



LEVITTOWN PUBLIC SCHOOLS
Levittown Memorial Education Center
150 Abbey Lane
Levittown, NY 11756



May 18, 2020

To the Parent(s) or Guardian(s),

I hope that this letter finds everyone healthy and safe during these never before seen times. The books that you have checked out are currently due. These textbooks will be needed for our students for the upcoming school year.

In accordance with the guidelines given by the CDC and Governor Andrew Cuomo, returns this year will be done outside in the parking lot. These guidelines may change and we will be in contact with you if they do. I will be collecting the textbooks directly from your car. Please call me at (516) 434-7136 when you arrive at the front GC Tech parking lot closest to Ranch Lane. Please wear a mask and bring the textbooks in a disposable plastic bag or reusable bag, which I will return to you. I will process the return and either give a return receipt at that time or mail a receipt to you if unavailable. The book depository will be open Monday June 8th through Thursday June 12th. An additional return period will be available Monday June 18th through Thursday June 22nd. In the event of torrential rain, these dates may change. The textbook depository will be open from 8 AM to 12 PM on the dates mentioned for returns. If you cannot make these times, please e-mail me at lshapiro@levittownschoools.com with times and dates you can come. I will return your e-mails as I am able.

Please return all books to the Textbook Depository at Levittown Memorial located at 150 Abbey Lane, Levittown, NY 11756. The return will be done by the East parking lot (GC Tech side closest to Ranch Lane) near the GC Tech Delivery entrance under the overhang. Due to the manner in which the school year was interrupted, we will deal with missing textbooks on a case by case basis at a later date. Workbooks do not need to be returned; however, some classes utilize the same workbook for multiple years so please retain those for future classes. Please feel free to return any unused workbooks for future use.

(Please see other side for additional information)

We are all going through the tremendous changes that we have seen over the past few months so things may change. Please feel free to contact me via e-mail at lshapiro@levittownschoools.com or call me at (516) 434-7136 with any questions or concerns. I am currently working from home so phone messages will be returned as I am able.

Thank you, and enjoy your summer!

Lee D. Shapiro

