



To: All Staff Members

From: April Nobles, Principal

Date: Friday, July 27, 2012

Re: Acknowledgment of Teacher Handbook

This signed memo indicates that you have reviewed the staff handbook for Northside Tech Middle School containing school and district rules and regulations. It has been designed to help you understand your duties and responsibilities as a staff member of Northside Tech Middle School and as an employee of the Bogalusa City School Board.

Although certain sections of the handbook will be reviewed at faculty meetings, please be advised that you are expected to read the entire handbook thoroughly on your own and be familiar with its contents.

When you review the handbook, please sign and return this sheet to Mrs. Nobles.

I acknowledge that I have reviewed the staff handbook for Northside Tech Middle School and that it is my responsibility to be thoroughly familiar with its contents.

Signature: _____

Date: _____