



Coordinator Name

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Planning Team

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 Loretta Schnurbusch-Library Media Specialist-South Technical High School
 Randy Barnes – Program Evaluation

Description of the Program (2012-2013)

Library Media Centers (LMC) function as integral parts of the schools by helping all students achieve success, be effective users of information and become lifelong learners. The library media specialist (LMS) works in collaboration with classroom teachers, provides instruction in research skills, literacy, and helps to foster an appreciation of reading.

Description of How the Program's Services are Developed and Delivered

Library Media Centers operate at both technical schools and all of the separate special education schools except Northview. The LMCs meet the standards for Missouri School Library Media Centers and the needs of a diverse student population. Instructional materials support the curriculum in each school. In the elementary level, the library media specialist leads 30-minute classes to provide instruction on research skills and digital literacy as well as helping students select books for leisure reading. In the high schools, teachers schedule times with the LMS to deliver instruction jointly. Students also drop in when working on individual projects.

Key Program Stakeholder Groups

- | | |
|--|---|
| <input checked="" type="checkbox"/> Students | <input type="checkbox"/> Board of Education |
| <input type="checkbox"/> Parents | <input type="checkbox"/> Taxpayers |
| <input checked="" type="checkbox"/> Staff | <input type="checkbox"/> Other (31T) |
| <input checked="" type="checkbox"/> Administrators | |

Student and/or Stakeholder Needs Addressed by the Program

Staff and students have access to a variety of technology and instructional resources that support, enhance and enrich the curriculum and to nurture lifelong readers.

Overall Goals of the Program

Expected Measurable Outcomes

Goal 1: The library media staff collaborates with the instructional staff to integrate library media resources into the curriculum	1.1 95% of teachers will indicate that they agree that library media staff collaborate to integrate resources into the curriculum.
Goal 2: The library media centers assist in nurturing a lifelong love of reading.	2.1 Circulation at each LMC will be maintained or increased since 2012 as measured by Alexandria™ reports. 2.2 Visits to the LMC will be maintained or increased since 2012
Goal 3: Maintain updated and appropriate media resources.	3.1 Increase the use of Nook™ devices over last year by ten per school in the separate special education schools. 3.2 Increase the number of electronic books by 10%

	over last year in the separate special education schools. 3.3 The number of graphic novels will increase by 10%.
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Evaluation Questions

- What is the status of the program's progress toward achieving the goals?
- What do students and other stakeholders consider to be the strengths and weaknesses of the program?
- What do staff consider to be the strengths and weaknesses of the program?
- How does the program's actual implementation compare with the program's design?
- How should priorities be changed to put more focus on achieving the goals?
- How should goals be changed? Any added or removed?

Data Collection Methods

- Surveys and questionnaires
- Interviews
- Document reviews
- Observations
- Focus groups
- Case studies
- Assessments
- Other (Specify)



Evaluation Results

What is the status of the program’s progress toward achieving the goals?

Goal 1: The library media staff collaborates with the instructional staff to integrate library media resources into the curriculum.

Measurable Objective 1:	1.1 95% of teachers will indicate that they agree that library media staff collaborate to integrate resources into the curriculum.														
Results: Met in 3 out of 6 schools. There was not a uniform instrument to collect this data.															
<table border="1"> <thead> <tr> <th>SCHOOL</th> <th>Percent</th> </tr> </thead> <tbody> <tr> <td>Ackerman</td> <td>85.7%</td> </tr> <tr> <td>Litzsinger</td> <td>92.3%</td> </tr> <tr> <td>Neuwoehner</td> <td>100%</td> </tr> <tr> <td>North Tech</td> <td>100%</td> </tr> <tr> <td>South Tech</td> <td>Not available</td> </tr> <tr> <td>Southview</td> <td>100%</td> </tr> </tbody> </table>		SCHOOL	Percent	Ackerman	85.7%	Litzsinger	92.3%	Neuwoehner	100%	North Tech	100%	South Tech	Not available	Southview	100%
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Goal 2: The library media centers assist in nurturing a lifelong love of reading.

Measurable Objective 1:	2.1 Circulation at each LMC will be maintained or increased since 2012 as measured by Alexandria™ reports.																									
Results: Not Met. Overall circulation declined by 93 total visits out of 13,593 (0.7%), however, this decline is not significant. LMC staff report that increased use of electronic books and internet resources has led to a decline of direct use of Library Media Centers for instruction at some sites.																										
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Measurable Objective 2:	2.2 Visits to the LMC will be maintained or increased since 2012																			
Results: Not met. Among those schools keeping data on student visits, the total number of visits declined by 133 out of 25,279 (0.5%). This decline is not significant. Not all schools keep the same type of data for visits. Expectations for data collection were not clear.																				
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Goal 3: Maintain updated and appropriate media resources.

Measurable Objective 1:	3.1 Increase the use of Nook™ devices by 10% per school over last year in the separate special education schools.																			
Results: Met. The total number of Nooks in the separate schools grew from 1 to 33. Since several e-books can be stored on a single device, the increase in use of Nooks may cause circulation to decrease.																				
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Neuwoehner	0	6																		
Southview	1	7																		
Total	1	33																		

Measurable Objective 2:	3.2 Increase the number of electronic books by 10%		
Results: Met. The total number of electronic books grew from 116 to 149 representing a 28% increase.			
	SCHOOL	2011-2012	2012-2013
	Ackerman	24	34
	Litzsinger	30	30
	Neuwoehner	37	44
	Southview	25	41
	Total	116	149

Measurable Objective 3:	3.3 The number of graphic novels will increase by 10%.		
Results: Met. The total number of graphic novels grew from 324 to 438 representing a 35% increase. South Tech has focused on technical literature, but will be acquiring graphic novels in the next year.			
	SCHOOL	2011-2012	2012-2013
	Ackerman	53	45
	Litzsinger	49	60
	Neuwoehner	64	72
	North Tech	125	165
	South Tech	0	0
	Southview	33	96
	Total	324	438

What do key staff and stakeholders consider to be the strengths and opportunities for improvement /weaknesses of the program?

<p>Strengths</p> <ul style="list-style-type: none"> • <i>Teachers report that LMC staff collaborate to integrate resources into curriculum.</i> • <i>LMCs are acquiring updated and appropriate types of media.</i> • <i>"We have what people are asking for and if we don't have it we have a process for getting it."</i> • <i>"People are comfortable using the library and asking for resources."</i>
<p>Opportunities/Weaknesses</p> <ul style="list-style-type: none"> • <i>No uniform collection tools and expectations for data collection on customer feedback and visits to LMC.</i> • <i>Circulation and visits to LMCs are not growing, even if declines are not significant.</i> • <i>Some LMC resources are not utilized as well as they could be.</i> • <i>There is a need for Library support staff at every school to provide support and security when librarian is not present.</i> • <i>Separate special education school libraries do not have book detecting security systems.</i>

How well aligned are the program's priorities and processes with the goals of the program?

The program's priorities and processes are well aligned with the goals of the program.

Deployment Level of Program Services: Services are fully deployed without significant weaknesses or gaps in any areas or schools.

Should priorities be changed to put more focus on achieving the goals? Yes No

Should goals be changed, added or removed? Yes No

Evaluation Implications

General Recommendation Resulting from the Evaluation

Select from the following possible recommendations resulting from the evaluation:

- Continue the program as is. It is meeting or exceeding all expected outcomes.
- Expand the program, replicating effective components.
- Streamline, refine, or consolidate elements of the program.
- Redesign the program.
- Reevaluate the purpose and/or goals of the program.
- Discontinue ineffective or nonessential program components.
- Discontinue the program.
- Other (Specify.)

Action Plans

1. Design a single survey to gather voice of customer data including satisfaction and recommendations to be used at all schools to unify reporting and analysis.
2. Design and implement a process to analyze usage data for internet subscriptions services to correlate with LMC visits and circulation since these services may be replacing former functions of LMCs.
3. Examine ways to promote LMC resources and track usage.
4. Explore the feasibility of hiring a part time library clerk at Neuwoehner.
5. Establish a procedure for accurate annual inventory of materials to monitor for losses.
6. Examine patterns in circulation and visits and causes for variation at each school and address them
7. Establish consistent data-keeping to be used by all schools.
8. Have monthly meetings with library staff to check in on goals and use PDSA cycles to ensure we are on track to meet our goals.

Review of Past Action Plans

- *Continue using the allotted space at each LMC as effectively as possible and re-evaluate LMC space needs on an annual basis.*
At the end of each year space allotment is looked at and decisions made about needs.
- *Continue to update collections of books and additional resources based on feedback from staff and students and alignment with the core curricula.*

Each year books and resources are added to each collection. Books and resources are also “weeded out” based on usage and publishing date. Surveys of staff and informal surveys of students as well as books and resources that support the curricula are used in determine what new titles and resources to order.

- *The SSD long-range facilities plan includes a library media center at Northview School.*
A library media center is in the plan for Northview School
- *Northview staff and students will access resources in the following ways:*
 - *Using the Alexandria system, identify books that can be obtained via inter-office mail from other SSD schools.*

Staff has access to Alexandria in order to check out titles from other schools

- *Access the library media center at North Technical High School.*

Staff and students (supported by staff) have access to North Technical High School Library

- *Contact the County library in the spring for possible bookmobile site.*

St. Louis County Library did not have a bookmobile available for Northview however, their staff has worked with SSD staff in order to put a program in place for teachers and students to be able to access and check out books that are delivered and picked up at Northview

- *Each library media center will hold an "Open House" to improve staff and student awareness of available resources.*

Each library plans events to improve staff and student awareness

- *Technology needs will be addressed in the Comprehensive School Improvement Plan-Goal Area 3.*
This is still an area of concern, especially websites that are blocked that could be used to support instruction (ex. Netflix stories, Storyline online; Elf Learning; YouTube). This concern has been reported to the Technology department.
- *Provide staff the procedure for accessing locked websites in each library media center.*
This is still a concern – see above
- *Substitutes for LMC personnel will be provided in cases of long term absences.*
There has not been a need for this at this time. The substitute system will be accessed if there is a need.

Cost and Funding Source The costs are included in the budget.

Glossary

Graphic Novel - fictional story that is presented in comic-strip format and presented as a book.

LMC – Library Media Center

Nook™ - Tablet/Electronic reading device marketed by Barnes and Noble.