



2020-21 LMS Survey Worksheet

To make a copy of this worksheet, go to File > Make a Copy (for Google Drive) or File > Download As... (select Word).

Use worksheet then enter data online at:

<https://www.surveymonkey.com/r/LMSSurvey2020-21>

Please complete the online survey **by July 1, 2021**.

SCASL in partnership with the State Department of Education Office of Educator Effectiveness and Leadership Development requests your participation in this survey. If you have questions, please contact Julie Putnam at scaslsupervisorchair@gmail.com. We highly suggest you submit other data, such as circulation and visits, in your school level annual report. You do have to complete the survey in one sitting so we suggest you complete this worksheet first.

For your records, you can complete this worksheet below and sign it once you have completed the survey online. Keep a copy for your records, and send a copy to your Principal and/or Library District/Supervisor/Coordinator to indicate you have completed the survey.

Please submit data for the 2020-21 school year.



| Question | Answer |
|---|---|
| Email address | |
| First and Last Name | |
| District (Drop down menu) | |
| Are you completing this survey for your individual school library or for your districtwide library program? | <ul style="list-style-type: none">• District Library Program• School Library |

If DISTRICT LIBRARY PROGRAM is selected:

| Question | Answer |
|--|---------------------------------|
| Title of District-Level Supervisor/Leadership | |
| Number of Students. Use 135th day enrollment figure. | |
| Number of K-12 Schools. All schools with a school library. | |
| Number of certified librarians in your district. | Part Time: ____ Full-Time: ____ |
| Number of library assistants in your district. | Part Time: ____ Full-Time: ____ |

| | |
|--|--|
| In the DISTRICT's annual budget, what was the total amount allocated to school libraries? Round to the nearest dollar. <i>What money is provided by the district to schools for the librarian to spend at his/her discretion for materials?</i> | <i>We will divide the number of students by the district allocation to determine your districts' per pupil allocation.</i> |
| Did the district allocate any additional money for special programs for the school library in the past year? Explain. | |
| Number of eBooks owned & shared by the DISTRICT. Compile all vendors and submit one number. This figure should be the same for all schools in your district at the same level. <i>Note: Do not include any eBooks accessed via Discus for any answers.</i> | |
| Number of audiobooks owned & shared by the DISTRICT. Compile all vendors and submit one number. This figure should be the same for all schools in your district at the same level. <i>Note: Do not include any audiobooks accessed via Discus for any answers.</i> | |
| During this school year, which scenario best applies to your district? | <ul style="list-style-type: none"> a. Students have only attended face-to-face b. Students attended face-to-face and virtually c. Students have only attended virtually |
| How often do the librarians in your district meet (in-person or virtually) during the school year for professional development? | <ul style="list-style-type: none"> d. Once e. 2 to 3 times a year f. Monthly g. Quarterly h. Never |
| Do you also need to complete a survey for your own School Library Program? | <p>Yes - please let me complete the School Library Program portion for my school.</p> <p>No - I am finished with the survey for my district.</p> |

If SCHOOL LIBRARY is selected:

| Question | Answer |
|----------------------|--|
| School Name | |
| School Levels | <p>Check all grades that are served by your school:</p> <ul style="list-style-type: none"> • PreK 4 • PreK 5 • 1 • 2 • 3 • 4 • 5 • 6 • 7 • 8 • 9 • 10 • 11 • 12 • Adult |

| | | | | | | | | | | | | | | | | |
|--|---|----------|-----|-----|----------|-----|------|-----|-----|------|-----|-----|------|-----|-----|---------|
| Number of Students. Use 135th day enrollment figure. | | | | | | | | | | | | | | | | |
| Number of PRINT books in your collection. Do not include classroom sets. No limit on number of copies. Type in a whole number. | | | | | | | | | | | | | | | | |
| What is the average age of the PRINT collection? Please use a year. | | | | | | | | | | | | | | | | |
| Number of eBooks available to students purchased by your school. Compile all vendors and submit one number. eBooks only owned and used at your school. (District-wide resources are reported by the district.) <i>Note: Do not include any ebooks accessed via Discus for any answers.</i> | | | | | | | | | | | | | | | | |
| Number of audiobooks available to students purchased by your school. Compile all vendors and submit one number. Audiobooks only owned and used at your school. (District-wide resources are reported by the district.) <i>Note: Do not include any audiobooks accessed via Discus for any answers.</i> | | | | | | | | | | | | | | | | |
| What was your total annual budget supplied by the school or district? Do not include grants, PTO, or money made from book fairs, etc. Round to the nearest dollar. | | | | | | | | | | | | | | | | |
| What additional budget did you receive or generate from grants, PTO, or money made from book fairs, etc. Round to the nearest dollar. | | | | | | | | | | | | | | | | |
| What dollar amount did you spend on books (in all formats)? Round to the nearest dollar. | | | | | | | | | | | | | | | | |
| What is your schedule? | <ul style="list-style-type: none"> a. Fully Fixed (all day schedule set by others) b. Flexible (may have fixed times but you set them) c. Partially Fixed (part of the day is a fixed schedule set by others) | | | | | | | | | | | | | | | |
| Is your school 1 to 1 for student devices? | <p>What grade levels at your school are 1:1 devices?</p> <table border="0"> <tr> <td>• PreK 4</td> <td>• 4</td> <td>• 9</td> </tr> <tr> <td>• PreK 5</td> <td>• 5</td> <td>• 10</td> </tr> <tr> <td>• 1</td> <td>• 6</td> <td>• 11</td> </tr> <tr> <td>• 2</td> <td>• 7</td> <td>• 12</td> </tr> <tr> <td>• 3</td> <td>• 8</td> <td>• Adult</td> </tr> </table> | • PreK 4 | • 4 | • 9 | • PreK 5 | • 5 | • 10 | • 1 | • 6 | • 11 | • 2 | • 7 | • 12 | • 3 | • 8 | • Adult |
| • PreK 4 | • 4 | • 9 | | | | | | | | | | | | | | |
| • PreK 5 | • 5 | • 10 | | | | | | | | | | | | | | |
| • 1 | • 6 | • 11 | | | | | | | | | | | | | | |
| • 2 | • 7 | • 12 | | | | | | | | | | | | | | |
| • 3 | • 8 | • Adult | | | | | | | | | | | | | | |
| Which professional conferences or workshops did the librarian(s) in your school attend this school year? | <ul style="list-style-type: none"> a. AASL Conference b. ALA Conference c. EdTech Conference d. SCASL Conference | | | | | | | | | | | | | | | |

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|---|--|
| | e. SCDOE Regional Workshop f. SCIRA/PSLA Conference g. Other Professional Conferences h. None attended this year --- If none selected, what was the factor? |
| Number of librarians at your school. | Part Time: ____ Full-Time: ____ |
| Number of library assistants at your school. | Part Time: ____ Full-Time: ____ |
| Percentage of time your assistant(s) performs library duties. Select the closest amount. | a. I do not have an assistant. b. 100% c. 75% d. 50% e. 25% or less |
| What has been the highlight of your year in your school library? Our libraries are more than just data! Briefly, what has brought you the most joy this year as a school librarian? It can be a single incident or event, or a sustained effort that has impacted you personally and/or professionally? | |