**Executive Summary and Budget**

**ODU – 658**

**Amanda Shepperd**

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When I accepted the position as School Librarian for South Boston Elementary, one of the disclosures made to me was that the collection needed updating because it had not been cared for in at least a year. After analyzing the collection, it was important to create a plan to build the library back up to standards. One part of the Halifax County Public Schools mission statement for the elementary libraries states that the elementary librarians will “develop an up to date, appealing, diverse collection that supports reading achievement and student interests, both fiction and non-fiction/informational text.”

I completed a curriculum map of two SOL areas to determine if the materials in the library meet the needs to support the teachers and students and I completed a random sampling to determine if the books are meeting the needs of the students in terms of diversity. It was determined that there are some appropriate materials available, but a lot of the materials need weeding due to age and more diverse materials need to be purchased. It was also determined that the materials that are appropriate were not utilized over the past year. This could be because the students and teachers were not aware that the materials were available due to lack of promotion or because the books did not appeal to the students and there was lack of interest.

Probably the biggest issue that I found was when we ran the collection report of overdue/lost library materials, a total of 101 books remained checked out and or lost. An executive decision by the principals, my mentor librarian and myself was made to delete those books from the inventory and begin fresh for the upcoming school year. Therefore, new books need to be added to replace the books that were deleted. A well-developed collection should align with the SOL’s and curriculum and meet the needs of the students academically but it’s also important to make sure the collection is diverse and meets the needs of all of the patrons. When developing the collection, it is important to “provide the users with diverse reading and informational resources to support the school’s developmental, cultural, social, and linguistic needs.” (Mardis, 2016) A three year plan has been developed to help update and restock the materials in the library. Each year builds on the one before but the budget changes from year to year depending on the success of the book fair and the school budget. I will also provide the students and faculty with opportunities throughout the school year to make purchase requests. For the plan, year one will update the collection to meet the needs of the African American students since they make up over half of the student population. Year two is designed to update the collection for the English language learners and year three will focus primarily on the needs of the staff.

For the 2018-2019 school year, I plan to use my funding to replace some of the well circulated books that were deleted from inventory and to order new books to update the collection to meet the needs of students based on diversity. Our school is 55% African American and according to the random sampling completed, only 18% of the biography section contains books about African American men or women and some of the books needed weeding due to age. My budget for the school year comes from two separate areas and is explained below:

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| --- | --- |
| Scholastic Reward Dollars | Scholastic Bookfair money |
| 255.83 | 1,235.00 |

Below, I have completed a chart that explains how I will use the funding to meet the needs of our students and to replace some of those popular “deleted” books. All books are library bound and ready to be processed. Some are ordered through Scholastic because of the reward dollars but the others are ordered through Follet because it is linked to the Destiny library catalog and will help determine what is already in the library and prevent ordering materials that we already have. I will choose the books that are most circulated from the deleted books and replace those. The chart below give examples of titles that will be ordered to update the collection with the funding that I have for the upcoming school year. Given this years budget, with the Scholastic Reward dollars, 13 books will be ordered. With the Bookfair profit, I will be able to order approximately 82 books with the average cost being around $15 each.

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| --- | --- |
| Scholastic Reward Dollars | Bookfair profit money |
| * The 12 Most Influential Athlete’s of All Time – 31.35 * The 12 Most Influential Speeches of All Time - 31.35 * Arthur Ashe – Trailblazing Athletes – 27.07 * Christopher Paul Curtis – 26.00 * Basketball Legends Hall of Fame – 27.13 * Coretta Scott King Pack – 108.49 | **Examples of Book Titles to Update African American Collection**   * 145th Street Short Stories – 14.81 * 42 Is Not Just a Number: The Odyssey of Jackie Robinson – 13.79 * The 5 O’clock Band – 15.49 * Africa Dream – 13.11 * Almost Freedom – 14.00 * Almost Zero – 11.51 * Before She was Harriet – 19.25   **Examples of Book Titles to Replace the Deleted Materials**   * Junie B Jones and the Mushy Gushy Valentine – 11.99 * Fox in Socks – 13.99 * Arthur’s Halloween – 6.89 * Diary of a Wimpy Kid Dog Days – 12.06 * Diary of a Wimpy Kid Third Wheel – 12.06 * Diary of a wimpy Kid The Ugly Truth – 16.51 * Silverlicious – 15.41 |
| Total – 251.39 | Total – 1235.00 |

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| Year Two: Examples of Books that focus on English Language Learners   * Cool Salsa: Bilingual Poems – 16.61 * Art and Lots of Dots – 12.95 * Little Chanclas – 14.61 * Luciana – 13.61 * Mayanito’s New Friend – 15.46 * Book of Korean Words: Korean Language and Culture – 9.51 * All the Colors of the Earth – 13.11 |
| Year Three: Focus on professional resources that staff want to see in the library   * This is not as easy to predict and create examples. The purchase made for the staff will be based on their suggestions and needs. It will also be dependent on the budget for the year. |

**References:**

Mardis, M. (2016). The Collection Program in Schools: Concepts and Practices (6th ed.). Santa Barbara, CA: Libraries Unlimited.