

Hello Colleagues:

The information in this email has been posted to the **LRC "News" section in learn71** for future referral.

**June 10-14: All items due back.** Please also return any individual items that get separated from their returned kits via interschool mail envelope. They are always appreciated.

**August 28, 9:00-11:00: LRC Pro-d Workshop.** Learn how to search and book LRC resources and create resource lists for efficient booking. Browse the collections (French and English) while all the kits are in.

**August 29 at 4:00: First day you will be able to book LRC kits.** Please read the borrowing guidelines posted in the General section of the LRC in learn71 [here](#). Before this day and time, all booking calendars will be red.

**September 3: First day kits will be delivered to Tuesday schools (Sept. 4 for the Islands and Sept 5 for Thursday schools)** so you may select these as your start date when booking.

**If you are changing schools,** please speak with your school's Library Clerk or Teacher-Librarian. They have been sent a document to add your name to. The LRC Library Clerks will check the LRC account of every single person on the list, after IT has done the district-wide transfer of teachers, usually the third week in August. There are often glitches in this process that affect the LRC accounts of teachers transferred. If the LRC is not aware that you have transferred sites, and your account is glitchy when you book LRC resources, it is highly likely that you will lose your bookings when it is noticed and fixed. If you are not changing schools, double check, the day before that you are still able to log into your school library. If you are not attending the pro-d workshop, tip sheets for searching and booking can be found [here](#) If needed.

**You may borrow books from the LRC Professional Library over the summer** as well as individual copies of novel set titles. The best way to do this is to come to the LRC, browse the collection, and have the Library Clerks sign them out for you. You can also email "LRC Circulation Desk" or call them at the number below. You will not be able to book them online as the booking calendars close on June 14.

Joan