Prentice School District
Long Range Library Plan

Long Range Library Planning

The Long-Range Library Plan for the School District of Prentice has been prepared in conjunction with the Wisconsin Administrative Code, the Wisconsin Digital Plan, and Future Ready planning. The Plan includes goals and objectives based on information in the following areas:

- Personalized Professional Learning (Facilitating Professional Learning)
- Robust Infrastructure (Ensures Equitable Digital Access)
- Budget & Resources (Invests Strategically in Digital Resources)
- Community Partnerships (Cultivates Community Partnerships)
- Data & Privacy (Advocates for Student Privacy)
- Collaborative Leadership (Leads Beyond the Library)
- Use of Space & Time (Designs Collaborative Spaces)
- Curriculum, Instruction, & Assessment (Curates Digital Resources & Tools; Empowers Students as Creators; Builds Instructional Partnerships)

Mission Statement

The residents of the Prentice School District believe that education is a continuing, lifelong process of growing and maturing that must fulfill the needs of this rapidly changing society while still preserving the unique ethnic heritage of our area.

The aim of formal education is to develop sound minds and personalities within sound bodies and to inspire and encourage moral values leading to socially acceptable behavior and integrity through self-discipline.

This formal education shall be conducted in a democratic manner with ample opportunity for students to practice democratic procedures and to embrace personal responsibility.

It shall teach students the basic skills and encourage positive attitudes toward the "dignity of work" helping them become productive and constructive additions to our society.

It is the responsibility of our schools to instruct effectively to meet the individual and collective needs of all students. It is further the responsibility of our homes, churches, and community to support this educational process, making us worthy of being "One Nation Under God."

District Goals

It is the goal of the Prentice School District to develop in each student the following qualities:

CONFIDENCE
.... from a feeling of self-worth
.... from having pride in work well-done
.... from self-discipline
.... from experience in physical activities
.... from overcoming failure

COMPETENCE
.... in reading, writing, and arithmetic skills
.... in the ability to study independently
.... in the development of spiritual, ethical, and moral value
.... in skills of communication of information, ideas, and feelings
.... in use of concepts and ideas of mathematical, physical, natural, and social
            sciences
.... in ability to interact with other people and with the complete environment
COMPASSION
.... to listen with understanding to ideas of others
.... to respect associates at home, at school, and everywhere
.... to understand and respect persons with cultural differences
.... to be sensitive to the needs and desires of others
.... to be aware of the effect of actions on our physical and natural environment
.... to behave responsibly

CURIOSITY

.... for always seeking information and ideas for lifelong learning

.... for questioning ideas and conclusions of others

.... for understanding the effect of new events and ideas

.... for finding logical explanations for problems

.... for predicting and evaluating the probable effects of our own efforts and
those of others

.... for developing interest in the arts and humanities

CREATIVITY

.... to imagine a better way to meet a challenge

.... to develop a new synthesis of skills and ideas to express feeling

.... to combine ideas and information to extend knowledge and capability

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Wisconsin Administrative Code PI-8.01(2)(h)1

(h) *Library media services.* Each school district board shall:

1. Have on file a written, long-range plan for library services development which has been formulated by teachers, library and audiovisual personnel and administrators, and approved by the school district board.

2. Designate a licensed library media person to direct and coordinate the district's library media program.

3. Provide library facilities within the school building and make available to all pupils a current, balanced collection of books, basic reference materials, texts, periodicals, and audiovisual materials which depicts in an accurate and unbiased way the cultural diversity and pluralistic nature of American society.

4. Provide library media services to all pupils as follows: to pupils in grades kindergarten through 6, library media services which are performed by or under the direction of licensed library and audiovisual personnel; and to pupils in grades 7 through 12, library media services which are performed by licensed library and audiovisual personnel.

Personalized Professional Learning

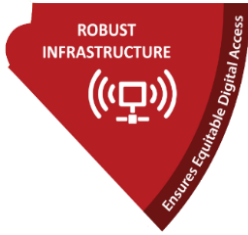## Facilitates Personalized Professional Learning

Leads professional learning to cultivate broader understanding of the skills that comprise success in a digital age (e.g., critical thinking, information literacy, digital citizenship, technology).

Current & Prior Practices

- Lessons in the district include Internet safety.
- Provide lessons and library skills supporting student learning.
- Professional development is available through meetings at CESA 12, SLATE, WEMTA, and technology conferences.
- The LMC has sufficient space and organization to handle various student activities including individualized study and class work.
- The LMS gathers information from teachers and students on types of materials to support learning and lifelong reading.

Possible Areas for Growth

- Increased opportunity for interaction with teaching staff supporting classroom and library skills, team teaching, all of which have been limited due to the pandemic.
- Support teachers with remote/blended learning.
- More time devoted to LMC responsibilities, individual interactions with students and staff.

Robust Infrastructure

Ensures Equitable Digital Access

Provides and advocates for equitable access to collection tools using digital resources, programming, and services in support of the school district's strategic vision.

Current & Prior Practices

- The district 1:1 with students having laptops.
- Wireless and Internet access are good throughout our building.
- Equipment is updated as needed.
- There are scheduled classes in the LMC.
- There is a Reading Buddy system coordinated between Middle School and Elementary classes with the older students reading and interacting with the younger students.

Possible Areas for Growth

- Concern about the lack of availability and staffing in the LMC.
- More opportunity to work with classes to ensure that materials are available.
- More time to focus on LMC requirements like working with individual students, or directing a library class.

Budget and Resources

Invests Strategically in Digital Resources

Leverages an understanding of school and community needs to identify and invest in digital resources such as books and ebooks to support student learning.

Current & Prior Practices
- Maintain accurate records of spending
- Manage CSF to purchase resources across a variety of platforms including digital and print.
- [CSF Infographic](#)
- [DPI CSF page](#)
- [Board of Commissioners of Public Lands page](#)
- Ongoing updating of our collections.
- Provide online databases regularly to help address curriculum needs.
- Working with teachers and students to give them a voice in the selection of new materials.
- Make the most efficient use of our Common School Funds (CSF).
- Suggest items to staff that would provide support for their curriculum.
- Annual book fairs through the LMC.
- Involvement with CESA 12 and DPI personnel.

Possible Areas for Growth
- Regularly run reports on digital collections, both books and databases to monitor usage.
- Promote resources provided by [Badgerlink](#) and [WISELearn](#).
- We are unable to provide more MakerSpace opportunities due to a lack of storage and working space for those types of materials in the LMC. Consideration is being given to be able to accommodate this concept.
- Grant writing, where possible, to address various needs.
- Provide the focus on having a strong central LMC rather than smaller classroom libraries.

- Legislative safeguarding of the CSF monies so that it doesn't get absorbed in the general fund since this is the primary source of local LMC funding.

Community Partnerships

Cultivates Community Partnerships

Cultivates partnerships within the school and local community (including families and caregivers, nonprofit organizations, government agencies, public and higher education libraries, businesses) to promote engagement and a community of readers.

Current & Prior Practices

- Teacher assistant opportunities are available for students to receive aide credit and assist in the LMC.
- LMC staff work with teachers on supporting various activities although this is an area that would benefit from increase.
- Dr. Seuss activities, ReadaThon, and other activities to include students and teachers directed at strengthening library skills with support.
- Continued collaboration and communication with state and local agencies such as CESA and DPI
- Communicate with other libraries about resources and programming.

Possible Areas for Growth

- More interaction and Collaboration with the area libraries.

Data and Privacy

Advocates for Student Privacy

Teaches and promotes student data and privacy through his or her instruction and role as an educational leader.

Current & Prior Practices

- Teaching about Digital Citizenship at elementary, middle school, and high school. Links to digital citizenship lessons/curriculum.
- Students in grades K-5 have structured lessons with the LMC.
- paraprofessional regarding Digital Citizenship/Safety.
- Chromebooks prevent viruses/malware.
- Students have secure logins for online digital programs.

Board policies:

~ Po 440   Student Privacy and Parental Access to Information
~ Po 362.2   Computer Technology Network, and Internet Acceptable Use and Safety
~ Po 363.2   Student Technology Education and Acceptable Use
~ Po 363.2   Staff Education and Acceptable Use

Possible Areas for Growth

- Increase understanding among staff, students, and parents about the privacy laws.
- Find new ways to reinforce and teach Digital Citizenship skills.

Collaborative Leadership

Leads Beyond the Library

Participates in setting the school district's vision and strategic plan for digital learning and fosters a culture of collaboration and innovation to empower teachers and learners.

Current & Prior Practices

- Serve on various local committees such as District Strategic Planning.
- CESA 12 Library Media Network Members.
- Time to meet with teachers and/or administrators if requested.
- Common Sense media scope and sequence strengthening digital literacy.
- Library curriculum focuses on ITL standards such as Digital citizenship, Research Skills, Keyboarding, BadgerLink, accessing databases, copyright laws, avoiding plagiarism, search strategies, identifying fake news versus legitimate sources, evaluating websites, etc.
- Supporting staff with their curriculum needs.
- Teaching students and teachers how to access LMC materials via Destiny.

Possible Areas for Growth

- Strengthening and building LMC curriculum and being fully aligned with Information and Technology Literacy Standards (ITLS).

- More time and/or personnel to focus on LMC needs, training, and teaching.

- Time at the beginning and end of the school year to pull and prepare LMC activities.

Use of Space and Time
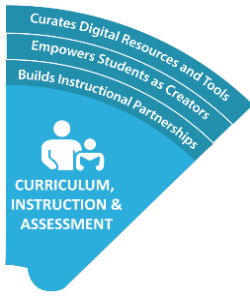
Designs Collaborative Spaces

Provides flexible spaces that promote inquiry, creativity, collaboration, and community.

Current & Prior Practices

- Library is designed to be used for more than designated library times.
- Beyond the pandemic times, there are students and/or classes in the LMC throughout portions of the day.
- Activities have been created to incorporate creativity and critical thinking.
- Spaces are designed to meet the needs of diverse learners. (quiet spaces, collaborative spaces)
- Rotate displays to promote curiosity and highlight new topics.
- Flexible seating in the library spaces.
- LMC personnel are dedicated and efficient.
- The space is accessible to the school community

Possible Areas for Growth

- Increase space options for collaboration, quiet reading and creativity. Planning for more differentiation in spaces to ensure there are spaces for working together in small groups, some additional display spaces, and flexible furniture availability.
- More opportunity to work with teachers. Staff utilization could be improved.
- Continue to build collections and resources for activities.
- Library personnel are responsible for supervision as well as library duties and working with staff and students.
- Review the need for a security system.

Curriculum, Instruction, and Assessment

Curates Digital Resources

Leads in the selection, integration, organization, and sharing of digital resources and tools to support transformational teaching and learning and develops the digital curation skills of others.

Builds Instructional Partnerships

Partners with educators to design and implement evidence-based curricula and assessments that integrate elements of deeper learning, critical thinking, information literacy, digital citizenship, creativity, innovation, and the active use of technology.

Empowers Students as Creators

Encourages and facilitates students to become increasingly self-directed as they create digital products of their learning that engage them in critical thinking, collaboration, and authentic real-world problem solving.

Board Policies:

~ Po 362	Instructional Media Centers (Libraries)
~ Po 362.1	Interlibrary loan
~ Po 361.2	Selection Policy
~ Po 362.2	Professional Library
~ Po 771	Copyright
~ Po 112	Nondiscrimination and Equal Access to Educational Opportunity
~ Po 440	Student Privacy and Parental Access to Information
~ Po 361.2	Reconsideration of Instructional Materials
~ Po 361.2	Resource sharing of Library Materials

Builds Instructional Partnerships

Current & Prior Practices

- Pull curricular materials for classroom teachers.
- Team-teach lessons incorporating research skills into the curriculum
- Teach digital citizenship skills (including copyright, citing sources)
- Work with Instructional and Literacy Standards (ITL).

Possible Areas for Growth

- Participate in meetings to help inform instruction and provide support for students and teachers.
- Integrate information and technology literacy skills into the library.
- More time for a certified Library Media Specialist. We are presently contracted with CESA 12 for 10 days of a certified LMS time.
- Curate collections in Destiny Discover to support curricular units.
- Increasing staff awareness of LMC opportunities through professional development. Staff would benefit from training on LMC benefits as an extension of the classroom.

Curates Digital Resources

Current & Prior Practices

- Subscriptions to a variety of databases for all levels.
- Create and Update library web page with new information and resources.
- Get input from teachers about resources needed to support the curriculum.

Possible Areas for Growth

- Collect data annually about circulation and digital resources.
- Time to truly promote new materials.

Empowers Students as Creators

Current Practices

- Assessment is observation and growth. Work with students to effectively use print and nonprint materials.
- Ongoing work in progress is ethical use of nonprint materials.
- Provide age appropriate digital and print resources for all students.
- Provide a wide variety of reading materials for a wide range of reading levels.
- Teaching Digital Citizenship Safety to students.

Possible Areas for Growth

- Encourage students to use maker spaces to create products for their projects in class.
- Opportunities for organizing and integrating MakerSpaces.

Grade	Recommended Activities/Skills
4k	Exposure to LMC Care of materials Different parts of a book Checking out materials Difference between fiction and nonfiction Foster a love of reading
K	Digital Citizenship Shelving (where things are) Parts of a book. Care of a book ABC order (use student names) Fiction/Nonfiction E books (author/illustrator) Shelf markers
1	Digital Citizenship Reinforcement

	Dictionary awareness Parts of a book reinforcement Fiction/Nonfiction ABC order Animal Research Whole library layout, shelf marker use
2	Digital Citizenship Folktales and fairy tales Exposure to poetry Intro. To Dewey Decimal Dictionary – guide words Biographies – posters Scavenger Hunt
3	Digital Citizenship Reinforcement Genres Basic country research Thesaurus Encyclopedia
4	Digital Citizenship Folk tales More Dewey Internet searches & safety Researching (connection to classroom studies)
5	Digital Citizenship Atlas Almanacs Biographical Summarizing Dewey Researching
6, 7, 8	Nonscheduled
9,10	English