

2016-2017 Substitute Teacher Handbook Receipt

Name _____

I hereby acknowledge receipt of a copy of the Lytle ISD Substitute Handbook. I agree to read the handbook and abide by the standards, policies and procedures defined or referenced in this document.

Handbook can be found at the Lytle ISD website- www.lytleisd.com

The information in this handbook is subject to change. I understand that changes in district policies may supersede, modify, or render obsolete the information summarized in this book. As the district provides updated policy information, I accept responsibility for reading and abiding by the changes.

I understand that I have an obligation to inform the Human Resource department staff of any changes in personal information such as phone number, address, email, etc. I also accept responsibility for contacting the campus principal if I have questions or concerns or need further explanation.

Signature

Date

Please sign and date this receipt and forward to the Human Resource department.