Colorado School Library Survey 2017-18

Thank you for participating in the Colorado School Library Survey! Instructions are below. If you need any help, please contact Katie Fox at 303-866-6927 or School_Library_Survey@cde.state.co.us. Please complete the survey by June 1st, 2018.

1) To access your survey responses from last year, please login in here: https://www.lrs.org/slsurvey/

2) Respond to each item in this survey in the place provided. If you must use an estimate, please enter your best response.

3) Complete a separate questionnaire for each school. Please do NOT combine data for multiple schools at separate locations.

4) When you reach "Page 4: Library Access," your survey will automatically save and you will receive a link to return to your survey via email from noreply@surveygizmo.com. From then on, your survey will always save when you hit the "Next" button at the bottom of a page.

5) To save your responses at any point, you can also click on the "Save and continue later" button on the top right of the screen.

6) While we carefully select questions for maximum relevance to all school libraries, some questions may be more or less relevant to your institution due to the variety of school libraries within the state.

Thank you for your time and effort on this survey!

School Information

1) Our School...

( ) has a library located in the school
( ) has a shared school/public library located in the school
( ) has a shared school/public library located in the public library
( ) does not have a school library

2) School physical location

School name:
School physical address:
City:
County:
Zip:

3) School mailing information (if different from physical address)

School mailing address:
City:
Zip:

4) Respondent Information

First Name: _____

Last Name: _____

Title: _____

Email Address*: _____

May we share your email address within the State Library (for example, our School Library and Digital Literacy consultants)? yes/no

You must enter your email address here to receive 1) a link to return to your survey and 2) a copy of your final survey responses.
We will also notify you when your school library profile has been generated.

Library Access

5) How many weeks a year is your school typically in session? (students are at school for classes)

_____

6) How many hours a week is school typically in session? (students are at school for classes)

_____

7) During typical weekly school hours, how many hours is the library:

A) Open and **staffed** by school library staff_____
B) Open **without** school library staff _____

8) During a typical week, how many hours is the library open before and after school?

A) Open and **staffed by** school library staff_____
B) Open **without** school library staff _____

9) During typical weekly library hours, how many hours is the library staffed and open for non-scheduled browsing, groups, and individuals to use?

_____

Library Technology

10) Select all technology tools that your library offers:

[ ] An online, automated catalog system

[ ] School library webpage(s)

[ ] Social network accounts (Instagram, Facebook, Twitter, etc.)

[ ] Educational tools (Web 2.0 tools, Google Apps, iPad Apps, etc.)

[ ] A blog

[ ] Wireless Internet access for students

[ ] Other (please describe)

[ ] Other (please describe)

11) How many library devices* does your library have?

*A **library device** is any desktop computer, laptop, tablet, or cell phone that the library bought, circulates, maintains, or is physically located in the library for students and staff to use for educational purposes. If you have a 1:1 ratio at your school, please still list the number of library devices that fit this definition.

 [ ] We have ____ library devices.

12) How many library devices are/were:

If you don't know, leave that box blank. You can fill in some boxes and leave others blank.
Devices may be counted in more than one category (for example, some devices may be bought by the library and also located permanently in the library).
If you don't have any devices that fit into a category (for example, if your library doesn't circulate devices), please enter 0 (zero).

Type	Number of Devices
Devices that were purchased with library budget funds	( )
Devices that are physically located in the library permanently	( )
Devices that library staff spend time maintaining (located anywhere)	( )
Devices that the library circulates	( )

Library Use

13) What is your annual physical circulation*?

*Physical materials are distributed physically. Types of physical materials include books, DVDs, videos and CDs.

_____

14) What is your annual electronic circulation*?

*Electronic materials are distributed digitally and can be accessed via a computer, the Internet, or a portable device such as an e-book reader. Types of electronic materials include e-books and downloadable electronic video and audio files. Do not include databases.

_____

15) Approximately how many scheduled *and* unscheduled group visits* do you have annually?

*Number of groups, not individuals in the groups.

_____

16) Approximately how many individual visits do you have annually?

Include students, teachers, administrators, parents & others

_____

Library Personnel

17) Select the response below that best describes your role in the library:

(A) Librarian/media consultant, school librarian, teacher librarian with a CDE school library endorsement

(B) Library/media assistant, library aide, library technician, paraprofessional, clerk

The Collection

18) For each of the following types of resources, please report the total count in your library's collection

Report all materials available for use by teachers and/or students. Include circulating and non-circulating items. Exclude uncatalogued materials reserved exclusively for use by school library staff or building administrators (e.g., principal, counselor, secretary).

Books (print volumes): _____

Electronic book (e-book) titles: _____

Subscriptions to magazines & newspapers (count subscriptions, not individual titles or issues. Print or online access): _____

Licensed online databases:* _____

Audio materials (CDs, audio books, etc.): _____

Video materials (DVDs, etc.): _____

Count each specific database as 1 unit, instead of each vendor. For example, if you had EBSCOhost databases--Newspaper Source (1), Middle Search (1); Gale databases--Global Issues (1); Proquest databases--SIRS Issues(1), that is four databases total (but only three vendors).

19) Does your library collection contain the following item types?

Do you have streaming audio?** yes/no

Do you have streaming video?*** yes/no

**OverDrive Listen, hoopla digital*

**** Films on Demand, Kanopy, OverDrive Videos, hoopla digital*

20) What is the average age of the library's physical collection?

_____

21) What is the average age of the library's digital collection?

_____

22) Please rate your agreement with the following statements about the library's collection.

Statements	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
There are sufficient materials on **curriculum units**, like Colorado history, to support students.	( )	( )	( )	( )	( )
There are sufficient **informational/non-fiction** materials on various topics to support student research.	( )	( )	( )	( )	( )
There are sufficient **literature/fiction materials** on various topics to support students reading for pleasure.	( )	( )	( )	( )	( )

Staff Activities

23) Does someone from the school library staff--

Activity	Yes	No
Meet regularly with the principal and/or other building or district administrators	( )	( )
Participate in school committees (e.g., curriculum, technology, PTO, etc.)	( )	( )
Provide in-service training for teachers (e.g., information literacy, educational technology, etc.)	( )	( )

24) How often do you work with students to do the following?

Activity	More than once per week	Once per week	2-3 times per month	Once per month	Never
Apply critical thinking skills (problem solving, analysis, logic, cause/effect) when doing research.	( )	( )	( )	( )	( )
Evaluate the credibility of information sources, including online resources.	( )	( )	( )	( )	( )
Use technology (e.g. Google Apps, blogs, YouTube, etc.) to organize and share information.	( )	( )	( )	( )	( )
Be a good digital citizen (make responsible and ethical decisions in online environments).	( )	( )	( )	( )	( )
Use a variety of sources when gathering information about a topic.	( )	( )	( )	( )	( )
Work collaboratively on learning activities in groups.	( )	( )	( )	( )	( )
Participate in their own student-led inquiry.	( )	( )	( )	( )	( )

25) In a typical week, what are your major activities and approximately how much time do you spend on them?

	Activity Type	Hours
Activity A		
Activity B		
Activity C		
Activity D		
Activity E		
Activity F		

Activity choices (dropdown list):

Teaching a group or class of students

Co-teaching with classroom teacher

Preparing for time with students

Collaborating with teaching staff

Working one on one with students

Providing staff professional development

Maintaining the library catalog

Physically preparing or repairing materials

Working the circulation desk

Managing fines or fees

Lunch/recess duty

Shelving books

Other

26) If you selected "other" above, please describe:

_____

School Library Opportunities and Challenges

This final section contains questions that will help us to better understand the opportunities and challenges present in your school library. If you choose not to respond to any or all of these questions, the rest of your survey responses will still be tabulated as normal. Your responses to this section will *not* be shared in any way that links them to your specific school. They will only be shared as an anonymous and aggregated total, for example: "25% of respondents mentioned having a live T-rex visit their library as one of their goals."

27) Administrators' Expectations: Please rate your agreement with the following statements about the library's resources.

Administrators' Expectations	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
I have the **budget** I need to meet **administrators'** expectations of the school library	( )	( )	( )	( )	( )
I have the **staffing** I need to meet **administrators'** expectations of the school library	( )	( )	( )	( )	( )
I have the **collection** I need to meet **administrators'** expectations of the school library	( )	( )	( )	( )	( )

28) Teachers' Expectations: Please rate your agreement with the following statements about the library's resources.

Teachers' Expectations	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
I have the **budget** I need to meet **teachers'** expectations of the school library	( )	( )	( )	( )	( )
I have the **staffing** I need to meet **teachers'** expectations of the school library	( )	( )	( )	( )	( )
I have the **collection** I need to meet **teachers'** expectations of the school library	( )	( )	( )	( )	( )

29) Students' Expectations: Please rate your agreement with the following statements about the library's resources.

Students' Expectations	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
I have the **budget** I need to meet **students'** expectations of the school library	( )	( )	( )	( )	( )
I have the **staffing** I need to meet **students'** expectations of the school library	( )	( )	( )	( )	( )
I have the **collection** I need to meet **students'** expectations of the school library	( )	( )	( )	( )	( )

Open-ended

30) In the past year, what were your goals for the school library?

_____

_____

_____

_____

31) In the past year, what goals were you able to reach or what are you most proud of about the school library?

_____

_____

_____

_____

32) In the past year, what have been the greatest obstacles to achieving your goals in the school library?

_____

_____

_____

_____

33) Outside of funding and staffing, what kinds of support or resources would be most helpful to achieving your goals?

_____

_____

_____

_____

34) Any other comments?

_____

_____

_____

_____

Thank You!