

# BUILDING A PARTNERSHIP WITH YOUR PUBLIC LIBRARY

---

**Karen Schell**

*Early Literacy Outreach Coordinator*

Virginia Beach Public Library



# BUILDING A PARTNERSHIP WITH YOUR PUBLIC LIBRARY

- Virginia Beach Public Library Preschool Outreach model
- VBPL & our Virginia Beach Head Start Partnership
- Connecting with the Public Library in your Community
- Strategies for Success
- Partnership Sustainability
- Questions and Discussion







VIRGINIA BEACH PUBLIC  
**LIBRARY**

**VB**  
City of  
Virginia Beach



A photograph of a library aisle with bookshelves filled with books. The image is overlaid with a white box containing text. The background is a warm, orange and yellow gradient.

# 2,557,104

ITEMS CIRCULATED  
FY17





**1,672,127**  
**LIBRARY VISITS**  
**FY17**



# 10

## LOCATIONS





# YOUTH & FAMILY SERVICES

# VBPL OUTREACH SERVICES FOR PRESCHOOLS

- Institute library cards with full account privileges
- Onsite programming (storytimes) & book deposits
- Teacher training
- Library card drives for families
- Partnering for a parent night or community event
- Summer Reading Challenge
- Branch tours

## **Shared services model: Library Branches & ELO**

- Strategic Planning
- Schedule Coordination
- Flexible staff coverage



# EARLY LITERACY OUTREACH



# EARLY LITERACY OUTREACH TEAM

**1** Librarian/Coordinator

**3** Library Programming Specialists

**1** Library Services Specialist

**2** Vehicles





## OUR MISSION

The Early Literacy Outreach team supports the City's early childhood initiative that all children enter school developmentally prepared to succeed.





# What we do...

Present high quality, skill-based ECRR (Every Child Ready to Read) storytimes in classrooms, and on the Bookmobile.





# What we do...

Provide teacher and parent trainings to establish and enhance relationships with caregivers and service providers.



teacher & parent  
trainings



# What we do...

Develop a specialized library collection devoted exclusively to early literacy outreach services, focusing on materials for ages 0-5 and their caregivers. These materials are available for check out by children, teachers, and parents. The ELO collection has over 5,000 circulating items.



*specialized  
collection  
for age 0-5*



# An early literacy classroom on wheels!



Seating for  
24 children & 4 adults







## A typical week of Early Literacy Outreach service



**14**  
preschools visited



**26**  
storytimes



**1,100**  
materials checked out in  
preschools



**126**  
miles traveled





*A driving force in early literacy!*

# HEAD START LOCATIONS IN VIRGINIA BEACH

VB City Program administered by Mile High Kids and Community Development, Inc. (*non-profit*)



Program is full day and year round

Holland Road	5 classes
Hampshire Lane	4 classes
Twin Canal	1 class
St. Aidans	1 class
Atlantis	1 class

**Motto:**

**Elevate Aptitudes to New Altitudes!**





# VBPL & OUR HEAD START PARTNERSHIP

## **The Reality**

- History of inconsistent services
- Inequitable services across the five locations
- Service model differences
- Lack of continuity with library staffing
- Head Starts were not always prioritized

## **The Vision**

### **Create and implement an outreach plan that would:**

- Provide a consistency of services
- Establish a core of highly-trained staff to deliver the services
- Standardize storytime programming
- Build a framework for regular visits year-round
- Ensure equitable services for all sites
- Prioritize Head Start sites



# VBPL & OUR HEAD START PARTNERSHIP

## The Plan

- Decided that visits would be bi-monthly at all sites
- Compared calendars to designate weeks for services
- Selected the best day of the week for all locations
- Created a rotation schedule to split visits into a 2-week cycle
- Collected data on classes (teacher names, number of children)
- Established program times for each class
- Assigned ELO staff to classes
- Issued institute cards to all teachers for class use
- Communicated regularly to confirm schedule



# CONNECTING WITH THE PUBLIC LIBRARY IN YOUR COMMUNITY

## Find Your Public Library System

Library of Virginia Tool

[www.lva.virginia.gov/public/libraries.asp](http://www.lva.virginia.gov/public/libraries.asp)

### Virginia Public Library Directory

To display all public libraries click on "Display All Libraries". This will lead you to the headquarters and branches.

To display the mailing list of the headquarters library click on "All Libraries Mailing List".

To find a library by county click on the county or city name. Regional libraries will be listed under their counties or cities

Display All Libraries  
All Libraries Mailing List  
Accomack County  
Albemarle County  
Alexandria, City of  
Alleghany County  
Amelia County  
Amherst County  
Appomattox County  
Arlington County  
Augusta County  
Bath County  
Bedford County  
Bedford, City of  
Bland County  
Botetourt County  
Bristol County  
Brunswick County  
Buchanan County  
Buckingham County  
Buena Vista  
Campbell County  
Caroline County  
Carroll County  
Charles City County

Filtering option

Contact Us

[Virginia.gov](http://Virginia.gov)

[Privacy Policy](#)

© 2018

Location:

Library of Virginia  
800 East Broad Street  
Richmond, Virginia 23219-8000

[Parking and Directions](#)

Agency Hours:

Monday - Saturday, 9:00 AM - 5:00 PM

[Check for updates or closings](#)

Phone: 804-692-3500 • TTY/TDD: Use Relay (711)



# CONNECTING WITH THE PUBLIC LIBRARY IN YOUR COMMUNITY

## Contact Your Public Library System to Inquire About Preschool Services

Ask about outreach services—the library comes to your location

Ask about services at the branch—you go to the library location

- Visit a library branch in person
- Call the main library phone number
- Review the library's web site for contact information
  - Email the main address on the library web site
  - Email the contacts under Youth and/or Family Services





# CONNECTING WITH THE PUBLIC LIBRARY IN YOUR COMMUNITY

## Find Out What Specific Services Are Offered by Asking Questions

- Can our preschool get a library card to check out materials?
- Can library staff come to our location to do storytimes or other programs?
- Could we have library books delivered to our preschool?
- Do you have any training available for our teachers or parents?
- Would you be able to help our families get library cards?
- Would it be possible for a library staff member to attend our upcoming event to share library information?
- Is there a way for our preschool to participate in your Summer Reading Program?
- Could we bring our children to a branch location for a library tour?



# CONNECTING WITH THE PUBLIC LIBRARY IN YOUR COMMUNITY

## Share Information to Help Your Library Plan

- The number of Head Start sites in the jurisdiction
- Coordinator/Manager name and contact
- Location addresses & phone numbers
- Main contact person at each location
- How many classes are at each site
- How many students per class
- Teacher and assistant names
- Arrival and dismissal times
- Breakfast & Lunch times
- Nap times
- Dates the sites will be closed
- Parking availability

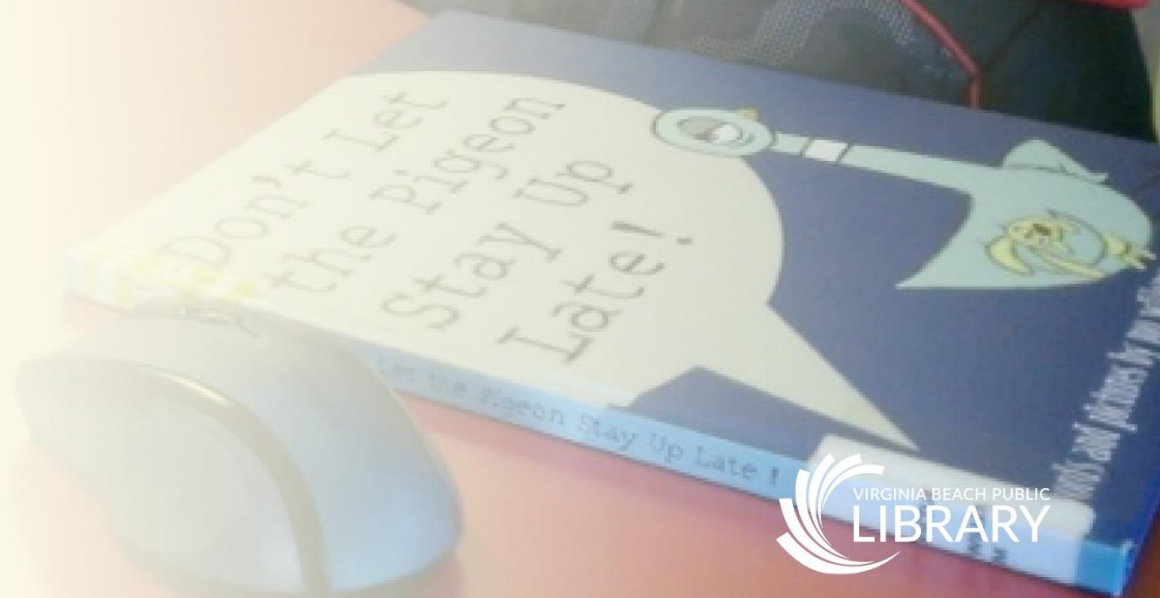


# STRATEGIES FOR SUCCESS

- Communicate regularly
- Utilize email
- Centralize the sharing of information
- Invite library staff to your team or district meeting
- Share updated staff contacts as needed
- Use an MOU (Memorandum of Understanding)
- Give library staff a copy of your annual calendar
- Notify library staff about site closings
- Group locations and classes together for library services
- Adhere to time schedule
- Ensure site staff remain with children during library program
- Share your curriculum themes and targeted subjects
- Plan ahead
- Be flexible

## PARTNERSHIP SUSTAINABILITY

- Stay in touch
- Keep all information updated
- Give feedback
- Make changes to the service plan as needed for success
- Tell others about your library services





## WHAT OUR PARTNERS SAY

*“The Bookmobile has given us the inspiration to do more songs and stories throughout the day.”*



## WHAT OUR PARTNERS SAY

*“The students absolutely love the songs, rhymes, characters, props, and books provided for each session that you offer.*

*Additionally, we thank you for providing monthly books to our centers that coincide with our monthly thematic units.”*



# QUESTIONS & DISCUSSION





**Karen Schell**

Early Literacy Outreach Coordinator

[kschell@vbgov.com](mailto:kschell@vbgov.com)

(757) 385-0193

