



TO: Dr. Joel D. Boyd, Superintendent

FROM: Robin Desmond, Chief Academic Officer *R. Desmond*

DATE: July 11, 2021

RE: Optional Insurance for New Laptops

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For the start of the 2021-2022 school year, Lowell Public Schools (LPS) has made a significant investment in upgrading staff devices. LPS is providing all administrators, teachers and paraprofessionals new laptops. Staff have been made aware optional insurance for the laptop may be purchased. Staff are not obligated to purchase this optional insurance; however, if staff do purchase the insurance, the laptop will be replaced with a new laptop in the case of accidental damage, theft, fire, etc. If staff do not choose to purchase the optional insurance, in the case of a damaged laptop, a replacement will be provided using refurbished devices from existing LPS inventory.