

# Memo

To: Miriam Valdez, Principal

From: Owen Reissmann, Librarian

Date: June 12, 2022

Re: Proposed New Library Program

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As Miguel Hidalgo Elementary Librarian, I am eager to implement opportunities for students--and staff--to get excited about reading. I would like to share with you my big idea for reading promotion at our school. I want to not only put this program into place for students right away this year but also keep it in place as a highly-anticipated annual program for years to come.

Each month, a celebrated children's author will come to our school to read to the students and answer questions the students might have about their stories, about being an author, and about reading. In order for all students to have the benefit of this activity, this will take place in the auditorium (either live or as a video conference over the large projection screen). Parents and siblings will be invited to attend as well.

To build excitement throughout the year for the culminating event, students will be informed at the beginning of the year that the final event in this program will not be a famous published author but rather a small group of our very own students, specially chosen for their reading skills, reading a book to the entire school.

Half of those who are selected will read to the entire school at this culminating event while the other half will be given the honor of reading to younger children at the local public library's storytime event so that those who may be uncomfortable with such a large audience can still be chosen to earn a special opportunity.

Students who struggle with reading but show great determination and progress will of course have the opportunity to be selected as well.

**\*Program goals and objectives:**

- Provide an intrinsic reward for reading more and for self-improvement
- Promote a love for reading and sharing that love for reading with others

- Improve reading, affect, empathy, audience awareness, and public speaking skills

Thank you for taking the time to review this presentation. I look forward to meeting with you in the next few weeks to collaborate and make this a successful program for our school.

Kind regards,

Owen Reissmann

Librarian

**\*Program Considerations:**

whole year program - one event each month - one year-end program culminating event

whole school activity - parents and siblings will also be invited

**\*Special Arrangements:**

Events will take place in the auditorium with bleachers fully extended and utilizing the stage

Electronic equipment used will include video projection on large screen, sound system, microphone, and hookup to portable device

**\*Types of Resources Needed:**

Teacher and volunteer help will be welcome but not required

While full staff attendance will not be required, it may be expected and would be appreciated

All necessary electronic resources are already available in the auditorium

**\*Complete Funding for Event/Activity:**

Materials/Expenses	Estimated cost	Actual Cost
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Author storytelling fees (in-person/virtual)

\$500 to \$12,000

These fees vary by author. More recognizable authors, whom students are more likely to get excited about seeing, tend to cost more. We can adjust our choices based on available funding.

Poster and flyer printing

\$300

**\*Program meets these district-adopted state standards**

- Students strengthen reading comprehension and analyze and work to understand characters' emotions, motivations, and point of view in order to demonstrate appropriate and engaging affect while reading stories aloud to others

**CCSS.ELA-LITERACY.RL.2.6: Acknowledge differences in the points of view of characters, including by speaking in a different voice for each character when reading dialogue aloud.**

**CCSS.ELA-LITERACY.SL.1.2: Ask and answer questions about key details in a text read aloud or information presented orally or through other media.**

**CCSS.ELA-LITERACY.RL.5.6: Describe how a narrator's or speaker's point of view influences how events are described.**

- Students will create posters and digital flyers for author visit events and culminating event

Information and Technology Literacy CC2: Students publish and present content customized for their audience(s), purpose, and task.

Information and Technology Literacy EL1: Students leverage digital tools and strategies to take an active role in choosing and achieving their learning goals.

**\*Marketing for School Library Activity/Event:**

Events will be promoted on school marquee in front of building

Posters and flyers will be created by students

Posters will be hung around school

Flyers will be emailed to staff, parents, and students

Physical flyers will be sent home as appropriate

Each month's guest author will be shared via the morning announcements, the library website, email, physical memos as appropriate, and in library classes

**\*Collaboration and Support:**

This program both supports classroom instruction and is supported by classroom instruction.

Classroom teacher and staff are already working with students on strengthening their abilities in reading comprehension, understanding characters' motivations, emotions, and point of view, and demonstrating this understanding while reading.

Thus, this program not only asks very little of teachers and also provides additional incentive to students to practice and perform these literary skills.

All that is requested of staff to support this program is to demonstrate to students their love for reading, appreciation for books, excitement to meet and interact with guest authors, and interest in helping students improve their reading skills.

All that is requested of families is to support the work in the classroom by reading to your child, reading with your child, and/or allowing your child to read to you.

Thus, no volunteer requests or forms are necessary.

August 28, 2022

Dear students and parent(s)/guardian(s),

As the Miguel Hidalgo Elementary Librarian, I am always excited about finding new ways to get the students and staff excited about reading. I am very excited about the events that are to come this year and into the future, and I hope that we will be able to make this a memorable and fun program for all our students and families.

Beginning this year, each month a celebrated children's author will come to our school to read to the students and answer questions students might have about the authors' stories, about being an author, and about reading. Parents and siblings will be invited to attend as well!

The final event in this program will not be a famous published author but rather a small group of our very own students, specially chosen for their reading skills, reading a book to the entire school! We realize that some of our students are not as comfortable with the idea of being in front of the entire school. For this reason, half of those who are selected will read to the school at this culminating event while the other half will be given the honor of reading to younger children at the local public library's storytime event. Students who struggle with reading but show great determination and progress will of course have the opportunity to be selected as well.

Sincerely,

Owen Reissmann

Librarian

August 28, 2022

Dear classroom teachers and staff,

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As our building librarian, I am here to support you--the classroom teachers--in instruction. This program is designed to do just that. In fact, it both supports classroom instruction and is supported by classroom instruction.

As classroom teachers and staff, you are regularly working with students on strengthening their skills in reading comprehension, understanding characters' motivations, emotions, and point of view, and demonstrating this understanding while reading. This program targets building those skills and provides additional incentive to students to practice and perform them.

All that is requested of staff to support this program is to demonstrate to students your love for reading, appreciation for books, excitement to meet and interact with guest authors, and interest in helping students improve their reading skills. What could be easier or more fun?!

Sincerely,

Owen Reissmann

Librarian