**ISTC 789 – Journal week 2**

**Abegail Prado**

**September 15, 2015 (Tuesday)**

In the morning, I attended training on Scholastic Book Fairs and it was very informative especially I am having a book fair on the 5th until 9th of October. My school hosted this training, which is open for anyone in the district of Maryland. I had a sub for that half day and I prepared a sub plan for her to read a book about cyber safety.

In the afternoon, I taught my students how to use the OPAC, prepared a PowerPoint lesson, iPad for each student, paper and pencil. After the discussion, I allowed them to look for a book that they will borrow next week and write down on a sticky note the title, author and call number. (1.2, 1.4,3.1 Efficient and Ethical information-seeking behavior, 3.3, 3.4)

**September 16, 17, 18, 2015 (Wednesday)**

All my classes had the lesson about OPAC and used the same materials for today’s activity. The Kindergartens had a storytelling. I read them the book, Chicka Chicka Boom Boom by Bill Martin Jr. and they put the letters of the alphabet on the felt board of Chicka Chicka Boom Boom. The kids love it and I also taught them the letter sounds and letter word. (1.2, 1.3, 1.4, 2.1 Literature,2.2, 2.3,3.1, 3.3, 3.4)

**September 17, 2015 (Thursday)**

Yojo, a mascot that promotes reading visited and had a short program in our school. I still met all my classes today. The program lasted for an hour. I read a book about Mojo to the class to promote reading and encourage them to buy the book and t-shirt. (2.2, 2.3)

**September 18, 2015 (Friday)**

I opened the box of Scholastic book fairs that was sent to me for my book fair in October. I posted the posters around the school and informed the reading specialist that I will begin promoting the book fair starting next week. (1.1, 5.2)

**September 21, 2015 (Monday)**

This week is check-out week for all my classes. All my Pre-K, Head Start and Kindergarten classes today had their book that I personally picked for their age level. My other classes today had a lesson about learning the OPAC. I also printed the library cards today and have them laminated. It is easier if they are holding a library card when they check-out because I do not have to ask for their names in the circulation area. I picked 1-2 books to read after the students check-out books and taught them our reading song. Today also I started promoting the book fair through our morning show program. I played an author’s video and the students are all excited for the book fair in October. (1.4, 2.2, 2.3, 3.1, 3.2, 3.3, 5.2, 1.2)

**September 22, 2015 (Tuesday)**

Today, all my morning classes had a lesson about the OPAC because I was not able to meet them last week because of the Scholastic book fair training I attended. The afternoon classes checked-out books. It was a busy day for me. I put labels on my shelves because some of them do not have labels and students are having a hard time locating their books. (1.4,3.1, 3.3, 2.3, 3.2)

**September 23, 2015 (Wednesday)**

All my students checked-out books today. I was also busy still labeling my book shelves. I also shelved some books today. A teacher asked for my help about finding a book for her student in SPED. The child is interested on the 911, so I picked him two books to read. I also discussed to the teacher the reading level of the books that are appropriate for this student. (3.1, 3.3, 2.3, 3.2, 3.3, 1.4, 5.2, 2.1, 2.4)

**September 24, 2015 (Thursday)**

All my students checked-out books today. I am glad all of them followed my directions. I played my PowerPoint lesson for 5 minutes before they looked for their books. They also remember how to use the OPAC. This was a busy day because I printed some labels for my library, prepared the activity materials for my observation tomorrow, edited my lesson plan and labeled the shelves. I also spoke with an ESOL teacher and we are going to have a collaborating project next month. I will teach my classes how to use blogging. It is very interesting and we are both looking forward to this project! I stayed until 8 PM in school today to finish some of the things I need like cutting the library cards of my students and prepare my materials for tomorrow. (3.1, 3.3, 5.2, 3.2, 1.1, 4.1)

**September 25, 2015 (Friday)**

Today, my assistant principal, Dr. Briscoe observed my third grade glass. I prepared a lesson about Makerspace. The students were so excited to begin our activity and all of them participated during the discussion. This lesson was a collaboration with third grade Science lesson about electricity, which I discussed with the Science teacher.

Most of my classes checked-out books today. I had to pick the books for the kindergarten class because I want to choose books that are appropriate for their reading level. (1.2, 1.3, 2.1, 1.4, 3.3., 5.2, 2.4, 3.1, 2.3, 3.2, 1.1)

**September 28 to October 1, 2015 (Monday to Thursday)**

All my classes this week checked-out books and was reminded that they have to return their books on the next B week Media time. I also had a collaborative talk with Ms. Redmond, the 6th Grade teacher. She and I will work on a project where I will make a template for the sixth graders on how to make an APA style citation. Also I will let the sixth grade students to check out books about poetry, black history, and bibliography of a person right after my book fair.

On Wednesday, my advisor, Dr. Robinson came to observe my third grade classes where we had our Makerspace lesson. The students were so excited and even showed their work to me during dismissal time. I also used my planning time to fix the shelves and put labels on them.

On Thursday, I had a professional leave and I was given a sub to meet my six classes. I prepared a sub plan for her to read books for them. During the day, I was busy preparing the library for the book fair. At one o’ clock, I was invited to attend the Literacy Team collaborative meeting, where we all helped each other to write a vision for the literacy program of Rosa L. Parks Elementary. It was also the best time to inform them that I will be teaching the students and teachers how to use the database and Ebooks from our online catalog, Destiny. (3.1, 3.3, 2.1, 1.1,2.4, 5.2)

**October 5-9, 2015 (Monday to Friday)**

This week was my book fair. I prepared a special schedule for all my classes so I could meet each class for 20 minutes during our book fair preview on Monday to Wednesday. I also prepared the class wish list, where I invited teachers to preview the book fair and write something they want for their class. The students can buy a book for their class as a gift for their teacher if they want. This week, I still promoted the book fair through the morning show and also showed featured books and authors.

On Monday, the principal gave me a full-time assistant, Ms. Daniels. She is a paraprofessional in the building. Also every two hours, I have another paraprofessional helping the two of us in the book fair. The students were all excited to buy, but I was not ready to sell in the morning because I had to wait for Ms. Brenda from Scholastic to teach me how to scan and use the cash register. In the afternoon, I was ready to sell and my total sales for today were $458.97. Before the students leave, I reminded them about our pajama night on Wednesday and gave them tips on how to convince their parents to buy them new books to read at home. The reading specialist and I wrote a flyer to be sent home today so parents will be informed about our Pajama Night on Wednesday.

On Tuesday, the Kindergarten students came to preview so we had to write down the titles of the book that they want to buy. Our total sales were $1,062.45.

On Wednesday, my total sales during the day were $1415.11. In the evening, we had our Pajama Monster Reading and Math Night. In the beginning of the year, I asked the Reading Specialist to help me promote my book fair. I told her that we will have bigger profit if there will be an activity in the evening, so parents can come to school and attend the activity and buy books from the book fair. We came up with the collaboration of Reading and Math. We had three groups; Head Start to Kindergarten, first to third grades and fourth to sixth grades. I placed a sign-up sheet in our teacher’s lounge for teachers to sign up and volunteer. Luckily, there were 13 teachers who helped that night. We did not expect that a lot of people would come. I think we made a good promotion for this event. We had a total of 340 students with their parents and it was jam-packed in the Media Center. Everyone was so excited and eager to buy books. That night, my total sales were $1,122.69.

On Thursday, my total sales were $980.55. It was a very busy day because I was always in the cashier. My assistants were really helpful this day. I prepared a special schedule for all students who brought money to come and buy their books. I had book talks with some of the classes who were in my collaborative planning schedule. I read them two books from the book fair.

On Friday, I did not expect that I would still have a lot of sales. I sold a total of $1348.83. After the book fair, I packed all the books and removed the posters from the hallway. The custodian was very helpful and lifted all the boxes for me. I had to stay until 7:30 PM because I could not stand all the library books that were returned this week. I had to check-in all those books, because next week will be their check-out schedule. Students were also informed that they can still purchase books through our online book fair until next week. (2.2, 2.3, 2.1, 1.2, 5.2, 3.2, 2.3, 3.2, 1.1)

**October 12, 2015 (Monday)**

Today I sent emails to all classroom teachers in each grade level and asked them what books they want their students to borrow from the library. I was glad they responded and I was able to personally pick the books that they should check-out. I checked-out books about fables for fourth grades, Hispanic person’s biography for fifth grades, living and non-living things for the kindergartens, and family and friends for the Pre-K. After they check-out, they all went back to their assigned seats and read quietly. Since the fifth graders can borrow two books, I allowed them to pick a book of their choice together with their teacher’s choice of book. They used the iPads to search for books in Destiny, our online catalog. (3.1, 3.3, 1.2, 3.3, 1.4, 3.4, 5.2, 2.4, 3.2, 2.3, 1.1)

**October 13, 2015 (Tuesday)**

Today was still check-out day for all my classes. The sixth graders can borrow two books, one is a book of their choice and the other is their teacher’s choice. The books I picked for them were about Bibliography of any prominent personality. I also picked books for the first graders about animals, and recycle, rocks and water for the second graders. Fifth to sixth grades used the iPads to find books in Destiny. I reminded them to respect the books they borrow from the library by always returning them on time, not writing on the pages and damaging the books. (1.1,3.1, 3.3, 2.3, 3.2, 3.3, 1.2, 1.4, 5.2)

**October 14, 2015 (Wednesday)**

Today, the third grade teachers wanted their students to check-out books about constellations, stars and planets. I always arrive in school before 7:00 AM, and I use that time to pick the books for all my students. I chose books for my classes today in first to sixth grades. The sixth grade teachers shared that their theme this week is about body movements. I also finished my final sales today in the book fair, which was $6,518.52. Since my schedule is getting better, I already started adding the new professional books in Destiny. I plan to organize the professional books this month. I noticed that there are many professional books missing and not yet added to our catalog. Also, there are two shelves in the office that needs to be moved in the Media Center because they are all professional books and most of them do not have barcodes. I sent emails to everyone that they can borrow these books that I just added today and I was glad that three teachers checked-out these books today.

I also subbed for the Imagine Learning program from 1:45 to 3:30 PM. I helped the ESOL teacher with the students from kindergarten to second grade. I helped them login to the website, change the headphones and help with their homework. (1.1, 2.4, 3.1, 3.3, 2.3, 3.2, 3.3, 1.2, 1.4, 5.2, 2.1, 5.3)

**October 15, 2015 (Thursday)**

Today, I picked the books again for all my classes. I also picked the Mexico books to the sixth grades, but I notice I only have a few. They were not enough for all my three sixth grade classes. I will have it noted so next year when I get another budget, I will purchase more Mexico books. This month is Hispanic Heritage Month, that is why it is very important our students read about Hispanic books, whether biography or the country of Mexico. The fifth graders used the iPads to find one book of their choice and I also helped them find a book about the biography of Hispanic people.

The fifth grade teacher, Mr. Izlar asked for my help if I could display 18 of the best projects his students did in his class and I told him I will do it on Monday because the Scholastic books are still here and blocking my display area. The sixth grade teacher, Ms. Redmond and I talked about the lessons she wants me to teach next week and also to teach her students how to cite in APA style.

I also received several new professional books today from the secretary, Ms. Recinos. I added them to the system and sent an email to everyone. (2.3, 3.2, 3.3, 2.4, 3.1, 5.2, 1.2, 1.3, 1.1)