

UNIVERSITY HIGH SCHOOL LIBRARY ANNUAL REPORT FY2019

Unit Narrative



1. Major activities and accomplishments

Teaching

Instruction and collaboration with teachers is a major component of library services at Uni High. The librarian meets with teachers to discuss learning goals of assignments and, when appropriate, to help design research-based units that embed information discovery, synthesis, and evaluation skill-building activities. Class project LibGuides (<http://www.library.illinois.edu/uni/classprojects/index.html>) were developed or revised, most notably: Guns in Society, Immigration/Refugee History and Culture Project, Earth Science Topic Paper, Zines for Sophomore English, Anthropology, and Subfreshmen Banned Books Project.

The Computer Literacy 1 and 2 curricula undergo frequent revision, particularly for the librarian-led units on web searching, website evaluation, social information and communication tools, and ethics. Both classes include a heavy emphasis on “managing your digital footprint.” As a school without filtering software, Uni is in the unique position of engaging in direct discussion with students about managing their privacy and personal online interactions. Several of the librarian’s assignments for Computer Literacy 1 can be found at <http://www.uni.illinois.edu/library/computerlit/index.php>.

The Computer Literacy 2 teaching team continuously refines the requirements for the 10-week independent group projects. We have recently taken more time to help students not only with their project proposals, but with the formation of healthy group dynamics. Students groups design, research, and execute a project, culminating in an end-of-semester presentation to the class and invited guests. They use the computer software and skills covered in Computer Literacy 1 and 2 and must also learn a new piece of software or a technique that was not taught in class. Evaluation of student work is based heavily on how the groups organize their work, conduct and document their research, cooperate with others in the group, and how members teach and learn from one another. Each teacher supervises and grades a share of the student groups, using forum software to read and comment on required weekly progress reports. A course overview can be found at <http://www.library.illinois.edu/uni/computerlit/description2.html>. This year the librarian directly supervised projects involving creating an original film on political identity, creation of an RPG-based video game, two music videos, and a choose your own adventure YouTube game.

Collaborations with other Uni High teaching faculty:

ARCHIVE DEEP DIVE

A collaboration between the library staff (in particular, Paul Kotheimer) and the subfreshman social studies teacher, Ms. Schoeplein has persisted over the past two years. In Fall semester 2019, Ms. Schoeplein once again brought her students to find suitable materials in our news clippings collection, building and history collection, back issues of Gargoyle newspapers, performance programs, yearbooks, and other school publications. They also again did an Agora Days class, entitled Archive Deep Dive.

ZINES

In Spring semester 2019, English teacher Dr. Ernstmeyer presented a unit on zines which used the library space extensively. Dr. Kathryn LaBarre, an i-School faculty member who volunteers as the Zine Librarian at the Urbana-Champaign Independent Media Center, came back into Uni High Library to speak with the students. Additionally, the documentary Handmade Nation was hosted at Uni High Library in the evening, and was open to public. The documentary coincided with that section of the curriculum for Sophomore English, and was a part of the Small Press Fest event planning, collaborated on by the librarian and Sarah Christensen. After the unit was over in the English class, zines authored and designed by students were displayed in the library space, and many were donated to become a part of the new Zine Library in the Uni High Library space.

Mentoring

This past year, the librarian, along with the subfreshmen Social Studies teacher, co-sponsored the subfreshmen class. This builds a high level of trust and community with the subfreshmen class, and as the year progressed, the unit saw an increase in the number of subfreshmen coming to library-sponsored programming.

Programming (activities led by/actively participated in by librarian)

- Weekly meetings of UniCode
- Monthly meetings of SLAC'ers (the Student Library Advisory Committee)
- Weekly meetings of Pathfinder Club
- 2 dance instructional workshops (Fortnite and Thriller Dance themed)
- Dr. Who Watch party
- Black History Lecture by Dr. Eric McDuffie
- Film Screening of Handmade Nation + Zine making station
- Hosting a Spelling Bee
- Game Day—promoting the library's game collection

- Co-facilitating a dialogue on bystander intervention for MPAG (Multicultural Parent Advisory Group)

NB: Additional programmatic information can be found in the graduate assistant section.

The librarian and the graduate assistant worked well this year in ensuring that a commitment to diversity showed throughout most programming, display making, and in the area of collection development. For signage for events, we made sure that not only one type of student was portrayed and engaged. In SLAC'ers group meetings, we encouraged them to think about programming that matched the themes of the month (National Latinx and Hispanic heritage month, LGBTQIA+ awareness, #WeNeedDiverseBooks awareness campaigns, and so forth). Due to a less staff hours being available for programming than in previous years, there were fewer programs, but also they were more student-driven.

Technology

During 2018-19, the loanable tech collections continued to be in high demand, which presented some challenges. There were more instances of broken headphones, and the Senior Library Specialist developed new DIY repair methods to keep repurchase costs down and get accessories back into circulation. In Spring 2019, ten pairs of headphones were acquired, which we used to augment the circulating collection and to keep some in backstock. Use of loanable audio and video recording devices steadily declines. Demand for the DSLR camera/camcorder remains strong. There was an increase in the need to prompt students to return devices and accessories. Library staff needed to include parents in email notices about long overdue loanable tech more frequently. We suspect that the any decline in tallied circulation of laptops, headphones, and other accessories results not from a decrease in demand, but from students not returning loanable tech same day as stipulated.

In general, library staff act as go-to people for help with laptop questions and miscellaneous tech equipment is needed (particularly when the shared services IT support staff member is not available). Circulation statistics are listed in the statistics section below.

In the last fiscal year, the library was gifted 2 new Wacom tablets from an alumni donor due to our presence in the Uni High Gala.

Last year, the library's website was migrated to Wordpress. The library staff have all been trained to use the website. The website has become much easier to update, and we currently have a new reading blog accessible on the website.

Collections

This year, as was the case last year, a continuing effort is being made to order books that reflect

the diverse interests and identities of the students at Uni High. The collection of fiction was already strong in terms of reflecting diverse interests, but there is always room for growth for collecting works that reflected diverse identities.

Committee work within Uni High School and the University Library

During the 2018-19 academic year, the librarian served on the following committees/regular standing meetings: Curriculum Committee, Technology Committee (as needed), Subfreshman Teacher meetings, Freshman Teacher meetings, Makerspace Committee, Bullying and Harassment committee, Library Committee for Academic Professionals, and Central Public Services Division meeting (when able). Library also served as a faculty sponsor for the Subfreshman class, UniCode, SLAC'ers (Student Library Advisory Committee) and Pathfinder Club.

2. Major challenges faced

Budget

The previous school administration was limited in the amount of funding they could give to the library. Most programmatic funding was obtained through the AUL of the University Library.

Decrease in past year's programming capacity

For FY19, the graduate assistant's hours was reduced from 20 hours per week, to 13.5 hours. We took this into account as we planned programming for the year, so there are less staff-intensive programming events in this particular annual report than in previous annual reports.

Physical facility

Space constraints (as well as pedagogical demands) require ongoing assessment of the library space and collections in light of patron needs.

De-duplication was initiated during summer of 2018, but was put on hold due to Undergraduate needing to complete its de-duplication first. The project was finished in the academic year, and we were able to move many de-duplicated books in the summer of 2019.

3. Significant changes to unit operations, personnel, service profile, or program

Victoria Pietrus was rehired for the 2018-2019 school year. She continued to do a wonderful job working with the high school students and the Uni High faculty. However, due to the amount of funding given by the University Library, her hours were decreased from 20 hours to 13.5 hours per week.

Additionally, the template for our monthly newsletter was updated to include more graphics and engage more readers.

4. Contributions to Library-wide programs and public engagement

- We participate in public engagement in a number of ways. We are constantly considering various programs that will not only engage high school students, but also connect to either the University of Illinois community, or the wider Champaign-Urbana area.
 - In addition to having collaborations with the curator of the Zine Library, we also hosted a film screening of *Handmade Nation* as a part of Small Press Fest.
 - In the fall semester, the librarian met with Uni High parents and students to co-facilitate a dialogue on strategies for bystander intervention.
 - In April, we reached out to Adventures in Time and Space, a local escape room company, for assistance in building an library-themed escape room in Uni High. The program was a great success, one of the most engaging programs from last year.
- The librarian devotes a percentage of her time into collaborating with other programs on campus, such as the IRISE Engineering program. This collaboration, which this past year involved mostly research, some presentations, and assisting in running a mentorship program, builds deeper ties between other units and the Uni High library.
- The librarian routinely responds to e-mail questions from other school librarians and school technology personnel requesting permission to use or adapt elements of the website, particularly from the Computer Literacy instructional material and the library's policy documents.
- The library continued with its participation in the Preservation Office's Integrated Pest Management program. Biology teacher Dave Stone contributes his expertise and labor in helping library staff identify specimens.

5. Progress on last year's goals:

- Continuing to design programming and acquiring new collections that reflect the diversity of interests and identities of the University High School Students. This addresses the Inclusive Principle of the University Library's Framework for Strategic Action.

Update: Successful. We continually made collection decision that reflected a diversity of race, class,

gender, nationality, ability/disability, and body size, considering both the topic of the book and the identity of the author. In the limited amount of programming that we did, we also took this into account.

- Building on last year's goal, it is strongly recommended that the library staff increase and routinize the recording of use statistics beyond those of Sweeps Week. These numbers may prove particularly meaningful as the school's need for additional space increases and the library's physical footprint receives additional scrutiny.

Update: Room for growth. Due to reallocation of staff hours to compensate for the cut in GA hours, diligence for recording usage statistics was not as robust as it could have been.

- De-duplication of the fiction and non-fiction sections to make more room for incoming books. Oak Street Storage had approved us to duplicate up to 500 titles in the spring of 2018. The unit will continue with these efforts in the fall after the Undergraduate Library is finished with their de-duplication project.

Update: Closer to completion. Much of the fiction section has been de-duplicated, but now the non-fiction still needs to be processed.

- The library website has migrated to Wordpress officially, and the library staff should take more advantage of many of the new features offered in the new template. The unit is planning to implement a more active blog feature on the website, to assist with Reader's Advisory, advertising upcoming events, and documenting the library's successes. This addresses the User-Focused Principle of the University Library's Framework for Strategic Action.

Update: Moderately successful. We now have a blog available via the new platform, but we could make more effort to document programming events on our website, and beyond our social media presence.

- In addition to diligently recording library-staff patron interactions for the unit's statistics, we will also be attempting to more concretely measure the success of our programming, as well as the extent of our collaboration in the school and in the community. This addresses the Evidence-Based Principle of the University Library's Framework for Strategic Action.

Update: Moderately successful. Through the use of the online calendar system, as well as our monthly newsletter, we are able to capture some of the success of our programming, such as who has been attending, who have we been collaborating with. However, due to time restraints of the library staff, the data collection was not as thorough as originally planned.

- We will be seeking to increase the amount of collaboration that we do with other library units, other units on campus outside of the library, and other community based entities. This addresses the Mission-Focused Principle of the University Library's Framework for Strategic Action.

Update: Very successful. Please refer to section 4 for more details.

6. Unit annual goals for FY20

The Uni High Librarian advises the following for 2019-2020:

- With the success of the Sophomore English collaboration, as well as the librarian joining a zine research cluster on campus, for the 2019-20 school year, it seems more than possible to implement a fully functioning Zine Library in the main space, as well as encouraging more pedagogical uses of the format.
- With the input of the Student Library Advisory Committee, as well as the collaborative efforts of the Multicultural Parent Advisory Group, we are planning to have more dialogic programming this year.
- We've had successful collaborations with many departments, including English, Social Studies, and occasionally Foreign Language. Another goal for this year will be to have more collaboration with the Science and Math departments.
- There have been occasional issues addressing issues surrounding coverage of the library through the school day. Due to our secondary school setting, it is crucial that a supervising adult be in the library at all times (beyond just check-out needs). Conversations will take place with both the administration of the Undergraduate Library as well as the Uni High administration to devise a more long-term solution to this issue.

7. Number of GAs

One .25 FTE graduate assistant (as of FY19; funding for FY20 has been increased).

8. Funding source for GAs

State funds

9. Major responsibilities of the GA and an overview of contributions made

The Uni High Library graduate assistant essentially acts as an assistant librarian. A unique requirement of this particular library is that undergraduate students cannot staff the position because the supervision of minor children is involved. Students form strong personal bonds with the graduate assistant, who serves as a role model and mentor.

The major responsibilities and contributions made by GA Vicki Pietrus were as follows:

Library Administration

- Assisted with collection development—researching new acquisitions
- Maintained circulation of books in and out of new books section

Instruction and Instruction Support

- Class projects and reserve cart

- o Assisted with LibGuide and class presentations for Guns in Society and Earth Science Topic paper; Pulled relevant materials from collection
- Reference services to faculty/staff and students
 - o Reader's Advisory
 - o Scholarly materials—searching and retrieval (books and articles)

Publicity

- Publishing a monthly newsletter (in close collaboration with the librarian).
- Advertising for events on the library's social media

Events & Programming

Programming from the past year: Subject specific Trivia days (for example, Marvel); Stranger Things Watch Party; Halloween Scary Movie Marathon; Film Screening of Love, Simon; Film Screening of the Crimes of Grindelwald; Discussion Forum on the Crimes of Grindelwald as led by the Harry Potter Alliance (a UIUC RSO); Hidden Figures Film Screening; Ice Cream Party/Relaxation Station; Valentine Card Making station; Oscar Ballot competition; Spelling Bee event; Library-themed Escape Room; Banned Book Story Hour; Uni High Oral History Project presentation, discussing diversity and inclusion; Teacher Appreciation Card making station; Pi Day recitation contest; planning for Drag Queen Story Hour (speaker had to cancel at the last minute).

Bulletin Boards, Displays, & Promotions

- Promotions/Campaigns
 - o Book recommendations for National Latinx/Hispanic Heritage Month; Banned Books Week 2018; #weneeddiversebooks and #readwoke social media campaigns; Black Lives Matter at School Week; Day of Silence prompt as well as 'what does your school library mean to you?' in the Community Forum (students answer via post-it)
- Displays
 - New Books Wall—updated all year around; The Importance of Voting; If you like this book, then try this!; LGBTQIA+ History Month; The Giving Tree (interactive); Horror/Thriller/Spooky Reads; Picture Books for National Picture Book Month; Books to Read When It's Hot Out; Memoir recommendations; Books to enjoy over Spring Break; Indigenous Writers and Topics; TV/Book pairings; Books Make Us...; Women in STEM; Novels in Verse; Books by/about the trans and gender nonconforming experience; Mental Health Awareness

Statistical Profile

- **Facilities**

Total user seating:

4 circular tables that accommodate 4 people each

2 rectangular tables that accommodate 5 people each

1 rectangular table that accommodates 8 people

1 square table that accommodates 8 people

4 study carrels that accommodate 1 person each

1 individual desk that accommodates 1 person

4 public workstation or index tables that accommodate 1 person each

10 informal, individual chairs

Number of hours open to the public per week:

Summer II 2015: 0

Fall 2018: 42.5

Spring 2019: 42.5

Summer I 2019: 42.5, first 2 weeks, 0 hours thereafter

*Note that the Uni calendar does not correspond exactly to the University calendar. Uni is still in full session (42.5 hours/week) during part of Summer I.

- **Personnel**

DoMonique Arnold (Academic Professional) (August 2016 – present)

Paul Kotheimer (Senior Library Specialist) (February 22, 2010 – present)

Vicki Pietrus (Graduate Assistant) (25% and 50%) (August 17, 2017-May 10, 2019)

User Services

- **Gate count** (extrapolated from FY19 Sweeps Week DeskTracker report for Uni’s 18-week semesters): FY2019 Gate count: 19,184 (down by 1,054 from FY18)
- **Circulation (from Voyager circulation reports)**
 - Charges: 3261 (up by 347 from FY18)
 - Renewals: 3369
 - Discharges: 3281
- **Reference questions: 1,040***

*Please note that this data is extrapolated from two stretches of time in the year, during which students had one day off at the University Laboratory High School

Circulation of electronic equipment

DIGITAL VIDEO RECORDERS

"TOTAL PRO" DLSR camera/camcorder	71
Other Canon Camcorders	14
Sony Bloggies	0
Camcorders, total	85
WACOM tablets	17
Headphones	289 (down by over 100-please refer to Technology narrative for further information)
Loanable laptops	409 (up by 81 from FY18)

ZOOM audio recorder	19
Tech accessories	125 (up by 107)
Art supplies	37
Digital still cameras	0
iPads (faculty use only)	1
Journalism class equipment	6

Presentations

Number of presentations to groups: 297 (including Computer Literacy 1 and 2) (up by 23 from FY18)

Number of participants in group presentations: 7,816* (including Computer Literacy 1 and 2)

*Much of the presentations had overlapping groups, due to the nature of the school, which is something to consider when looking at that number

Appendices:

Appendix A: Uni Library in action



Throughout the months of December and January, the Uni High Library Instagram page focused on the #weneeddiversebooks and #readwoke campaigns. This included weekly highlights of specific books students and staff loved to showcase the value of reading stories from those who are part of marginalized communities.

An example of signage we had in the library during the #transdayofvisibility. Through our programming and signage, we are always striving to make the library an inclusive space, in particular for marginalized populations.

**Happy
#TransDayOfVisibility!**



Please reach out to Vicki, Paul, or Ms. Arnold if you'd like something you don't see here.

We are always here if you need us.

Here, Ms. Arnold is working with one of the student groups in the Computer Literacy 2 class, as they refine the 3D puzzle they had laser-cut themselves for their semester project.



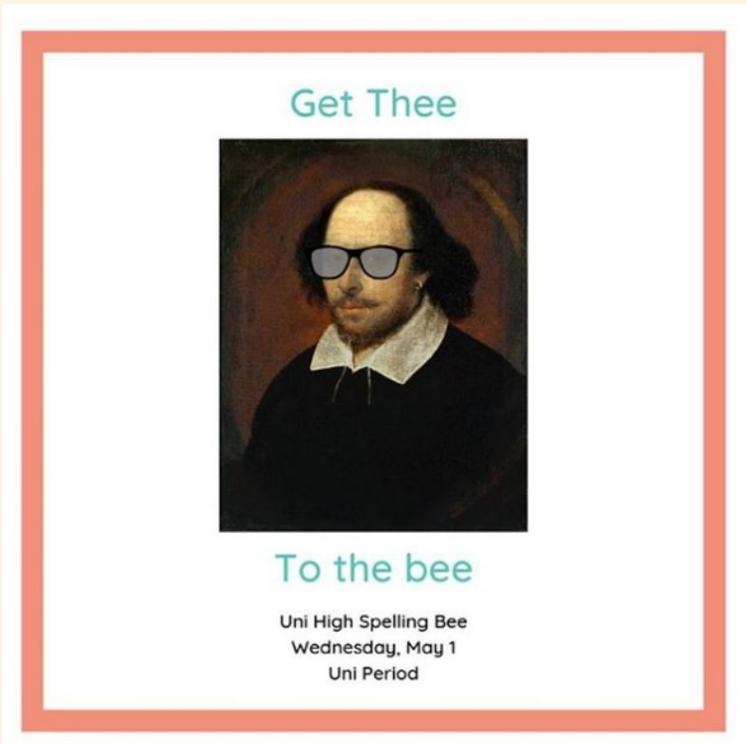
Uni High students are relaxing and playing a cooperative game during one of the Game Days in the library.



In the Uni High Escape Room of 2019, here is one of the winning teams.

Uni High students gathered for the screening of Love, Simon Part 1.





Signage for our 2nd annual Uni High Spelling Bee.

Some of the supplies we gathered for the library zine-making cart, to accompany the Sophomore English unit.



Dungeon Letters

April 2019

The Uni High Library Newsletter



AASL APRIL IS SCHOOL LIBRARY MONTH
Everyone Belongs
@Your School Library
www.aasl.org/librarians



Pic of the Month



Last month, we welcomed Uni alum Kathryn Dullerud ('18), who led the most recent WILL Oral History Project as Executive Student Producer. She shared clips from the project and discussed the insights gained from working on a topic as urgent and important as diversity and inclusion.

Film Screening of *Handmade Nation* + Zine-Making

As part of Small Press Fest 2019, we're hosting an event open to the public that will include a screening of the documentary about the rise of D.I.Y. and the new wave of art, craft, and design as well as an opportunity to begin working on your own zine.

Thurs. 4/11 | 7:30PM—9:30 PM | Rm. 109

In honor of School Library Month, we are inviting staff and students to create a written or drawn testimonial to any one of the following prompts:

How do you belong in our school library?

What does our school library do for you?

Why do you value our school library?

Visit our station in the library to generate and submit your testimonial. You can also submit a written response to <https://bit.ly/2OF6Mdu> throughout the month of April.

Uni High 2nd Annual Spelling Bee

Come test your spelling *s-k-i-l-l-s* at the library's 2nd annual spelling bee! If your spelling is *l-a-c-k-i-n-g*, come cheer on your peers! Interested competitors must submit an interest form at <http://bit.ly/unispellingbee2019>. Space is limited!

Gaming Afternoon in the Library

Do you like to play Pandemic, Risk, Clue, or Connect Four? Join us for an relaxing afternoon of tabletop gaming, featuring both old and new games from our collection. This event is happening on Mon. 4/29 during Uni Period!



On Display

- ⇒ Novels in verse for National Poetry Month
- ⇒ Books by/about the trans & gender non-conforming experience
- ⇒ In the hallway: School Library Month Testimonials

SLAC Meeting

Our next and LAST SLAC meeting will be Fri. 4/19 during lunch. Join us for awesome snacks to provide ideas on library events!

