

**BUSINESS AFFAIRS AND HUMAN RESOURCES  
AUGUST 23, 2007**

---

**INSTITUTION/AGENCY AGENDA  
IDAHO COMMISSION FOR LIBRARIES**

**SUBJECT**

FY 2009 Line Item budget request: Read To Me

**REFERENCE**

June 14-15, 2007            Instructions to agencies and institutions regarding  
   submission of budget requests

August 9, 2007            FY 2009 Line Item budget request pulled by agency.

**APPLICABLE STATUTE, RULE OR POLICY**

Idaho State Board of Education Governing Policies & Procedures, Section V.B.1.

**BACKGROUND**

At the August 2007 Board meeting, the Line Item request for the Idaho Commission for Libraries was pulled at the agency's request pending further needs assessment and development.

**DISCUSSION**

The agency desires Board approval of the Line Item for the FY 2009 budget request.

**ATTACHMENTS**

Attachment 1 – FY 2009 Budget Request: Read to Me

Page 3

**IMPACT**

The approval of this Line Item will allow the agency to include this program in its FY 2009 budget request by the September 4 due date.

**STAFF COMMENTS AND RECOMMENDATIONS**

This is the only Line Item request for this agency.

**BOARD ACTION**

A motion to include for final FY 2009 budget development the Read to Me program for Idaho Commission for Libraries (\$1,170,000 General Funds), as displayed on Page 3.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

**THIS PAGE INTENTIONALLY LEFT BLANK**

## FY 2009 BUDGET REQUEST

Institution / Agency: **Idaho Commission for Libraries**Agency #: **521**Decision Unit / Line Item: **12.01**Rank: **1** of **1**Category: **Expanded Programs**

(New / Expanded Programs, Operating Support, Maintenance / Infrastructure (Including Occupancy Costs), Salary Enhancements)

Title: **Read to Me**FTP: **3.0**Gen **\$1,170,000** Fed \$ Ded/Other \$ Total **\$1,170,000***How connected to agency strategic plan:*

SBOE Goal: Access

ICFL Strategic Plan, 2008 – 2011

III.A.1: Develop, coordinate, provide and support reading and literacy programs and services.

a. Coordinate and support Read to Me.

IV.C.1: Promote and support outreach projects that encourage partnership.

a. Collaborate and support Read to Me outreach.

*Description:*

If funded, this request will expand Read To Me, the early and family literacy program for public libraries and their school and community partners. Read to Me consists of a variety of program elements so each library can choose those that best match its community's needs and resources. Each program element is designed to be easily customized and implemented by a typical Idaho public library (58%, or 60 of Idaho's 104 library jurisdictions, serve populations of less than 5,000. In FY2006, public libraries employed a median staff of 2.32 FTE).

To help build the capacity of libraries to implement Read To Me (RTM) programs at the local level, ICFL develops and delivers training and technical assistance based on current research and best practices for local library staff and their community partners. ICFL also develops resources for parents and support materials, displays, and web tools for participating libraries to increase public awareness of the RTM program.

The intended outcomes of this expansion are:

- More Idaho children will be "ready to learn" when they begin kindergarten, and
- More Idaho early elementary children will maintain or increase their reading skills over the summer.

To achieve these outcomes, the new funding is to be focused in these areas:

- Under First Book, Idaho public libraries work with community partners to identify at-risk children to receive a book a month for a year and to offer parent workshops on family literacy. Expand from 9 public libraries serving 700 children to additional libraries to serve 5,000 children.
- In the Jump Start program, public libraries collaborate with the local school(s) at kindergarten registration to provide resources for parents (kindergarten readiness and early literacy information, summer reading program invitations) and books for the children. Expand from 40 public libraries working with 72 elementary schools reaching 5,500 children to additional libraries and schools to reach 22,000 children.
- Increase participation in local Summer Reading Programs by 10%, from 40,700 to 44,770.
- Increase the number of library and community partner staff reached with RTM training and technical assistance by 20%.
- Offer mini-grants as seed money for 70 local libraries to establish or expand their RTM programs using best practices in library service to children.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**AUGUST 23, 2007**

---

**REFERENCE – APPLICABLE STATUTE, RULE OR POLICY**

Idaho State Board of Education  
GOVERNING POLICIES AND PROCEDURES  
SECTION: V. FINANCIAL AFFAIRS  
Subsection: B. Budget Policies

August 2006

**1. Budget Requests**

For purposes of Item 1., the community colleges (CSI and NIC), the State Historical Society, and the Commission for Libraries are included.

**a. Submission of Budget Requests**

The Board is responsible for submission of budget request for the institutions, school and agencies under its governance to the executive and legislative branches of government. Only those budget requests which have been formally approved by the Board will be submitted by the office to the executive and legislative branches.

**b. Direction by the Office of the State Board of Education**

The preparation of all annual budget requests is to be directed by the Office of the State Board of Education which designates forms to be used in the process. The procedures for the preparation and submission of budget requests apply to operational and capital improvements budgets.

**c. Preparation and Submission of Annual Budget Requests**

Annual budget requests to be submitted to the Board by the institutions, school and agencies under Board governance are due in the Office of the State Board of Education on the date established by the Executive Director.

**d. Presentation to the Board**

Annual budget requests are formally presented to the designated committee by the chief executive officer of each institution, school or agency or his or her designee. The designated committee will review the requests and provide recommendations to the Board for their action.

**THIS PAGE INTENYTIONALLY LEFT BLANK**