



Pine Meadow Elementary School Library Media Center

End of Year Report

June, 2009

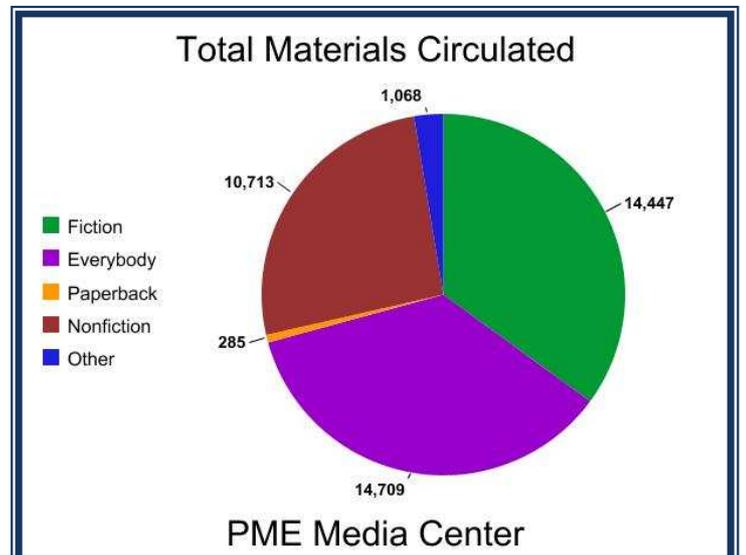
Compiled by
Laurie Conzemius, Library Media Specialist

Purpose of Report:

This media report has been compiled in order to provide information on the state of the library media program at Pine Meadow Elementary School in Sartell, Minnesota. Included is information about our library program and the services that we provide to approximately 800 students, 65 staff members, and three homeschool families.

Our Collection:

- This year our holdings have reached 20,495 copies (15,894 Titles), which includes:
 - Nonfiction and Reference: 6,204
 - Everybody: 7,926
 - Fiction: 4,934
 - Battle of the Books: 455
 - Paperback: 510
 - Professional: 78
 - Software: 124
 - Video: 245
- This school year 935 new copies were added to the Pine Meadow Media Center. This total included 31 professional books, software, Battle of the Books, paperbacks, nonfiction and various other types of materials.
- These copies were accumulated in a variety of ways: approximately 150 books were bonus items from one of the Scholastic book fairs, 31 professional books were purchased by Title I, numerous items were donated by community members and staff, and the large majority were purchased with the library book budget.
- The collection size of the PME media center exceeds those of the other schools in the district, but contains numerous materials that are outdated and in bad shape. My goal this coming year is to weed out those old, damaged materials and I expect to remove at least 1000 copies in that time period.





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- By the end of May 2009, our circulation for this school year totaled 43,787 materials. This is our largest circulation ever, and is quite impressive for a school our size. If divided by our student population, it would mean that each student checked out over 55 books!
 - ✓ Fiction: 14,447
 - ✓ Everybody: 14,709
 - ✓ Paperback: 285
 - ✓ Nonfiction: 10,713
 - ✓ Other: 1,068
- Our highest circulation months were October, with 5,667 checkouts, and April, with 5,835.
- Our average monthly circulation totaled 4,845 materials per month. Fiction circulations were almost identical to circulations of everybody books, while nonfiction circulation was just a bit less than that.

Our Collection, accomplishments and goals:

- This year we switched our library catalog/circulation software to Follett's *Destiny*. *Destiny* is an online tool, which allows us to perform all functions of library management. We initially made the switch due to the fact that the old software had become obsolete and the software company was no longer making upgrades to the program, and because we could participate in a regional consortium funded by a grant and lowering the subscription pricing. The addition of *Destiny* has allowed us to take advantage of many exciting features. Students and staff can place materials on hold for themselves, make personal lists of materials and view their own circulation history. In addition, students and staff can search for library materials and online Internet sites simultaneously, and can rate and recommend library materials. Teachers can create public lists of materials, both educator-selected websites and library books.
- In December the students were taught how to create their own holds on library books. This doubled the amount of student holds on books, and by March and April 100 holds were created by students each month.
- The installation of *Destiny* occurred right at the end of the 2008 summer. I served as the district project manager, assisting with installation, troubleshooting, training and leadership for the other media staff of the district. Media staff members were allowed to participate in the consortium's regional training sessions, which proved to be incredibly helpful.



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- Pine Meadow's PTO organization was very supportive of the school library program as was evidenced by their numerous donations to the program. PTO supported teachers by paying for online subscriptions to:
 - *CultureGrams*: whole school license
 - *Reading A-Z*: ten user licenses for individual classrooms
 - *Edhelper*: ten user licenses for individual classrooms
 - *Enchanted Learning*: whole school license
 - *Tumblebooks*: whole school license
- In addition, the PTO was very supportive of the school's technology purchases, and assisted with the purchase of the portable laptop lab, SMARTBoards, SMARTBoard Slates, and projection units.
- This summer I will be teaching a course in SCSU's first summer session: IM 622: Selection and Evaluation of Media Materials. I will be overseeing PME's open library program that provides library checkout for students 9 hours per week. I am also opening the media center for student checkout during summer school.
- On June 26 – 30 I will be traveling to Washington DC to attend ISTE's National Educational Computing Conference. At that time I will begin my duties as ISTE SIGMS Communications Chairperson (a two-year term of office in an international organization of over 3500 members).

Usage of Library, Computer Lab and Additional Technology:

- As of late May, 2009, a total of 1386 classes visited the library for book checkout and for research projects.
- An average of 135 classes visited the library per month.
- An average of 100 students visited the library daily separate from their classes, totaling approximately 17,600 individual student visits per year.
- Visits to the library range from book selection, research, *Accelerated Reader* test taking, literature circle/small group work, math experiments and presentations.



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- Visits to the computer lab, which numbered well over 1500, ranged from research, word processing, testing, utilization of software programs and Internet websites, and *Mathfacts in a Flash* quizzing. Often times the learning environment is differentiated and individualized, allowing students to work at their own level on projects that interest and engage them.
- With the conversion of the former computer lab to a kindergarten classroom, a portable laptop lab was purchased for the building. This lab was set up the first week of the school year and was used in almost every grade level and classroom, over 450 times this first year. As happens in the first year of any new equipment, there were issues that needed to be dealt with. The biggest issue was that the laptop cart was very heavy and more difficult to move than we would have liked. However, the wireless network installed in the school proved to be very reliable, and the laptop lab proved to be very successful, especially in grades 2-4.
- Three SMARTBoards with projection systems and laptops were shared throughout the building. These were met with mixed results, as many teachers felt that the time to set up the equipment made it less worthwhile. It did mean that the teachers who were willing to store the equipment in their classrooms got to use it the most often. Mounting a large number of projectors this summer will hopefully create a better situation and make the SMARTBoards much more user-friendly.
- Due to PTO support, as well as funds from the Scholastic Book Fair, two projectors (one each in a 2nd and a 3rd grade classroom) were mounted in April. In addition, one 4th grade teacher made use of an additional projector connected to her computer.
- Training sessions were provided for teachers during each inservice day this school year. I also provided over 200 hours of individual and small group training for use of the Destiny program, the Renaissance Learning programs (*STAR Reading*, *STAR Math*, *Accelerated Reader*, *Mathfacts in a Flash*), our *Skyward* grading program, and other applications.

Information Literacy/Curriculum Connections:

- Our library hosted three Scholastic Book Fairs this year. Fair sales totaled:
 - Fall Fair: \$6729.52.....Our profit was \$2018.86
 - Winter Fair: \$7155.66.....Our profit was \$2146.70



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- Spring Fair: \$4245.10.....This was a Half Price fair – so we do not receive a cash profit.
- We had a nationally acclaimed author visit from Ben Mikaelson in February. This presentation was held at the Sartell High School auditorium and was attended by all 3rd and 4th grade students from PME and ORE. Grade level teachers raved about this visit – most deeming it the best author visit we have ever had.
- Regional author Ryan Jacobson visited kindergarten through 2nd graders. These presentations were held in the media center, and were also well received. This visit is partly funded by book sales to our students, and PME students purchased 150 books that day!
- A successful and fun “I love to read” month took place in February. Students celebrated reading by participating in a book challenge, listening to a story during lunch, viewing their teachers reading in the display case, and “leaping into a good book!” The highlight of the month was the reading celebration in which teachers from each grade level went on stage and had something dumped on their heads: the students absolutely loved this presentation. Discussion was held about next year’s February celebration, with plans to use the theme “Ice cream (I scream) for reading”.
- In April, 2009, all 3rd and 4th grade students participated in a technology in art joint project sponsored by the national *Google* corporation. Working closely with Laurel Nelson, elementary art teacher, students created their own “*Google Doodle*”. These were judged locally at PME and the top six doodles were entered into the *Doodle 4 Google* competition. Unfortunately, none of our PME students had their doodle chosen as one of the state or regional winners, but it was a fun competition in which to take part.

Community Connections:

- The library media program is currently in the middle of the curriculum review cycle. I have been working closely this year with Paul Moe, ORE media specialist, in this process. Last year we made some broad changes to our curriculum, based on updates to the national ISTE (*International Society for Technology in Education*) standards, the AASL (*American Association of School Librarians*) standards and our states MEMO (*Minnesota*



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Educational Media Organization) standards. This year we reviewed our changes and are preparing to present this to the board, along with our middle and high school media specialists.

- Becoming a knowledgeable resource for *Response to Intervention* and Testing were professional goals of mine this year. I worked closely with Title I staff, special ed staff and classroom teachers to assist with the AIMSweb program and the school advancements with Response to Intervention and student assessment. I supervised the testing of all classes in STARMath in the fall and STAR Reading in the spring, and assisted with the testing of the 4th grade year-end assessment (for 5th grade planning).
- I worked closely with core teachers and with Kim Killmer to provide additional extensions for small groups of students. In particular, I developed an extension activity with 4th graders to provide a method for a school presidential vote, which coincided with our national presidential election. Later in the year this same group of students worked with me in an extension activity adding to a presidential timeline. I worked with many groups of students creating PowerPoint presentations to enhance a research project.
- All of the music concerts were videotaped, and following this I created a master DVD of each concert. These were provided to parents at a small cost to defray the expenses. This proved to be very popular, and I ended up making over 130 copies of DVD's!
- The media center is an extremely busy place before, during and after school hours! In addition to the previously mentioned library activities, the media center was used for:
 - Battle of the Books competitions
 - Inventor's Fair displays
 - Band Instrument investigation
 - St. Cloud Chamber Orchestra concerts
 - First grade author presentations
- Media staff coordinate camera checkout, digital picture storage and printing, and preparation of photographs for the yearbook.
- A large portion of Title I programming was delivered in the media center, due to lack of space in the building.



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- Much of the ELL programming is delivered in the media center.
- The media center will be open this summer for summer school, as well as for the annual open library program from mid-June through mid-August. In the summer of 2008 we had approximately 400 children registered for the program: we hope to match that this summer as well!
- Ongoing technology training will also occur throughout the summer months.

Library Staff and Volunteers:

- Committees I serve on include:
 - PME Leadership Committee
 - ISD 748 Reading Committee
 - ISD 748 Staff Development Committee
 - ISD 748 Technology Committee
 - Summer Open Library co-coordinator
 - I Love to Read Month committee
 - PME Character Education Committee
 - PME web page coordinator
 - BINGO and Family Picnic committees
 - MEMO Reading & Literature Chairperson
 - MEMO Membership Chairperson
- Laurie Muellenbach serves as the very reliable and well-organized library assistant. She keeps the library running smoothly, creates book displays, cleans and organizes the room, prints overdue notices, processes library materials, takes charge of volunteers and completes numerous other tasks. Laurie has been a dedicated and talented staff member for many years and we are fortunate to have her expertise and knowledge!
- Our media center runs especially smoothly due to the great volunteerism of at least six people. We had two regular laminating volunteers this year who each came in one day a week to laminate the many items requested by teaching staff. Each of these volunteers put in approximately 60 hours in this way. In addition we had several occasional volunteers and two regular volunteers who came at least one day a week to shelve books for us. With the large circulation in the PME media center, getting materials back out on the shelves is a huge job!



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- An intern, Holly Pringle, from St. Cloud State University's Information Media program, joined us this school year. Holly works full time in the St. Cloud school district as a middle school English teacher, so she has completed her hours during her spring break, late in the afternoons, and will be completing her internship during open library this summer.

Individual Goals: Fall 2008

One of my major goals this year was in the area of Technology Integration and Staff Training. For staff to use the new SMARTBoards, laptops, projectors and other new technology comfortably and seamlessly in their classrooms – and for them to come begging for more!

I had planned to meet regularly with staff as they continued their technology training. It proved to be very difficult to meet on a consistent basis. I did feel that we were really able to get teachers using the new equipment. I would love to have more time in the future to actually get into the classrooms more and assist staff – but for the first year I do feel that a lot was accomplished.

My next goal was in the area of Differentiated Instruction and RTI Involvement. It was my goal to assist in as many ways as possible with differentiated instruction, including providing resources, being a resource person, accessing materials, working with small groups, assisting with the AIMSweb & data, and helping in any other way. I believe I accomplished that and was a good source of support for teachers and the Title I staff.

Additional personal goals of mine included staying on top of the calendar better: knowing the coming events and do a better job of planning early for them. I think this will be a continual battle, simply because there is not enough time in each day. Laurie Muellenbach is a great help in this area: she does a terrific job creating library displays and pulling books based on months, seasons, holidays and themes.

I also wanted to continue my involvement in school library media service on the state and national level, and this is including attending this summer's ISTE Conference in Washington DC. I know that conference will inspire and renew me!