

TO: Principal Nora Bird

FROM: Karen Feeney, Patrick Fitzgerald, Ann Webb, Dee Wotring

RE: Supplemental Budget Request

DATE: November 20, 2010

Dear Principal Bird,

The mission of Central Greensboro Middle School (CGMS) media center is threefold. Our mission is to support the school district's objectives of teaching students by:

- Supporting the curriculum of the school
- Sharing responsibility of teaching students to be effective users of ideas and information
- Encouraging appreciation of reading for life-long learning

CGMS is a diverse community of one thousand students and fifty faculty members. Our student population consists of fifty-four percent white, thirty-one percent black, eleven percent Hispanic, two percent Asian and one percent American Indian students. We are a Title1 school committed to "improving the academic achievement of this disadvantage population" (DOE). Our Hispanic and Learning Disability (LD) student population has consistently increased over the past five years.

Materials Needs

In order to serve our increasing English Language Learner (ELL) and LD student population, we are requesting additional funds. This addition funding amount will cover materials to help these student groups improve their reading and language skills in a 21st Century learning environment.

Materials needed to enhance collection:

- **Multicultural books**

To enhance the reading selection for our ethnically diverse student population, it is recommended that we increase the multicultural books collection. By offering more reading material that pertains to the ethnicity of our diverse cultures, students within these cultures will not only relate to the context, but will also read more and improve their reading skills over time.

- **E- books and audio books**

By providing e-books as well as audio books, the library supports LD students with difficulty reading and students with vision problems.

- **Netbooks**

Not only do Netbooks offer the flexibility for teachers to use in their classrooms, they also afford students the ability to work in focused study groups within the library or classroom settings. Use of Netbooks also provides students more access to learning websites such as Study Island and NC WiseOwl.

- **ELL software**

ELL Software supports 21st Century learning by offering ELL learners the ability to use audio and game technology to practice their language skills.

- **High Interest, low level reading materials**

High interest, low level reading materials assist LD students with deficient reading level skills. As LD students are often not reading at the same level as their classmates, the need to read age the same text at their reading level becomes a challenge. These materials help support the curriculum by focusing on the same curriculum based content but at more LD appropriate levels.

Original Budget

The media center's original budget request for this year was based on following recommendations from School Library Journal and the IMPACT Guidelines for North Carolina Media and Technology Programs (<http://www.ncwiseowl.org/Impact/TOC.htm>).

- *School Library Journal* - Average Book Price 2010 = \$22.46

\$22.46 x 1000 (ADM/one new book per student) = \$22,460 to maintain, not build the collection

- NC State Recommendation:

60% of state allotted funds x number of students = amount needed

\$59.82 (IMPACT) x 1000 = \$59,820

\$59,820 x 60% = \$35,892 to maintain, not build the collection

Supplemental Request

Our original budget request was \$35,892, of which the actual amount received was \$17,000. We are requesting an additional \$6,757.25. Based on the above mentioned recommendations, the following table shows a break-down of proposed expenditures:

| Materials | Average Price | Total Amount Requested |
|---------------------------------------|--|-------------------------------|
| Multicultural Books | \$22.46 | x 50 titles = \$1123.00 |
| Audio Books | \$31.37 | x 25 titles = \$784.25 |
| Netbooks | \$600.00 | x 5 = \$3000.00 |
| ELL Software | \$1350.00 (for five computer licenses) | \$1350.00 |
| Core Reading & Vocabulary Development | | |
| Low Level Readers (Penguin) | \$10.00 | x 50 titles = \$500.00 |
| Budget Request Total | | \$6757.25 |

In addition to this request, we will be applying for the Library Services and Technology Act (LTSA) Grant for additional funding for technology. However, please be advised that the LTSA Grant operates on the premise that the school itself will match funds received from the grant.

Closing

Supporting the needs of our growing special needs students is imperative to meeting the Average Yearly Progress (AYP) goals of the school. The Media Center plays an important role in supporting the school curriculum. By adding these additional materials to the library collection, we are better positioned to address students' instructional needs.

Thank you for your consideration of our budget request on behalf of the unique needs of this part of the student population.