

# TEACHER'S TOOLKIT

2016-2017

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# WELCOME



It's a new school year and Skokie Public Library is looking forward to working with you to meet the educational needs of your students. We've created this teacher's toolkit as a handy reference to use throughout the school year.

Keep in mind that when you need information, librarians are available during library hours in person, by phone at 847-673-7774, or by instant message from our website.

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## IN THIS TOOLKIT

- Library cards for students **2**
- Teacher loans **3**
- Resources for your classroom **6**
- Let's Visit **7**
- Resources for kids at the library **10**
- Resources for kids online **12**
- Reading programs offered at the library **14**
- Coming Together, a township-wide program **16**

### **Library Cards for Students**

All students who live in Skokie can obtain a Skokie Public Library card. If some of your students live in another town and have cards from other suburban libraries, they may use those cards at Skokie Public Library.

A library card is the key to both information and adventure for young people. It is one of the most valuable things a child can own. A library card allows children to check out books, DVDs, music CDs, magazines, and many other types of materials at no cost. Children can also access the library's electronic databases and eBooks.

We work closely with your school librarian to distribute and process library card applications for every Skokie student. You can help by encouraging students and their parents to return their applications.

# CHECK IT OUT

### **Teacher Loans**

Teachers in Skokie schools can use a teacher library card to borrow materials selected for classroom use for three weeks. Items can be renewed if they are not on hold for another patron.

For more information, a copy of the Teacher Loan Guidelines is available on the library's website and at the Youth Services desk.



## TEACHER LINK

For forms, links, and full instructions, visit us at: [teachers.skokiellibrary.info](http://teachers.skokiellibrary.info)

### Resource Bag Service

In addition to checking out individual items, teachers may request a Resource Bag to have library materials available in their classrooms. Give us a week, and a librarian will select up to 30 fiction or nonfiction items appropriate for students in your grade. You can pick them up at the East Checkout Desk. Bags are checked out for three weeks and can be renewed if they are not on hold for another patron. Request a bag at the Teacher Link.

### Classroom Sets

Want several students to read the same book? Request a classroom set, which contains 12 copies of a title packed in a library bag. View available titles at the Teacher Link. Use your teacher card to reserve a set and you will be notified when it is ready to be picked up.

### STEAM Kits

Do you want to find more ways to introduce STEAM learning? Our STEAM kits are a fun way to engage kids with science, engineering, and more. Kits check out for one week and can be renewed three times unless they have been reserved by another patron. Find them at the Teacher Link.

### NEW! STEAM Tools for Schools

Beginning October 1, we will start checking out STEAM equipment to schools for classroom use. You may request one of the following sets from Amy Holcomb at [aholcomb@skokiellibrary.info](mailto:aholcomb@skokiellibrary.info). All sets are ideal for grades 3-8 and can be checked out for two weeks, subject to availability. Each school is limited to one set at a time.

- SparkFun Arduino Inventor Kit (10)
- SparkFun Digital Sandbox (2)
- SparkFun Pico Board (10)
- Janome HD3000 sewing machine (4)
- 15" Schacht Cricket Loom (2)
- 3Doodlers with PLA plastic (4)
- LEGO WeDo Kit (10)
- MakeyMakey (4)
- Ozobot (18)



# RESOURCES

## eLibrary

Check out valuable classroom resources without going to the library. Visit [skokiellibrary.info/books-movies-more/ebooks-downloads](http://skokiellibrary.info/books-movies-more/ebooks-downloads) to stream or download movies, music, books, audiobooks, and more. Titles automatically expire, so you don't have to worry about fines.

5

## BOOMbox

The BOOMbox is a space featuring interactive STEAM learning experiences. Every few months, we focus on a different theme and provide tools and inspiration to engage patrons through self-led and class-guided experimentation. We have events and drop-in times for kids, families, and adults. Find all events at [calendar.skokiellibrary.info](http://calendar.skokiellibrary.info). Activities largely use common craft or household supplies and free software, which is also available on PCs in The Lab, Computer Classroom, and the Digital Media Lab. Learn more about the BOOMbox at [skokiellibrary.info/services/boombox](http://skokiellibrary.info/services/boombox).

## Special Needs Collection

In addition to our regular resources, we offer an assortment of materials for ELL students and those with developmental delays and learning disabilities. Hi-lo, Braille, and Boardmaker-adapted books from our special needs collection make books accessible to everyone.

Jenny Comello: 847-324-3119 // [schoolservices@skokiellibrary.info](mailto:schoolservices@skokiellibrary.info)  
Skokie Public Library: 847-673-7774 // [teachers.skokiellibrary.info](http://teachers.skokiellibrary.info)

# LET'S VISIT

## Library Visits for Grades K–2

We invite you to use the Teacher Link to schedule your class visit to the library. All library visits will include a grade-appropriate tour, along with time to select and check out books. Students in kindergarten and first grade hear a story in addition to the tour. Students in second grade learn how books are organized on the library shelves and listen to short descriptions of several books perfect for beginning readers.

## Bookmobile

Our bookmobile serves the Skokie community on Monday, Tuesday, Thursday, Friday, and Saturday all year long. Many of our weekly stops are located near schools, where teachers may use their card to check out and return materials. With one week's notice, Resource Bags can be placed on the bookmobile for pickup. For a current schedule of bookmobile stops, visit the Services page on the library website.

## Summer Reads Booktalks

Starting April 1, we offer booktalks for grades 3–8. These booktalks promote titles on the Cool Summer Reads list for grades 3–5 and the Hot Summer Reads list for grades 6–8. Summer Reads titles for 2017 will be announced in March.



## Curriculum Connections

Beginning September 12, you can request one of our curriculum-related programs in your classroom. Visit the Teacher Link to request a program for your class.

**Puppet shows** (Grades K–2): Our librarians will perform two stories for your students using this visual form of storytelling through music, drama, and art.

**Road Trip USA** (Grades 3–4): Students will explore some of the 50 states through a fun, interactive trivia game. For third-grade students, there will be an emphasis on the Land of Lincoln.

**What Makes a Great Story** (Grade 5): Your students are already experts on evaluating books, and this fun, interactive program will show them how to use their critiquing skills with confidence. We'll also introduce them to some wonderful new books that will make those reading assignments a breeze.

## Web Connections

Web Connections is an interactive, instructional tour of the Skokie Public Library website, research databases, homework help tools, online catalog, and eLibrary resources. In addition to being a great resource for your students, the Web Connections presentation works well at a staff meeting or PTA gathering, and can be held in a classroom, school library, media center, or at Skokie Public Library.

7

HOLLY JIN  
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## Come on In!

If you teach children with special needs, schedule a visit to the library knowing that we can accommodate your students. You are welcome to bring your instructional class to the library on a regular basis for independent visits or you may schedule an interactive, librarian-led program tailored to the needs of your students. Please allow two weeks' notice for staff to prepare for your visit. Get in touch with Holly Jin at 847-324-3117 or [hjin@skokiellibrary.info](mailto:hjin@skokiellibrary.info).

Jenny Comello: 847-324-3119  
[schoolservices@skokiellibrary.info](mailto:schoolservices@skokiellibrary.info)  
[teachers.skokiellibrary.info](mailto:teachers.skokiellibrary.info)

WE'RE HERE TO HELP



A FEW OUTTAKES

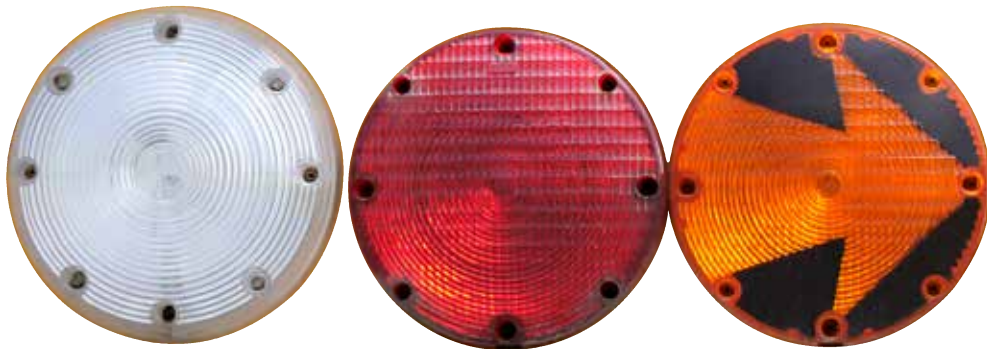
# FOR THE KIDS

## School Textbooks for In-Library Use

One of the many ways we serve your students is by providing copies of school textbooks for reference use in the Youth Services Department. If we do not have your textbooks, please contact Jenny Comello to arrange for their availability.

## Assistive Technology for Children with Special Needs

We have a variety of switch-activated, therapeutic, and adapted toys. The ZAC Browser virtual playground is installed on all the computers in The Lab, and children with print disabilities have full access to magnifiers, readers, Web browsing, and Braille embossing in the ADA room.



## The Lab

Students in kindergarten through eighth grade are invited to use The Lab for research, homework, and entertainment. A digital literacy specialist is available to help students find information, format documents, and navigate the Web. Each of our lab computers is equipped with Microsoft Word, Excel, Powerpoint, Publisher, and unfiltered (staff monitored) Internet access. Black-and-white and color laser printing is available for a nominal fee. Accommodations may be made for students working on group projects.

Hours of operation during the school year  
(expanded during school vacations):

Monday–Friday: 3–8:45 pm

Saturday: 10 am–5:45 pm

Sunday: noon–5:45 pm

For more information, contact Erika Kallman, digital literacy supervisor, at 847-324-3116 or [ekallman@skokielibrary.info](mailto:ekallman@skokielibrary.info). Students must sign in with a digital literacy specialist to use The Lab.

Homework computers next to the study rooms provide access to Microsoft Office, filtered Internet, and research databases during all hours the library is open.

## Digital Media Lab

The youth digital media lab (part of The Lab) is where students can play and record music; film and edit their own video recordings; shoot, enhance, and manipulate photos; and create graphic designs. The digital media lab is equipped with three iMac computers, a MacBook Pro, a recording booth, a microphone, Midi keyboard and drawing tablet, video/still camera, tripod, green screen with studio lighting, and an external hard drive for saving and transferring large projects. Featured software includes Alice, Scratch, Comic Life, GarageBand, iMovie, Photo Booth, and Photoshop Elements. Our digital literacy specialists are available to help students with digital media creation. Additional instruction can be found at [Lynda.com](http://Lynda.com) through the library's research databases.

# KIDS ONLINE RESOURCES



13

## Homework Help for Students

Skokie Public Library subscribes to Live Homework Help, a free online tutoring service that connects students with expert tutors. Live Homework Help tutors are certified teachers, university professors, graduate school students, college students, and professionals who are experts in their fields.

Live Homework Help is available to Skokie Public Library cardholders from 3–10 pm Central Time, seven days a week. All sessions are guided by the tutor and last about 20 minutes. There is a limit of five sessions per week per card.

## Virtual Resources

Students can access educational and special interest books and resources from the Resources and Homework Help links on the library's website or by searching the library catalog. We also offer popular eBooks, audiobooks, movies, and music to Skokie Public Library cardholders via platforms such as TumbleBooks, Overdrive, Hoopla, and 3M. More information is on the eBooks and Downloads page of our website. We also offer Beanstack, an online service that gives parents personalized recommendations for their kids based on interest and reading level.

Live Homework Help offers the following expert help in English and Spanish:

- One-to-one online tutoring in math, science, English, and social studies.
- Proofreading and essay review.
- SkillsCenter Resource Library of worksheets, tutorials, and study guides in math, science, English, and social studies, statewide standardized tests, college entrance exams, and graduate school entrance exams, available 24/7.

Jenny Comello: 847-324-3119 // [schoolservices@skokieilibrary.info](mailto:schoolservices@skokieilibrary.info)  
Skokie Public Library: 847-673-7774 // [teachers.skokieilibrary.info](mailto:teachers.skokieilibrary.info)





# READING PROGRAMS

## **Summer Reading at Skokie Public Library**

Our annual summer reading program is always a big hit and is a great way to help prevent the summer slide. Help kids have a smoother start to the next school year by encouraging them to sign up.

## **Summer Reads**

Cool Summer Reads (for grades 3–5) and Hot Summer Reads (for grades 6–8) are high-quality books that we have carefully selected for reading and interest level. Multiple copies of the selected books are available in the Youth Services Department to check out. You may wish to ask for some of these books in a Resource Bag. Our librarians are also available to booktalk these titles in your classroom (see page 6).

Jenny Comello: 847-324-3119 // [schoolservices@skokiellibrary.info](mailto:schoolservices@skokiellibrary.info)  
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# COMING TOGETHER

Each year, Coming Together in Skokie and Niles Township, a community-wide initiative, highlights a culture from our richly diverse community. For six weeks, beginning in February 2017, book discussions, author visits, and a variety of cultural programs will be offered to the public at venues around Skokie and Niles Township.

This year we will be celebrating and exploring China. The backbone of the initiative is the reading and discussion of a book or books that have been selected for their rich cultural aspects. Book discussions are held for adults, youth, and children. For children in grades K–4, a richly illustrated picture book will be selected. For more information, visit [comingtogether.in](http://comingtogether.in).

