

Johnston School Committee

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Assistant Superintendent for Curriculum & Instruction

JOHNSTON PUBLIC SCHOOLS
ADMINISTRATION OFFICE
10 MEMORIAL AVENUE
JOHNSTON, RHODE ISLAND 02919-3222

April 3, 2017

TEXTBOOK LOAN PROGRAM

Principals and Headmasters
Private and Parochial Schools

Please send us a complete list of your Math, Science, Literature/Language Arts, History/Social Studies, and Foreign Language textbooks, which your students may borrow under the Textbook Loan program. Please indicate the book title, author, ISBN#, publisher and copyright date, which will facilitate ordering the correct book. Please return the completed lists to my office by Friday, April 17, 2017, to the attention of **Sue Adler Textbook Coordinator**.

All requests must be from the State Department of Education approved list; no other books will be ordered under any circumstances.

Please make Freshman and new students aware that they will be able to order online at our website. WWW.JOHNSTONPUBLICSCHOOLS.org Go to the Student/Parents link Tab and then to the Textbook Loan. All other students who have books to return and order must do so at Calef School, 7 Waveland Avenue, Johnston, Rhode Island 02919. Our policy is enclosed designating the dates when to order and return books that have been borrowed for the 2016/2017 school year. These dates will be strictly enforced. Book forms are included for students to complete and return at that time. Please supply your students with the copies they may need.

If you have any questions please call Sue Adler at (401) 831-2653 ext. 2339 or Donna Greco ext. 2338

Sincerely,

Dr. Bernard DiLullo
Superintendent of Schools

Enclosures

BD/sa

Non-Public Schools Request for Books

Non-Public Schools Request for Book Form

FOR INCOMING FRESHMAN OR ANY NEW STUDENT:

Incoming freshman, or any new student who does not have books to return will again be able to order their books online. All students who attend *non-public secondary schools* may borrow Science, Mathematics, History/Social Studies, Foreign Language and Language Arts. You can find the "Textbook Center" on our website (www.johnstonschools.org) under the Student/Parent link along with all necessary forms and the state textbook list. Please be sure to fill out online forms completely and accurately.

All orders **MUST** be received no later than **June 28, 2017**.

Please make sure forms are filled in correctly before submitting. Failure to do so may result in a delay receiving your books.

LATE REQUESTS WILL NOT BE HONORED.

You may also order in person on the following dates:

Wednesday **June 21, 2017** - Wednesday **June 28, 2017**

Hours are 8:00 AM - 1:30 PM

- No orders will be accepted unless all books are returned from the previous year.
- No Reimbursements will be made for books purchased privately
- Any questions, please call 831-2653 ext.2339, or 2338, or email Sue Adler (sadler@johnstonschools.org) or Donna Greco (dgreco@johnstonschools.org)
- You will receive a phone call when your books are ready to be picked up.

GRADUATING SENIORS (June 2017)

Any graduating senior who wants to return their books early please do so by calling 831-2653 ext. 2339 or 2338 to drop them off.

JOHNSTON SCHOOL DEPARTMENT
TO BE COMPLETED AND SIGNED BY PARENT/GUARDIAN

STUDENT
NAME

_____ Last

_____ First

STREET

_____ JOHNSTON, RI 02919

PHONE

_____ DATE _____

SCHOOL

_____ GRADE _____

E-MAIL

TITLE #1

SUBJECT

ISBN#

AUTHOR

PUBLISHER

© DATE

CONDITION

_____ Date Received/ init.

_____ Date Returned /init.

TITLE #2

SUBJECT

ISBN#

AUTHOR

PUBLISHER

© DATE

CONDITION

_____ Date Received/ init.

_____ Date Returned /init.

**REQUEST FOR TEXTBOOK LOAN
CONDITIONS**

Books will be issued only if they appear on the Approved List as published by the RI Department of Education. Unless all of the information requested under the Textbook section of the form is supplied correctly, the Johnston School Department cannot accept responsibility for resulting transactions.

It is the responsibility of the borrower to return the book(s) undamaged, or pay for restitution.

Borrowers must return textbooks at the end of the school year. Failure to do so will jeopardize further lending of books.

PARENT/GUARDIAN AGREEMENT

ACKNOWLEDGEMENT OF
TEXTBOOK CONDITION

UPON MY RECEIPT

I acknowledge by my signature for each book the receipt of the book(s) and agree that I inspected the textbook(s) and have determined that the bookbinding is intact, there are no torn pages, and it is undamaged.

(Parent or Guardian)

TITLE #3 _____
SUBJECT _____
ISBN# _____
AUTHOR _____
PUBLISHER _____
© DATE _____
CONDITION _____

Date Received/ init. Date Returned /init.

TITLE #4 _____
SUBJECT _____
ISBN# _____
AUTHOR _____
PUBLISHER _____
© DATE _____
CONDITION _____

Date Received/ init. Date Returned /init.

TITLE #5 _____
SUBJECT _____
ISBN# _____
AUTHOR _____
PUBLISHER _____
© DATE _____
CONDITION _____

Date Received/ init. Date Returned /init.

Extra Titles (if needed)

TITLE : _____
SUBJECT _____
ISBN# _____
AUTHOR _____
PUBLISHER _____
© DATE _____
CONDITION _____

Date Received/init. Date Returned/init.

TITLE : _____
SUBJECT _____
ISBN# _____
AUTHOR _____
PUBLISHER _____
© DATE _____
CONDITION _____

Date Received/init. Date Returned/init.