



**MIAMI-DADE COUNTY PUBLIC SCHOOLS
LOST TEXTBOOK NOTICE**

Date: _____

Dear Parent/Guardian:

Miami-Dade County Public Schools, assigned _____
(Title/ISBN of textbook)

to _____ that has been lost or damaged.
(Name of Student)

Textbooks are the property of Miami-Dade County Public Schools and are only loaned to the students and parents/guardians while they are pursuing their courses of study. Students are responsible for returning textbooks when requested and for payment of lost or damaged textbooks. At this time you are financially responsible to pay the amount of \$ _____ for the textbook(s) mentioned above.

Please help the student locate the above mentioned textbook(s) or reimburse the school. If during the inventory process the missing textbook(s) is found, your money will be refunded to you.

Florida Statute 1006.42 Responsibility of students and parents for instructional materials:

(1) All instructional materials purchased under the provisions of this part are the property of the district school board. When distributed to the students, these instructional materials are on loan to the students while they are pursuing their courses of study and are to be returned at the direction of the school principal or the teacher in charge. Each parent of a student to whom or for whom instructional materials have been issued, is liable for any loss or destruction of, or unnecessary damage to, the instructional materials or for failure of the student to return the instructional materials when directed by the school principal or the teacher in charge, and shall pay for such loss, destruction, or unnecessary damage as provided by law.

Florida Statute 1006.28, subsection (4)(b) Money collected for lost or damaged instructional materials; enforcement:

The school principal shall collect from each student or the student's parent the purchase price of any instructional material the student has lost, destroyed, or unnecessarily damaged and to report and transmit the money collected to the district school superintendent. The failure to collect such sum upon reasonable effort by the school principal may result in the suspension of the student from participation in extracurricular activities or satisfaction of the debt by the student through community service activities at the school site as determined by the school principal, pursuant to policies adopted by district school board rule.

For further information or clarification please contact:

Contact Name: _____

Phone Number: _____

Time available to take the call: _____