



- Keep baby wipes on hand to wipe down keyboards, table tops, etc.
- Purchase baskets to label and organize processing supplies, books that need processing, etc.
- Give students an opportunity to experience voting by have classrooms read Caldecott books from the collection one month before the November elections. Allow each student to vote for their favorite book. Post the classroom favorite and the overall school favorite.
- Send a list of new arrivals to the teachers including the call numbers for easy locating.
- Have a showing of new arrivals (all types) to the teachers during a faculty meeting. Have a sign out sheet on hand so they can check them out right away. Or host a preview event with refreshments in the library for the teachers.
- Compliment a teacher on something positive they did that was brought to your attention. This will help build support and goodwill for the library. Schedule to eat lunch with a teacher.
- Let the teachers know what the library can do for them at the beginning of the school year.
- Hold a book fair to earn profit to purchase more books and promote literacy. Students love these!
- Create a project notebook for volunteers with a list of things to be done. You can even have a separate page for each volunteer with assigned tasks.
- Honor your volunteers with a handmade bookmark during volunteer appreciation week. Serve homemade goodies and give them a personal note of thanks.
- Create a Read-a-Like list for students to view. These will help them find other books similar to the authors they prefer.
- Have students help promote books to other students by reading a book and writing a review that can be displayed.
- Use 2" x 4"s cut to size and painted to match shelving. Place them behind books to keep them from being pushed back on the shelves.
- Instead of giving library cards for students to check out books (most likely losing or forgetting to bring them to the library), create a sheet for each student with their barcode. Create a notebook for each classroom where these can be kept. The notebook can then be updated at the beginning of the new school year. It can be given to the teacher to bring to the library or kept in the library for quick checkout.



### Books

- *Tips and Other Bright Ideas for Elementary School Libraries, Vol. 4.* Vande Brake, Kate. ISBN 978-1586834166. Linworth Publishing. To be released July 2010. \$35.00
- *Tips and Other Bright Ideas for Secondary School Libraries, Vol. 4.* Vande Brake, Kate. ISBN 978-1586834180. Linworth Publishing. To be released July 2010. \$35.00
- *Catalog It!: A Guide to Cataloging School Library Materials (2nd Edition).* Kaplan, Allison G. ISBN 978-1586831974. Linworth Publishing. \$46.95
- *New on the Job: A School Library Media Specialist's Guide to Success.* Toor, Ruth. ISBN 978-0838909249. ALA Editions. \$37.04
- *Library 101: A Handbook for the School Library Media Specialist.* Franklin, Patricia and Stephens, Claire G. ISBN 978-1591583240. Libraries Unlimited. \$30.24
- *The School Library Media Manager (Library and Information Science Text Series).* Woolls, Blanche. ISBN 978-1591586432. Libraries Unlimited. \$38.50
- *Where Do I Start? A School Library Handbook.* Santa Clara County Office of Education. ISBN 1-58683-043-0. Linworth Publishing. \$39.95
- *School Wide Book Events: How to Make Them Happen.* Ray, Virginia Lawrence. ISBN 1-59158-038-2. Libraries Unlimited. \$21.28 (K-8)

### Websites

- Resources for School Librarians: <http://www.sldirectory.com/index.html>
- Middle School Library Media Program Curriculum Resources: <http://web.pccs.k12.mi.us/mcurriculumlinks/mediaspecprofresources.htm>
- School Library Journal: <http://www.schoollibraryjournal.com/>
- ABLE/SABLE courses: <http://libraries.idaho.gov/page/sable>
- WebJunction Idaho courses; free for publicly funded libraries/schools. (Private libraries will need to pay a small cost for WebJunction courses) <http://libraries.idaho.gov/page/self-directed-learning-resources>
- Games for library skills and digital literacy to use with students (Order in the Library, Digital Literacy Skills for Tweens and Teens): <http://id.webjunction.org/1>
- LibIdaho - List serve for Idaho Librarians: <http://www.idaholibraries.org/libidaho>  
The Idaho Commission for Libraries uses this list serve to communicate workshops and grants, etc. to Idaho librarians
- National award book lists: <http://www.perma-bound.com/SearchBooklist/217>
- Free Books: <http://www.readingrockets.org/article/57>