



**Board Meeting Date:** 6/10/2024

**Title:** Media Specialists Board Update

**Type:** Discussion

**Presenter(s):** Dr. Randy Smasal, Assistant Superintendent; Nathaniel Lindley, Director of Media and Technology Services; and Matt Flugum, Digital Learning Coordinator

**Description:** The purpose of this report is to provide a board update on the roles and responsibilities of Edina Public School Media Specialists for the 2024-25 school year and to share the staffing model that was solidified through numerous meetings with principals and media specialists.

**Recommendation:** This presentation is an informational update for the board. No recommendation or decision is being asked of the board at this time.

**Desired Outcome(s) from the Board:** Please bring forth questions you have for the presenters.

**Attachment(s):**

- See additional information attached to this resolution

The following board update report is organized into these sections:

- Background Information
- Process

## **Background Information**

The [budget containment proposal A1](#) that included the reduction of media specialist staffing from 9.0 to 7.5 fte was approved by the school board on March 4, 2024. District leadership partnered with principals and media specialists to evaluate various media specialist staffing models. Information was collected regarding other neighboring district's media specialists staffing models. A final EPS model was developed to be implemented for the 2024-2025 school year. The model will be evaluated during the school year and assessed for needed adjustments beyond 2024-25.

## **Process**

We developed a set of parameters to identify acceptable and non-acceptable means to guide the options for staffing assignments that would align with program goals. Three main considerations were used to ground the work;

- structural (enrollment, course sections, building and travel, consistency at the site),
- programmatic (strategic directions A.1, A.2, B1, C.4, alignment of student experiences, digital literacy and steam)
- and professional (the teacher contract, PELSB guidance, media specialist job description, media programming models).

Next, district leadership utilized an IROD (Webb, 2022) decision making framework to guide the conversations through information, reactions, options and decision making.

Discussions and feedback sessions were held multiple times with various stakeholders including Media Specialists, Human Resources, District Leadership, Teaching & Learning leadership, Principals, and EME representation.

- On April 15, an IROD decision making framework session with all Principals led to a staffing allocation model of 3.0 fte at Secondary and 4.5 fte at Elementary.
- On April 19th, an initial staffing design model was shared with Media Specialists. The change in staffing at our Elementary schools with 4.5 fte was presented and potential iterations of a staffing schedule were developed.
- Based on the number of elementary classroom sections at each grade level, it was agreed that each elementary school would receive either 0.8 fte or 0.7 fte of Media Specialist support. This requires some schools to have more than one specialist to support the program and some specialists will be needed to work at more than one school.

The Media program model will include:

- Elementary schools will receive 3.5 - 4 days of media specialist services each week. (Note: Media centers will remain open and accessible when media specialists are not present. A combination of Media Clerks and Technology Paraprofessionals will help support the weekly schedule.)
- Secondary schools will receive 5 days of media specialist services each week
- Staffed media centers (Media Specialists, Media Assistants, Technology Paraprofessionals) will be accessible to teachers and students every day.
- Effective media resource management and administration will include the curation of physical and digital book collections alongside curation, teaching, and training on Information Resources (Databases and Research)
- Alignment and coherency of student media experiences across K-12
- Advancement of specific elements tied to the strategic plan for:
  - Digital Citizenship Integration and Information Literacy K-12
  - STEAM and Computer Science K-5

### **Next Steps**

With the staffing allocation decision completed, the Media Specialist team continues to work on variations of the daily schedule to align student learning outcomes and media practices.

The Media programming oversight will be provided by the Teaching and Learning Department. An evaluation process will be developed to determine how this model addresses the programming goals given the structural and professional parameters to determine areas for continuous improvement.

### **Reference:**

Webb, D. (2022). Homerun Leadership: Your Guide to Better, Faster Team Decisions. USA.