



April 2011

Welcome to Blake!

All students in 9th grade and new students to the upper school receive a laptop and bag as part of tuition. The laptop you'll receive is a one-year old Apple MacBook with a 10-hour battery, 4 gigabytes of RAM, and a 250-gigabyte hard drive. The suite of software includes, Microsoft Office, iLife, iWork, Adobe CS5 Design Standard, Finale 2011, and many other titles.

Please review the following forms and action steps:

- **Read** - The Blake School Laptop Use Agreement
- **Read** - Guidelines for Proper Laptop Care
- **Read and Register** - Mandatory Laptop Distribution & Informational Meeting
- **Read, Sign and Return** - Student Laptop Program Acknowledgement Form

Please complete all steps by August 2, 2011.

Remit the Student Laptop Program Acknowledgement Form to:

The Blake School
ISS Carolyn Olson
110 Blake Road S
Hopkins, MN 55343

If you have any questions regarding these forms, please contact Director of Information Support Services Marilyn Kelley at 952-988-3408 or Assistant Director of Information Support Services for Learning Technologies Dan Trockman at 952-988-3796.

Sincerely,

A handwritten signature in black ink that reads "Marilyn Kelley". The signature is written in a cursive style and is positioned above a light gray rectangular background.

Marilyn Kelley
Director of Information Support Services
(v) 952-988-3408 eMail mkelley@blakeschool.org