your student’s laptop as the cost to pay out of pocket for repairs not covered by warranty is well above $80.

[Smart Tech Insurance website](https://nam12.safelinks.protection.outlook.com/?url=https%253A%252F%252Fsmarttechinsurance.com%252Forganization%252Fpaulding%252F&data=05%7C01%7CDHodge%2540paulding.k12.ga.us%7C4f1a1e0c0b0048c0ce6508dbb5ebaefc%7C0a4d13eb5a664a7092f1392d6edba3aa%7C0%7C0%7C638303796099463928%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%253D%7C3000%7C%7C%7C&sdata=wljFBd1cIOqVp625sgFKyoltDtLHKzJN9J2xvAPWhRU%253D&reserved=0)

**Already purchased insurance?**

If you have already purchased insurance for the current year for insurance, please make sure to update your policy by either calling SmartTech at (877) 307-6777 or using the [Contact Us](https://nam12.safelinks.protection.outlook.com/?url=https%253A%252F%252Fsmarttechinsurance.com%252Fcontact-us%252F&data=05%7C01%7CDHodge%2540paulding.k12.ga.us%7C4f1a1e0c0b0048c0ce6508dbb5ebaefc%7C0a4d13eb5a664a7092f1392d6edba3aa%7C0%7C0%7C638303796099463928%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%253D%7C3000%7C%7C%7C&sdata=qWIY%252Fel1qArxSfJbzq18Bl8rtvemEkKQWx85t7sZX0U%253D&reserved=0) form on their website to notify them of the new device. Please note you will need the serial number that is located on the bottom of the laptop.