

Palisades High School Library Media Center

Annual End of Year Report

June, 2007

Composed and Compiled by
Karen Hornberger, Library Media Specialist

Palisades High School Library Media Center Annual End of Year Report June, 2007

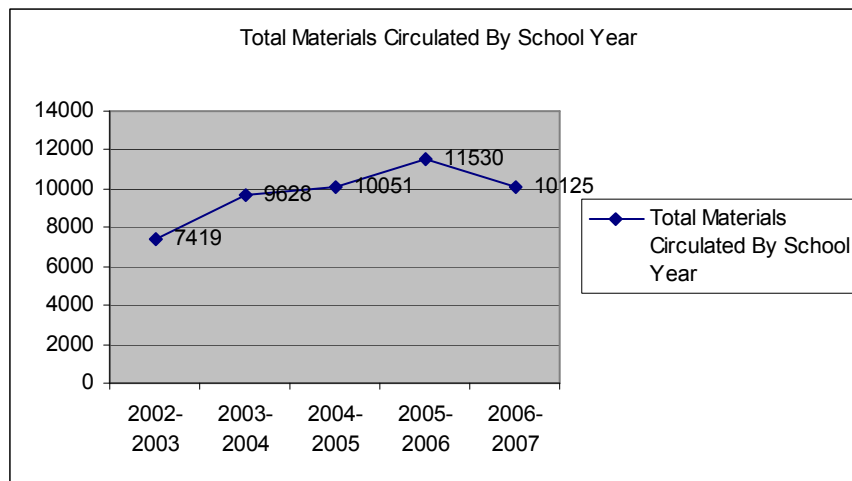
Composed and Compiled by
Karen Hornberger, Library Media Specialist

Purpose of Report:

Our fifth annual report has been compiled in order to educate readers on the state of the library media program at Palisades High School located in Kintnersville, PA. Included is information about our library program and the services that we provide to 725 students and approximately 65 faculty/staff members.

Our Collection:

- This year our holdings increased from 16,414 materials to 27,330 materials (this statistic reflects not only the addition of new print materials, but also the addition of electronic books (ebooks) and the removal of damaged or obsolete materials).
- Focal areas for new acquisitions were:
 - materials which would interest boys
 - nonfiction materials meant to replace outdated materials in our nonfiction section
- By June 13, circulation for this school year totaled 10,125 materials. Although this is a slight decrease from last year when end of year circulation totaled 11,530 materials, we are proud to say our circulation statistics are also highly impressive for a high school of our size! These statistics also do not reflect the 400-500 ebooks utilized this year and also does not reflect use of the subscription databases we subscribe to. This year's circulation is still a jump from the 2004-2005 school years and previous years (See chart below).

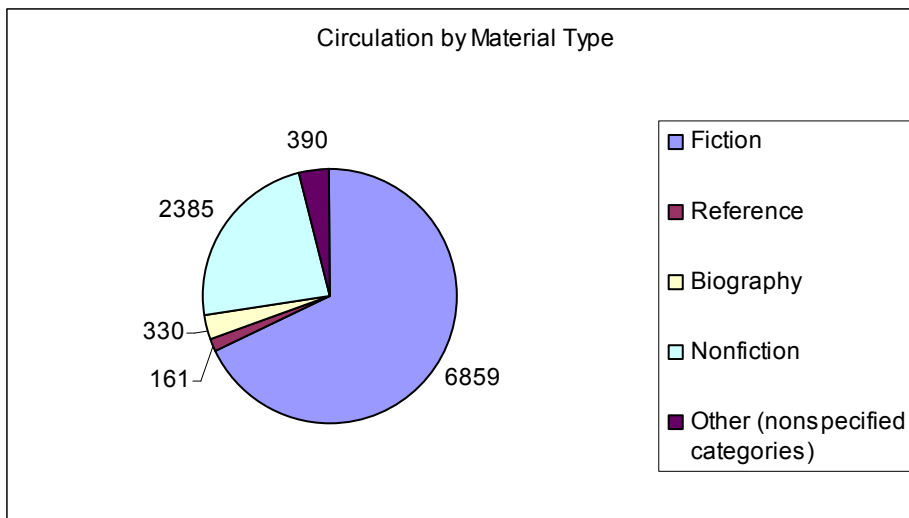


Palisades High School Library Media Center Annual End of Year Report June, 2007

Composed and Compiled by
Karen Hornberger, Library Media Specialist

Our Collection, continued:

- The highest circulation month was September when we circulated 1,363 materials. This is a decrease from last year, when our top circulation was 1,575, also taking place in September.
- Our average monthly circulation for this school year totaled 1,103 materials per month.
- Fiction was our most heavily used section with a total of 6,859 fiction materials circulated. See chart below:



- This year we requested 320 materials from other libraries throughout Pennsylvania. This is a slight increase from last school year, when we requested a total of 312 materials from outside sources. Our total is significantly greater than average for a public school library. I believe that this statistic is understandable given limited access to public community libraries within district boundaries. We received a total of 92 requests from other statewide libraries for our materials.

Our Collection, accomplishments and goals:

- This year we took on a huge task and merged the reference and nonfiction sections and also the 920's (collective biographies) into the biography section. This merging of materials will allow students, teachers and library staff to see books on one topic in one spot. For instance, in the past, if a student was researching World War II and went to the nonfiction section to locate materials, the student was not likely to also utilize the reference materials on the same subject. (continued on next page)



**Palisades High School Library Media Center
Annual End of Year Report
June, 2007**

Composed and Compiled by
Karen Hornberger, Library Media Specialist

Our Collection, accomplishments and goals, cont.:

- With our new organization of materials, students and faculty will see all the relevant materials in one spot when locating resources, library staff will see all the materials on the subject when pulling from the collection for an incoming class, and the library media specialist will be able to assess the collection to determine whether new materials are needed or whether we have some materials that are out of date along with more up to date materials already entered into the collection.
- In October, we added ebooks into our collection. Power Library, a program offered and funded through the state library, purchased approximately 12,000 ebooks for all participating libraries to use and load into their circulation system. We took advantage and loaded the ebooks into our catalog. Students soon saw new offerings while keyword searching in the catalog. This addition of materials helped to increase the average age of our collection and really give a good overhaul to our nonfiction materials.
- In addition to adding the new ebooks, we were also granted additional funding through our school board, the Tincum Civic Association, and a Library Services and Technology Act (LSTA) grant which provided us funding to purchase materials focusing on boy's literacy. (See the 2004-2005 Annual Report for more information on the need to promote boy's literacy).
- Through the Collection Development grant provided to us by LSTA, we educated our community on boy's literacy. This was accomplished through faculty meetings, high school announcements, community announcements, and through collaboration with local public librarians and bookstore managers. Although faculty education and communicating via school and community announcements are common practice for me, collaborating with public library staff and local bookstore managers was not. Together, we gathered data on boy's literacy and decided to create bookmarks that we could print and distribute to our library patrons. We gathered quotes that we felt had great impact and would help to educate the community and I asked our substitute instructional assistant, Jennifer Bauman, if she would like to design the bookmarks (Jennifer loves graphic design) and she designed the bookmarks seen on the next page of this report. Visit our local libraries or bookstores and you will most likely get one of our bookmarks!! This grant allowed me to develop relationships that have spread further than boy's literacy. I look forward to continuing these relationships with local professionals in the future.
- Next year, we plan to add the following materials into our collection (focal points):
 - *ProQuest's SIRS Researcher* (a superb resource for quality electronic articles)
 - Video camera with a recordable hard drive
 - more high interest fiction and nonfiction materials to enhance our curriculum

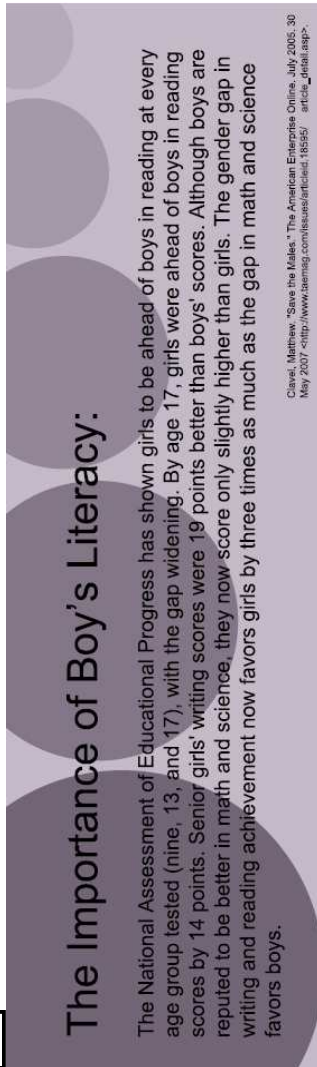
Palisades High School Library Media Center Annual End of Year Report June, 2007

Composed and Compiled by
Karen Hornberger, Library Media Specialist

Bookmarks and READ posters created for our LSTA grant:



Front of each bookmark

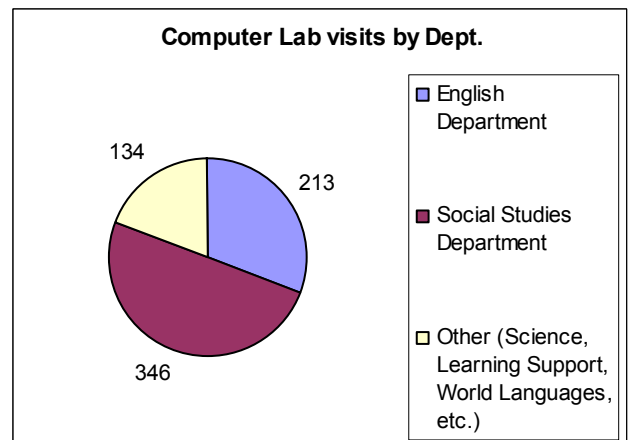
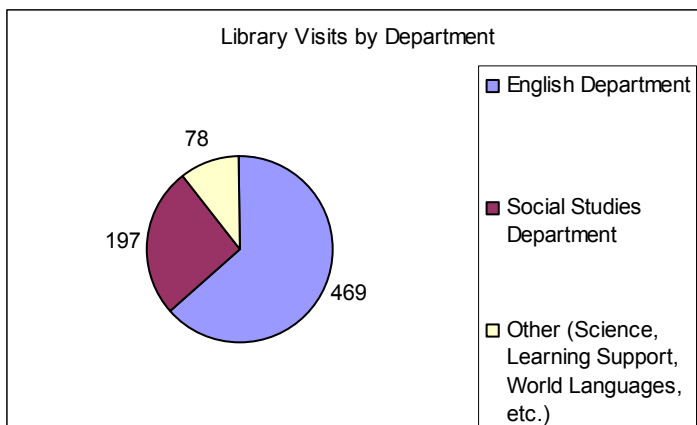


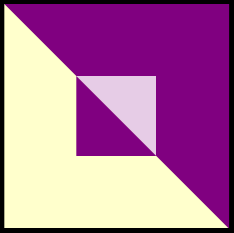
Palisades High School Library Media Center Annual End of Year Report June, 2007

Composed and Compiled by
Karen Hornberger, Library Media Specialist

Usage of Library and Lab:

- As of late May, 2007, a total of 744 classes visited the library.
- An average of 82 classes visited the library per month.
- An average of 30 students visit the library separate from their classes totaling an average of 5,400 individual student visits per year.
- Visits to the library range from book selection, research, test taking, literature circles (small group reading), math experiments, and presentations.
- The English department members are the highest users of the library, more than doubling the Social Studies department and significantly exceeding the remaining departments.
- As of June, 2007, a total of 693 classes visited the computer lab.
- An average of 20 students visit the computer lab separate from their classes totaling an average of 3,600 individual student visits per year. More students would love to visit the lab separately from their class, unfortunately the limited number of computers in the lab inhibits their ability to do so.
- Visits to the computer lab range from research, word processing, utilization of other *Microsoft Office* programs and library subscription databases, and the electronic portfolio program. Often times, the learning environment is differentiated, allowing students from one class to utilize both the library and computer lab at the same time.
- The Social Studies department are the highest users of the computer lab, slightly exceeding the English department and significantly exceeding the remaining departments.





**Palisades High School Library Media Center
Annual End of Year Report
June, 2007**

Composed and Compiled by
Karen Hornberger, Library Media Specialist

Information Literacy/Curriculum Connections:

- As I was on maternity leave for the end of the 2005-2006 school year, the library website that I held very dear was copied and pasted into new web software our district was using. During this process, I lost a lot of the information that had been placed on the old site. This year, I modified the new website regularly and utilized time with classes while teaching information skills, our community e-news and school broadcasts to promote and publicize the changes. After hard work, we once again have a quite useful site to students and community members. It is my goal to continue to provide information to this site that is authentically useful to our students, staff, and community members. Watch as the site continues to evolve and all suggestions are welcomed! The URL for our site is: www.palisadessd.org/phslibrary.
- Another large task this year was to make the graduation project guide an electronic document. The purpose of this was to post it online for students to have remote access to the document and to make any edits of the document easier. Not only did we accomplish our goals, but I was able to assess the document and add library service information into the document wherever applicable. Seniors will now see connections to library media services more clearly through this document. Seniors are not the only ones who are benefiting from the electronic guide, as I have gone into the classroom to teach underclassmen, it has been very helpful to print any useful pages from the document to share with them!
- Each year, I teach search skills to students and it is quite a challenge because many of our students believe that they are wonderful searchers and are excellent at locating quality information. Through the years, I had learned to discriminate what most students are actually good at and what the concepts they still need to learn are. This year, I located a search tips movie that features a Google employee and linked it to our school website and encourages staff and students to watch it. This was helpful to educate students on Google search tips considering most students prefer to use Google on a regular basis and it can be a very useful tool to them especially if they are familiar with certain search tips. Sometimes we need to go beyond Google for academic research. For this purpose, I created a little PowerPoint of search concepts and posted that to the site. I provided our multimedia productions teacher and asked if his students could create a search movie that focused upon these suggestions. It is always fun to see what the students come up with to educate each other. Soon, this video will also be posted to the high school library website.
- This year, I also formalized a lesson that I have been teaching to help students develop quality theses for their papers. This lesson allows students who know little about creating a thesis to grow and also allows students who have mastered the basics to refer to quality resources to strengthen their skills. This lesson can be found at www.palisadessd.org/phslibrary under Teacher Resources and then under Information Skills Lesson Plans.

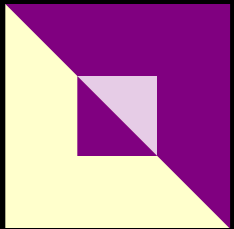


**Palisades High School Library Media Center
Annual End of Year Report
June, 2007**

Composed and Compiled by
Karen Hornberger, Library Media Specialist

Information Literacy/Curriculum Connections, continued:

- One goal we have is to make our library media center even more presentation friendly. Currently, we have the ability to darken the room and we have a screen for presentations. However, we have found that the screen is often too small and in an undesirable location. We hope to have a permanent projector placed in our library mounted from the ceiling along with a larger screen which would be mounted on the ceiling and raised and lowered with a wall switch.
- Each year, we host two book fairs. Our fall book fair provides new releases and other materials of interest to students and during the end of year book fair we sell required summer reading to the students. Both book fairs have books provided to us by Waldenbooks. The book fairs help us excite students about literacy!
- One of the best professional development experiences that I had this year was via online resources. I joined Joyce Valenza's (library media specialist at Springfield Township High School in Erdenheim, PA) Teacher Librarian Network and reaped the benefits of posing questions that I had to learn what other librarians throughout the world thought about my topic. I was also able to share my experiences and help others with their questions. I also marked two edublogs, Joyce Valenza's blog and Mary Schwander's (library media specialist at New Hope Solebury High School in New Hope, PA), to read regularly for inspiration. As a library media specialist in a one library media specialist school, I cannot express enough how helpful it is to look outside for inspiration and development. It has improved me greatly as a library media specialist.
- Our school district developed an instructional strategies committee during this school year. I was asked to represent the high school on this committee. We collected resources for our staff on five different instructional strategies and placed the information on the intranet for staff member access. We focused on creating a useful guide to new and veteran employees to help them gain a better understanding of the strategies and provide useful tools for them to incorporate the strategies into their teaching.
- My professional growth objective this year was to participate in a pilot program that tested out a new observation process for our teaching staff. It is a plan that utilizes Charlotte Danielson's framework for teaching found in her book *Enhancing Professional Practice: A Framework for Teaching*. I believe that the new observation format will indeed enhance our professional practice.



**Palisades High School Library Media Center
Annual End of Year Report
June, 2007**

Composed and Compiled by
Karen Hornberger, Library Media Specialist

Library Staff:

- I, Karen Hornberger, am the Library Media Specialist. I facilitate library and school events and programs wherever possible.

Committees that I serve on are:

- Professional Development Committee
 - Portfolio Committee
 - District Instructional Strategies Committee
 - Department head Committee
 - Reading Olympics Executive Committee and Co-Advisor
 - Co-Advisor, Class of 2007
 - Yearbook, Co-Advisor
- Leigh Booth was our library assistant. Mrs. Booth served as “Queen” of Interlibrary Loans, processed new materials, and shelved the never ending flow of books. She was our best staff member to suggest action/adventure/mystery novels. She was a part-time employee who performed many duties which kept our library running and organized. The library shared Mrs. Booth with the computer lab and she also served as attendance secretary for our school. As an extra duty responsibility, Mrs. Booth also co-advised the high school Reading Olympics team. Mrs. Booth accepted a full time job at the end of the year outside of the school district. We will miss her energetic personality!
 - Patricia Stangil is our computer lab assistant. Mrs. Stangil is the “Expert” of the computer lab. She keeps the computer lab scheduled, makes certain the computers are running smoothly and kept clean, and troubleshoots when necessary. Mrs. Stangil is a full-time employee who also runs overdue reports for the library, processes new library materials and also serves to collect homework for students absent from our school.
 - Student Helpers frequent our library each semester. The students who work for us regularly shelve materials, shift the shelves to provide appropriate spacing, clean up the stacks, and perform many other duties upon request.
 - Student advisors work behind the scenes to help the library program grow. This year they helped me with general library feedback and feedback specific to the website. The students who are selected as advisors give honest, thoughtful, comprehensive feedback.

• This school year has truly been a great year. We have been energized, supported and inspired. We are looking forward to next year with excitement and many plans!

**Thank you for taking the time to read the Palisades High School Library Annual
End of Year Report for the 2006-2007 School Year.**