Lunch & Learn in the Library

Friday, October 25, 2019 10:00AM – 1:00PM

Agenda

Topics	Lead
1. Welcome/Purpose	Librarian Smith
2. Library Materials Request	Librarian Simili
3. Library's Website (http://hamiltonk8library.weebly.com)	
4. Online Library Catalog	
5. Teacher/Librarian Collaboration	
6. Digital Resources7. Circulation Procedures	
8. Laminating Procedures	
9. Library Events	
10. Equipment Needs and Procedures	
11. Work Orders	
12. Evaluation/Suggestions	
Next Steps Symbol Library Websites http://bamiltan	Je Olibrane e waa blee aam
 Explore the Hamilton K-8 School Library website: http://hamilton Complete the Environment Survey and place in Suggestion Box by 	
 Explore Hamilton K-8's Online Library Catalog; complete Library E 	•
place in Suggestion Box by Friday, November 1, 2019	Sook Suggestions form and
 Recommend middle school students for the Library Helpers club; 	applications are due
Thursday, November 7, 2019	applications are due
If available, assist in preparing student school library cards the wo	eek of November 12-15.
2019	
If possible, donate supplies to be used by the Crafty Kids club me	mbers
Notes:	

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Sign In (p.1)

	Name	Position	Time
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Friday, October 25, 2019 10:00AM – 1:00PM

Sign In (p.2)

	Name	Position	Time
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Friday, October 25, 2019 10:00AM – 1:00PM

Sign In (p.3)

	Name	Position	Time
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Lunch & Learn in the Library

Friday, October 25, 2019 10:00AM – 1:00PM

Sign In (p.4)

	Name	Position	Time
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