

# **IRSC Dual Enrollment**

## **Textbook Distribution and Return Procedures amid COVID-19**

### **SUMMER 2020**

In accordance with the CDC's guidelines to limit interaction and possible contamination, we will have a curbside only service available for students/parents to pick up and return dual enrollment books. Curbside service means when parked you will remain in your vehicle and a small form will be provided for you to fill out. On this form, you would be asked to write your full name and list your dual enrollment courses.

#### **Check Out Procedure:**

1. **SUMMER Book Pick up begins Monday, April 27<sup>th</sup>**. Please see schedule below for designated dates and times per High School.
2. Dual Enrollment students will report to the Book Depot with their Student Class Schedule while remaining in their vehicle.
3. All Spring Semester books are due back prior to picking up for Summer books.
4. Book Depot will only be opened on designated dates.

#### **Return Procedure:**

1. If a student drops or withdraws from a course, the student will return the dual enrollment textbook(s) to Mrs. Amabel Morales, Instructional Materials Specialist, at the Book Depot.
2. Checks for lost or damaged books must be address to "St. Lucie Public Schools-Dual Enrollment" and sent to Mrs. Morales. You can also pay on-line by visiting our website at [www.stlucieschools.org](http://www.stlucieschools.org) . Click on the Online Payment button, and then click on the Dual Enrollment Tile for payment.

**SLPS Book Depot**

**331 NW Commerce Park Drive**

**Port Saint Lucie, FL 34986**

**Building D**

(Located past the Post Office inside the South County Bus Compound)

First building by the 3<sup>rd</sup> Gate Entrance. Follow the signs that read "Instructional Materials"

# SUMMER 2020 Book Depot Schedule

HIGH SCHOOL	DATE
<b>WEEK OF APRIL 27<sup>TH</sup> – MAY 1<sup>ST</sup></b>	
Treasure Coast HS	Monday, April 27 <sup>th</sup>
Ft. Pierce Central HS	Tuesday, April 28 <sup>th</sup>
Lincoln Park Academy	Wednesday, April 29 <sup>th</sup>
MOSAIC	Wednesday, April 29 <sup>th</sup>
St. Lucie West Centennial HS	Thursday, April 30 <sup>th</sup>
Ft. Pierce Westwood HS	Friday, May 1 <sup>st</sup>
Pt. St. Lucie HS	Friday, May 1 <sup>st</sup>
<b>WEEK OF MAY 4<sup>TH</sup> – MAY 8<sup>TH</sup></b>	
Treasure Coast HS	Monday, May 4 <sup>th</sup>
Ft. Pierce Central HS	Tuesday, May 5 <sup>th</sup>
Lincoln Park Academy	Wednesday, May 6 <sup>th</sup>
MOSAIC	Wednesday, May 6 <sup>th</sup>
St. Lucie West Centennial HS	Thursday, May 7 <sup>th</sup>
Ft. Pierce Westwood HS	Friday, May 8 <sup>th</sup>
Pt. St. Lucie HS	Friday, May 8 <sup>th</sup>

## BOOK DEPOT TIMES DURING THE 2 WEEKS

Monday – Friday

8:30 AM – 4:00 PM

Closed daily between 12:30 PM – 1:30 PM