

General Library Procedures

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Quick Facts About our Library

OES Library has 24,000 books

120 ebooks

Sections are Everybody, Fiction, Nonfiction, Graphic Novels, Blue (1st Grade), Yellow (Kindergarten)

Everybody and Fiction sections are arranged by author's last name

Nonfiction uses the Dewey Decimal System

We have an A-F 6-Day Rotation

Library Classes are for all K-5 students

Any registered student may check out a book

We use Renaissance Learning (STAR & AR)

We have 20 Chromebooks thanks to our profits from last year's book fairs

What are the Rules of the Library?

Be respectful to yourself and others

Treat materials with care

Be pleasant and think about the words you use

Use a shelf marker appropriately

Open the book before you check it out

Return books on time or before, 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

Do not allow anyone to write or color in the books

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

Our school uses Renaissance Learning

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

STAR

The STAR assessment is given to 1-5 students during Technology class, quarterly. Kindergarten typically takes the STAR test in January. 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.

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 the AR quiz. Students, grades 2-5, are recognized for meeting both their **85% comprehension** and **points** goal at the end of each quarter. The 85% comprehension goals means that the student must have an average score of 85% after taking all quizzes. Kinder and First grades only have a "points" goal.

If students meet their quarterly goals they are acknowledged in some way at the end of the quarter window. If students meet their quarterly goals, 3 out of the 4 quarters, they attend the end of the year DISCO party.

	AR Quarter Window	Goal Due
Quarter 1	Aug. 29-Oct. 26	Oct. 16
Quarter 2	Sept. 27-Jan. 23	Jan. 23
Quarter 3	Jan. 24-March 23	March 23
Quarter 4	March 24-May 22	May 22

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

Families can monitor the student's progress of STAR/AR by signing in to the student's account. Student quizzing is only allowed at school.

Download the "Accelerated Reader™" app for iPhone or go to the site. 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 for their username and password.

Here is the url for our school:

hosted210.renlearn.com/2492954/

The website address is:

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

Again, 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.

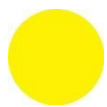
AR quizzes are only allowed to be taken at school from 8:30AM -4PM. The Library is available for AR quizzes daily from 3:30-3:45 daily.

How does my child check out books?

Our books are color coded by AR book level. On the back of each child's library card, are their color dot range and AR goal. If a book does not have a color dot, there is no quiz offered for that that book. Below is the color coding system our school uses for AR. Students usually check out two books each scheduled Library period.

Students are expected to bring books back on their scheduled Library day. Students can decide if they want to "Return" or "Renew" their book.

AR Book Level



0.0 -0.9



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

Overdue/Lost Books

Books get lost and books get damaged! Overdue notices are sent out frequently to students and periodically through the mail. 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. If your child does not return books, their options for check out may become limited. If a book is "lost", take the time to find it. They almost always turn up in a few weeks. If you owe a book or payment to another school, we can mail the items to the other school.

Library Grading

Students earn grades of E (Exceeds), S (Satisfactory) or N (Needs Improvement) in Library. Bring books back on time and participation in the lesson are components of the grade.

Does my child have to wait until his/her assigned Library time to return or check out books?

Not at all! Students sometimes forget books and at times are absent or they finish a great book rather quickly. In those cases we have "Open Library" time. Any student may come to the Library from 12:45-1:30 daily.

How can I find out what books my child is checking out?

gofollett.com is your "one stop shop" for everything CCSD library!

You can see what books your child currently has checked out, see their check out history, search for a library book, get access to ALL CCSD library databases.

username: Student's CCSD Student Number

password: Student's legal first name

gofollett.com will allow you in ALL CCSD Library Services databases including:

My Capstone Library

Website: mycapstonelibrary.com

Capstone books are interactive. Our library currently has 120 titles that are available digitally. Students can read the ebook or have the book read to them. Students are encouraged to take AR quizzes on these titles.

World Book Encyclopedia

Website: worldbookonline.com

This is the electronic encyclopedia. Students are taught how to use the database throughout the year. This database is paid for through CCCSD and is available to all CCSD students.

Bookmarks and Charms

We have started a new program where students can earn charms for reading an entire series.

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.

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'Roarke Library.

Completed bookmarks would also be entered into a district wide raffle at end of the school year.

Book Fairs

We hold two Scholastic Book Fair yearly, one in the fall and the other at the very end of the school year. One fourth of the total sales go to the Library directly. In the past, this money has allowed me to order Chromebooks, books, bookcases, and many more items that are improving our Library and making it easier for student to utilize the OES Library.