

**Mason Elementary School
13 Darling Hill Rd
Mason, NH 03048
(603) 878-2962**

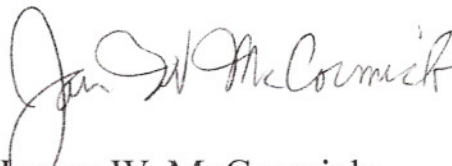
To Sue Wolpert,

I have been reviewing State Documents regarding our use of the library. I will now have to start a folder on these requirements. If it has been done, please forward any copies.

- There needs to be a written agreement with the library that allows school use.
- A fire safety inspection of the library.
- Does the library have certification from the Department of Education as a school library/media specialist? If not I believe a resume of experience would likely help.

I would be more than happy to meet with you on this D.O.E. Request documents.

Sincerely,



James W. McCormick
Superintendent