CHECK OUT AND EXCUSE NOTES SHOULD BE TURNED INTO MRS. CARTER IN THE ATTENDANCE OFFICE (DEANS HALLWAY)

NOTES WILL NOT BE TAKEN BEFORE 8:50 A.M.

MRS. CARTER WILL ONLY BE TAKING NOTES BEFORE FIRST PERIOD AND DURING YOUR LUNCH. CHECK OUT NOTES SHOULD BE IN BEFORE FIRST PERIOD STARTS***UNLESS*** YOU’RE CHECKING IN LATE.

NO NOTES WILL BE TAKE DURING CLASS, BETWEEN CLASSES OR AT THE END OF THE DAY.

PLEASE HAVE THE FOLLOWING

INFORMATION ON YOUR NOTE:

FIRST AND LAST NAME

DATE(S) YOU WERE ABSENT,

PARENTS NUMBER,

STUDENT ID NUMBER (#)

Thank You