PENNSYLVANIA SCHOOL LIBRARIANS ASSOCIATION

Outstanding Pennsylvania School Library Institutional Profile

Provide all information requested using the form provided. If the nominee is a school district or other configuration consisting of multiple buildings, each building must be represented within the institutional profile. Please insert rows to tables as needed. Submit the completed profile with your application/nomination.

SCHOOL PROFILE

Provide the following demographic information about the student population. This section supports the Shared Foundation INCLUDE.

School(s)	Number of Pupils	Ratio of Students to Librarians	Percent Enrollment (Special Groups)			Percent Enrollment (Ethnicity)				
			Economic Disadvantage	English Learner	Special Education	White (not Hispanic)	Black or African American (not Hispanic)	Hispanic	Asian	Other

STAFFING PROFILE – Single Building

Provide the following information detailing instructional, support, and volunteer library staff. This section supports the Shared Foundation INQUIRE (schedule that ensures access to both school library staff and resources at the point of need).

	Certified School Librarians	Support Staff
Full Time		
Part Time (.6 to .9)		
Half Time		
Less Than Half Time		
Totals		

	Number of Volunteers	**Service Hours (per week)**
Student Volunteers		
Adult Volunteers		
Totals		

STAFFING PROFILE – School District / Multiple Buildings

Provide the following information detailing instructional, support, and volunteer library staff. This section supports the Shared Foundation INQUIRE (schedule that ensures access to both school library staff and resources at the point of need).

Grade Levels	Number of Schools	Number of Pupils	Certified School Librarians				Support Staff				Adult Volunteers		Student Volunteers	
			Full Time	Part Time (.6 to .9)	Half Time	Less than Half Time	Full Time	Part Time (.6 to .9)	Half Time	Less than Half Time	Number	Service Hours (per week)	Number	Service Hours (per week)
Elementary														
Middle / Junior														
Secondary														
Other (technical, special, etc.)														
Totals														

	Certified School Librarians				Support Staff			
	Full Time	Part Time (.6 to .9)	Half Time	Less than Half Time	Full Time	Part Time (.6 to .9)	Half Time	Less than Half Time
District Office Staffing (if applicable)								

DIGITAL PROFILE

Provide the following information about the school library's digital presence, including websites and/or social media as applicable. Social media accounts reflect library or librarian accounts; please identify the service/format as well as the account handle/name. This section supports the Shared Foundation INCLUDE (regular communication with administrators, faculty, staff, learners, parents, and the community).

School(s)	School Website (URL)	Library Website (URL)	Social Media	Social Media	Social Media

EXPENDITURE REPORT

Indicate annual expenditures for library resources. This section supports the Shared Foundation COLLABORATE (development of the library budget).

	2017-18	2016-17	2015-16
Annual Budget:			
Print Resources			
E-Books & Audiobooks			
Electronic Resources/Databases			
Supplies			
Other (specify): _____			
Number of Pupils:			
Expenditures per Pupil:			

If readily available, indicate allocated budget using the following sources. If not, please indicate N/A.

	2017-18	2016-17	2015-16
Local/District Funds:			
State Funds:			
Federal Funds:			
Endowments/Grants:			
Other (specify)**:** _____			