Montana
Office of Public Instruction
Denise Juneau, State Superintendent
opi.mt.gov

VARIANCES TO STANDARDS APPLICATION

Initial Application (two years)

Purpose: ARM 10.55.604(1) "A local board of trustees may apply to the Board of Public Education through the Superintendent of Public Instruction to implement a variance to a standard or a section of standards, excluding standards stating statutory criteria, standards pertaining to educator licensure or endorsement, and content standards as defined by the Board of Public Education and provided in guidance from the Superintendent of Public Instruction."

DUE DATES (check one)

☒First semester implementation; first Monday in March

☐Second semester implementation; first Monday in July

COUNTY: Missoula

DISTRICT: Bonner Elementary

LIST EACH SCHOOL THAT IS REQUESTING THE VARIANCE: Bonner School (0794), Bonner 7-8 (1734)

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1. **Standard(s) for which a variance is requested, e.g., 10.55.709. If there is a program delivery standard, be sure to list it as well, e.g., 10.55.1801.**
   10.55.709
   10.55.1801

2. **Provide evidence that local community stakeholders were involved in the consideration and development of the proposed variance. Community stakeholder groups include parents, community members, and students as applicable.**
   Our PTA supports the proposed variance and believes the experience of our current library aide and the strong instructional partnership between our librarian and that individual provides excellent library and media services to our students. PTA members and other parents are an integral part of the strength of our library and literacy programs, with parent volunteers contributing many hours to Bonner's Book Fair-Chili Dinner Night and the Read Across America program, and partnering in support of student reading by involving students in the Book Club.

3. **Provide evidence that local school stakeholders were involved in the consideration and development of the proposed variance. School stakeholder groups include trustees, administrators, teachers and classified school staff.**

The Bonner School Board of Trustees indicated their unanimous support of this proposed variance in a special board meeting on March 3, 2016. (Agenda attached) Our teaching staff supports a model which relies on an experienced library aide to support the 1 FTE libarian.

4. **Attach Board of Trustee meeting minutes that show the Board of Trustees adopted the application for a variance at an official, properly noticed meeting.**

5. **Describe the variance requested.**
Bonner School currently serves 362 students, K-8, in a single-building, with all grades sharing one library. Enrollment is quite consistent, with our current population and projected enrollment closely matching the past two years (2013-14: 361, 2014-15: 356). Bonner school is requesting a variance to Accreditation Standard 10.55.709 requiring an additional .1 FTE librarian. The school has served students' needs effectively by supporting the 1 FTE libarian with an experienced library aide who is well versed in library and media data organization, check-out processes, and our library and media infrastructure. The requested variance would enable Bonner to continue providing robust library/media services in a manner that reflects our current facilities and enrollment situation.

6. **Provide a statement of the mission and goals of this proposed variance.**
The mission of the Bonner Library is "to encourage students to enjoy reading, to foster an appreciation for literature, and to provide instruction in the effective use of ideas and information." The goal of this proposed variance is to rely on an instructional aide to support and assist the librarian with check-out, data entry, organizational processes and shelving books, enabling the librarian to support the Information Literacy/Library Media Standards through direct student instruction, and work closely with classroom teachers in support of their curriculum goals.

7. **List specific measurable objectives that demonstrate the proposed variance will meet or exceed the results under the current standard(s).**
1. Bonner School employs one full time librarian, and one .625 library aide. In addition. our technology coordinator supports student and teacher access to the widest ranges of age-appropriate information through multiple media platforms in the library (Standards 1,2,4). The library aide will assist in check-out, data entry, organizational processes, shelving books, book repair, and other duties as needed.

2. Under a variance, Bonner School will establish a Library Media collaborative team made up of teachers, parent representative, principal, and the librarian, to monitor on a quarterly basis the efficacy of the proposed staffing structure in supporting the Library Media standards.

3. 90% of the librarian's time during the instructional day will consist of direct student contact in support of the Library Media Standards.

4. The librarian will support students from every classroom, K-5, for two 30 minute sessions, facilitating each student's pursuit of literature, informational texts, and creative expression (Standard 5).

5. The direct support of the librarian will be available to middle school students for a minimum of 45 minutes each day , supporting their efforts to locate and evaluate informational sources, use them effectively and ethically, and present their learning from those sources (Standards 2,3,4).

6. Classroom teachers and their respective students will have, cumulatively, 160 minutes per week of direct, classroom-level support by the librarian in identifying, locating, and evaluating, available informational resources (Standards 1,2).

8. **What data or evidence will be gathered to document progress toward meeting the measurable objectives?**

- Library-Use documentation will be maintained to measure hours of student access to informational services by quarter.
- A record of book check-out by students will be assessed to monitor for increased student use and interest.
- MAP test data will be monitored by classroom teachers to assess student reading growth and interest.
- Teacher lesson plans will demonstrate input of expertise contributed by library/media services and record the implementation of Library Media standards by grade level.

9. **In what way does this variance meet the specific needs of the students in the school(s)?**
Bonner School is one building, with one library, and one librarian. With the library aide performing more technical tasks related to check-out, data-entry, and student support, the librarian will be able to increase his/her direct support of all students and firmly support the Library Media Standards and and the requirements of 10.55.1801.

10. **Describe how and why the proposed variance would be:**

a. **Workable.**
The district has funded the proposed configuration for more than ten years at stable student enrollment.

b. **Educationally sound.**
Bonner School has effectively provided excellent library services to our students for 13 years under the proposed model.

c. **Where applicable, aligned with program standards under ARM 10.55.1101 through 10.55.2101.**

The aide we propose in support of this variance has strong knowledge of our current resources related to fiction and informational texts, Montana American Indian primary resources, and all curriculum subject areas, and her experience allows our librarian to input strong support to classroom teachers' curriculum in the same areas.

d. Where applicable, aligned with content standards under ARM Chapters 53 and 54.

Our current library and media practices are focused on supporting all our teachers in the implementation and enrichment of all instructional areas.

The district will use the collaborative Library Media team to conduct periodic assessments of our effectiveness in delivering LM standards to our students.

Our librarian will continue to participate in professional development such as those listed here, all of which she has participated in within the last two years:

- Growing Dendrites class
- K-12 IPad Integration class
- Library of Congress class
- Indian Education for All conference
- What's New in Children's Literature
- What's New in Young Adult Literature
- Technology in the Classroom
- MLA conference
- Montana State Librarian retreats
- PNLA conference
- Meetings with MCPS librarians

Required school district signatures:

Board Chair Name: CANDACE HOPPE

Board Chair Signature: Candace Hoppe Date: 3-3-16

Superintendent Name: James N. Howard

Superintendent Signature: Date 3-3-16

Mail the signed form to:

Accreditation and Educator Preparation Division
Office of Public Instruction
PO Box 202501
Helena, MT 59620-2501

OPI USE ONLY

Superintendent of Public Instruction: _____ Date_____

_____Approve _____Disapprove

Board of Public Education Chair _____ Date_____

_____Approve _____Disapprove

Bonner School Variance Request to Standard 10.55.709

Supporting Documents:

A. Agenda from Special Board Meeting, March 3, 2016
B. Letter of support from PTA organization
C. Agenda of February 18th Middle School Team Meeting at which proposed variance was discussed and received strong support by those attending
D. Agenda of March 1 All certified staff meeting: Proposed variance was explained and a strong consensus existed among assembled teachers that the proposed library structure would serve student and instructional needs very effectively.
E. A letter of support for the proposed variance from the Bonner School Reading Specialist, Magy Vaughan

BONNER SCHOOL DIST. NO. 14
SCHOOL BOARD MEETING AGENDA
March 3, 2016 6:00 PM School Library

I. Call to Order

II. Pledge of Allegiance

III. Items for Action
A. Variance to Standards Application

IV. Public Comment

V. Adjournment

Documents available upon request per board policy.

Special Board Meeting
March 3, 2016
School Library

This special meeting was called to order at 6:01 PM. By Chair, Candace Hoppe. Members present were Candace, Nathan Lopuch, Kerrie Ghenie, and Laurie Gendrow. Ryan Ludemann was absent. Also present were Jim Howard, Superintendent, Ashley Parks, Principal, and Carrie Ruff, District Clerk.

Call to Order

Mr. Howard reviewed the district's Variance to Board of Public Education Standards Application regarding the 1.001 FTE librarian requirement for our library/media program. We currently have a 1.0 FTE librarian and a 0.625 library aide. Nathan made a motion to approve the variance application for the library/media program as it structured now. Laurie seconded. All in favor. Motion carried.

Variance to Standards Application

Motion

There was no public comment.

Public Comment

Laurie made a motion to adjourn. Kerrie seconded. The meeting was adjourned at 6:10 PM.

Adjournment

Carrie Ruff, District Clerk

Candace Hoppe, Chair

Bonner School District #14 PTA
9045 Hwy 200 Box 1004
Bonner, MT 59823
Tax ID# 81-0465103

February 22, 2016

To Whom It May Concern:

This letter is written on behalf of Bonner PTA in support of the Bonner School Library, Librarian and Library Aide. Our PTA works very closely with both our librarian and our library aide and has a good sense of the strong library and media services those individuals provide the students of Bonner School. We partner with the librarian to provide books personalized to students each December and work with the library on the annual book fair and chili dinner. Both the librarian and library aide have a deep knowledge of the kinds of resources students are interested in as well as the ways to best support the classroom teachers' instructional goals.

PTA parents volunteer time in the school and teachers and staff volunteer to help with PTA events, creating a community that works together and knows one-another. We know the current arrangement of one building, one library, and one librarian supported by an experienced and knowledgeable aide has provided good support for our students in past years, and we endorse Bonner School's pursuit of an accreditation variance allowing them to continue providing services in a similar configuration.

Sincerely,

Hallie Lopuch

Hallie Lopuch
Bonner PTA President

Team Meeting Agenda, February 18, 2016

- Study Hall and Hall pass protocols
- Student Tardies
- Library/Media Services configuration
- Other

All Staff Meeting: March 1, 2016

3:35 P.M

- Board Agenda:
- Calendar
- Library Variance
- Other

March 2, 2016

Running our school library is a busy, two-person job, but Katie Nederhoed and Jenny Munden have it down to a science. The system that Katie and Jenny have established not only allows the library to run smoothly and efficiently but it also allows them to promote reading and literacy throughout the school in fun and creative ways.

Katie and Jenny promote literacy and reading in the school throughout the year. From Read Across America Week to Book Fair to bulletin boards to Book Club, these two go above and beyond in their creative ways to get students jazzed about reading. They can offer personal recommendations. They can help you find a book based on a loose description – you know, the one with the dog and she does things? *Ellie's Story.* Or a loose description of just a cover – the one that was blue or maybe green with a robot on it? *Ungifted.* Students know that when they come to the library they will see a smiling face ready to help them find a book they'll love.

Additionally, Katie and Jenny have created a rhythm for the day-to-day tasks of the library. Within this rhythm Katie is able to teach K-5 library skills and standards and have open library for Middle School students while Jenny focuses on helping students from other classes who come down, checking books in, reshelving, mending and repairing books, etc. As Jenny helps take care of the routine tasks, Katie is able to focus on teaching. This combination works well: students receive quality instruction from Katie and the daily needs of the library are taken care of by Jenny.

Adding another certified teacher librarian to the library would not improve students' experiences in the library since you wouldn't be able to teach two library classes at the same time. An additional certified teacher librarian could co-teach classes with Katie, but then the daily tasks that keep the library running would not be accomplished. So, an additional certified teacher librarian could do the routine tasks, but they are already being taken care of efficiently and effectively.

The system Katie and Jenny have in place and the I-love-to-read atmosphere that they have created serves our students well. The library could not run without the two of them.

Sincerely,

Magy Vaughan

Reading Specialist
Bonner School
mvaughan@bonner.k12.mt.us