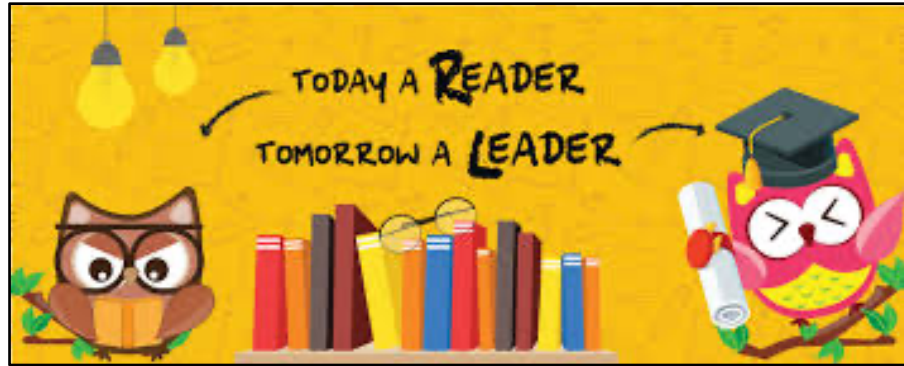




Ella B. Allen
Elementary School



Ella B. Allen Elementary School students are now able to check out library books online by **Thursdays** and pick them up curbside on **Tuesdays**! Students can access the library catalog online and place up to two books on HOLD.

Students must have a signed library agreement (found in the *Family Handbook* online at allen.cvesd.org or <https://allenelementary.org/>) and must turn in any overdue books to be eligible to check out books.

Instructions for reserving books online:

1. Go online to <https://allenelementary.org/>
2. Go to the “Students” tab at the top and click on “Library” in the drop-down menu.
3. Click on the **Destiny Library Catalog** link.
4. Select ALLEN ELEMENTARY.
5. Click **LOGIN** at the link in the top right corner.
6. Click on **Chula Vista Elem SSO** (the big blue bar on the left side of the page) to log in.
Username: studentID@live.cvesd.org
Example: **654321@live.cvesd.org**
Password for K-1 students: lowercase letter of first name, lowercase letter of last name, student ID, equal symbol
Example for Jane Dominguez is: **jg654321=**
Password for other students (grades 2-6): Uppercase letter of first name, lowercase letter of last name, full birthdate
Example for Jane Dominguez, born on September 5, 2011 is: **Jd09052011**
7. Search for books by title, author, genre and click DETAILS next to the book when you find the book you want. Select “Hold It” in the top right corner next to the book title. You will be notified via your student’s district email address that the book is available for you to pick up. Please note that some copies of books may not be available as multiple students may have placed a hold on the book. We will check out selections to student accounts that are reserved by Thursdays.

Note: Each Tuesday you may drop off books you’ve already enjoyed and pick up new books that were reserved by the previous Thursday night. Any holds placed after Thursday night will be ready the following Tuesday.

Safety Reminders

Anyone coming to the school must follow all safety protocols, including wearing a facial covering.

For the comfort and safety of students, all books are sanitized before distribution at curbside pick up.

Curbside Library Check Out

Tuesdays, 12 noon to 2 pm

Books must be reserved by Thursday evenings online.

Please ensure confirmation that your book is ready before driving to school to pick it up on Tuesdays.