



School for Global Leaders
Middle School 378

145 Stanton Street, 2nd Floor
New York, NY 10002

[Tel] 212.260.5375 / [Fax] 212.432.5586

February 8, 2019

Dear Parents and Guardians,

Orders have been placed for caps, gowns, and senior T-shirts, and our yearbook pictures have been taken! Photos should arrive in the next month or two. If there are any students who, at the last minute, need to place an order for their cap and gown, t-shirt, or yearbook photos, please contact me directly at rhoadsteachela@gmail.com.

Our next round of senior dues is for our Global Leaders Yearbook. The yearbook is a 48-page, full-color representation of some of the great memories that your child has built over the years here at SGL. The cost of the yearbook is \$20. We ask that students who wish to purchase yearbooks submit their payment **by March 30th**. This is a hard deadline, as the yearbook company **must be paid in full** before they go into production. The company will need some time to complete the order. Payments will be accepted in cash, check, or money order, made payable to **Entourage Yearbooks**. Along with payment, please submit the tear-off below in a sealed envelope with your child's name, class, and "Yearbook Money" on the front.

As a reminder, caps, gowns, and senior t-shirts are **NON-REFUNDABLE**; yearbooks will also be **NON-REFUNDABLE**. In the event that your child does not meet requirements to graduate, the company will not refund the cost, but you may keep all of the purchased items.

As a reminder, all end of year activities are **incentive based** and will be invite only based on grades, attendance, and behavior. Students who are invited will be required to obtain **3 sponsorship signatures** from teachers whose classes they are enrolled in for their 8th grade year only.

As always, if there are any questions or concerns, please feel free to reach out and we will address your needs as best we can.

Thank you for your continued support!

Warmest regards,
8th Grade Teachers

Student Name: _____ Class: _____

YEARBOOK PAYMENT Amount submitted: _____

Keri Ricks, Principal
Cheryl Campos, Assistant Principal