

PROVIDENCE ELEMENTARY SCHOOL LIBRARY

May 7, 2025

Dear Parents, Guardians, Teachers and Students,

It's the last few weeks of school!!!

Your students were amazing!

I have enjoyed your students this year again as always. They have worked very hard at all that has been asked of them in the library. I have the best job taking care of the library and teaching the students.

Here is what will be happening to close up the library for the summer.

1. This is the last week to check out books in the school library. Last day to check out is Friday, May 9.
2. **I will be doing the raffle again for returning books!!**
3. The students get one raffle ticket for each book on their account that they return! They even get a ticket if they return books that they have at home because of not checking it out right. They need to bring their books to me to check in and that's where they will get their ticket.
4. The raffle tickets won't be handed out until after this week's check out. It starts Monday, May 12 and ends May 23. The raffle will have books, posters and miscellaneous items.
5. I will send papers home for books out by the 16. You also should be receiving a digital copy to your email. Let me know if you don't.
6. If you have books that are lost or damaged, they need to be paid for. You will be receiving papers after this week for the books you have out and any lost or damaged books.
7. Please look for books at your house that aren't on your account. They will have the Providence Elementary barcode and stamp inside the book.
8. Information sheet to pay for lost or damaged books are attached. Please give it to Mrs. Black with cash or check in an envelope. I will put envelopes on the counter by the front office for you to use if you don't have any.
9. If you find the book during the summer, the students can return them to me directly at the beginning of next year and then I will let Mrs. Black aware that it was returned so she can reimburse the money you paid for the book by putting it into your lunch account.
10. PLEASE USE THESE SOURCES FOR READING BOOKS: SORA OR UTAH DUAL IMMERSION, OUR DIGITAL LIBRARIES. CACHE COUNTY LIBRARY: THE REGULAR LIBRARY. ALSO, GO TO OUR LIBRARY HOME PAGE FOR THINGS TO DO. DON'T FORGET UTAH'S ONLINE LIBRARY.
11. Please email me if you have any questions at tene.olsen@ccsdut.org That's the best way to get a hold of me.

Mrs. Olsen
Media Specialist

LIBRARY LOST/DAMAGED BOOKS

2024-2025

Students first and last name

Parents first and last name

Teacher and grade:

Title of book(s) or printed paper of book(s):

Cost of book(s):

TOTAL PAID

FILL OUT PAPER, PUT IN ENVELOPE AND SEAL ENVELOPE.

PUT ON MRS. BLACKS DESK.