



# DISTRICT SCHOOL BOARD OF PASCO COUNTY

Kurt S. Browning, Superintendent of Schools

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Office For Teaching & Learning  
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Memorandum  
OTL-FA-034-14

DATE: April 25, 2014

**TO:** Elementary School Principals  
Elementary School Music Teachers

**FROM:** Rebecca Musselman, Program Coordinator, Office for Teaching and Learning *RM*  
Vanessa Hilton, Director, Office for Teaching and Learning *VH*

**SUBJECT:** End of Year Checklist

## **Borrowed Instruments**

If you have borrowed musical instruments or equipment from another school, please return them to the school by teacher planning day, June 6, 2014.

## **Music Library**

If you have music checked out from the All-County Music Library, please return it to Russell Schmidt, Zephyrhills High School, by no later than Friday, May 23, 2014.

All music must be returned. If there is a composition that you want to use next year, it must be checked out for the 2014-2015 school year. If there is a composition that you use annually, you should request to purchase it from your school funds. Instructional material funds may be used for sheet music. If you have any questions regarding the music library, please call Russell Schmidt at extension 46233.

If you have any questions or concerns, Please call Rebecca Musselman at extension 42243.

RM/he

cc: Amelia Van Name Larson, Assistant Superintendent for Student Achievement  
David Scanga, Ed.D, Learning Community Executive Director  
Beth Brown, Learning Community Executive Director  
Monica Ilse, Ed.D, Learning Community Executive Director  
Todd Cluff, Learning Community Executive Director  
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