

General Library Procedures

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When is the Library open to take Accelerated Reader tests before and after school?

8:30-8:50 AM Fridays

3:30-3:45 PM Monday-Friday

Who is Mrs. Warner?

I think I must be the happiest Librarian in the Clark County School District! I moved to Las Vegas in 1998 from Baltimore, Maryland where I worked for the Baltimore City School System for several years before relocating to fabulous Las Vegas. As a teacher, I enjoy going to school and taking classes. I earned a Bachelor of Science degree Elementary Education from Salisbury State University and a Masters in Educational Leadership from Nova Southeastern University. I have endorsements in Administration, Reading, ELL, and Library Science. I have held various positions both inside and outside the classroom in over the past 18 years, including a Reading Specialist, Learning Strategist, and ELL Specialist. By far, my most favorite position has been as the Librarian at O'Rourke Elementary.

On a personal note, I have been with my husband for almost twenty five years and have two middle school boys, Reno and Carson, who are twelve months apart. I also have a very spoiled Australian Shepherd/Border Collie mix named Badger.

If I am not hanging with my family or working in the Library, I can most likely be found in the Centennial Centre plaza carrying a Starbucks in the Home Depot, Ross, Michael's or Claire's!

What are the Rules of the Library?

Be respectful to yourself and others

Treat materials with care

Pay attention when you are asked to listen

Be pleasant and think about the words you choose to use

Use a shelf marker appropriately

Be gentle when browsing for books on the shelf

Return books on time, other patrons may want to check them out!

How should I treat the books/materials I borrow?

Treat books with respect by keeping them away from pets, water, & wandering little hands

Handle books gently

Do not allow anyone to write or color in the books

Do not pick off plastic film, labels, or color dots

What is Renaissance Learning?

For our school, Renaissance Learning consists of STAR and Accelerated Reader (AR).

Here is a link to find out about these programs in more detail.

<http://doc.renlearn.com/KMNet/R0054872491706A8.pdf>

STAR

The STAR assessment will be given to students during Technology class, quarterly. Basically, this assessment will provide a comprehension range and a point goal for each student. Based on the student's results, each student will be assigned a colored dot(s) that aligns with our color-leveled books. Colored dots, representing the student's reading range will be put on each student's library card along with their quarterly goal. The dots will be updated based on each quarterly assessment. Once a color dot is earned, it will not be taken away throughout the year.

Accelerated Reader is a comprehension program that will allow students to earn points for each book they read. After reading a book, the student is encouraged to take a quiz. Students are rewarded for meeting both their **comprehension** and **points** goal at the end of each quarter.

Student "Open" Library Times:

Students (Grades 1-5) are on a six day rotation where they will come to Library for a fifty minute block. If students need to return or exchange books outside of their scheduled Library time, they can ask their teacher to come in the morning from 9:15-10 or in the afternoon from 2:00-3:00 PM.

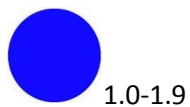
How many books can my child check-out?

Students usually check out two books each scheduled Library period, we ask that one must be within the student's color range and the other can be a free choice within reason.

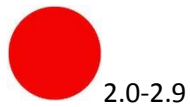
AR Book Level



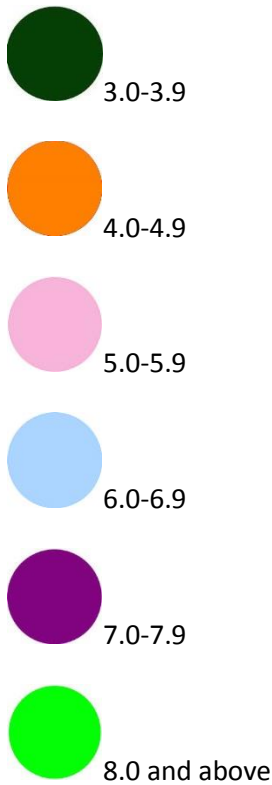
0.0-0.9



1.0-1.9



2.0-2.9



(Example: A 2.2 level would mean “second grade, second month of the instructional year”)

Students are generally encouraged to check out two books within their range each Library period. Students can also renew books.

Can I monitor my child's progress through STAR and AR?

Teachers can provide a copy of the results of each student's STAR assessment. Families can monitor the student's progress of AR by signing in to the student's account.

Download the “Accelerated Reader™” app. Your child's username is usually their first initial of their first name followed by the first four letters of their last name. In some cases, a “1” may be at the end if there is a student with the same last name and first initial. The password for each student in the school is their unique student number. If you have difficulty, contact your child's teacher or our library.

Here is the code specific to our school: 2492954

The website address is:

<https://hosted210.renlearn.com/2492954/>

You can track your child's point and comprehension progress at any time. Our comprehension goal is 85% while the point goal is based on each child's STAR assessment.

AR quizzes are only allowed to be taken at school from 8:30AM -4PM.

AR Code of Conduct

Students are expected to be honest in their pursuit of attaining their AR comprehension and point goal. Failure to act ethically could result in forfeiting prizes and incentives through the Library.

Overdue/Lost Books

Books get lost and books get damaged! Overdue notices are sent out periodically to students. If a book is lost or damaged, please contact me via email (sdwarner@interact.ccsd.net) so we can work out any issues so that your child can continue to check out books without disruption.

Kindergarten Check Out

In late October, half day Kindergarten will start checking out paperback books during the school day. They will have an assigned "Book Bag" for their books.

Pencil Machine in the Library

There is a pencil vending machine in the library that sells various pencils for 25¢. Inside the machine, I have a few "prize" pencils that allow a student to earn a free book if they receive that random prize pencil. Students can use the machine at "Open" library times or during their check out.

Albertson's Key Tag Receipts

If students are interested in getting an extra book for checkout, they can turn in an Albertson's receipt showing they used a "Community Partners" card during their scheduled Library time.

What are the Apple Core Bookmarks?

Apple Core bookmarks are provided by CCSD. They are used to document twenty hours of reading. If your child completes this bookmark, they will receive a prize from the O'Rourke Library. Completed bookmarks would also be entered into a district wide raffle at end of the school year.

Databases

CCSD offers a variety of databases. Check our Library homepage for login information.

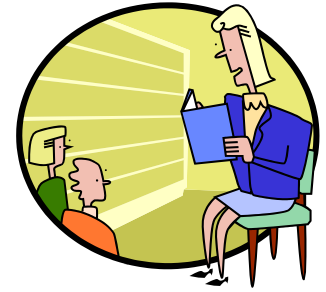
Library Contract

Parents/guardians are asked to fill out a contract for Library check out. This contract will grant permission for your child to check out books. If you do not want your child to check out please indicate that on the contract. A copy of the contract is below.

Thomas J. O'Roarke Elementary School

Library Media Center

Book Checkout Agreement



Dear Families,

I am thrilled to be writing to you as the Librarian/Media Specialist at O'Roarke Elementary School. Clark County School District Regulation 5134 states "students and their parents or guardians shall be responsible for all damage to or loss of textbooks, library books, or other materials, equipment, or school property loaned to or used by the student and shall reimburse the Clark County School District for such loss or damage."

By signing below, you are giving your child permission to check out library books AND are taking on the responsibility to make sure books are returned on time and in good condition. If you are concerned about library books being lost or damaged at home, you may request that they remain in your child's desk at school. **Your child will be allowed to check out books after you complete and return this agreement.**

If your child has library books or fines from another CCSD school, he/she may bring the books or a check for the fines to me and I'll send them to the librarian at that school so your child's account can be cleared.

All Library information such as policies and procedures can be found on the O'Roarke website.

Sincerely,



Suzanne Duvall Warner, Teacher-Librarian
Amanda Muñoz, Library Assistant

Child's Name _____ Classroom Teacher _____

PRINT Parent/Guardian's Name _____

Email Address for Library

Correspondence _____

By signing below, I agree that I will pay for all damage to or loss of O'Roarke ES library materials used by my child. I also understand that I share responsibility with my child for returning all books on time each week or if my child moves away from O'Roarke ES.

SIGN Parent's/Guardian's Name _____ Date _____

Please let us know if you do not want your child checking out certain topics or authors.
