



# DIRECTORY INFORMATION FORM

Today's Date: \_\_\_\_\_

Please visit [www.poepto.org](http://www.poepto.org) for information on how to submit your information electronically.

The purpose of the directory is to give you the names and contact info for the other children in your child's class to help in sharing information regarding school activities, classroom events, and other school-related issues. Each family will receive one free copy of the directory. Please print legibly. Include your child(ren)'s nickname and/or preferred name as well as the name on school records. Note – the PTO must gather this information in addition to the registration contact information that HISD gathers.

Student #1 Name	Teacher/Grade:
Student #2 Name	Teacher/Grade:
Student #3 Name	Teacher/Grade:
Student #4 Name	Teacher/Grade:

We would like to receive a form from everyone. Please check the appropriate space below:

- YES, I want my information to appear in the school directory.** Please complete the information below exactly as you want it to appear in the directory and return with **'Back to School Packets'** August 20<sup>th</sup>/21<sup>st</sup> or at the Ice Cream Social August 22 OR return to the Front Office OR to your child's teacher after school starts.
- NO CHANGE FROM LAST YEAR.** We will copy the exact information for all of your children from the 2012-2013 directory if you returned your form last year.
- NO, I DO NOT want my information to appear in the school directory.** DONOT complete the information below, but please at least fill out the top part of this form and return with **'Back to School Packets'** August 20<sup>th</sup>/21<sup>st</sup> or at the Ice Cream Social August 22 OR return to the Front Office OR to your child's teacher after school starts.
- Optional** - Please provide my name and email address to the home room parent only to contact me for school related activities: \_\_\_\_\_

Students' Primary Address Street	Apt #	City	Zip code
Students' Home Phone			

Name – Parent #1	Name – Parent #2
Phone (Please only include one preferred number per parent)	Phone (Please only include one preferred number per parent)
Email Address	Email Address

**If you would like your child's name listed in the directory as a Directory Sponsor, please attach \$15.00 per child (checks payable to "Poe PTO".) We appreciate your support!**

# of children \_\_\_\_\_ Amount enclosed \_\_\_\_\_ Check # \_\_\_\_\_ Cash \_\_\_\_\_

**RETURN DEADLINE IS Thursday, September 12<sup>TH</sup>.**

It is the policy of the Houston Independent School District and Poe Elementary not to discriminate on the basis of age, color, handicap or disability, ancestry, national origin, marital status, race, religion, sex, veteran status, or political affiliation in its educational or employment programs and activities.