

Room reservation guidelines for online schools

Online or charter schools with students/families in Bryan County may reserve rooms inside the library (Computer Lab, Conference Room, & Story Room) for testing in April/May.

Reservations guidelines are as follows:

- Computer Lab – Monday through Thursday 9:00am to 5:00pm

The library has HiSet testing in the Computer Lab M, W, & FR. Testing can be suspended on M & W with a minimum of 8 weeks notice from the requesting school.

*- Story Rm – Monday through Thursday 9:00am to *3:00pm*

The library has programming in the Story rm M-TH beginning at 3:30pm so testing must be done by 3:00pm. The Story rm is unavailable on Fridays as there are programs in the room until 11:00am.

- Conference Rm – Monday through Friday 9:00am to 5:00pm

Reservations must be made through the Library Director via email, rtouubbee@durant.org or library@durant.org

Requests made less than 8 weeks in advance cannot be guaranteed.

Robbee Tonubbee – Library Director

Date

Approved by the Library Board on _____.