

# Services for Teachers, Classrooms & Other Groups

*Specialized services for you and your students.*



## Classroom Enrichment

- Teacher Cards
- Classroom Collections
- Class Visits
- Book Talks
- Faculty In-Service Programming

## Research

- Research Databases
- Research Assistance
- Test Preparation Resources
- Access to Materials Statewide



explora™  
An EBSCO Experience

## Visits to the Library

Contact our staff to arrange for a visit with your students or group. We request at least 2 weeks notice before a classroom visit to the Library. At least one adult chaperone for every 8 children is recommended.

## MidPointe Library System Teacher Card

### Who is eligible for a Teacher Card?

- Teachers at public or private schools.
- Home educators.
- Head preschool and day care teachers.
- State certified day care providers.

### What are the benefits?

- Materials can be checked out for 6 weeks rather than 3 weeks.
- Up to 100 items can be checked out at once.
- Materials can be renewed once.
- Your teacher card can be used at all MidPointe locations.
- Educators teaching within the MidPointe Library System service area may request Teacher Collections.

### What are the responsibilities?

- Teachers are responsible for their own cards.
- You will be charged for damaged items.
- Materials more than 21 days overdue are considered lost, and you will be charged the cost of the item.
- Fees exceeding \$50 for lost or damaged material are subject to referral to collection agency action.

### How do I get a Teacher Card?

- You can apply for a Teacher Card at any MidPointe location.
- You will need photo identification and proof of your current address.
- You will need another piece of identification to verify current teaching status.

Examples of acceptable identification would include the following:

- |  |                                   |
|--|-----------------------------------|
| ○ Identification badges with job title and school year | ○ Paycheck stub                   |
| ○ Letter from administrator, principal, or director    | ○ Home school letter of exemption |

### What can I check out?

- |             |                       |             |
|-------------|-----------------------|-------------|
| • Books     | • Books on CD         | • Music CDs |
| • Magazines | • Read-alongs with CD | • DVDs      |

### Can I place holds on materials?

- You may place holds in the Library and through our website, [www.MidPointeLibrary.org](http://www.MidPointeLibrary.org).
- Holds placed using your Teacher Card must be checked out on your Teacher Card.
- Holds placed using your personal card must be checked out on your personal card.
- 50 holds are permitted at any one time.

### Does my card expire?

- Teacher Cards expire annually on August 1.
- To renew a card, current educator verification is again required, and both your teacher and personal cards must be in good standing.

### Please keep in mind:

- Because our collections are limited in some subjects, the Library may limit the number of books checked out to ensure that information about a particular subject is available for other borrowers.
- The Library is pleased to offer this special service to area educators and asks your cooperation by returning materials on time and in good condition.