

Dear Parents,

For the 2019 - 2020 school year, student textbook checkout will be optional for most classes. A majority of core and elective courses have online versions of their books available for student use. We strongly suggest students use the online resources for a period of time before requesting a hard copy of the textbook. Teachers in these classes will all have class sets for students to use in the classroom. If your student does not have computer access or otherwise feels a book is necessary, you may choose to have the books issued to them to be kept at home.

Along with the benefits of having your own set of books will also come great responsibility. Your student will be required to take great care of their textbooks. Lost, stolen, or damaged books will be your financial responsibility. The cost of each textbook differs and can range from \$40 - \$200. Damage can include water damage, writing on the pages, torn pages, etc. **State law requires** that all text books be kept covered at all times.

In order to check out books for your student, please complete the bottom portion of this letter and deliver to the D-Wing Office. Students or parents may drop these letters off at any time throughout the day. Books will be pulled within 48 hours and students will receive a notice that their books are ready for pick up.

Thank You,

Regina Ingram
Assistant Principal
(281) 634-7468

Parent signature

I understand that any textbooks checked out to my child must be returned to school by Friday, May 15, 2020.

Parent signature

I accept financial responsibility for the book checked out to my child and will return the book in the same condition in which it was checked out.

Student Name _____ **ID #:** _____

Courses that books are requested for: _____

Parent/Guardian Name (please print) _____

Parent Home Phone _____ **Cell Phone** _____

Parent/Guardian Signature _____

FOR OFFICE USE ONLY:

Front Office: Date Checked Out _____ **Date Turned In** _____

Book Title: _____ Number: _____

Book Title: _____ Number: _____

Book Title: _____ Number: _____

Book Title: _____ Number: _____

Book Title: _____ Number: _____

Book Title: _____ Number: _____

Student Signature: _____

Office Signature: _____

Date: _____