



SOUTH CENTRAL KANSAS LIBRARY SYSTEM
2022-2023 LIBRARIES TRANSFORM GRANT APPLICATION FORM

Name of Library: Sterling Jr. Sr. High School Library	
Library Address	
Street: 308 E. Washington	State: Kansas
City: Sterling	Zip: 67579

Name of primary contact person for grant application: Amy Brownlee
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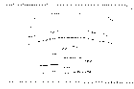
Title: District Librarian	
Address	
Street: 308 E. Washington	State: Kansas
City: Sterling	Zip: 67579

Phone: 620-278-2171	Email: brownleea@usd376.com
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Name of Public Library Board Chair or College or School Administrative Officer: Phil Bressler

Title: Principal	
Address	
Street: 308 E. Washington	State: Kansas
City: Sterling	Zip: 67579

Phone: 620-278-2171	Email: bresslerp@usd376.com
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SOUTH CENTRAL KANSAS LIBRARY SYSTEM

2022-2023 LIBRARIES TRANSFORM GRANT APPLICATION FORM

NARRATIVE

1. Describe the program/project and how it will address the grant objectives and key messages:

Grant objectives are (1) to increase awareness and support for transforming the local library, (2) to further the perception of the library as essential to the community and (3) to energize library advocates to influence local, state and national decision-makers. Key messages are (1) Libraries transform lives, (2) Libraries transform communities, (3) Libraries are community centers for lifelong learning and (4) Libraries are a smart investment.

Sterling Jr. Sr. High School Library not only houses books and other learning resources, it also provides space for innovation and collaboration. Students and staff use the library for instruction, research, studying, testing, leisure reading, and displaying student work. It is also the site of monthly public meetings of the USD 376 Board of Education.

Our vision is to transform our dated 1980s library into a 21st century learning commons to facilitate our mission of equipping students as lifelong learners who solve problems, achieve and grow.

By adding 84" tall wall shelving around the perimeter where our fiction can be organized and displayed by genre following a bookstore model for easy browsing, we can remove three shelving units from the middle of the room to open up more floor space to improve traffic flow and give the room a more open feel.

We will purchase tables and chairs on casters that can be easily arranged into different seating configurations, transforming our static space into a learning commons by making the library better equipped for cooperative and project-based learning activities. These will replace the heavy wooden tables and chairs that are cumbersome to move and offer very little flexibility.

To refresh and modernize the space, we will invest in new paint and carpet tiles to match updates made to the rest of our building in 2010. The district has committed to future purchases over the next three years including a new circulation desk, updated furniture for the leisure reading area, and magazine and book display units to complete our library redesign to make the space more functional and inviting.

Our project matches the grant objectives and key messages of the Libraries Transform philosophy in the following ways.

Grant objectives:

1) Increase awareness and support for transforming the local library.

We will publicize the changes in our new, improved space through news articles in the local newspaper and on our district website, in parent newsletters, at school board meetings, and through our district's social media channels.

2) Further the perception of the library as essential to the community.

We will share details about the many ways our library is used. Examples include: 2 weeks of English classes using the space to research, collaborate and create 1930s newspapers; testing space for Spanish classes; chess club; research lessons for jr. high science classes; display space for local 4-H Club projects and student creations like insect collections and artwork.

3) Energize library advocates to influence local, state and national decision-makers.

Discussing this project with grant director Paul Hawkins has already given our principal the opportunity to voice his appreciation for our library staff and the many ways we support student success and help create a positive school climate and culture of reading and lifelong learning. Principal Phil Bressler expressed his commitment to continue the district's long tradition of employing a full-time licensed library media specialist.

Through learning about the many ways SCKLS supports and sustains libraries, our superintendent has voiced his appreciation for the organization and the high value libraries have in the school community, not merely as repositories for books, but in sharing information and providing programming and skills that enhance student success.

Key messages:

1) Libraries transform lives.

By providing physical and digital resources for information and literacy development, our library makes a significant contribution to the personal and intellectual growth of our students. All are welcome in the library. Everyone belongs.

2) Libraries transform communities.

Our library serves as a community space every month at the Board of Education meetings, which are open to the public and are also streamed online for virtual attendees. Having school board and community members in the library on a regular basis lets them see the kinds of displays, programs, and resources being offered. By adding more flexible seating, we will be equipped to host more gatherings such as parent meetings and site council.

3) Libraries are community centers for lifelong learning.

Our library promotes lifelong learning by purchasing resources that match student interests. Recent additions to our collection include Dungeons & Dragons books and game sets, manga, and magazines about hobbies such as fishing, 4-wheeling and video games. Students are learning that libraries provide knowledge about any topic they want to know more about. This year, our library has served as the site for the Chess Club.

4) Libraries are a smart investment.

Our administrators see that investing dollars in our library facility has a far-reaching impact because it benefits every student and staff member in the entire school. The library is open and available to all and has resources that fit any need, topic, or ability level.



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NARRATIVE cont'd

2. Describe and provide the tentative timeline for the program/project.

Project must be completed prior to December 31, 2023:

December 2022 - January 2023: Finalize design plans. Confirm prices. Confer with chosen vendors on when materials should be ordered to arrive according to our timeline.

February-April 2023: Place orders.

June 2023: Paint walls. Install new carpet. Install new wall shelving. Load books onto new shelves.

July-August 2023: Receive, assemble and install new tables and chairs. (Delay open house until October to allow for items that may be late and/or need to be reordered with a different vendor or by choosing a similar, in-stock product.)

October 2023: Open house for parents and community. Publicize project completion.

November-December 2023: Take photos of patrons using the space. Complete project evaluation.

3a. What is the estimated total cost of the program/project?

\$40,033.60

3b. What is the amount of local matching funds available as of January 1, 2023?

\$20,016.81



**SOUTH CENTRAL KANSAS LIBRARY SYSTEM
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NARRATIVE cont'd

3c. What is the source of local matching funds available as of January 1, 2023?

USD 376 district funds

3d. What is the amount of matching grant request from SCKLS?

\$20,016.80



SOUTH CENTRAL KANSAS LIBRARY SYSTEM

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NARRATIVE cont'd

4. Describe how the SCKLS grant funds will be used:

SCKLS funds will be used to purchase 84" single-sided wall shelving for our fiction collection. Our fiction section is the most heavily utilized and circulated of all our books, but the fiction shelves are beginning to get crowded. Currently, all the shelving in the entire library is 43" high. Adding taller shelves along the wall will allow us to open up more floor space while giving the fiction section room to grow, relieving overcrowded shelves.

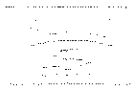
In 2019 we "genrefied" our fiction collection, which students like because they report it's easier to find a book they're interested in reading. Adding the 84" shelves will allow all of our fiction books to be together on two adjacent walls rather than scattered across different areas of the library. We can adjust the shelves so books are neither too low nor too high to be easily reached, and we can spread the books out to allow for more cover-out displays and dynamic shelving, where books are grouped and stacked in ways that promote browsing and discovery of "hidden gems" within each shelf. We can also expand our signage in each section and employ effective marketing strategies such as recommending read-alikes for popular titles in each genre and highlighting books that are available as movies or TV series.

5. Provide quotes or estimates for specific services, staff, equipment or furnishings for which the grant will be used. Costs will not be considered for grant funding unless specific documentation is provided. Documentation must correspond to costs identified in Question 4:

\$20,313.41 Shelving
\$2,441.12 Tables
\$2,896.74 Chairs
\$13,702.34 Carpet
\$680.00 Paint

Total: \$40,033.61

Special thanks to library assistant Michelle Miller for help in corresponding with vendors and gathering quotes.



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NARRATIVE cont'd

6. Describe and provide a timeline for how you will acknowledge and publicize the SCKLS Libraries Transform Grant. Copies of recognition documentation including acknowledgements and publications as well as a brief evaluation of the project must be submitted to SCKLS prior to December 15, 2023. Note: Failure to provide recognition and evaluation documentation prior to December 15, 2023 will result in your library's ineligibility for SCKLS grants in 2024.

Upon notification of a successful grant application, we will announce receipt of the grant at a school board meeting, on the district website, and social media channels. We will share photo updates of the process all along the way via social media. Our target completion date is mid-October when we can hold an open house to coincide with parent-teacher conferences. This allows time for any late shipments to arrive, which is expected knowing that shipping delays and shortages of materials is commonplace.

We will take photos of patrons using the space, collect reactions from users, and include that information in the evaluation documentation. We will also mount a permanent sign in the library recognizing the South Central Kansas Library System's assistance in updating the library.

7. Attach additional files supporting your application here as well as any additional information you wish to include:

https://fs26.formsite.com/vMYhnT/files/f-220-71-11961263_yjmDU52j_Carpet_paint_colors_design_SHS.pdf
https://fs26.formsite.com/vMYhnT/files/f-220-71-11961263_lMzvNq1X_Letter_of_Support_Principal.pdf
https://fs26.formsite.com/vMYhnT/files/f-220-71-11961263_Yi2zp3E5_Library_Floor_Plan.pdf
https://fs26.formsite.com/vMYhnT/files/f-220-71-11961263_HmVC9QvA_Libraries_Transform_photos_supporting_documents.pdf
https://fs26.formsite.com/vMYhnT/files/f-220-71-11961263_TFRyigX0_Proposed_purchases_photos_hgDk.pdf



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CONDITIONS

Applicant must meet with the SCKLS Director prior to submitting grant application. The following conditions will be reviewed as part of the meeting:

If applicant is a school library, school library services must be administered by a licensed school library media specialist in compliance with Kansas Administrative Regulation 91-31-32(c) (9) (e) Library Services.

The Minimum amount of matching grant request is \$5,000 and the maximum amount is \$25,000.

The primary purpose and costs associated with this grant application cannot be for projects or programs to repair or maintain for roof, heating/ventilation, electrical or other building infrastructure. A factor in determining grant eligibility is whether the proposed project or program will fully meet Americans with Disabilities Act (ADA) accessibility guidelines.

The costs identified in this grant application cannot not/will not be duplicated in the applicant's other program/project funding or in applications for other SCKLS grant programs during 2023.

Award of the Libraries Transform Grant does not exclude an applicant member library from eligibility for other SCKLS grants subject to respective SCKLS grant guidelines.

A member public, academic, school district or special library that has previously been awarded a Libraries Transform Grant is ineligible for re-application for a seven year period from the date of original grant award.

Application does not guarantee award. SCKLS reserves the right to not award or to partially award any application. Award may vary depending on the availability of grant funds from SCKLS and upon number and amounts of qualified grant applications from member libraries. If program/project completion prior to December 31, 2023 is contingent upon full award by SCKLS, applicant must disclose below if partial grant award is acceptable or not acceptable.



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	Indicate one only:
<input checked="" type="checkbox"/>	Applicant acknowledges that full grant award by SCKLS <u>is required</u> for the program/project to be completed and that partial grant award is not acceptable.
<input type="checkbox"/>	Applicant acknowledges that full grant award by SCKLS <u>is not required</u> for the program/ project to be completed and that partial grant award is acceptable.

Applicant is responsible for informing SCKLS (paul@sckls.info) in writing of any significant changes in the application and providing supporting documentation in a timely manner to SCKLS about any significant changes detailed in the application. Non-compliance with any detail or condition described in this application may result in the applicant library forfeiting its eligibility for any future SCKLS grants for a period up to three years. SCKLS will provide the applicant with written notice and request for compliance should forfeiture be considered.

Applicant Acceptance and Acknowledgement

Amy Berman

Librarian/Director

2022-10-14 08:46:34

Date

Phil Berman

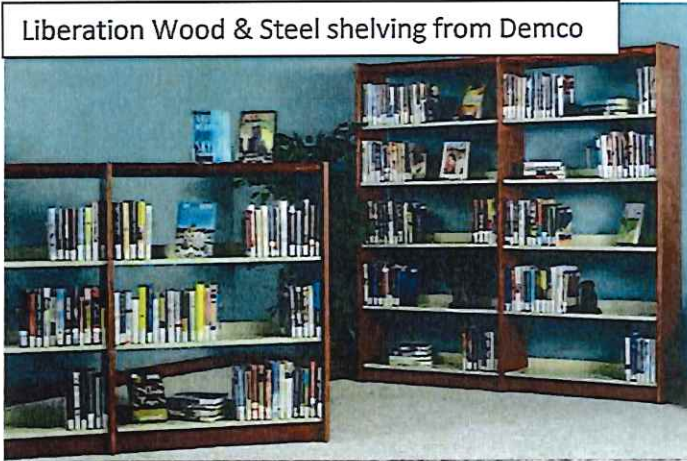
Public Library Board Chair/College/School Administrative Officer

2022-10-14 08:46:34

Date

Proposed purchases

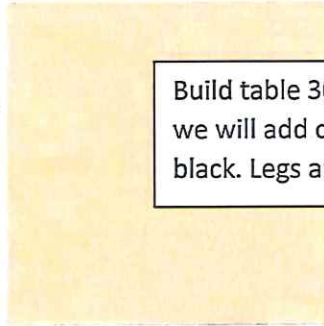
Liberation Wood & Steel shelving from Demco



We will purchase table and chair seating to accommodate 40 people, which allows us to host two full classes at once. Our budget permits us to purchase 11 new chairs in 2023 with a district commitment to purchase 29 more over the next two years to bring the total to 40 chairs. The chairs are ergonomically designed for comfort and have a lifetime warranty on the frame.



Build table 30" x 72". This is the table style, and we will add casters. Top: Fusion maple. Edge: black. Legs and casters: platinum (silver/gray).



Fusion Maple



Hon Motivate Chair. This chair has a lifetime warranty on the frame, is ergonomically designed for comfort and folds and nests for storage. We have selected silver legs, a black mesh back, and a peacock seat cushion.




CU97 Peacock

Demco Wall Shelving for Fiction Shopping Cart

Products in Cart

Item


 Liberation Wood/Steel Shelving
84"H SF Add-on 6 Shlf, 5 adj
Wood finish Cherry on Oak
Laminate top color
Matching woodgrain laminate
Item # W12172950

Price Q

\$969.99

17

This product ships directly from the manufacturer in approximately 75 working days.

 Liberation Wood/Steel Shelving
84"H SF Starter 6 Shlf, adj
Wood finish Cherry on Oak
Laminate top color
Matching woodgrain laminate
Item # W12172930

\$1,069.99

2

This product ships directly from the manufacturer in approximately 75 working days.

Cart Summary

Cart ID: 3223561

PRINT SHARE

Contract Used: NOT SEEING YOUR CONTRACT?

No contracts are available

Merchandise Total \$18,629.81

Shipping \$1,177.30

~~Tax \$1,683.60~~

Cart Total ~~\$21,490.71~~

\$20,313.41

Shipping Address

Amy Brownlee
Sterling High School
308 E Washington Ave
Sterling KS 67579-1725

EDIT

Billing Address

USD 376
Box 188
Sterling KS 67579

EDIT



ROBERTS HUTCH-LINE, INC
 PO Box 1363 / Hutchinson, KS 67504-1363
 TF (800) 759-0507 / PH (620) 662-3356
 ron@rh-l.com / www.rh-l.com





QUOTATION
 Prepared by:
 Ron Valentine

Rep: Ron Valentine

QUOTED PER:
 State of Kansas
 Furniture Contract
 # 43966

PLEASE MAKE PO
 PAYABLE TO:

Roberts Hutch-Line
 413 East Third
 Hutchinson, KS 67501

Part Number		Qty	Sell	Ext Sell
 HETZ-3060E-4L	Build Trapezoid Table 30x60 with adj post legs	1	\$221.12	\$221.12
.N	No Grommets			
\$(L1STD)	Grd L1 Standard Laminates			
.D	Natural Maple			
.D	Natural Maple			
\$(P2)	P2 Paint Opts			
.T1	Platinum Metallic			
 HETR-3072E-4L	Build Rectangle Table 30x72 with adj post legs	10 8	\$273.79	\$2,737.90 \$2,190.32
.N	No Grommets			
\$(L1STD)	Grd L1 Standard Laminates			
.D	Natural Maple			
.D	Natural Maple			
\$(P2)	P2 Paint Opts			
.T1	Platinum Metallic			
 HHABCASTER	Adjustable Height Base - Caster Add-On Kit	11 8	\$31.35	\$344.85 \$250.80
 HMN2	Motivate Nest/Stack Chair-Flex Bck-Uph Seat	40 11	\$263.34	\$10,533.60 \$2,896.74
.N	Arm: No Arm			
.H	Hard			
.JM	4-Way Black			
.ON	Onyx			
\$(1)	Gr 1 UPH			
.CU	Centurion			
97	COLOR: Peacock			
.PLAT	FRAME: Platinum Metallic			

Wolcott's Floor Coverings INVOICE

Date 10-5-32

719 East Fourth
Hutchinson, Kansas 67501
620.665.3088

Installer's Name James

Cust. Name Starling High School Phone () _____
Address _____ City Starling State KS Zip _____
Job Site _____ Phone (20) 432-0757
Address _____ City _____ State _____ Zip _____

TYPE	DESCRIPTION (Type & amount used, yards, feet, etc.)	COST	TOTAL
Carpet	<u>360 yds</u>	<u>19.99</u>	<u>7197.24</u>
Padding			
Vinyl			
VCT Tile			
Ceramic Tile			
Laminate			
Labor	<u>360 yds</u>	<u>4.00</u>	<u>1440.00</u>
<u>glue</u>	<u>2-4 gal</u>	<u>120.00</u>	<u>960.00</u>

NOTES	Take-Up		
		<u>360 yds</u>	<u>3.00</u>
	Floor Prep		
	Underlayment		
	Washer		
	Dryer		
	Stove		
	Refrigerator		
	Bath		
	Stairs		
	Trip Charge		
	Vinyl Base	<u>350 yds</u>	<u>3.00</u> <u>1050.00</u>
	Vinyl Cove		
	Carpet Cove	<u>250 yds</u>	<u>1.00</u> <u>250.00</u>
	Pull Toilet		
	Furniture		
	Metals		
	Repairs		
	Total		
	Tax		

No Refunds on Special Orders.

GRAND TOTAL 13702.34

Balance Due on Completion of job. Interest of 11/2% per month (18% annual) charged from date of completion.



**SHERWIN
WILLIAMS.**

532 E 30th Ave,
Hutchinson, KS 67502-8431
(620) 663-9141

Store manager: Molly Kirby

9/29/22

Quote for:

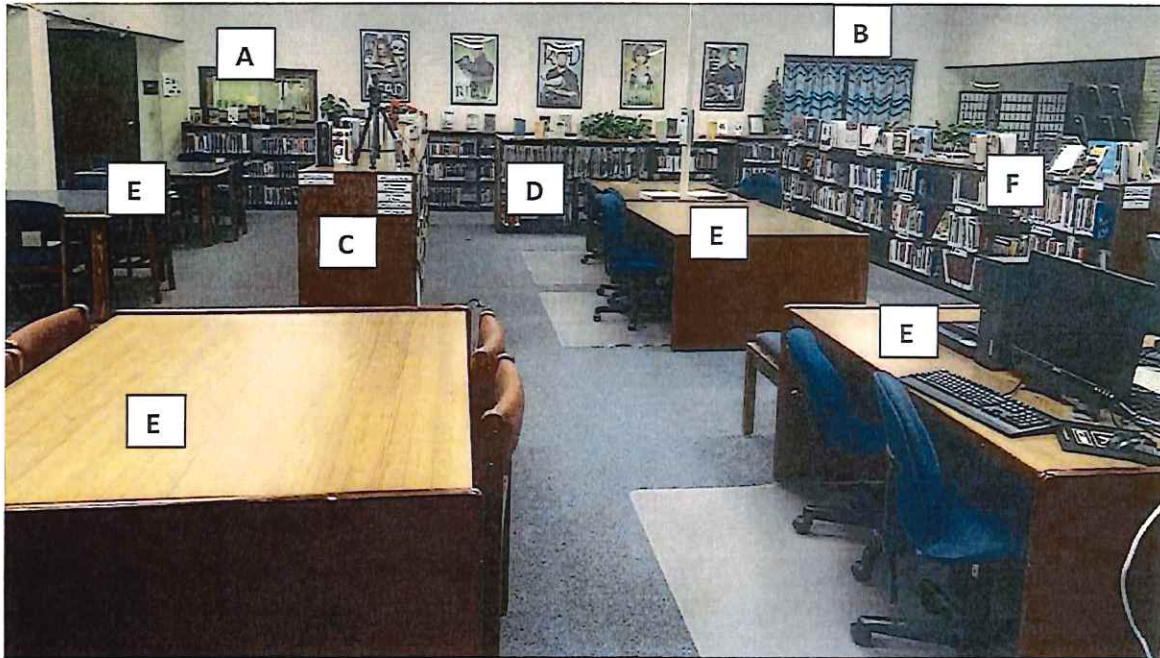
Amy Brownlee
Sterling High School
308 E. Washington
Sterling, KS 67579
620-278-2171

5-gallons of paint @\$200 x 3 = \$600

Painting supplies: rollers, pans = \$80

TOTAL = \$680

Quote prepared by Aaron Hargrave, USD 376 Maintenance Director



Looking north.

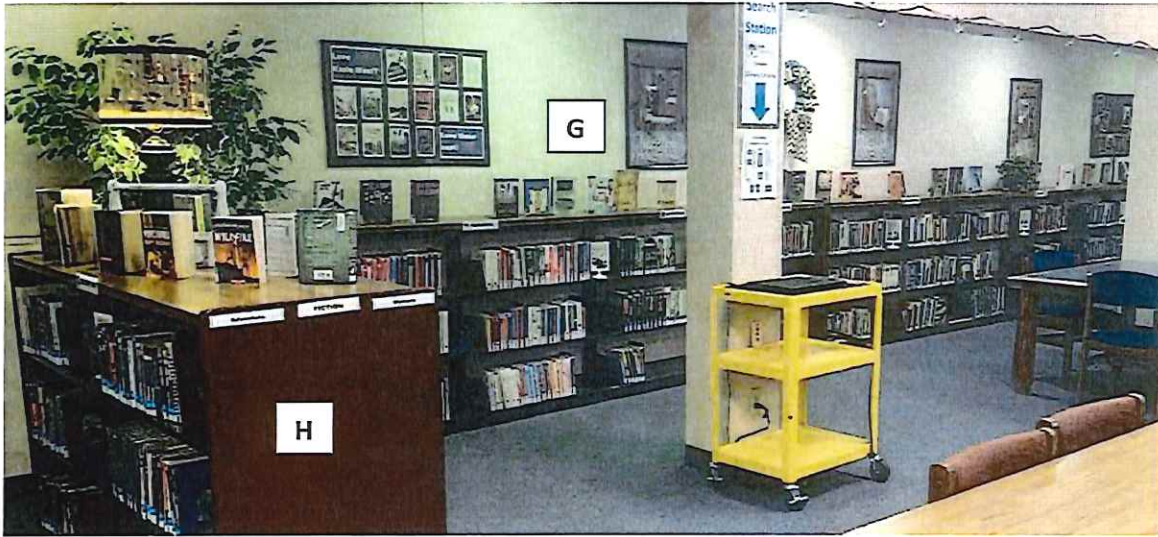
A. This window shows an aquarium in the science room next door. Kids love this! We will keep this unique feature.

B. This window used to look out at a greenhouse, but when our school was expanded in 2010, the greenhouse was converted to a storage room. We will cover this window and add tall wall shelving along this wall starting next to the aquarium and extending across the rest of this wall.

C & D. We will remove these two-sided bookshelves to open up space. Books will be relocated to other shelves.

E. Large, heavy wooden tables will be replaced with smaller tables on casters that can easily be moved into different configurations. Heavy wooden chairs will be replaced with mobile seating on casters. Blue rolling chairs are in very poor condition and will be replaced. Desktop computers will be removed.

F. Nonfiction shelving will stay.



West wall.

G. Short wall shelves will be replaced with 84" shelving.

H. We will remove this bookcase to open up space for better traffic flow and flexible seating. Books will be relocated to wall shelves.

Dynamic shelving keeps books in order alphabetically by author (within each genre in this case) but spreads them out in interesting, eye-catching arrangements with lots of front-facing books to encourage browsing. Having taller shelves will allow us to experiment with using dynamic shelving.

Photos from [Don't You Shush Me blog](#) by librarian Kelsey Bogan.



Here is an excellent example of dynamic shelving shared on social media. This is also a good example of using 84" shelving well with the bottom shelf empty and the top shelf primarily used for display and excellent signage. This is our inspiration photo for what we'd like to achieve with the fiction shelving in our library.

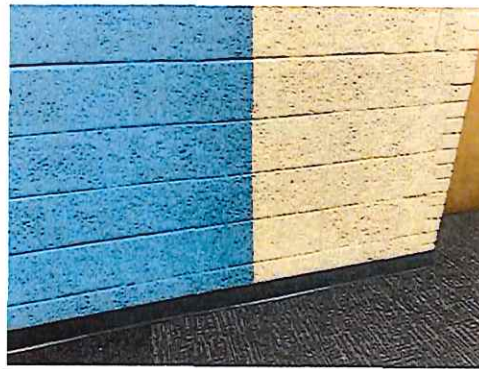
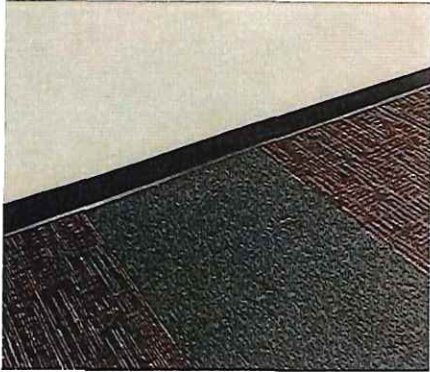
ADA REQUIREMENTS

Sterling Jr./Sr. High School Library's redesign project meets ADA and safety requirements in the following ways:

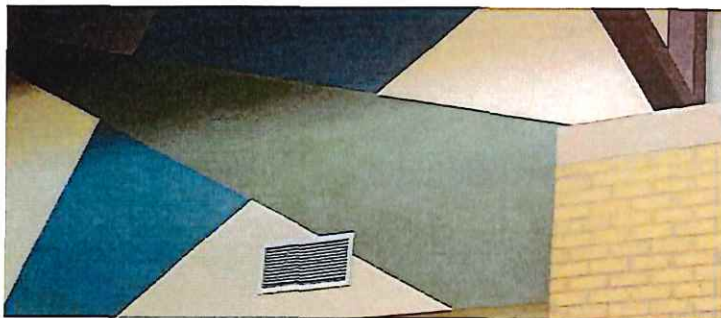
- Our school has handicapped parking spaces and wheelchair accessible doors with automatic openers at the entrances on 4th Street, 5th Street, and Washington Avenue.
- All doorways in the library are 36" wide or larger. The main library entrance has double doors and is 67" wide.
- There is a 40" clearance around all furniture and the ends of bookshelves. Space between bookshelves is at least 36".
- Tables will have the required 27" high clearance and 19" depth for wheelchair accessibility.
- Step stools will be provided for the 84" high shelves, and since we are using them for fiction, we will be able to adjust the shelf height lower. When possible, we will avoid using the highest and lowest shelves for greater accessibility for all patrons. We will also post a sign indicating assistance is available to reach items on a high shelf.
- The circulation desk has an area 36" long and less than 36" high for accessibility.
- The book return is 27" and barrier free.
- School restrooms include handicapped stalls and grab bars.
- Maps and information are posted for accessing the tornado shelter and fire escape route. Lighted exit signs clearly mark the exits. The procedure for lockdowns and intruder alerts is also posted.
- We will create new library signage with larger font size and high contrast for better visibility.
- District webmaster Dean Mantz has worked with librarian Amy Brownlee to ensure that the district and library web pages are ADA compliant and compatible with text-to-speech technology.

Library ADA guidelines found on the State Library of Kansas website at: <https://kslib.info/398/ADA-Compliance-Checklist>

Here you see carpet and paint from throughout the building. We will carry over the colors and design elements into the library space. We will purchase commercial grade carpet tiles. They are durable and easy to replace when stained.



Carpet is gray with accent colors. Squares in accent colors are also added to the design. Wall colors include cream/off white, light blue, dark blue and sage green.



Colors and design elements from commons area, which adjoins the library.