



Tustin High School

1171 El Camino Real, Tustin, CA 92780 Phone: (714) 730-7414 Fax: (714) 838-6566
A History of Excellence, a Future of Promise

May 15th, 2020

Dear **Senior** Parents and Students,

Can you believe that your four years at Tustin High School is coming to an end? With the end of the school year around the corner it is time to collect your child's Surface Pro and charger issued at the beginning of the school year.

The Tustin High School parking lot will be open for device and charger collection on Wednesday May 27th and Thursday May 28th. During this time, Tustin High School will be taking all precautions to keep staff, parents, and student safe by implementing social distancing. We will be asking that all parents and students remain in their vehicles upon entering the parking lot. You will be directed to the appropriate location within the parking lot to turn in the device and charger. Devices will be collected by Tustin High School staff from cars and assessed for damages, as needed. We ask that you please bring the device **charged** and ready to be turned on.

To minimize traffic back up and congestion, we ask that families arrive at Tustin High School using the arrival date and time in the schedule below.

Last Name	Date	Time
A-B	Wednesday 5/27/2020	8:00-9:00 am
C-D	Wednesday 5/27/2020	9:30-10:30 am
E-G	Wednesday 5/27/2020	11:00-12:00 pm
H-L	Wednesday 5/27/2020	12:30-1:30 pm
M-N	Wednesday 5/27/2020	2:00-3:30 pm
O-R	Thursday 5/28/2020	8:00-9:00 am
S-Z	Thursday 5/28/2020	9:15-10:30 am
Make-Up Device Collection	Thursday 5/28/2020	1:30-3:30 pm

A few reminders:

- If you have purchased insurance for the device and your child's device is currently not functioning, the claim must be submitted **PRIOR** to device collection and **proof of claim must be submitted at the time of device collection.**
- The following fines will be assessed according to the condition of the device:
 - Cracked Screen: \$450.00
 - Keyboard damage: \$86.00
 - STM case damage: \$35.00
 - Damaged or lost charger: \$65.00
- Students who are free of obligations and met graduation requirements **after** device collection will have an opportunity to pick up their diploma.
- Students can place a yearbook order.
- A website, www.myschoolbucks.com, can be accessed 24 hours a day in order to clear obligations. You will need to sign up, and visit the school store by adding Library/Technology fines to your cart.

If you have any questions, please feel free to email Michelle Everitt at meveritt@tustin.k12.ca.us or visit <https://www.tustin.k12.ca.us/tustin-high>.

Sincerely,

Dr. Jon Tuin

Principal