Dear Parents/Guardians and Students,

Please read the library expectations, book checkout rules, and fines and damages. Information about Accelerated Reader is attached to this form. **Please sign and return the bottom portion of this page**. You may keep the top part of this form to review library expectations and fines.

Expectations:

1. Respect others and the library books
2. Listen and follow directions the first time.
3. Do not run or push others when finding books.

Book Checkouts/Schedule

ALL classes (K-8) will have library checkout on Monday. If there is a scheduled day off (Labor Day), all books will automatically be renewed to the following Monday. **Books are due every Friday for the following Monday.**

If a student wants to renew a book, they can keep it and bring it in on Monday, during their scheduled check-out time. Books being renewed must be brought in or will be marked late.

Each student may checkout 2 books each week, 3 when there are scheduled breaks.

**Final library checkout day will be May 16th. All books will be due on May 20th.**

Fines and Damages

Students with overdue books have up to 2 weeks without being fined to return the late book. After 3 weeks from the checkout date, the book will be considered lost and will either need to be returned immediately or send in cash, or a check made out to the school to pay for the missing book. **Until the book is returned, the student may not check out another book**. It is suggested that students keep their library books in their backpacks, unless they are reading, to ensure books will not go missing.

Should a library book be damaged in anyway; such as missing pages, damaged spine, or writing in the book, the student will be fined for the replacement cost of the book.

**Thank you,**

Miss Courtney Petrauskas

If you ever have questions or concerns, please contact me at [cpetrauskas@union81.com](mailto:cpetrauskas@union81.com)

**Please sign and return this portion of the form to your classroom teacher or Miss Petrauskas.**

My student and I have read the library expectations and checkout rules. We understand that due dates are important and should be followed. We also understand that missing or damaged books will need to be paid for in order to checkout new books again.

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Student Name Guardian Signature

Accelerated Reader

AR is a program that we use to promote a love of reading. AR books are labeled in the library by colored dots on the spine of the books. Grade level and point amount for each book is labeled on the inside cover. **Not all library books have an AR test.** After reading the book, students can take a quiz on the computer in their classroom to earn points. **This year students can earn individual and class rewards.**

Sticker Colors

K/1st- Neon Orange

2nd- Light Blue

3rd- Green

4th- Red

5th- Light Orange

6th- Yellow

7th/8th- Dark Blue

**Book levels** are based on the type of content and vocabulary in the book.

**Points** are based on the length of each book.

Example: A 20-page picture book about the Titanic is a 3rd grade level, worth 0.5 points.

A 3rd grade fiction chapter book of 150 pages will be worth 3 points.

You can search on [www.arbookfind.com](http://www.arbookfind.com) to look up a book’s level and point value.

**Individual Prizes**

Bronze: Bookmark or Stacking pencil

Silver: Spike ring or stamp

Gold: Splat ball

Platinum: $5 Barnes and Noble Gift Card **and** Stress toy

Diamond: $25 book purchase

|  |  |  |  |
| --- | --- | --- | --- |
|  | **K-2**  (7-10 books per level) | **3-5**  (4-7 books per level) | **6-8**  (1-4 books per level) |
| **Bronze** | 5 | 10 | 15 |
| **Silver** | 10 | 20 | 30 |
| **Gold** | 15 | 30 | 45 |
| **Platinum** | 20 | 40 | 60 |
| **Diamond** | 25 | 50 | 75 |

**AR Class Rewards**

As another way to motivate students to read, I am introducing class AR rewards. The 3 levels of prizes are the same for all grades. Point goals are based upon grade level and number of students per class. Class points will be adjusted if a student moves in or out of a class. Classes have the entire school year to reach these goals. **Rewards will be given at each teachers’ discretion, based upon student participation.**

**Level 1:** No homework night

**Level 2:** Extra free-time

**Level 3:** Special treat

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Level 1** | **Level 2** | **Level 3** |
| **K** | 40 | 80 | 120 |
| **1** | 37.5 | 75 | 112.5 |
| **2** | 30 | 60 | 90 |
| **3** | 60 | 120 | 180 |
| **4** | 45 | 90 | 135 |
| **5** | 60 | 120 | 180 |
| **6** | 60 | 120 | 180 |
| **7** | 45 | 90 | 135 |
| **8** | 97.5 | 195 | 292.5 |