

INFORMATION TECHNOLOGY SERVICES

GUIDE TO SUMMER

2023 DEVICE PLANNING



Device is assigned to your school and is part of your school's inventory in Remedy. Device should be collected from the student if s/he transfers to another school, graduates, attends a VILS program or leaves the District. If the student is returning, there is no need to collect the device.



EMERGENCY CONNECTIVITY FUND (ECF) DEVICE

Device is assigned to the student for home use. It is not part of the school's inventory. The device remains with the student unless s/he graduates, or leaves the District. The school's Instructional Device Manager (IDM) must collect the devices from the student and schedule for an ITS technician to collect thereafter.



SUMMER SCHOOL

For students attending summer school and do not have a device, advise parents to submit a request at device.lausd.net for a home use device.

Graduating students may keep their ECF devices until the end of summer school. Summer school staff must collect the ECF devices during the final day of summer school and schedule for an ITS technician to collect from the school thereafter.



VIRTUAL ACADEMY

If a student is transferring from the Virtual Academy to a school site, s/he can keep their ECF device for continued home use. The new school should provide a school issue device to the student.

If a student is transferring from a school site to the Virtual Academy, collect the school issued device. Student may request an ECF device for home use if needed at device.lausd.net.



CITY OF ANGELS

If a student is graduating or leaving LAUSD, s/he must return the device to the LAUSD school campus nearest to their residence or at any Local District office. Email ITAssetMgmt@lausd.net for next steps.

If a teacher is leaving LAUSD or City of Angels, the teacher must return the device to the Virtual Academy location at the Beaudry Offices.



VERIZON INNOVATIVE LEARNING SCHOOLS (VILS)

If a student is transferring to another school that is not part of VILS, please collect VILS device

If a student will be attending the VILS program, the student will be provided a VILS device. The school should collect all other devices from the student (ECF and/or school issued).

For any VILS student attending summer school and do not have a device, advise parents to submit a request at device.lausd.net for a home use device.