Dear Alcott/Cherrington/Huber Ridge parents:

I am so glad to be back this school year as your child’s library media specialist. My schedule is the same as last year, with only being here two days out of every six. This is where I need your help. If you could please consider becoming a library volunteer for the 2013-2014 school year I know that I, the staff, and students would greatly appreciate it.

Some of the duties of a library volunteer include:

* Shelving returned and checked-in materials
* Checking in library materials
* Checking out library materials
* Helping manage student behavior in the library
* Shelf-reading as needed

If you have the time and can meet the duties listed above, please sign up to be a volunteer.

Please complete the lower portion of this form and return to your child’s teacher or the main office as soon as possible. Library classes have already begun so we really are in need of help.

Thank you,

Mrs. Brandi Young

-------------------------------------------------------------------------------------------------

Parent First Name: Parent Last Name:

Email address: Phone #:

Have you volunteered in the library before? Yes No

Please circle the days and list the times you would be available to work:

Monday Tuesday Wednesday Thursday Friday

\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_

Times Times Times Times Times

Comments: