



Book Celebration School Agreement 2023-2024

Dear XXXXX and XXXXX,

We are pleased to inform you that your campus has been accepted to host a Books Between Kids (BBK) Book Celebration! We are so excited to be able to provide each of your students with 6 free books, a value of \$30, to take home this year, and we look forward to continuing to build home libraries for the children on your campus!

BBK believes every child deserves to be a book owner and we are grateful for your commitment to bring literacy efforts to your campus. Each year, thousands of volunteers spend time in the BBK warehouse sorting, counting, and packing new and gently used books. Collecting gently used donations allows us to provide the community with access to thousands of different titles and a variety of books for all interests, ages, and reading levels.

A successful Book Celebration takes work on both the side of Books Between Kids and the school.

- [school name] agrees to designate a staff member from our school to serve as the Book Celebration Coordinator and to notify Books Between Kids if this contact changes throughout the year.
- [school name] agrees that the Book Celebration Coordinator will schedule and attend a training session on Zoom with Paige Wright, Books Between Kids Program Manager.
- [school name] agrees to build the children's excitement for literacy by promoting the Book Celebration to both staff and students.
- [school name] agrees to work with Books Between Kids' staff to build a schedule that works for our school. This will be covered in detail during training. Each class is expected to visit the celebration one at a time with a minimum of 20 minutes to browse and select books.
- [school name] agrees to accept advanced delivery of the books and inform Books Between Kids when the books have arrived. This may require storing 1-3 pallets of books for up to 21 days before your celebration.
- [school name] agrees to let each child choose their own 6 books, with the understanding that choice creates empowerment. We agree that any extra books must be distributed to children after the Celebration.

- [school name] agrees to set up books in a “book fair” fashion, screening books one last time to ensure appropriateness and arrange the books in such a way that the children can browse. The school is the best judge of the suitability of books for your kids. Any books not suitable, we ask you to remove. The school is responsible for the location and setup of the Book Celebration, including providing tables, and setting out/restocking books.
- [school name] agrees to recruit parent and community volunteers to help with the setup of the event, and assist students in selecting books.
- [school name] agrees to allow Books Between Kids to bring volunteers and/or visitors to the Celebration.
- [school name] agrees to complete the BBK Wrap-Up Survey that is sent following the Book Celebration.
- The Celebration will occur on a mutually agreed upon date in [date of awarded Celebration].
- Books Between Kids agrees to supply the books, the training on how to hold a successful Book Celebration, printed signs for the day-of, bags for kids to carry their books in, and nameplate stickers for each book.

I would like my school to participate in the Books Between Kids program and agree to comply with the terms stated above.

Draft

Principal’s Signature

Today’s Date

Coordinator’s Signature

Today’s Date

Books Between Kids’ Executive Director’s Signature

Today’s Date