



HOLD REPORT CARD NOTICES

Student report cards are held each quarter for fines that are not paid, or lost/damaged book debts that have not yet been settled in the media center.

BORROWING

- **Students may borrow two books for two weeks.**
- **Students may renew their books for an additional two weeks.**
- **Additional resources may be borrowed on an individual basis.**

The Dewey Decimal Classification System

(or, how to find a nonfiction book)

- 000-099 --- Books about books, encyclopedias
- 100-199 --- philosophy, logic, psychology, ethics
- 200-299 --- religion, mythology
- 300-399 --- social concerns, law, government, education, customs, economics
- 400-499 --- languages, dictionaries
- 500-599 --- pure science, nature, math, astronomy, plants, animals
- 600-699 --- applied science, medicine, engineering, farming, transportation, pets
- 700-799 --- art, recreation, painting, music, sports
- 800-899 --- literature, poetry, plays
- 900-999 --- history, geography, travel, ancient history
- 920 --- collective biographies
- 921 --- individual biographies

William Wirt Middle School

Media Center

student/parent guide



2006-2007

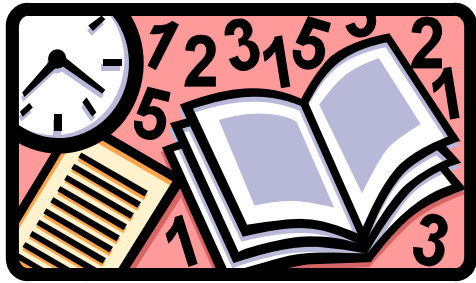
**Ms. B. Marmon,
Media Specialist
Mr. M. D. Dickerson,
Media Aide**

OUR PHILOSOPHY

OUR MISSION

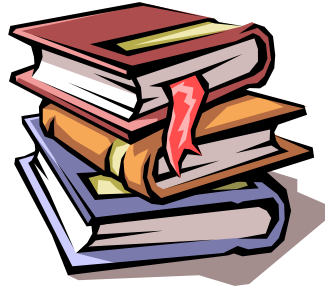
OUR VISION

A school library media program integrated into the school curriculum is essential to effectively educate students to succeed in our information-based society. Our school library media program is designed to support the educational goals of Prince George's County Public Schools and William Wirt Middle School. The library media center provides an organized, diverse collection of materials in a variety of formats for students and teachers that supports and enhances our curriculum.



HOURS

- ✓ **The media center is open for students from 9:00-3:30.**



VISITING THE MEDIA CENTER

Students may come to the media center on an individual basis, in a small group or with their class. Students must have a pass signed by their teacher and this pass must state the purpose of the visit. Students at lunch may visit the media center with a pass signed by the administrator on duty. Food, drink, backpacks, book bags, and electronic devices are not permitted in the media center.

BOOKS

- ✓ **Students are responsible for any material that they have borrowed**
- ✓ **Students must pay the full price for lost or damaged materials**

RESOURCES

- **Fiction – stories that are not true**
- **Nonfiction – contains factual and true information. These materials are arranged by the Dewey Decimal Classification System (see back of this form)**
- **Reference materials – include atlases, almanacs, dictionaries, and encyclopedias**
- **Story collection – short fictional stories**
- **Magazines**
- **Newspapers**
- **Computers**
- **TVs/VCRs for classroom use**

COMPUTERS

There are 15 computers for student and staff use in the media center. These computers are for instructional and/or educational purposes only. We provide various software and internet access. Students must follow the PGCPS Internet Code of Ethics while using our computers. Students need their user names and passwords to log