



Ryan Elementary School

4600 South Bright Angel Way
Chandler, Arizona 85249
Mrs. Diane Wells, Principal

Telephone: 480-224-3200
FAX: 480-224-3220
Website: ww2.chandler.k12.az.us

September 28, 2010

Dear Ryan Royal Parent:

Our Media Center has recently upgraded to a new program which will help us to maintain our materials more efficiently. As a result, we are now able to check out textbooks to our students. Consequently, your child has recently checked out textbooks for use during this school year.

Part of our library check-out program involves discussions about personal accountability in regards to resources that are shared. We have discussed with the students the importance of giving proper care to the textbooks, as well as the library books they check out. This involves the responsibility of the "borrower" to help recoup loss in the event of a loss or damage to a book.

Please discuss with your child the importance of giving care to our resources, as well as personal financial accountability in the event of a mishap. As an indication of your attention to this matter, please sign where indicated below and return to school by this Friday, October 1st.

Thank you for your help in maintaining proper care of our resources!

Yours truly,

Jane Starkey
Media Specialist

and

Caryn Nall
Librarian

I have read this letter and discussed the importance of personal responsibility in regards to items checked out of the library. I understand that in the event of damage or loss of materials, I am responsible for the replacement.

(Your child's name)

(Teacher)

(Parent signature)

(Date)