Summer Reading FAQ

Definitions of age groups:

- Kids/Children – Birth – 5th grade
- Teen – Entering 6th grade – 18
    - Tween (~ages 9-12)
- Adult – Out of highschool (18/19) – 55
- Caregiver: Any adult who accompanies a child to a program aimed at kids/teens.
- Senior – 55+

What statistics do I have to collect?
The state tends to change things up every year, but the standard questions and answers include:

1. **Library Name:**

2. **Contact name:** Need the name of the person filling out the form

3. **Please answer all of the following questions or type N/A where a question does not apply to your library.**

    - Did you use the CSLP children's slogan for *year*? Not sure? Did you get a poster from us with the slogan and hang it up? Yes you used it.
    - Did you use the CSLP teen slogan for *year*? See above
    - Did you use the CSLP adult slogan for *year*? See above

    - Did you use the CSLP Summer Reading Manual for *year*?
        a. What was the most valuable/most useful 'part' of the manual for you? Opinion

    - TOTAL number of children who registered for the summer reading program in *year*? Do you require registration? This number will always be higher than participants. We are counting registration for the reading component (minutes/books read) and NOT program registration.

    - TOTAL number of teens who registered for the summer reading program in *year*? See above

    - TOTAL number of adults who registered for the summer reading program in *year*? See above

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4. **Reading totals for *year*:**
For participants recording by time read:
If your library collected data on both minutes AND books, do NOT double count participants. The same participants do not get credit for both so choose one. Your library may count statistics for both minutes and books if **different** participants counted that way.

- TOTAL number of children who recorded by minutes read_____
  # of children who submitted a reading log/completed the program. If you have participants that did not complete your program but submitted minutes read, include them here.

- TOTAL minutes read by these children_____
- TOTAL number of teens who recorded by minutes read_____
  See above
- TOTAL minutes read by these teens_____
- TOTAL number of adults who recorded by minutes read_____
  See above
- TOTAL minutes read by these adults_____

For participants recording by books read:
- TOTAL number of children who recorded by books read_____
  # of children who submitted a reading log/completed the program. If you have participants that did not complete your program but submitted books read, include them here.

- TOTAL number of books children read_____
- TOTAL number of teens who recorded by books read_____
  See above
- TOTAL number of books teens read_____
- TOTAL number of adults who recorded by books read_____
  See above
- TOTAL number of books adults read_____

How many of your summer reading participants were participating for the first time (an estimate is fine)?
Adults _____
Children _____
Teens _____

5. Programs
A program is defined as one planned session conducted by a staff member, outside performer or other programmer – it does not include informal visits to the library to report on reading, etc.

Examples:
- Did you hold 5 book groups during the summer but the same 10 people showed up? You would have 5 programs and 50 participants.
- Guess how many jellybeans in a jar and 40 children submitted guesses? 1 program, 40 children.
  - Have 3 jellybean jars: 1 for adults, 1 for children, 1 for teens? Each counts as a program and the entries count as participants for that age group.

Childrens (C)

1. How many total programs did your library offer for children during summer *year*? _____
2. Total # of Children: _____
3. Total # of Teens at Children's Programs: _____
    a. Were these Teens volunteers or program participants?
4. Total # of Parents/Caregivers at programs for Children: _____

Teens (T)
1. How many total programs did your library offer for teens during summer *year*? _____
2. Total # of Teens: _____
3. Total # of Children at Teen Programs: _____
4. Total # of Parents/Caregivers at programs for Teens: _____

Ideally, programs designed for teens will not have any children, but in case your library allows them to come, we will collect their numbers.

Totals:
- Total number of programs (children AND teens): Total C1 and T1
- Total attendance {children AND teens (not volunteers)} of all programs Total C2, C3, T1, T3. (NOT C3a)
- How many programs of all your programs included parents/caregivers? Most often this is the total of C1 and T1. You may have programs for just teens where parents dropped them off or did not stay for the program. Minus the programs without caregivers from C1 and T1.
- Attendance of parents/caregivers for all children and teen programs? Total C4 and T4

Teen Volunteers:
- Do you have a Teen Volunteer Program?
- Number of Teen Volunteers for summer *year*: _____
- Number of hours teens volunteered at your library for summer *year*: _____

Adult Programs

- How many programs, if any, did your library offer *exclusively* for parents/caregivers (programs specifically for parents/caregivers of children) during summer *year*? _____
  Examples include: parenting programs, prenatal programs, information about schools, etc.
- Total Adult Attendance? _____ Teens: _____ Children: _____

- How many programs did your library offer exclusively for Adults (do not necessarily have children) during summer *year*? _____
  Examples include: book discussion groups, lectures, art classes, etc.
- Total Adult Attendance: _____ Teens: _____ Children: _____

  Ideally programs designed for adults will not have any children or teens, but in case your library allows them to come, we will collect their numbers.

6. Collaboration
 a. Please indicate if your library collaborated with any of the following agencies to enhance and/or promote your summer reading program:

- Schools_____
- Child care providers_____
- Summer Camps_____
- Municipality/Municipalities_____
- Literacy Providers_____
- Other local organizations_____
- Local businesses_____

b. Indicate if your library partnered with a local affiliate of a *Summer Reading at New York State* partner:

- 4-H_____
- Hunger Solutions NY_____
- Together Book Club_____
- NYS alliance of Boys and Girls Clubs_____
- New York State Reading Association_____
- NYS local Legislator, Assembly_____Senate_____

7. On-Line Registration

- Did your library use Evanced Summer Reader on-line registration tool for your summer reading program? _____
- Does your library use Evanced Summer Reader on-line registration tool throughout the year?
- Did your library use an on-line registration tool *other* than Evanced Summer Reader_____

What if I'm not sure what numbers go where?

ASK! We want to collect the most accurate statistics that we can. There is no such thing as a stupid question.