



WILLOUGHBY-EASTLAKE CITY SCHOOL DISTRICT

Willoughby Middle School

Principal: Lawrence Keller
Assistant Principal: Christopher Plush

5000 Shankland Rd · Willoughby, OH 44094 · Phone: (440) 975-3600 · Fax: (440) 975-3618

Attention **ALL WMS FAMILIES WHO ARE NOT PURSUING A WILLOUGHBY-EASTLAKE VIRTUAL OPTION FOR NEXT SCHOOL YEAR.** We need to collect all WMS-issued devices so we can take inventory and restock our building for next school year. We will hold different chromebook collection/dropoff events. Please read the details below carefully:

Wednesday, 5/19:

- For **IN-PERSON LEARNERS** who have district-issued devices
- Session #1: 11:00 AM-2:00 PM
- Session #2: 4:00 PM-7:00 PM
- Drive up outside the main entrance of WMS (off Shankland)
- Write the **FIRST AND LAST NAME** of your child on a piece of paper and place it against the passenger side window
- Have all **CHROMEBOOKS AND CHARGERS** prepared to pass through the window

Wednesday, 6/2:

- For **VIRTUAL** learners who have district-issued devices
- Session #1: 11:00 AM-2:00 PM
- Session #2: 4:00 PM-7:00 PM
- Drive up outside the main entrance of WMS (off Shankland)
- Write the **FIRST AND LAST NAME** of your child on a piece of paper and place it against the passenger side window
- Have all **CHROMEBOOKS AND CHARGERS** prepared to pass through the window

Also, if you have any district-issued textbooks or any other school materials of any kind please be sure to bring these and drop them off as well so we can plan appropriately for the upcoming school year.

Again, this is for **ALL WMS FAMILIES WHO ARE NOT PURSUING A WILLOUGHBY-EASTLAKE VIRTUAL OPTION FOR NEXT SCHOOL YEAR.** Please call the main office at (440) 975-3600 if you have any questions or concerns.