

Partnership Proposal

The Hamilton Public Library

and

The Hamilton-Wentworth District School Board

BACKGROUND

The Hamilton Public Library (HPL) and the Hamilton-Wentworth District School Board (HWDSB) share the vision of students achieving their full potential and further, share the values of respect, innovation and accountability.

The Hamilton-Wentworth District School Board will partner with high-level organizations that are capable of providing both financial and in-kind support to its programs that enhance the classroom experience for students and provide a heightened positive profile to the organization.

The Hamilton Public Library has as its mission to unite people and ideas in a welcoming environment. The library's staff, collections, and access to global electronic resources help to enrich the lives of individuals. The library champions literacy, access to information and the joy of reading. HPL has added the importance of a partnership with the HWDSB into its strategic plan.

HWDSB, through the leadership of the Innovation and Partnership Office, actively secures partnerships that augment resources in support of classroom services. Fostering innovative relationships with well-aligned Hamilton organizations offers significant opportunities to heighten the classroom experience for students and teachers, while heightening the positive image of HWDSB and its partners. HWDSB is in the top five ranking of Hamilton's largest employers, with over 6,000 employees and a student population of over 60,000 children and youth.

HPL strives to create a positive relationship with children and youth that will increase their awareness and support of the library. The library is committed to providing an effective, efficient, accessible and specialized program of public library service to young people, parents and caregivers of diverse interests and needs in order to promote library use and to create and nurture a lifelong interest in reading and learning. HPL can provide various programs on site and at schools that complement the goals of the Innovation and Partnership Office.

KEY FINDINGS

It has been determined that the two partners will work collaboratively, in a leadership capacity, to support and sustain a partnership program that will positively impact Hamilton students and their families.

A task force will be created to evaluate the effectiveness of our shared strategies and highlight opportunities for continued growth.

OBJECTIVES

1. To increase the number of class visits presented in the public library and in the schools by HPL staff to HWDSB students during the school year.
2. To heighten awareness of HPL and HWDSB and their joint commitment to the Hamilton community.
3. To provide a variety of educational enrichment experiences and opportunities to students.
4. To augment resources that support classroom services through HPL's collection development strategies.
5. To increase student participation in core HPL programs such as the Power of the Pen and the Summer Reading Program.

STRATEGIES

Several strategies have been identified which will meet the objectives set out by both HPL and HWDSB.

Get Carded Program

HWDSB will promote the benefits of having a library card and will facilitate the distribution of application forms to elementary and secondary students. HWDSB will also request that all participating schools return the completed application forms to the Information Technology Consultant responsible for School Libraries. HPL will arrange to have the cards returned to the school.

Class Visit Program

HWDSB will actively promote and encourage participation in the HPL Class Visit program on a semi-annual basis with letters to principals and teacher librarians from the Superintendent responsible for libraries. On a yearly basis, HWDSB will provide HPL with mailing labels of Grade 4 and 7 teacher names so that personally addressed invitations can be mailed out inviting classes to participate in the HPL Class Visit program.

Curriculum Material Purchasing

With input from HWDSB curriculum consultants, HPL will purchase curriculum-related resources for its branches as part of the pathfinder project and as outlined in the Position Paper, *Meeting User Needs II: Our Collection Responsibilities*.

Online Resource Purchasing and Training

HPL will provide assistance to HWDSB in negotiating the best possible prices for license rights to HPL online subscriptions as relevant to curricular needs. As well, HPL will provide both offline and online presentations for secondary schools regarding the use of these products.

School Readiness Program

HPL will provide an introduction to libraries and early literacy programming for families at participating schools and neighbourhood library branches.

Power of the Pen

HWDSB will actively promote and encourage student participation in the Power of the Pen Creative Writing Contest. Call for entry information will be distributed to all high school English teachers through the Secondary Curriculum Consultant.

Summer Reading

HWDSB will assist in the preparation of the summer reading flyer, and distribute it to all elementary students and all secondary schools. HWDSB will promote and encourage student participation in the Summer Reading Program.

Curriculum Pathfinder Creation

HWDSB will collaborate with HPL in the creation of curriculum pathfinders.

MELD Project

HPL will deliver family literacy programs at designated schools and libraries. HWDSB will encourage participation in the program as well as the use of dual language library materials by newcomer families. Dual language workbooks in 12 languages will be made available for downloading from the HPL website at the end of the project.

Partner Recognition

HPL and HWDSB will work toward a mutually agreeable partnership statement that will be posted on each partner's websites and will be announced at a partnership launch. Both partners will also establish links to each other's websites. Partnership specific feature articles will be posted on each partner's websites as appropriate.

EVALUATION

On a yearly basis the taskforce will evaluate the success of the above programs using the following criteria:

Get Carded Program

Both partners will ensure turn around times for the library card registration process will remain consistent and will strive to maintain the current number of students registering for new cards.

Class visits

Both partners will aim for a 3% increase in total class visits delivered by HPL staff for each of the next three years and a 5% increase in the number of schools participating in the Class Visit Program for each of the next three years.

Curriculum Material Purchasing

HWDSB and HPL will ensure that there is a minimum of one meeting a year to discuss curriculum purchasing for HPL collections.

Online Resource Purchasing and Training

The partners will continue to explore options for assisting each other with the purchasing of online resources. A schedule of database training sessions for secondary schools will be established, starting with two schools in the first year.

Curriculum Pathfinder Creation

A minimum of two new pathfinders will be created each year for the next three years. All pathfinders will be posted on the HPL and HWDSB websites and will be distributed by HWDSB to all Elementary Teacher Librarians who will share them with the appropriate teachers at their schools.

MELD

The partners will meet to review participation statistics as well as settlement patterns to ensure newcomer families are being served.

School Readiness Program

Participation data and research results will be reviewed as well as recommendations from the School Readiness committee.

Summer Reading Program

HWDSB will organize the distribution of Summer Reading Program flyers to all elementary students and secondary school libraries on an annual basis. The partners will provide information and link their respective summer literacy and remedial reading programs.

Power of the Pen

Partners will work toward a 5% increase in the number of HWDSB students submitting entries to the contest.

Partner Recognition

The links to respective partner websites and the content of those sites will be reviewed and updated on an ongoing basis.

PARTNERSHIP TASK FORCE

Members:

TBA – Partnership and Innovation Office, HWDSB

TBA – Head Librarian, HWDSB

John Laverty – Superintendent of Education, HWDSB

Marilyn Legault – Information Technology Consultant, HWDSB, **Co-Chair**

Ken Roberts – Chief Librarian, HPL

Helen Benoit – Director Children and Youth Adult Services, HPL, **Co-Chair**

Kit Darling – Director Information Technology and Bibliographic Service, HPL

Daphne Wood – Manager Communication and Community Development, HPL (as needed)

Lita Barrie – Youth Services Librarian, HPL

Helen Kelly – Youth Services Librarian, HPL

Jane Lindsay – Youth Services Librarian, HPL

Jennifer Powell-Fralick – Program Leader Child Care Program, HWDSB

Deb Chabot – Principal of Program and Assessment, HWDSB

RESPONSIBILITIES OF THE TASK FORCE

- Provide leadership and guidance on the elements and implementation of this partnership. In the schools, this includes, but is, not limited to: ensuring a literacy and curriculum focus as well as communication to all staff regarding the partnership.
- Champion this partnership amongst the constituent groups represented.
- Attend scheduled meetings and actively participate in the planning and implementation processes.

TIME COMMITMENT

- Yearly meetings for the entire Task Force
- Quarterly meetings or as needed for sub Task Force members
- Ongoing communication via e-mail

Signed in Hamilton on June 8, 2005

*Dr. Chris Spence, Director of Education
Hamilton-Wentworth District School Board*

*Ken Roberts, Chief Librarian
Hamilton Public Library Board*

*Ray Mulholland, Chair of the Board
Hamilton-Wentworth District School Board*

*George Geczy, Chair of the Board
Hamilton Public Library Board*