

Alvord ISD Family:

We are revising our packet pickup / dropoff process next week to avoid contact and reduce the chances of exposure as we all work together to flatten the COVID-19 curve.

As of Monday, April 13, 2020 Alvord ISD will be mailing instructional packets home (if you need to update your mailing address email the campus secretary (Elem: Jessica Flake jflake@alvordisd.net MS: LeaAnn Hopkins lhopkins@alvordisd.net HS: Julie Dickerson jdickerson@alvordisd.net as soon as possible). We will no longer have paper packet pick-up at the school.

We are asking everyone to turn work in by e-mail if possible.

How to turn in “paper” work:

1. Please scan in your completed work and email to the teacher(s). Email addresses can be found on the Alvord ISD website.

2. IF YOU ARE NOT ABLE TO electronically send in your homework, we will have a drop box on the front porch of the middle school every Monday from 8am-8pm for all of the district to return their completed work if you can't scan it in.

How to scan in a document on a cell phone:

Open “Notes”

Open a new note (bottom right corner)

Click the camera icon (if you do not see this choose a different folder in you notes)

Click “Scan Document”

Scan the Document(s)

Click “Keep Scan” (Do this for each page that needs to be scanned in)

Click “Done”

Then click upload (Box with Arrow)

Choose type of message (email icon)

Input email address for teacher. Most email addresses are first initial last name @alvordisd.net

Example: jbull@alvordisd.net (email addresses can be found on the campus webpage)

Click “Send”

Thanks for your understanding and cooperation.

Alvord ISD Administrators