



NEW PROVIDENCE HIGH SCHOOL

35 Pioneer Drive • New Providence • NJ • 07974
Phone: (908) 464-4700 Fax: (908) 464-8556

Lauren Zirpoli, Principal
Brian Henry, Assistant Principal
Vincent A. Carangelo, Director of Athletics
Jillian Shadis, Director of School Counseling

“Dedicated to Excellence”

May 28, 2019

Dear Parents/Guardians,

As we prepare for the close of the school year, there is a great deal of excitement from our students who during the Summer months will spend time with family, visit colleges, work in leadership roles such as camp counselor, and simply have a chance to just relax. I would like to make you aware of relevant dates during the last few weeks of school. As always, thank you for your continued support this year, and for your contributions in making this year a successful one.

To that end, below please find procedures that will assist us in closing out the school year:

LOCKER CLEAN OUT

- **LOCKER CLEAN OUT**—Wednesday, June 12th through Friday, June 14th. During professional period, students will be asked to clean out their lockers. In each hallway, there will be several garbage cans where students can discard unwanted items that they will no longer be using. Please note that if any items are left in student lockers after June 21st, the items will be discarded. It is imperative that students clean out their lockers.

STUDENT iPADS

- **JUNE 12th & 13th**—During all physical education classes, all 9th-11th grade student iPads will be spot-checked to ensure that there are no damages to the device prior to summer vacation. If we find that a device is damaged, a loaner will not be assigned and the student's iPad will go out for repair during the summer months. Once students are finished with final exams, they may return their damaged iPads to the Media Center. The deadline for all damaged iPads due to the Media Center is no later than Wednesday, June 19th. Students should expect that all iPads will be back from repair and ready for pick up by August 26th. There will be designated days during the week of August 26th that students can pick up their iPads from the media center. A separate email will be sent to all students and parents notifying them of the dates.
- **DATA BACK UP**—Students are reminded to back up Notability, Pages, Keynote, iMovie and any other application files to their school Google Drive accounts.

SUMMER MONTHS

- **DAMAGED IPAD**—It is imperative that during the summer, if a student’s iPad is damaged, that the student and parent/guardian come to the high school main office and complete an incident report. The main office personnel will collect the incident report along with the damaged iPad and provide it to the technology department who will send it out for repair. To ensure that student iPads are returned in a sufficient amount of time to begin the new school year, it is extremely important to bring the damaged iPad to the main office as soon as it is damaged. During the summer, no loaner iPads will be issued.

- **LOST/STOLEN IPADS**—If a student’s iPad is lost or stolen during the summer, the student and parent/guardian need to go to the New Providence Police Department and file a police report. At that time the students and/or parent/guardian needs to contact Mr. Henry, Assistant Principal, to report that the device has been lost/stolen. Once the police report is furnished, it is the student and parent/guardian’s responsibility to bring the report to Mr. Henry who will provide it to the technology department.

If at any time during the summer months, students or parents/guardians have questions regarding student iPads, please contact either Mr. Henry at bhenry@npsdnj.org , or Mrs. Andersen at sandersen@npsdnj.org.

As a reminder, final exams will begin on Tuesday, June 18th and conclude on Friday, June 21st. Please refer to my letter for detailed information. Lastly, graduation will be Friday, June 21st on Lieder Field at 5:30 p.m.

We wish you a safe and relaxing summer vacation!

Respectfully,



Lauren Zirpoli
Principal