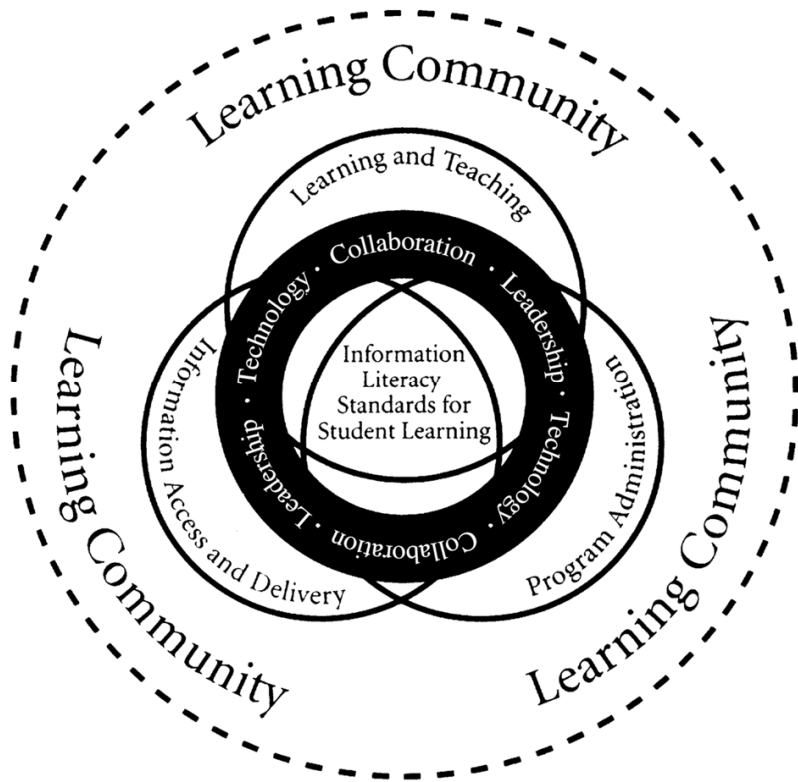


# Legacy High School Library Annual Report—June 2007

The Information Power Logo



## Highlights of 2006-07

Narrative: In keeping with the three main areas espoused in the American Library Association's Information Power, we continued to make strides in all three areas of Learning and Teaching, Information Access and Delivery, and Program Administration. Here are some of our accomplishments this year:

- Conducted library site and resources orientation for all freshmen through American Studies classes in a content-driven series of 3 visits per class
- Expanded our knowledge of Safari Video Distribution system functioning in the LMC and the classrooms (both hardware and software) including live-feed capabilities to all rooms, from all rooms
- Gained significant progress in collaboration with technology team on inte-

grating and teaching use of building technologies for teachers and students

- Piloted and gained final approval for the addition and promotion of streaming video collections (Montage and United Streaming)
- Initiated more evidence-based practice: Pre-test, teach, and post-test on website validity with business classes and upper level English classes
- Introduction of computer-based (PowerPoint) looping PowerPoint announcements to all rooms
- Worked with Capstone teachers to develop a continuum for research that every teacher used including print, online, and web-based resources
- Initiated contact with community library (Mamie Dowd) and held a library card sign-up on site
- Held our first-ever Poetry Café with guest poet Kurt Williams



## Statistical Analysis

### Classes & drop-ins

Our library is a busy place; not including before and after school, over 5000 students drop in (and sign in) to use computers and print resources each month! As of May 1,948 classes have visited the library; in addition to the spur of the moment support that we provide library users, about 40% (376) of the classes have received direct instruction in information literacy. These numbers have been fairly consistent over the three years that we've kept these statistics.

### Schedule

Our school is on an 8-period day with 3 different schedules - a regular schedule, a late start schedule every Thursday, and an access schedule once or twice monthly. Classes are either one period or one block (2 periods) and we have 4 lunch periods, which are the busiest times for the library.

### Online Resources

We subscribe to 6 online databases. Analyzing use statistics for 2 of them shows an average of 1378 visits to these two sites each month, and an average of 4595 searches per month. Since we encourage database use with every class and student we see, we feel good about these numbers for only 2 of 6 databases offered. We continue to examine other databases as they relate to the curriculum, looking for ways to improve alignment between what our customers need and what we have to offer.

### Circulation

In general, our fiction circulation numbers have declined over 4 years, while our non-fiction numbers have increased. This could be attributed to the school's focus on PLC and academics; with more articulation between teachers and courses, there tends to be less overlap in terms of assignments. In addition, several classes instead opted for using online databases in computer labs and receiving instruction from teacher librarians in the lab itself.

Video checkouts have decreased as teachers have become comfortable with the Safari video distribution system. Safari reservations have increased to over 200 per month (around 10 per day) on average.

Total checkouts have remained fairly consistent with decreased checkouts of some items and in-

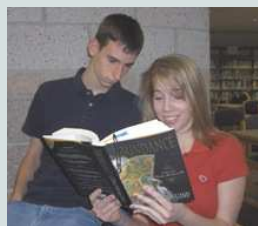
Year	Non-Fiction	Fiction	Video	TOTALS	Classes	Lessons	Drop-ins	ILL
2003-04	4153	5029	801	10,771				
2004-05	5200	4978	845	12,007	1208	N/A	33,910	N/A
2005-06	8644	4765	699	15,629	1130	428	44,083	155
2006-07	7115	3763	451	13,088	934	376	38,798	247

## Events and Promotions



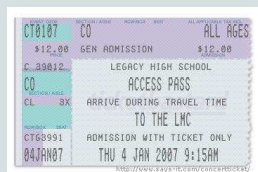
This year we...

Hosted our first Poetry Café with guest poet Kurt Williams. We had an event each period for 6 periods, hosting poetry workshops in 4 different genres; National Honor Society served food & drinks. It was very successful with large numbers of teachers and students participating.



Created a permanent public library display area to encourage our students to take advantage of our public library's excellent selection of teen workshops and programs.

Created a stir with our Staff Picks display in library and on website, which is very popular with students & staff.



Hosted student work on our walls, on our shelves, and in display cases from a variety of disciplines, including Art, Fashion Design, Interior Design, Student Government, American Studies and Voyager World studies.

## Expanding Technology

Worked closely with our building Technology staff to learn to trouble-shoot our Safari video distribution system at the head end and in the classrooms.



Learned to utilize our Safari system to provide a live-feed from the auditorium (or anywhere) to all classrooms and offices in the building. We broadcast a regional choir concert and our student government elections live this spring.

Learned to utilize our Safari system to create high quality video of events in the auditorium, with the camera in the booth and sound coming directly from the sound board.

Learned to utilize our Safari system to provide looping PowerPoint daily announcements to all classrooms and offices in the building.

Created easy-to-follow instructions with screen shots for many technologies in our building, available to staff and teachers.



Added 2 digital video hard drive cameras to our collection for classroom use.

Added Safari Montage as an online video subscription for staff & students.  
Added 4 new digital cameras to our collection for classroom use.

Set up 2 document cameras on carts with LCDs for classroom use. Teachers continue to experiment with creative and practical uses for this approach. The Math department is buying their own document cameras for each teacher next year.



## Community and Beyond



Hosted the Teen Librarians from our public library in a drive to get students' library cards. Librarians set up in classes and our cafeteria for 2 days and promoted their teen programs and signed up students for library cards. We worked through American Studies classes to facilitate this drive.

We mentored three interns this year from 2 different programs: Gigi is enrolled in UCD's online library endorsement program and did an internship with us in the fall, and continues to work with us over the phone and email this spring.

Rita is enrolled in the online library endorsement program at Mansfield University in PA and has spent internship hours with us all year.

Steve is enrolled in the classroom program at UCD and spent 40 hours with us this spring as an intern.

With the exception of the May meeting, we have attended all School Improvement meetings this year.

## Staff and Climate



Our library's success is a result of efforts by our team, which includes employees, student aides, and volunteers. We feel we've been very successful creating a friendly and safe academic atmosphere in the library.

Staffing remains at 2 full time teacher-librarians and one full time clerk with 14 additional days beyond the school year.

Our main focus daily is on helping students becoming efficient users of information, and with that in mind, we continue working to create an academic atmosphere that promotes student inquiry and learning.

We have developed a friendly and symbiotic working relationship with Kris Schell in the textbook depository; she helps us in an emergency and our clerk helps her with check-outs to classes twice a year and check-in at the end of the year.

We have utilized 3 dependable parent volunteers this year - Mary, Diana, and Scott. Each comes on his/her appointed day(s) weekly and is highly appreciated!

For fall semester, we used 3 student aides; in the spring, we started with 3 but kept only one student aide. This fall, Kim created lessons and tests for our aides to increase their competence in library skills and knowledge. Though tedious, this process seems to be beneficial in creating competent student aides.





## Professional Accomplishments - Mrs. Snyder

My second year as a teacher librarian has convinced me that people who think libraries are only about books haven't actually BEEN in a library lately!

One of the things I have been trying to pay attention to is how the library program as a whole functions within the school: how can we maintain our academic atmosphere while still making the library an inviting place? How can we push the online databases but continue to emphasize the importance of print resources? How can we dazzle our classroom counterparts so that they see us as teaching resources, not just keepers of the book?

Next year I'd like to have a more comprehensive plan for assessing student growth and the impact of the library on student learning. This would necessitate more collaboration with teachers in order to reach students in a regular manner. I will continue to consider ways to make this efficiently integrated rather than perceived as an "add-on" by the teachers. I also anticipate that considerable flexibility will be needed next year as our schedule will be changing dramatically.

In addition to the growth within my curricular area, I undertook sponsorship of the National Honor Society. This has been both very rewarding and demanding. I also sat on the Budget Committee and the School Improvement Team.



## Professional Accomplishments - Mrs. Ackerman

My focus this year has been on increasing my knowledge of instructional technology so I can help teachers use these tools in their classrooms. I feel I've made huge advances in my own knowledge and have had great success in suggesting and teaching a variety of Library 2.0 initiatives to teachers for classroom use. This training has been largely informal. Websites I've learned about this year and recommend for teacher use:

[Del.icio.us.com](http://Del.icio.us.com) - to organize bookmarks

[Teacherlibrarian.ning.com](http://Teacherlibrarian.ning.com) - librarian network

[Nicenet.com](http://Nicenet.com) - the internet classroom assistant

[Bloglines.com](http://Bloglines.com) - blog feeds

[Webhuddle.com](http://Webhuddle.com) - a virtual meeting place

[Secondlife.com](http://Secondlife.com) - virtual libraries, legal issues, and more

I taught the Technology for Teachers class this fall for 15 hours with Christy Shaw, Government Teacher. Seventeen teachers attended weekly, including our principal and an asst. principal. Attendees expressed satisfaction in their ability to integrate Legacy's technology into their classrooms.

I served on Technology committee for the 3rd year and chaperoned several dances at our school.



## Facility

The library got 15 new computers and screens in front for drop-ins last spring. The computers in the back of the library reserved for classes are the same 20 computers that were here when the school opened in 2000. Although the budget continues to tighten, we hope that technology will replace them soon.

As technology continues to be more demanding, we found our own computers lagging behind some of the programs we needed to use. With our own budget, we purchased flat screens with integrated speakers and new towers for the circulation and reference desks this year. In addition, we purchased two new computers with towers for catalog stations. We will leave an old computer in our office because it isn't used often. The decision to use library budget to replace computers may lead us down a slippery slope, but we felt our productivity would be greatly improved by having faster computers that don't freeze up or shut down unpredictably during teaching.

We rearranged shelves and furniture to create a sunny sitting area by our big windows and to create more shelf space in Reference and Fiction.

A leaking ceiling continues to be a problem during wet weather.



## Goals for 2007-08

Use our school's auto-dialer system to call homes of students with overdue books.

Offer classes of interest (possibly book circles and tech topics) to students during Intervention (our new tutoring period) twice a week, starting next year. We envision both traditional type classes (book groups) and classes in technology, too.

Enroll even more Legacy teachers into Tech for Teachers course next fall.

Continue to integrate technology into our library lessons, including use of nicenet.com for above tech class, online surveys for feedback, and pbwiki.com for discussion.

Get a greater percentage of teachers using online video rather than Safari distribution system.

Use evidence-based practice more consistently with classes, starting with Freshmen orientation sessions next fall.

Application to and acceptance into the State Power Libraries program.

