

Brown Elementary School
Learning Resource Center

Dear Parents/Guardians,

Welcome back! We are excited to begin a new school year with you and your students. Below we have listed some of the general expectations for using the LRC resources. If you and your student are in agreement with these expectations, please fill out the bottom portion of this form and return. **Students must return this form in order to check out materials from the LRC.**

- Books checked out from the LRC are the responsibility of the student until they are returned.
- Overdue books - We do not charge fines for overdue books; however, students may not check out additional books until all books have been returned or renewed.
- Damaged books - If a book is damaged, Mrs. Struble or Mrs. Swink will determine the fine that will be charged for the damage. If a book is deemed beyond repair, the full price of the book will be charged.
- Lost books - Lost books must be paid for using the replacement price listed in the library catalog. Another copy of the book may NOT be turned in as an alternative to paying for the book. If a library book is paid for, but subsequently found, in good condition, during the same school year, the money will be refunded to the student in the form of a check from the school district. Money will not be refunded after the last day of the school year.

Pre - Kindergarten - Second grade students must return books to the LRC on their class day and may check out one book at the time.

Third - Fifth grade students must return books two weeks from the day they are checked out. They may check out two books at a time. **Please note: students must have no overdue books to check out a new book. It is recommended that students bring BOTH books the the LRC each time they visit so that we can renew them as needed.**

DVDs - We are excited to offer a selection of DVDs to students this year! Kindergarten - Fifth Grade Students may check out one DVD at a time to watch at home. DVD's are due one week from the date checked out. If DVDs are lost or damaged, the student will lose the privilege of checking out DVDs for the rest of the school year.

Please review the expectations with your child and sign below.

Sincerely,

Mrs. Swink and Mrs. Struble.

_____ Yes, my student has permission to check out BOOKS following the rules listed above.

_____ No, my student may not check out BOOKS.

_____ Yes, my student has permission to check out DVDs following the rules listed above.

_____ No, my student may not check out DVDs.

Parent's Signature

Student Name (PRINT PLEASE)

Teacher's Name



Dear Parents of Makers,

Our first year in the Makerspace has been so successful! I can't thank you enough for all the support you have given with this new adventure. I am already looking forward to our second Makerspace year! With that, we need to make sure we are stocked and ready for next year! Anything you can donate is greatly appreciated!

We are in need of the following donations:

- All kinds of tape: duct tape, masking tape, painter's tape, washi tape
- Craft supplies: pipe cleaners, origami paper, cardstock, ribbon/string, craft sticks, beads, buttons, google eyes, foam, play dough, mini hot glue sticks, school glue sticks, markers, paint, sharpie markers
- Cleaning supplies: baby wipes, Clorox Wipes
- Office supplies: Expo markers, paper, pencils, rubber bands, AA and AAA batteries
- Toys: Legos and lego characters, K'Nex, building toys, science kits, marbles, blocks,
- Household items: straws, cotton balls, coffee filters, toothpicks, Styrofoam or paper cups/plates, plastic spoons, paper towel and toilet paper tubes, paint stir sticks, buttons, egg cartons, plastic containers/2 liter bottles (please send them clean/dry), drink/milk lids, old CD's, shoe boxes, collapsed cardboard (small quantities), tissue paper, gift wrap, plastic baskets/bins/buckets
- Plastic bags: Gallon, quart, sandwich, snack
- Monetary donations
- Gift cards: Wal-Mart, Target, Hobby Lobby, Amazon, Teachers Pay Teachers

If you have any items you are willing to donate, please send them with your child! We will accept donations through the end of this 9 weeks, and let you know if we are still in need of specific items after that. Let's stock this amazing area for our students!

If you have any questions or other items you think we could use, please contact Mrs. Swink. martink@whitehouseisd.org

Thank you!

-Mrs. Swink