

# clark advanced learning center

located at

Indian River State College Chastain Campus  
2400 S.E. Salerno Road • Stuart, FL 34997 • Phone 772-419-5750

April 8, 2021

Dear Students,

As we look forward to an outstanding conclusion to the 2020 – 2021 school year, I am writing to inform you of the MacBook return procedures. Beginning Block 3 on Friday, April 23, our faculty and staff team will begin assisting with MacBook collection from anyone turning in his/her assigned laptop. It is always a tough day when students have to hand over their most powerful learning tools!

**NEW THIS YEAR** -- There are two options for MacBook returns:

## **Option 1 - Return your laptop no later than Tuesday, May 25, 2021**

1. Once you complete your classes, turn in your MacBook ASAP, but no later than Tuesday, May 25, 2021.
2. Students should turn in all equipment – laptop and charger - to Mr. Chris McCrory in Room 212.
3. MacBooks must be turned in no later than 3:00 PM each day.
4. ***If you have a protective shell/cover, please leave it on your Macbook. You will be issued the same computer for the 2021 – 2022 school year.***
5. Please remove ALL stickers and any adhesive residue on the MacBook. Stickers on protective shells may stay.
6. Email all important files to yourself as a backup.
7. A fresh installation of the Apple operating system will be performed on each MacBook, and as a result all data on the MacBooks will be erased.
8. AGAIN – IMPORTANT DEADLINE -- The last day to turn in equipment is Tuesday, May 25, before 3:00 PM.
9. Every student will complete an “equipment collection” form and receive a copy as a receipt for returning the MacBook.

## **Option 2 - Returning Underclassmen Only – Year Round Laptop Option NEW THIS YEAR!**

2021 marks the beginning of a new opportunity at Clark. We are offering returning students the opportunity to keep school issued equipment through May 25, 2022. I hope this initiative will make the possibility for summer coursework a better reality, while keeping everyone engaged in critical thinking, collaboration and *positive* communication activities. Students returning for the 2021 - 2022 school year may choose to keep the school issued MacBook for the summer months and continuing through May 25, 2022 ***provided each person (student and parent/guardian) completes the action steps below prior to Tuesday, May 25, 2021:***

1. Insurance must be renewed and paid for by May 25, 2021. Submit a check in the **amount of \$70** made payable to the Clark Advanced Learning Center.

A National Model High School  
[www.clarkadvancedlearningcenter.org](http://www.clarkadvancedlearningcenter.org)

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2. A photo of the IRSC asset tag must be submitted as an attachment via email to [cmccrory@irsc.edu](mailto:cmccrory@irsc.edu), or the MacBook must be presented for asset inventory verification to Mr. Chris McCrory in Room 212 prior to Tuesday, May 25, 2021.
3. An updated Acceptable Use Policy form must be signed by both parent/guardian and student, and then submitted as an attachment via email to [cmccrory@irsc.edu](mailto:cmccrory@irsc.edu), or submitted in person to Mr. Chris McCrory in Room 212 prior to Tuesday, May 25, 2021.
4. Acknowledge installation of remote updates.

## Missing AC Adapter Information

The original Apple 30W USB-C power adapter and USB-C charge cable (2 m) must be returned when MacBook is returned. Please note third party insurance does not cover lost peripheral equipment. In the event the power adapter is lost or damaged, the replacement may be obtained from ----->

1. <https://www.apple.com/shop/product/MY1W2AM/A/30w-usb-c-power-adapter>
2. <https://www.apple.com/shop/product/MLL82AM/A/usb-c-charge-cable-2-m>

## MacBook Return Calendar

	Monday	Tuesday	Wednesday	Thursday	Friday, April 23
Block 1					Testing No Returns
Block 2					Testing No Returns
Block 3					MacBook Returns Begin
Block 4					Open Returns

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	Monday, April 26	Tuesday, April 27	Wednesday, April 28	Thursday, April 29	Friday, April 30
<b>Block 1</b>	Open Returns	Testing No Returns	No Returns School Assembly Prep	Open Returns	Open Returns
<b>Block 2</b>	Open Returns	Testing No Returns	No Returns School Assembly	Open Returns	Open Returns
<b>Block 3</b>	Open Returns	Open Returns	Open Returns	Open Returns	Open Returns
<b>Block 4</b>	Open Returns	Open Returns	Early Release Open Returns	Open Returns	Open Returns

	Monday, May 3	Tuesday, May 4	Wednesday, May 5	Thursday, May 6	Friday, May 7
<b>Block 1</b>	Open Returns	Open Returns	Open Returns	Open Returns	Open Returns
<b>Block 2</b>	Open Returns	Open Returns	Open Returns	Open Returns	Open Returns
<b>Block 3</b>	Open Returns	Open Returns	Open Returns	Open Returns	Open Returns
<b>Block 4</b>	Open Returns	Open Returns	Open Returns	Open Returns	Senior Deadline to Complete MacBook Returns

	Monday, May 10	Tuesday, May 11	Wednesday, May 12	Thursday, May 13	Friday, May 14
<b>Block 1</b>	Testing No Returns	Testing No Returns	Testing No Returns	Testing No Returns	Testing No Returns
<b>Block 2</b>	Testing No Returns	Testing No Returns	Testing No Returns	Testing No Returns	Testing No Returns
<b>Block 3</b>	Open Returns	Open Returns	Open Returns	Open Returns	Open Returns
<b>Block 4</b>	Open Returns	Open Returns	Open Returns	Open Returns	Open Returns

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	Monday, May 17	Tuesday, May 18	Wednesday, May 19	Thursday, May 20	Friday, May 21
Block 1	Open Returns	Testing No Returns	Testing No Returns	Testing No Returns	Open Returns
Block 2	Open Returns	Testing No Returns	Testing No Returns	Testing No Returns	Open Returns
Block 3	Open Returns	Open Returns	Open Returns	Open Returns	Open Returns
Block 4	Open Returns	Open Returns	Open Returns	Open Returns	Open Returns

	Monday, May 24	Tuesday, May 25			
Block 1	Open Returns	Deadline For All Students			
Block 2	Open Returns	Deadline For All Students			
Block 3	Open Returns	Deadline For All Students			
Block 4	Open Returns	Deadline For All Students			



*Chris McCrory*

Technology Coordinator  
Clark Advanced Learning Center  
Indian River State College



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