



To: Dr. Mike Riggle

From: Rosanne Williamson

Re: Library Per Capita Grant – required review of application summary

Date: October 14, 2016

Recommendation:

It is recommended that the Board of Education review the documents attached which will represent the Board's approval of our grant application and acknowledgement of our compliance with the requirements of this grant.

Background:

Our annual application for the Library Per Capita Grant requires that we share with the Board of Education our district's compliance with the Illinois School Library Standards. These standards are found in a publication entitled: *Linking for Learning: The Illinois School Library Media Program Guidelines, 3rd edition, 2010.*

This grant provides the district with 75 cents per student or a total of approximately \$3600 - monies which collectively will be used in the libraries to purchase some additional electronic resources/digital materials to enhance the resources accessible over the internet to students even when the library is closed.

Attached is a document that affirms the district's compliance in meeting the standards of the Illinois School Library Media Association [(75 ILCS 10/8.4(5)], identifies how FY2017 grant funds will be used and attests that the district followed required fiscal reporting and accountability relative to FY2015 grant funds.



JESSE WHITE • Secretary of State & State Librarian

Illinois State Library, Gwendolyn Brooks Building
300 S. Second St., Springfield, IL 62701-1796

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Illinois State Library
SCHOOL DISTRICT LIBRARY GRANT PROGRAM APPLICATION

Enter initials to confirm authorization to submit this application and that you have read and understand the Program Overview and Administrative Rules for this grant offering from the Illinois State Library. If initials have not been entered (typed) on this line, the application will not be reviewed or considered for funding by the Illinois State Library.

Initials

Date

PART I: SCHOOL DISTRICT IDENTIFICATION

1. School District's Legal Name: _____
2. School District's Illinois State Library Control Number (five digits): _____
3. School District's Illinois State Board of Education (ISBE)
Reg/Cty/Dist/Type Number (Column C, 11 digits): _____
4. Contact Information for Person completing grant application:

First Name

Middle Initial

Last Name

Email

Telephone Number

Ext.

PART 2: STANDARDS AND COMPLIANCE

5. Does this district's school library program provide library services that either meet or show progress toward meeting the Illinois school library standards as most recently adopted by the Illinois School Library Media Association?
[75 ILCS 10/8.4(4)]

Yes No

6. (a) Has this district's financial support for the school library or libraries been maintained **undiminished**?
[75 ILCS 10/8.4(5)]

Yes No

(b) If financial support has diminished, does this district certify that the percentage of diminution of financial support is no more than the percentage of diminution of the district's total financial support for educational and operations purposes since the submission of the last previous application of the district for the school library per student grant that was funded? [75 ILCS 10/8.4(5)]

Yes No

If No, explain:

PART 3: ELIGIBLE ATTENDANCE CENTERS (BUILDINGS)

7. Enter each district's attendance center (building) and its building number (four digits) that qualifies for grant funding using Illinois State Board of Education (ISBE) data:
1. Access the ISBE Data Analysis & Progress Reporting web page: http://isbe.state.il.us/research/htmls/fall_housing.htm
 2. Use the most current "School Summary" Excel file to find the ISBE Name of School (Column E) and Schl # (Column D, four digits)
 3. If an attendance center has changed names, add (Name Change) after the building name.
 4. Any new attendance centers are not eligible for grant funding until the next school year.

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PART 3: ELIGIBLE ATTENDANCE CENTERS (BUILDINGS) — (Continued)

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PART 4: Proposed Plan for Utilizing Grant Funds For Library Services

8. Check all that apply:

- LIBRARY MATERIALS: PRINT AND NON-PRINT — Include books, magazines, newspapers, video (DVD, VHS), audio (music/spoken word CDs and cassettes), microforms, scores, maps, Accelerated Reader Tests
- LIBRARY MATERIALS: ELECTRONIC RESOURCES — Include electronic/digital materials as well as database resources. Types of electronic materials include e-Books, e-Serials (including journals), government documents, databases (including locally mounted, full text or not), electronic files, reference tools, scores, maps, or pictures in electronic or digital format, including materials digitized by the library. Electronic materials can be distributed on magnetic tape, diskettes, computer software, CD-ROM, or other portable digital carriers, and can be accessed via a computer, the Internet, or by using an eBook reader. Include equipment expenditures that are inseparably bundled into the price of the information service product. Include expenditures for materials held locally and for remote electronic materials for which permanent or temporary access rights have been acquired; and expenditures for database licenses. Examples: OCLC (Virtual Reference, Cataloging, Interlibrary Loan), My Media Mall, United Streaming, World Book.
- LIBRARY AUTOMATION SYSTEMS — Include fees for membership and services in an Illinois regional library system LLSAP, a stand-alone automation system, or a non-LLSAP consortium. Automated library system's products/functionalities include, but are not limited to: Circulation, Public Access Catalog, Holds/Reserves
- LIBRARY CONTRACTUAL SERVICES
- LIBRARY STAFF DEVELOPMENT — Include Continuing Education, Conferences/Meetings, Travel
- LIBRARY SERVICES: PROGRAMS AND PUBLIC RELATIONS FOR STUDENTS, FACULTY, AND/OR ADMINISTRATION
- LIBRARY SUPPLIES — Include book jackets, bookends, magazine storage boxes, book repair tape
- LIBRARY EQUIPMENT — Include equipment purchased for library use and housed in the library
- LIBRARY TELEPHONE/TELECOMMUNICATIONS
- LIBRARY PERSONNEL
- LIBRARY PROFESSIONAL SERVICES CONTRACTS — Include fees paid to consultants or contractual staff for provision of library related services
- OTHER — Identify and explain



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**Illinois State Library
School District Library Grant**

EXPENDITURE REPORT OF SCHOOL DISTRICT LIBRARY GRANT PROGRAM FUNDS

Identify Fiscal Year (FY): **2015**

School District's Illinois State Library Control Number (five digits): _____

School District's Legal Name: _____

CHECK EXPENDITURES BY CATEGORY

- Materials (Print and Non-Print)
- Materials (Electronic Resources)
- Automation Systems
- Contractual Services
- Staff Development
- Services: Programs and Public Relations
- Supplies
- Equipment
- Telephone/Telecommunications
- Personnel
- Professional Services Contracts
- Other – Specify

Total School District Library Grant Program funds received: \$ _____
(Must be exact amount - do not round up or down)