Wyoming School Library Survey

For questions where you do not have the data or do not wish to answer, please mark the "unavailable" checkbox or use "NA" in the dropdown (where available). Please direct questions to Susan Mark at the Wyoming State Library, 307-777-5915 or susan.mark@wyo.gov.

SURVEY CONTACT INFORMATION

This should be the name and contact information for the person filling out the survey.

1Contact name	
2Job Title	
3Email	
4Do you have a library media endorsement?	
5Do you supervise libraries in multiple schools?	
6Do you oversee all schools in your district?	

DIRECTORY INFORMATION

This is your school information as listed in the Wyoming Libraries Directory at http://will.state.wy.us/directory/. Please indicate any changes. You do NOT need to retype existing information if it is correct.

7School Name	
8Main contact	
9Main contact job title	
10Main contact email	
11Mailing Address	
12Physical address (if different)	
13City	
14State	
15Zip (5-digit)	
16Phone (XXX-XXXX)	307-
17Extension	x
18Website	
19Hours	

WDE DATA

This data is obtained from the Wyoming Department of Education and is provided for your information. You may make changes to the grades served, but all other fields are locked. If you alter grades served, your enrollment will be recalculated after your survey is submitted.

20Lowest K-12 grade served	
21Highest K-12 grade served	
22Enrollment	
23Library Media Specialist (LIM) FTE	
24Library Media Aide (LMA) FTE	
25Computer Network Technician (CNT) FTE	
26Library Media Specialist staffing at district level	
28School District	
29Sort Level	

SCHOOL LIBRARY

If your school only has classroom libraries, or is a one-room school, please respond "no" to the question on whether your school has a library, then contact Susan Mark at susan.mark@wyo.gov or 307-777-5915.

30Does your school have a library?	

Does your library have:

31An organized collection of information resources that is available to all students.	
32Paid staff assigned to it?	
33Designated facilities?	
34An established schedule where it is available to students, teachers and administrators?	

Hours Open

35How many hours is the school library open for student use during an average or typical week?	

Is the library regularly open

36Before the school day?	
37After the school day?	

CIRCULATION

38What was the total circulation for the first semester of the current school year	

STUDENT VISITS: In an average or typical week

40How many classrooms visit the library? (Count number of groups, not individuals)	
41How many total students participate in these classroom visits? (Count individuals, not groups)	
42Average students per classroom	
43How many students visit the library independently, either individually or in groups, but NOT as part of a classroom?	
44Total weekly student visits (independent visits + Individuals in classrooms)	
45Average weekly visits per student enrolled	

COLLECTIONS

46What is the average copyright date for books in your Technology (Applied Sciences) collection, Dewey range 6xx?	

How many of the following types of items do you have in your collection?

47Print materials (books, bound periodical volumes)	
49Audio and Video	
50Current print serial subscriptions (magazines, newspapers)	

BUDGET

51Does your library rely on grants, fund raising or book donations to maintain its collection?	

For the current school year, what is the amount budgeted for your library's collection for:

52PRINT materials, including books and periodical subscriptions?	
53NON-PRINT -- all other information sources including A-V and databases.	
54What is your TOTAL collection budget?	

PROFESSIONAL ENVIRONMENT

55Which of the following best describes the type of scheduling for classes in this school library?	
56In a typical week, how many hours do library staff plan formal instruction?	
57In a typical week, how many hours do library staff deliver formal instruction?	
58Does the school or district provide support to attend training opportunities outside the district?	

On what committees do library staff participate?

59Curriculum	
60Technology	
61School Improvement	
62Parent-Teacher Organization	

Does the school library have advisory committees?

63Faculty/Administration Advisory Committee	
64Student Advisory Committee	
65Student serving on faculty/administration committee?	

Does this school have the following policy resources:

66A library policies and procedures manual?	
67Regularly scheduled policy review and revision?	
68Internet/Network acceptable use policy?	
69Collection development/materials selection policy?	
70Policy for challenges to library holdings?	
71Policy for copyright?	
72Resource sharing and interlibrary loan policy?	

ELECTRONIC RESOURCES

73Does your school issue every student a laptop or tablet?	
74How many student computer workstations are in your library?	
75Does the library lend laptops or tablets for student use outside of the library?	

Does your school have

76A website?	
77A web page specifically for your library?	
78A link on the school website to WYLDCat? (http://wyld.state.wy.us)	
79A link on the school website to GoWYLD? (http://gowyld.net)	

Database access

Please include only electronic resources that provide access to information sources that are purchased at the local level. Do not include your school's integrated library system, Accelerated Reader or tools such as bibliography generators. Do not include the GoWYLD databases provided by the state.

80Does your school or district purchase electronic resources (databases) in addition to what is available through GoWyld.net?	
81Do students have access to these locally purchased databases (not GoWYLD) remotely from home?	

COMMENTS

82(Optional) Please provide any comments you may have	