### Budget

West Muskingum Local (04884) - Muskingum County - 2014 - Straight A Fund - Rev 0 - Straight A Fund - Application Number (87)

#### U.S.A.S. Fund 
Plus/Minus Sheet (opens new window)

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**Adjusted Allocation**: 0.00

**Remaining**: -257,400.00
The West Muskingum Local School District and the only operating library is the WMHS Library. Library skills, research strategies, and information sources were developed and enhanced to improve student research achievement; reduce spending; effective, efficient delivery of existing library services and resources directly to students and educators in school libraries; and in the classroom; development and implementation of new, innovative resources and programs to excite and engage students in reading; hands on instruction in fact finding, research skills, critical thinking, and validation of information sources; and reading for pleasure. By charting this new direction and developing an efficient and effective partnership between public libraries and school libraries, a culture of lifelong learners and readers will be developed, sustained and enhanced.

In 2012 the Muskingum County Library System piloted a partnership to operate the West Muskingum High School Library in 2012 to Learn when they enter kindergarten. Primarily at-risk students are reached through the collaboration between the public library and these project partners. The West Muskingum Local School District and the Muskingum County Library System piloted a partnership to operate the West Muskingum High School Library in 2012-2013. The total cost of operating the partnership for one year includes the district's cost of $11,285 and library's cost of $16,408. The program was highly successful in providing comprehensive library services to West Muskingum High School students and reduced the prior year cost to $50,000. The partnership allowed the district to sustain a high school library and increase access to books, increase student research capacities, and increase teacher access to instructional resources and materials.

The project creates a shared service between the West Muskingum Local School District and the Muskingum County Library System to develop Next Generation Libraries. The outcomes from Next Generation Libraries will include improved student reading achievement; reduced spending; effective, efficient delivery of existing library services and resources directly to students and educators in school libraries, online, and in the classroom; development and implementation of new, innovative resources and programs to excite and engage students in reading; hands on instruction in fact finding, research skills, critical thinking and validation of information sources; and reading for pleasure. By charting this new direction and developing an efficient and effective partnership between public libraries and school libraries, a culture of lifelong learners and readers will be developed, sustained and enhanced.

482 3. Total Students Impacted:

4. Lead applicant primary contact - Provide the following information:
First Name, Last Name of contact for lead applicant: William Harbron
Organizational name of lead applicant: West Muskingum Local School District
Unique Identifier (RNF/Fed Tax ID): 048884
Address of lead applicant: 4880 West Pike
Phone Number of lead applicant: 7404559452
Email Address of lead applicant: wharbron@laca.org

5. Secondary applicant contact - Provide the following information, if applicable:
First Name, Last Name of contact for secondary applicant: Sandi Plymire
Organizational name of secondary applicant: Muskingum County Library System
Unique Identifier (RNF/Fed Tax ID): 7404554055
Address of secondary applicant: 220 North Fifth Street Zanesville, Ohio 43701
Phone number of secondary applicant: 7404530391
Email address of secondary applicant: sand@muskingumlibrary.org

6. List all other participating entities by name: Provide the following information for each additional participating entity, if applicable: Mention First Name, Last Name, Organizational Name, Unique Identifier (RNF/Fed Tax ID), Address, Phone Number, Email Address of Contact for All Secondary Applicants in the box below.

Jacob Wiese - West Muskingum Middle School- 018550- 100 Kimas Road- Zanesville, Ohio 43701 - 74045454055 - jwiese@laca.org

7. Partnership and consortia agreements and letters of support - (Click on the link below to upload necessary documents).
* Letters of support are for districts in academic or fiscal distress only. If school or district is in academic or fiscal distress and has a commission assigned, please include a resolution from the commission in support of the project.
* If a partnership or consortium will be established, please include the signed Straight A Description of Nature of Partnership or Description of Nature of Consortium Agreement.

UpLoadGrantApplicationAttachment.aspx

8. Please provide a brief description of the team or individuals responsible for the implementation of this project including relevant experience in other innovative projects. You should also include descriptions and experiences of partnering entities.

During the past three years, the West Muskingum Local School District has successfully implemented and managed the four-year Race to the Top Grant for $354,569 and four-year Ohio Teacher Incentive Fund for $287,497. The district manages approximately two million dollars in federal grants annually which include Title I, IDEA Part B, Title VIB, Title IA, Race to the Top, Teacher Incentive Funds, Ohio Appalachian Collaborative and Race to the Top Funds and Federal Lunchroom Funds. The Muskingum County Library System has rethought its business model. Through innovative partnerships, it is increasingly delivering library services outside the walls of the public libraries and into classrooms. An example is the Ready to Read project. Currently, nine sites including preschools, Head Starts and County Connection programs are visited weekly for an Early Childhood Literacy program. These programs focus on five early literacy practices to help prepare children to be Ready to Read and thus, Ready to Learn when they enter kindergarten. Primarily at-risk students are reached through the collaboration between the public library and these project partners. The West Muskingum Local School District and the Muskingum County Library System piloted a partnership to operate the West Muskingum High School Library in 2012-2013. The total cost of operating the partnership for one year includes the district's cost of $11,285 and library's cost of $16,408. The program was highly successful in providing comprehensive library services to West Muskingum High School students and reduced the prior year cost to the West Muskingum Local School District by $50,000. The partnership allowed the district to sustain a high school library and increase access to books, increase student research capacities, and increase teacher access to instructional resources and materials.

E) PROJECT DESCRIPTION - Overall description of project and alignment with Outcomes

9. Which of the stated Straight A Fund goals does the proposal aim to achieve? - (Check all that apply)

□ Student achievement
□ Spending reductions in the five year fiscal forecast
□ Utilization of a greater share of resources in the classroom

10. Which of the following best describes the proposed project? - (Select one)

□ New - never before implemented
□ Existing and researched-based - never implemented in your district or community school but proven successful in other educational environments
□ Mixed Concept - incorporates new and existing elements
□ Enhancing/Scale Up - elevating or expanding an effective program that is already implemented in your district, school, or consortia partnership

11. Describe the innovative project.

In 2012, the West Muskingum Local School District (WMLSD) entered into a shared service agreement with the Muskingum County Library System (MCLS) to operate the West Muskingum High School (WMHS) Library. The MCLS assumed operation of the high school library and staffed the library with a full-time librarian. The aim of the first year was for the Library to learn the operation of a school library, to identify areas of common practice, and to determine if there was common ground to continue the partnership. The WMLSD and MCLS found the service agreement to be effective. It resulted in a significant reduction of cost for the district; provided students with comprehensive library services; increased the number of high school students with a public library card; increased the circulation of public library materials which could be accessed online by high school students and were delivered to the high school library; developed and better aligned the public library collection with curriculum needs and student interests through communication and interaction between teachers, students and public library associates; connected students with online databases available free of charge on the library's website; and improved and enhanced student research skills. Students were connected with existing and new public library resources, in the school library, in classrooms, and online. It was affirmed that a higher degree of expertise, expanded library program offerings, and additional resources could be realized through the shared agreement. The result was more comprehensive library services for WMHS students at reduced cost for the district and a highly effective usage of existing library services, materials and resources, both print and digital, provided by the MCLS. The WMLSD has operated with reduced library resources for a period of ten years because of financial restrictions. There are no library services at the elementary schools or middle school level except those provided by volunteers. The weeding of library collections and the purchase of new books has been limited or non-existent in the elementary schools and middle school. The only operating library is the WMHS Library. Library skills, research strategies, validating information sources and a love for reading need to be shared, encouraged, developed, and modeled prior to students entering high school. In order to develop and maintain a culture of lifelong learning, and to enhance student readiness for college and career, the WMHS Library must be enhanced.
12. Describe how it will meet the goal(s) selected above. If school/district receives school improvement funds/support, include a brief explanation of how this project will advance the implementation plan.

**Student Achievement and Learning**

All schools and districts are encouraged to become engaging and vibrant places for students to learn. A library is more than a gateway to future learning. The core common includes requirements for students to be engaged in rigorous reading in fiction and non-fiction selections. To complement reading instruction, students must have the opportunity to practice by reading books. A school library integrated with the MCLS can provide the programming, resources, and expertise to develop and grow a habit of reading. Furthermore, students will receive instruction on how to research that are also required in the common core. The library is meant to extend student practice with reading, research, and writing. Teachers will also have immediate access to library services for resources to support units of instruction. Many of the current online resources available through the public library include databases aligned with the common core to support student projects, cross disciplinary activities and assignments, and teacher resources. Spending reductions in the five-year financial forecast - Entering into a shared service agreement for personnel, books, and programs provides library services to the WMLSD at a reduced cost and makes library services available to all students. The MCLS can provide a full-time librarian at a reduced cost to the WMMS. Utilization of a greater share of resources in the classroom - All core subject areas and content area teachers and their students need access to library personnel and resource rich libraries to compliment and extend the learning program. Currently, many of the resources are available in the public library. More will be added through the direct interaction and communication between teachers, students and the public library. Additon of library personnel in teachers that are in need of resources and materials teachers and library personnel that can further enhance the instructional and learning programs. The additional library personnel will help teachers to use planning time more effectively and improve the quality and effectiveness of units of instruction. The implementation of the grant will not distract from the school’s improvement plan. Having additional resources for the promotion of reading, research, and writing will serve only to strengthen the plan. Developing the habit of reading will enhance students learning development which unlocks the code for all future learning.

**Library Instruction and Resources**

The implementation of the grant will not distract from the school’s improvement plan. Having additional resources for the promotion of reading, research, and writing will serve only to strengthen the plan. Developing the habit of reading will enhance students learning development which unlocks the code for all future learning.

C) SUSTAINABILITY - Planning for ongoing funding of the project, cost breakdown

15. What new/recurring costs of your innovative project will continue once the grant has expired? If there are no new/recurring costs, please explain why.

- 27,000.00 * Specific amount of new/recurring cost (annual cost after project is implemented)

* Narrative explanation/rationale: Provide details on the costs of items included in the budget (i.e. staff counts and salary/benefits, equipment to be purchased and cost, etc.)

The new and continuing cost to the WMLSD will be the purchased services. Purchased services will include the associate librarian, program services and print and digital resources. The sustainability cost to maintain the shared service agreement with MCLS is $27,000 annually or $135,000 over a five year period. The estimated savings for WMLSD will be as a result of the integration of the MCLS is $151,000 annually or $755,000 over the five year period. The net savings the financial impact table reflects is $120,000 over the five year period.

16. Are there expected savings that may result from the implementation of the innovative project?

- 120,000.00 * Specific amount of expected savings (annual)

* Narrative explanation/rationale: Provide details on the anticipated savings (i.e. staff counts and salary/benefits, equipment to be purchased and cost, etc.)

The district has not had effective library service in over ten years with the exception of the WMLS. With the shared model being developed between the WMLS and the MCLS, comprehensive library services are being provided to teachers and students at a reduced cost. By sharing staffing, library resources, and library programs a net savings is realized over the five year period. The net savings the financial impact table reflects is $120,000 over the five year period. This is a significant savings to the district allowing viable library resources to be made available to all students in the district as well as connecting students and their families to the MCLS.

D) IMPLEMENTATION - Timeline, communication and contingency planning

18. Fill in the appropriate dates and an explanation of the timeline for the successful implementation of this project. In each explanation, be sure to briefly describe the largest barriers that could derail your concept or timeline for implementation and your plan to proactively mitigate such barriers. In addition, the narrative should list the stakeholders that will be engaged during that stage of the project and describe the communication that occurred as the application was developed.

Describe the ongoing communication plan with the stakeholders as the project is implemented. (Stakeholders can include parents, community leaders, foundation support and businesses, as well as educational personnel in the affected entities.)

* Proposal Timeline Dates

Plan (MM/DD/YYYY): 12/01/2023 to 03/31/214

* Narrative explanation

December: Post associate librarian position; begin weeding collection; develop and place core library collection order: Communicate to School Board, library board, school, and community that awarding of the grant; January: Order Kindle Fire devices; conduct teacher survey; place second print order for library collection; have associate librarian hired and in place; have librarian conduct research skills workshop for middle school faculty; conduct student survey to determine library skills familiarity and confidence; conduct online survey of West Muskingum Middle School families regarding school library interests, perceptions and services; each class will have had a minimum of one library visit/program during the month; issue public library cards to all eligible middle school students; consult with faculty regarding collection needs to support units of instruction and to align with core curriculum needs. During January, train school administration, teachers, and library personel in the components of the program and the timeline for implementation. February: Books downloaded on devices; devices issued to students; place third print order for collection; each class will have had a minimum of one library visit/program during the month; library research skills class with each class in the Middle School will be completed; initiate rotating collections from the public library collection to support units of instruction. Send newsletter to boards, administration, and teachers on the progress of implementing the grant. In addition, include in the district, school, and library newsletter the progress and programs and services available through the grant. March: Place fourth print order for collection; each class will have had a minimum of one library visit/program during the month; rotate collections from public library collection. Continue to provide monthly updates on the progress of the grant and communicating out to students and parents the
The WMLSD and MCLS will enter into a shared service agreement to provide comprehensive and Next Generation library services to teachers and students. The following indicators will be used to monitor the implementation and success of the project:

- Quarterly circulation figures will be used to monitor the WMMHS Library.
- One hundred percent of the eligible WMMS students will have public library cards.
- Quarterly circulation figures will be used to determine if increased usage of public library materials are being used by middle school students.
- Students having public library cards increased from 35% to 85%.

The WMLSD and MCLS entered into a shared agreement to operate the West Muskingum High School Library in 2012-13. The indicators identified by the WMLSD and MCLS demonstrated that the pilot was effective and efficient to operate school libraries. The indicators that were used in the initial pilot included: the weeding and reorganization of the library made the collection more relevant to student needs as indicated by increased circulation of the library books and increased use of library resources. A survey will measure teacher and student usage of digital libraries before, during, and after the implementation of the integrated library system. The WMLSD will provide expertise in library personnel, acquiring of print and digital resources, and providing library instructional programming. The resources will be ordered and processed by the public library. Library personnel will collaborate with teachers to identify resources and materials that will be needed to support the development of student reading, research, and writing. Library personnel will be trained to work with the teachers to ensure the integration and effective use of print and digital resources.

20. Describe the expected changes to the instructional and/or organizational practices in your institution.

The WMLSD and MCLS demonstrate through the West Muskingum High School pilot that the project can be replicated in other districts. In 2016, the system can easily be expanded to the elementary library when the new elementary school combining the two district elementary schools into one on the middle school and high school. With what is learned from the shared agreement between the West Muskingum Local School District and the Muskingum County Library System, a model can be developed that can be applied in the other five school districts located in Muskingum County.

The WMLSD and MCLS have demonstrated through the West Muskingum High School pilot that the project can be sustained. The district operates with limited resources. With the shared service agreement, the high school teachers and students did benefit from comprehensive library services at a reduced cost to the district. The following was achieved through the integration of the WMHS Library:

- A survey will measure teacher and student usage of digital libraries before, during, and after the implementation of the integrated library system. The WMLSD will provide expertise in library personnel, acquiring of print and digital resources, and providing library instructional programming. The resources will be ordered and processed by the public library. Library personnel will collaborate with teachers to identify resources and materials that will be needed to support the development of student reading, research, and writing. Library personnel will be trained to work with the teachers to ensure the integration and effective use of print and digital resources.

Narrative explanation

The WMLSD and MCLS have demonstrated through the West Muskingum High School pilot that the project can be sustained. The district operates with limited resources. With the shared service agreement, the high school teachers and students did benefit from comprehensive library services at a reduced cost to the district. The following was achieved through the integration of the WMHS Library:

- A survey will measure teacher and student usage of digital libraries before, during, and after the implementation of the integrated library system. The WMLSD will provide expertise in library personnel, acquiring of print and digital resources, and providing library instructional programming. The resources will be ordered and processed by the public library. Library personnel will collaborate with teachers to identify resources and materials that will be needed to support the development of student reading, research, and writing. Library personnel will be trained to work with the teachers to ensure the integration and effective use of print and digital resources.

Narrative explanation
25. Describe the plan to evaluate the impact of the concept, strategy or approaches used.

* Include the method by which progress toward short- and long-term objectives will be measured. (This section should include the types of data to be collected, the formative outputs and outcomes and the systems in place to track the program's progress).

* Include the method, process and/or procedure by which the program will modify or change the program plan if measured progress is insufficient to meet program objectives.

WMLSD and MCLS will enter into a shared service agreement to provide comprehensive and Next Generation library services to teachers and students. The following indicators will be used to monitor the implementation and success of the project: To monitor and evaluate use of the integrated library systems: - Quarterly circulation figures will be used to monitor use of the WMMS Library. - One hundred percent of the eligible WMMS students will have public library cards. - Quarterly circulation figures will be reviewed to determine if increased usage of public library materials are being used by middle school students. To determine teacher satisfaction and use of the integrated library systems: - Collaboration between library personnel and teachers will result in the identification and purchase of instructional resources and books by the public library that aligns with the curriculum and units of instruction. - A survey will measure teacher and student usage of digital libraries before, during, and after implementation. To determine student perceptions of the effectiveness of the use of the integrated library systems: - Survey students on number of books read before program implementation and after program implementation. - Survey students on their self-evaluation of knowledge and confidence in accessing library services and programs before and after the grant. - Maintain a running record of students participating in public library programs conducted at WMMS Library. - Interview teachers to obtain their observations of students' research skills before and after the implementation of the library program. The following is the primary benchmark of moving forward with the use of the integrated library systems: - Efficiencies and effectiveness of merging public and school library services will be achieved with the MCLS developing a model that can support the operation of school based libraries and provide increased library services for teachers and students throughout Muskingum County.