

Board Update (6/2026): St. Francis Media Centers

Staffing & Operations

- **Current Structure:** 5 media centers across district (3 elementary, 1 middle, 1 high school). Cedar Creek Elementary is led by a full-time LMS (Licensed Media Specialist) who travels to support other buildings one day per week. St. Francis Elementary has a full-time media assistant. East Bethel Elementary has a full-time media assistant.
St. Francis Middle School is staffed by a part-time media assistant. St. Francis High School remains operated by the Career Counselor in a dual role.
- **Changes:** The media assistant position at St. Francis Elementary was reclassified to a licensed Library Media Specialist—approved by the board and filled ahead of the 2026–2027 school year. A replacement was also successfully hired at East Bethel Elementary following a mid-year staffing transition.
- **Next Steps:** Support the onboarding of the new LMS at SFE. Evaluate opportunities to provide additional LMS support at East Bethel. Consider adding future LMS at EBES and one LMS to support the secondary schools (SFMS and SFHS).

Collection Health

- **Current Status:** 75,108 total items across district (down from 78,307 due to intentional weeding). Average collection age improved slightly to **1999** (up from 1998). SFHS: avg. 1995; SFMS: avg. 1992; SFE: avg. 1999; EBES: avg. 2000; CCES: avg. 2008.
- **Progress:** All five buildings focused on their collections during 2025–2026. SFMS completed its first full inventory since 2008–2009. SFHS initiated Destiny system cleanup, removing 2,101 textbook and classroom set records. SFE completed an inventory and removed 1,693 outdated items as well as added 582 new titles (funded by PTA). EBES engaged Follett's professional Collections Refresh Program, establishing a five-year weeding and replenishment plan. CCES completed a weeding of the 000–400 sections and conducted an end-of-year inventory. SFHS cleaned up the textbook part of the collection.
- **Next Steps:** Continue weeding outdated non-fiction sections at all sites. Prioritize acquisition of diverse and multilingual materials to better reflect student demographics. Use the EBES Follett framework and CCES bilingual expansion as replicable models.

Circulation Trends

- **District Overview:** Total district checkouts increased by 4,963, rising from 67,508 to 72,471. Elementary circulation remains strong: SFE: 30 books/student; EBES: 31.6 books/student; CCES: 50.2 books/student. Secondary circulation remains low: SFMS: 5.7 books/student; SFHS: 0.8 books/student (928 total checkouts for 1,153 students).
- **Highlights:** Cedar Creek recorded 33,096 checkouts—the highest in the district—driven by the Bookmark Challenge, removal of checkout limits, and LMS-led programming. SFMS saw gains in 6th grade and teacher checkouts. SFE and EBES held steady with slight grade-level fluctuations.
- **Next Steps:** Explore operations at the HS media center, address collection currency, and staffing structure at SFHS. Create a library advisory committee composed of students, staff, administrators to explore ideas of how to expand and reimagine the media center. Expand programming at SFMS to re-engage 7th and 8th grade students. Replicate successful engagement models (challenges, LMS instruction, checkout limit removal) across additional buildings.

Funding Fairness

- **Current Status:** Media center budgets continue to vary significantly by building. SFHS currently operates with no dedicated library budget. SFMS receives a flat \$1,000 annual allocation. Elementary schools benefit from a combination of building budgets, PTO support, and book fair proceeds—with CCES and SFE receiving substantial community funding.
- **Challenges:** No consistent district-wide formula for per-student funding. Reliance on PTO/book fair revenue creates unpredictable and inequitable resource distribution across schools. Average book cost of \$25–35 means limited budgets allow for few new purchases.
- **Next Steps:** Develop a district-wide funding model based on enrollment (e.g., \$5/student minimum allocation). Establish SFHS library budget. Adjust allocations to account for inflation in book costs.

Looking ahead

- **Collection Development:** Continue targeted weeding and refresh collections across all buildings, with priority focus on SFHS and SFMS non-fiction sections. Intentionally acquire diverse, multilingual, and curriculum-aligned titles.
- **Media Literacy Curriculum:** Support the new SFE LMS in designing and launching structured media literacy lessons as part of the Specials rotation. Develop adaptable versions for Cedar Creek and East Bethel.
- **Unified Practices:** Collaborate across LMS staff to develop a standardized district handbook covering procedures, schedules, and student access policies.
- **Staffing Needs:** Continue to evaluate the long-term case for adding an LMS at East Bethel Elementary. Reassess the SFHS dual-role model and explore options to provide dedicated media center support.
- **Funding Model:** Implement a consistent, equitable per-student library allocation district-wide to reduce funding disparities.
- **Goal:** Continue building media centers as dynamic, equitable learning hubs that serve every student across all grade levels in ISD 15.