

Year Program Guide

By: Kayla Cash

Target Audience: Kindergarten to 3rd Grade

This guide should contain all the information needed for a library to conduct 12 programs (one per month) for the target audience—the audience should be fairly consistent for all programs; for example, if your main audience is teens then that should be selected every time but you may also on occasion include tweens or families or early adults. It assumes a budget of \$4000 for the YEAR. A useful way to break this down for planning purposes would be \$1,000 per quarter.

Rubric:

Needs improvement 0-80%	Satisfactory 80-90%	Exceptional 91-100%
Missing components on any of the 12 programs; amount of detail would not allow recreation without problems	All components filled in on all 12 programs; amount of detail would allow recreation with minimal problems	All components filled in on all 12 programs; amount of detail would allow recreation with no problems; additional photos, references, etc. included
Lacking in creativity or uniqueness; limited audience appeal	Some creative; some unique ideas; some audience appeal	Super creative; unique ideas; audience appeal
One or more unrealistic timeframe, budget, marketing	Mostly realistic timeframe, budget, marketing	Realistic timeframe, budget, marketing
More than 3 grammatical issues	Less than 3 grammatical issues	No grammatical issues

#1 Program Title: Book Picnic: A Children's Book Tasting

Children in kindergarten through third grade are invited to explore new books through a fun "book tasting" experience. Just like sampling different foods at a restaurant, participants will rotate through themed tables featuring mysteries, graphic novels, animals, fairy tales, and diverse books from a variety of cultures and perspectives. The goal is to encourage a love of reading, help children discover new genres, and build confidence in choosing books independently. This event is perfect for January as families begin the new year with fresh reading goals.

AUDIENCE: [LIST ALL THAT APPLY]

- Adult
- Children
- Family
- Community Members
- Tweens
- Teens
- Early Adults

POPULAR TOPICS: [LIST ALL THAT APPLY]

- Arts & Crafts
- Hands-on
- Books & Authors
- STEM
- STEAM
- Community Engagement

THEME/SUBJECTS: [LIST ALL THAT APPLY]

Literacy, Reading, Genre Exploration, Diverse Literature

TOTAL BUDGET:

\$155

Advance Planning

- **Planning Time:** 2-3 weeks
- **Resources:** Searched ALA programming ideas and Pinterest for children's book tasting activities.
- **Steps:**
 1. Select books representing a variety of genres and reading levels.
 2. Design and print Book Tasting Menus and genre table signs.
 3. Purchase tote bags, tablecloths, and other program decorations.
 4. Create marketing materials and advertise the program.
 5. Organize books, decorate tables, and prepare participant materials.
- **Estimated Attendance:** 25–30 children and caregivers.

Marketing

The event will be promoted through the library's social media platforms, website, monthly newsletter, children's department displays, and flyers distributed to local elementary schools. A colorful picnic-themed flyer will highlight the event and encourage children to discover new books while enjoying a fun library experience.

Marketing will begin at least three weeks before the program to maximize participation.

Budget Details

Red and white checkered tablecloths (6) \$18 Dollar General

Tote Bags (30) \$75 Amazon

Woven Picnic Baskets (6) \$30 Dollar General

Artificial flowers and picnic-themed table decorations \$20 Dollar General

Reading-themed sticker assortment (100-200 stickers) \$12 Amazon

Total: \$155

Day-of-event Activity

Staff Needed: 2 Library Staff and 1 Volunteer

Children's Librarian:

1. One hour before the program, arrange books by genre and decorate tables.
2. Welcome participants and explain the Book Picnic Activity.
3. Lead group rotations and facilitate discussion.
4. Encourage families to check out the books before leaving.

Library Staff Member:

1. Assist with program setup.
2. Help children locate books and complete Book Tasting Menus.
3. Monitor genre tables, restock books as needed, and assist with checkout questions.

Volunteer:

1. Distribute pencils, Book Tasting Menus, and stickers.
2. Help younger children during table rotations.
3. Assist with cleanup and returning books to the cart after the program.

Program Execution

1. Welcome participants and explain the Book Picnic activity.
2. Give each child a Book Tasting Menu and a pencil.
3. Divide participants into small groups and assign a starting table.
4. Rotate groups through each genre table every 8-10 minutes, allowing children to browse books and record their favorites
5. Invite participants to share one new book or genre they discovered.
6. Allow time for families to check out books before leaving the library.

Attachments & References

<https://alyssateaches.com/wp-content/uploads/2019/12/Book-Tasting-Table-Signs.pdf>

https://alyssateaches.com/how-to-host-a-book-tasting/?utm_source=Pinterest&utm_medium=organic

Flyer: <https://canva.link/fchebi1qp0c1sds>

#2 Program Title: Brick Builders Challenge

Children in kindergarten through third grade are invited to participate in the Brick Builders Challenge, a hands-on STEM program that encourages creativity, problem-solving, and teamwork. Using LEGO® Classic building bricks, participants will complete an engineering challenge based on a fun theme while exploring basic design concepts. Children will have the opportunity to build, test, and share their creations in a supportive environment. This February program provides an engaging indoor activity that promotes critical thinking and imaginative play.

AUDIENCE: [LIST ALL THAT APPLY]

- Adult
- Children
- Family
- Community Members
- Tweens
- Teens
- Early Adults

POPULAR TOPICS: [LIST ALL THAT APPLY]

- Arts & Crafts
- Hands-on
- Books & Authors
- STEM
- STEAM
- Community Engagement

THEME/SUBJECTS: [LIST ALL THAT APPLY]

Engineering, Creativity, Problem Solving, Teamwork

TOTAL BUDGET:

\$280

Advance Planning

- **Planning Time:** 2-3 weeks
- **Resources:** Searched ALA programming ideas and STEM Lego building challenges
- **Steps:**
 1. Select the engineering challenge and learning objectives.
 2. Purchase LEGO Classic sets.
 3. Design and print challenge cards and instruction sheets.
 4. Create marketing materials and promote the event.
 5. Organize LEGO sets, challenge materials, and activity stations before the program.
 6. Have LEGO Books and other Engineering books on display.
- **Estimated Attendance:** 25-30 children and caregivers.

Marketing

The program will be promoted through the library's website, social media platforms, monthly newsletter, children's department displays, and flyers distributed to local elementary schools. Promotional materials will encourage children to become "Junior Engineers" while exploring creativity and teamwork through building challenges. Marketing will begin approximately three weeks before the program.

Budget Details

LEGO Classic Large Creative Brick Boxes (7) \$280 Walmart

Total: \$280

Challenge cards and instruction sheets will be printed at the library

Day-of-event Activity

Staff Needed: 2 Library Staff and 1 Volunteer

Children's Librarian:

1. Set up LEGO stations.
2. Welcome participants and explain the challenge.
3. Facilitate building and sharing.
4. Encourage families to view the book display.

Library Staff Member:

1. Assist with check-in and distribute challenge cards
2. Walk around, direct patrons, and answer library questions.
3. Monitor stations and assist with cleanup.

Volunteer:

1. Walk around and help children.
2. Encourage teamwork.
3. Assist with cleanup and organizing LEGOs after the activity.

Program Execution

1. Welcome participants and introduce the engineering challenge
2. Explain the rules and available building materials.
3. Allow 40-45 minutes for building individually or in small groups.
4. Invite participants to share their creations.
5. Encourage checkout of STEM and engineering books before leaving.

Attachments & References

<https://littlebinsforlittlehands.com/lego-activities-steam-challenges-kids/>

Flyer: <https://canva.link/0ph4m6uh44en1aj>

#3 Program Title: Nature Collage Creations

Children in kindergarten through third grade are invited to celebrate nature through a story and hands-on art activity inspired by *The Everything Trail* by Meg Fleming. After listening to the story, participants will take a short, guided nature walk around the library grounds to collect leaves, twigs, pinecones, and other natural materials. Children will then use their findings to create a unique nature collage while exploring creativity, observation, and an appreciation for the outdoors.

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- Community Members
- Tweens
- Teens
- Early Adults

POPULAR TOPICS: [LIST ALL THAT APPLY]

- Arts & Crafts
- Hands-on
- Books & Authors
- STEM
- STEAM
- Community Engagement

THEME/SUBJECTS: [LIST ALL THAT APPLY]

Nature, Literacy, Creativity

TOTAL BUDGET:

\$120

Advance Planning

- **Planning Time:** 2 weeks
- **Resources:** The Everything Trail, Pinterest, Instagram
- **Steps:**
 1. Plan the nature walk and collage activity.
 2. Purchase program materials.
 3. Gather supplies: construction paper, scissors, glue.
 4. Walk the library grounds to identify a safe collection area.
 5. Create marketing materials and promote.
 6. Prepare sample collages and organize craft stations.
 7. Prepare nature books for display.
- **Estimated Attendance:** 25–30 children and caregivers.

Marketing

The program will be promoted through the library's website, social media platforms, monthly newsletter, children's department displays, and flyers distributed to local elementary schools. Marketing will begin approximately three weeks before the program and will highlight a nature-themed story time and hands-on collage activity inspired by *The Everything Trail*.

Budget Details

Child-sized magnifying glasses (30) \$90 Amazon
Collection bags (30) \$30 Amazon

Total: \$120

Day-of-event Activity

Staff Needed: 2 Library Staff and 1 Volunteer

Children's Librarian:

1. Set up the craft area and welcome patrons.
2. Read The Everything Trail.
3. Lead the guided nature walk.
4. Demonstrate the collage activity.
5. Direct families to the nature books.

Library Staff Member:

1. Assist during the nature walk, hand out magnifying glasses.
2. Distribute materials and assist children with creating collages.
3. Monitor craft area and assist with cleanup.

Volunteer:

1. Help children collect natural materials.
2. Assist younger patrons with the collage activity.
3. Help organize materials and clean up after the program.

Program Execution

1. Welcome participants and introduce the program.
2. Read The Everything Trail aloud.
3. Lead a short, guided nature walk around the library grounds to collect natural materials.
4. Return to the programming room and demonstrate how to create a nature collage.
5. Allow participants time to complete their collages.
6. Invite children to share their artwork with the group.
7. Thank participants and encourage families to check out nature-themed books.

Attachments & References

<https://www.instagram.com/p/DXhM2iXiXpF/>

Flyer: <https://canva.link/00yda6j0rruhbr7>

#4 Program Title: Tails and Tales

In April, children in kindergarten through third grade are invited to participate in a group reading program featuring a certified therapy dog. Participants will listen to a story, learn about the therapy dog, and have the opportunity to read aloud together in a relaxed and supportive environment. The program encourages reading confidence, literacy development, and positive interactions with animals while creating an engaging experience for children and families.

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- Family
- Community Members
- Tweens
- Teens
- Early Adults

POPULAR TOPICS: [LIST ALL THAT APPLY]

- Arts & Crafts
- Hands-on
- Books & Authors
- STEM
- STEAM
- Community Engagement

THEME/SUBJECTS: [LIST ALL THAT APPLY]

Literacy, Reading, Social-Emotional Learning, Animals

TOTAL BUDGET:

\$195

Advance Planning

- **Planning Time:** 2-3 weeks
- **Resources:** Shelter Island Library Program Idea, Shelter Island Reporter
- **Steps:**
 1. Coordinate with a certified therapy dog organization and confirm a date.
 2. Select a dog book for the group reading activity.
 3. Purchase bookmarks and stickers for participants.
 4. Create marketing materials and promote the program.
 5. Prepare the reading area and organize materials before the program.
 6. Prepare dog books for checking out.
- **Estimated Attendance:** 25–30 children and caregivers.

Marketing

The program will be promoted through the library's website, social media platforms, monthly newsletter, children's department displays, and flyers distributed to local elementary schools. Marketing will begin approximately three weeks before the event and will encourage children and families to participate in a fun group literacy experience with a certified therapy dog.

Budget Details

Therapy dog fee \$150

Dog-themed bookmarks (100) \$30 Oriental Trading

Dog-themed sticker assortment (pack of 200) \$15

Total: \$195

Day-of-event Activity

Staff Needed: 2 Library Staff Members

Children's Librarian:

1. Welcome participants and introduce the therapy dog and handler.
2. Lead the group reading activity.
3. Explain appropriate ways to interact with the therapy dog. (Handler can do this).
4. Facilitate the program and answer questions.

Library Staff Member:

1. Assist with participant check-in.
2. Help children find seating and participate in the group activity.
3. Assist the therapy dog handler and monitor the program area.
4. Distribute bookmarks and stickers.
5. Help with cleanup after the event.

Program Execution

1. Welcome participants and introduce the therapy dog and handler.
2. Explain appropriate and safe ways to interact with the therapy dog.
3. Read an age-appropriate story aloud to the group.
4. Invite children to participate in a group reading activity with the therapy dog present.
5. Allow time for children to meet and interact with the therapy dog under the handler's supervision.
6. Distribute bookmarks and stickers to participants.
7. Thank the therapy dog team and families for attending.
8. Encourage patrons to check out dog related books.

Attachments & References

<https://shelterislandreporter.timesreview.com/2026/07/15/tails-and-tales-at-the-shelter-island-library/>

Flyer: <https://canva.link/s6rnziw476v3nwi>

#5 Program Title: Move and Groove Dance Party

In May, children in kindergarten through third grade and their families are invited to a Move and Groove Dance Party. Participants will move, dance, and play along to age-appropriate music representing a variety of cultures, languages, and musical traditions. Through guided dances, movement games, and fun activities, children will explore rhythm, creativity, coordination, and self-expression. Children of all abilities can participate at their own comfort level, making this an inclusive and energetic program for the whole family.

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- Family
- Community Members
- Tweens
- Teens
- Early Adults

POPULAR TOPICS: [LIST ALL THAT APPLY]

- Arts & Crafts
- Hands-on
- Books & Authors
- STEM
- STEAM
- Community Engagement

THEME/SUBJECTS: [LIST ALL THAT APPLY]

Movement, Dance, Physical Activity, Creativity, Self-Expression, Cultural Diversity

TOTAL BUDGET:

\$190

Advance Planning

- **Planning Time:** 2-3 weeks
- **Resources:** Public library movement programming ideas, children's dance and movement activities, and age-appropriate music resources
- **Steps:**
 1. Select age-appropriate music representing a variety of cultures, languages, and musical traditions.
 2. Select dances, movement games, and activities that are accessible for children with different abilities.
 3. Purchase program-specific movement equipment.
 4. Create marketing materials and promote the program.
 5. Prepare the playlist, activity instructions, and movement area before the program.
 6. Prepare books on the different styles of dance, movement, and rhythm.
- **Estimated Attendance:** 25–30 children and caregivers.

Marketing

The program will be promoted through the library's website, social media platforms, monthly newsletter, children's department displays, and flyers distributed to local elementary schools. Marketing will begin approximately three weeks before the event and

will encourage children and families to participate in an energetic and inclusive dance and movement program featuring music from a variety of cultures and traditions.

Budget Details

Children's rhythm instrument set \$100 Amazon

Dance Scarves (30) \$45 Amazon

Children's ribbon wands (30) \$45 Amazon

Total: \$190

Day-of-event Activity

Staff Needed: 2 Library Staff Members

Children's Librarian:

1. Set up the movement area and music.
2. Welcome participants and explain the activities.
3. Lead dances and movement games.
4. Introduce music from different cultures and musical traditions.
5. Encourage participation at different ability levels.

Library Staff Member:

1. Assist with distributing movement materials.
2. Monitor the activity area for safety.
3. Help children participate in activities.
4. Assist with the music and playlist as needed.
5. Help with cleanup after the program.

Program Execution

1. Welcome participants and introduce the Move and Groove Dance Party.
2. Begin with a warm-up activity.
3. Introduce the program's diverse musical selections and explain that the playlist includes music from different cultures, languages, and musical traditions.
4. Lead children through dances and movement activities.
5. Introduce rhythm instruments and allow children to move along with the music.
6. Use scarves and ribbon wands for guided movement activities.
7. Offer movement options that allow children to participate at their own comfort level and ability.
8. End with a cool-down activity.
9. Thank participants and clean up the program area.
10. Direct participants to books on dance.

Attachments & References

<https://mcgtn.libcal.com/event/15669811>

<https://hcls.librarycalendar.com/event/move-and-groove-dance-party-14540>

<https://www.movegroove.com/>

Flyer: <https://canva.link/4dkbr92qr1bxilr>

#6 Program Title: Foam Party: Summer Reading Kickoff

In June, children in kindergarten through third grade and their families are invited to celebrate the start of the library's Summer Reading Program with an outdoor foam party. Participants will enjoy music, movement, and supervised foam play in a fun, family-friendly environment. The event encourages children to stay active, celebrate reading, and connect with the library during the summer. The program provides an exciting kickoff to summer reading and creates a memorable community experience for children and families.

AUDIENCE: [LIST ALL THAT APPLY]

- Adult
- Children
- Family
- Community Members
- Tweens
- Teens
- Early Adults

POPULAR TOPICS: [LIST ALL THAT APPLY]

- Arts & Crafts
- Hands-on
- Books & Authors
- STEM
- STEAM
- Community Engagement

THEME/SUBJECTS: [LIST ALL THAT APPLY]

Summer Reading, Physical Activity, Outdoor Recreation

TOTAL BUDGET:

\$650

Advance Planning

- **Planning Time:** 3-4 weeks
- **Resources:** Public library Summer Reading programming ideas and local foam party rental companies.
- **Steps:**
 1. Schedule a professional foam party service for the Summer Reading kickoff.
 2. Schedule Kona Ice Snow Cone truck.
 3. Confirm the outdoor event location and review safety requirements with the vendor.
 4. Pay for the services.
 5. Create marketing materials and promote the program.
 6. Coordinate the event schedule with the library's Summer Reading Program.
 7. Prepare the outdoor event area and organize staff responsibilities before the program.
- **Estimated Attendance:** 40-50 children and caregivers.

Marketing

The event will be promoted through the library's website, social media platforms, monthly newsletter, and children's department displays. Marketing will begin approximately three weeks before the event and will highlight the foam party as a special Summer Reading

kickoff event. Promotional materials will include the date, time, location, recommended clothing, and information about participating in outdoor foam activities.

Budget Details

Professional foam party rental, 2 hours \$500

Kona Ice Snow Cone Truck Booking \$150 for 50 snow cones

Total: \$650

Day-of-event Activity

Staff Needed: 2 Library Staff Members

Children's Librarian:

1. Coordinate with the foam party vendor.
2. Welcome participants and introduce the Summer Reading Program.
3. Explain event expectations and safety guidelines.
4. Supervise children and answer questions about the Summer Reading Program.
5. Encourage patrons to get Snow Cones.

Library Staff Member:

1. Monitor the event area and assist families.
2. Answer questions, direct families.
3. Assist with cleanup after the event.

Program Execution

1. Welcome children and families to the Summer Reading kickoff.
2. Introduce the Summer Reading Program and explain how families can participate.
3. Review safety expectations and instructions for the foam area.
4. Begin the foam party.
5. Allow children to participate in supervised foam play and outdoor activities.
6. Provide information about Summer Reading registration and upcoming programs.
7. Thank families for attending and conclude the event.

Attachments & References

<https://jumpinjacksoxford.com/rentals/foam-parties/>

<https://memphis.librarycalendar.com/event/bubble-and-foam-party-8341>

<https://homewood.libnet.info/event/14123902>

Flyer: <https://canva.link/eorpl5v8k7bsx6g>

#7 Program Title: Touch-a-Truck Day

In July, children in kindergarten through third grade and their families are invited to explore a variety of community vehicles during Touch-a-Truck Day. Participants will have the opportunity to climb inside vehicles, meet the community helpers who operate them, and learn how different vehicles serve the community. Featured vehicles may include a fire truck, police car, ambulance, utility truck, construction equipment, or other service vehicles provided by local community partners. This interactive program encourages curiosity, community engagement, and hands-on learning while helping children become familiar with the people who help keep the community safe.

AUDIENCE: [LIST ALL THAT APPLY]

- Adult
- Children
- Family
- Community Members
- Tweens
- Teens
- Early Adults

POPULAR TOPICS: [LIST ALL THAT APPLY]

- Arts & Crafts
- Hands-on
- Books & Authors
- STEM
- STEAM
- Community Engagement

THEME/SUBJECTS: [LIST ALL THAT APPLY]

Safety, Community Helpers, Transportation

TOTAL BUDGET:

\$600

Advance Planning

- **Planning Time:** 3-4 weeks
- **Resources:** Public library Touch-a-Truck programming ideas and local community partnerships.
- **Steps:**
 1. Contact the local fire department, police department, EMS, public works department, and local businesses to invite them to participate.
 2. Purchase take-home items and event signage.
 3. Create marketing materials and promote the program.
 4. Design the event layout and establish safe walking paths between vehicles.
 5. Prepare a display of books about transportation, construction, and community helpers.
- **Estimated Attendance:** 40-50 children and caregivers

Marketing

The event will be promoted through the library's website, social media, the monthly newsletter, and children's department displays. Marketing will begin about four weeks before the event and will encourage families to meet local community helpers and explore real service vehicles through a hands-on learning experience.

Budget Details

Community partner honorariums \$300
Construction hats (50) \$90 Amazon
Safety vests (40) \$60 Amazon
Transportation coloring books \$60 Amazon
Event decorations \$90 Amazon

Total: \$600

Day-of-event Activity

Staff Needed: 2 Library Staff Members and 2 Volunteers

Children's Librarian:

1. Welcome participants and introduce the event.
2. Explain safety expectations before exploring the vehicles.
3. Introduce each community partner.
4. Encourage families to visit the transportation book display.

Library Staff Member:

1. Assist with participant check-in.
2. Help direct families through each vehicle station.
3. Answer questions and monitor the event area.
4. Answer general questions and assist participating agencies as needed.

Community Volunteers:

1. Help direct families through activity stations.
2. Assist children with entering and exiting vehicles safely.
3. Assist with cleanup after the program.

Program Execution

1. Welcome participants and introduce the community partners.
2. Review safety expectations for exploring the vehicles.
3. Allow families to rotate freely between vehicle stations.
4. Encourage children to ask questions and interact with community helpers.
5. Offer time for photos with the vehicles.
6. Invite families to browse transportation and community helper books before leaving.
7. Thank all participating organizations and volunteers.

Attachments & References

<https://www.cityofhernando.org/Home/Components/Calendar/Event/5774/255>

<https://touchatruck.com/>

Flyer: <https://canva.link/deh16p1gp7k7b78>

#8 Program Title: Back-to-School Science Lab

In August, children in kindergarten through third grade are invited to become junior scientists during the library's Back-to-School Science Lab. Participants will rotate through hands-on science stations where they will conduct simple experiments, make observations, and explore basic scientific concepts. Activities such as creating elephant toothpaste, making slime, and experimenting with color mixing will encourage curiosity, critical thinking, and problem-solving while helping children get excited about learning as they begin a new school year.

AUDIENCE: [LIST ALL THAT APPLY]

- Adult
- Children
- Family
- Community Members
- Tweens
- Teens
- Early Adults

POPULAR TOPICS: [LIST ALL THAT APPLY]

- Arts & Crafts
- Hands-on
- Books & Authors
- STEM
- STEAM
- Community Engagement

THEME/SUBJECTS: [LIST ALL THAT APPLY]

Science, Observation, Problem Solving

TOTAL BUDGET:

\$450

Advance Planning

- **Planning Time:** 2-3 weeks
- **Resources:** STEM programming ideas, Science Buddies, Little Bins for Little Hands.
- **Steps:**
 1. Select age-appropriate science experiments and supplies.
 2. Purchase reusable science equipment and experiment materials.
 3. Test each experiment before the program.
 4. Prepare experiment instructions and station signs.
 5. Create marketing materials and promote the event.
 6. Organize science stations and prepare a STEM-themed book display.
- **Estimated Attendance:** 25-30 children and caregivers

Marketing

The program will be promoted through the library's website, social media platforms, monthly newsletter, children's department displays, and flyers distributed to local elementary schools. Marketing will begin approximately three weeks before the event and encourage children to explore science through fun, hands-on experiments as they head back to school.

Budget Details

Children's STEM Science Kit (reusable) – \$150 Amazon

Safety goggles (30) – \$75 Amazon

Beakers, measuring cups, droppers, trays, and test tubes (reusable) – \$125 Amazon
Experiment supplies (baking soda, vinegar, food coloring, dish soap, balloons, cornstarch, cups, measuring spoons, etc.) – \$100 Walmart

Total: \$450

Day-of-event Activity

Staff Needed: 2 Library Staff Members and 1 Volunteer

Children's Librarian:

1. Set up the science stations before the program.
2. Welcome participants and explain laboratory safety.
3. Demonstrate each science experiment.
4. Encourage children to ask questions and make observations.
5. Introduce STEM-related books available for checkout.

Library Staff Member:

1. Assist with participant check-in.
2. Help children complete each experiment.
3. Restock experiment materials as needed.
4. Monitor stations and assist with cleanup.

Volunteer:

1. Assist children during the experiments.
2. Help younger participants follow instructions safely.
3. Organize materials and assist with cleanup.

Program Execution

1. Welcome participants and introduce the Back-to-School Science Lab.
2. Review laboratory safety rules and explain each experiment station.
3. Divide participants into small groups and rotate through the science stations.
4. Allow children to complete hands-on experiments while making observations and recording what they discover.
5. Invite participants to share their favorite experiment and something they learned.
6. Encourage families to browse STEM and science books before leaving.
7. Thank participants for attending.

Attachments & References

<https://littlebinsforlittlehands.com/>

<https://www.amybrownsience.com/2018/08/returning-to-your-lab-after-summer.html>

<https://www.sciencebuddies.org/stem-activities>

Flyer: <https://canva.link/e6wlyt3bxdu49kl>

#9 Program Title: Apple and Pumpkin Painting

In September, children in kindergarten through third grade and their families are invited to celebrate the beginning of fall with an Apple & Pumpkin Painting program. Participants will decorate mini pumpkins and create apple-inspired artwork using paint, stamps, and other creative materials. This hands-on program encourages artistic expression, fine motor skills, and seasonal creativity while offering families a fun fall activity to enjoy together at the library.

AUDIENCE: [LIST ALL THAT APPLY]

- Adult
- Children
- Family
- Community Members
- Tweens
- Teens
- Early Adults

POPULAR TOPICS: [LIST ALL THAT APPLY]

- Arts & Crafts
- Hands-on
- Books & Authors
- STEM
- STEAM
- Community Engagement

THEME/SUBJECTS: [LIST ALL THAT APPLY]

Art, Fall, Creativity, Seasonal Activities

TOTAL BUDGET:

\$250

Advance Planning

- **Planning Time:** 2-3 weeks
- **Resources:** Public library fall craft programming ideas, Pinterest, children's fall art activities
- **Steps:**
 1. Select fall-themed painting ideas appropriate for age group.
 2. Purchase apples, mini pumpkins, and art supplies.
 3. Prepare craft examples for participants.
 4. Create marketing materials.
 5. Organize supplies.
 6. Prepare a fall-themed book display.
- **Estimated Attendance:** 25-30 children and caregivers

Marketing

The program will be promoted through the library's website, social media platforms, monthly newsletter, children's department displays, and flyers distributed to local elementary schools. Marketing will begin approximately three weeks before the event and will encourage children and families to celebrate the beginning of fall through a creative hands-on library activity.

Budget Details

Mini pumpkins (30) – \$90 Kroger
Apples (30) – \$45 Kroger

Additional washable paint colors and craft supplies (library may already have some paint and supplies available) – \$40 Amazon/Walmart

Paint brushes, sponges, and paint palettes (30) – \$35 Amazon

Table covers, paper towels, and cleanup supplies – \$25 Dollar General

Fall decorations for craft area – \$15 Dollar General

Total: \$250

Day-of-event Activity

Staff Needed: 2 Library Staff Members

Children's Librarian:

1. Set up the craft stations and welcome participants.
2. Introduce the Apple & Pumpkin Painting activity and demonstrate painting techniques.
3. Assist children with the activity and encourage creativity.
4. Highlight fall-themed books available for checkout.

Library Staff Member:

1. Assist with participant check-in.
2. Distribute apples, pumpkins, and craft supplies.
3. Help children during the painting activity.
4. Monitor the craft area and assist with cleanup.

Program Execution

1. Welcome participants and introduce the Apple & Pumpkin Painting activity.
2. Explain the painting options and demonstrate different techniques.
3. Allow children to decorate their pumpkins and create apple-inspired artwork.
4. Encourage children to share their creations with the group.
5. Invite families to explore fall-themed books available for checkout.
6. Thank participants for attending.

Attachments & References

<https://solanolibrary.libnet.info/event/14639132>

<https://memphis.librarycalendar.com/event/pumpkin-palooza-13606>

<https://www.pinterest.com/texasdogmom/library-pumpkin-contest/>

Flyer: <https://canva.link/fu4dxeoikybjd02>

#10 Program Title: Library Haunted House

In October, children in kindergarten through third grade and their families are invited to experience a kid-friendly haunted house at the library. Participants will explore a spooky but age-appropriate walkthrough featuring themed decorations, interactive stations, and Halloween activities. The event encourages creativity, imagination, and community engagement while providing families with a fun way to celebrate Halloween at the library.

AUDIENCE: [LIST ALL THAT APPLY]

- Adult
- Children
- Family
- Community Members
- Tweens
- Teens
- Early Adults

POPULAR TOPICS: [LIST ALL THAT APPLY]

- Arts & Crafts
- Hands-on
- Books & Authors
- STEM
- STEAM
- Community Engagement

THEME/SUBJECTS: [LIST ALL THAT APPLY]

Halloween, Creativity

TOTAL BUDGET:

\$450

Advance Planning

- **Planning Time:** 3-4 weeks
- **Resources:** Public library Halloween programming ideas, Pinterest, and community event ideas
- **Steps:**
 1. Plan age-appropriate haunted house route and activities.
 2. Purchase decorations and materials.
 3. Create craft stations throughout the space.
 4. Recruit staff and volunteers for setup and event assistance.
 5. Create marketing materials.
 6. Prepare Halloween-themed books for display.
- **Estimated Attendance:** 25-30 children and caregivers

Marketing

The event will be promoted through the library's website, social media platforms, monthly newsletter, children's department displays, and flyers distributed to local elementary schools. Marketing will begin approximately four weeks before the event and will highlight the Haunted House as a family-friendly Halloween experience at the library. Promotional materials will emphasize that the event is designed for children and will be fun rather than frightening.

Budget Details

Halloween decorations (cobwebs, lights, hanging decorations, signs, themed props) – \$175 Amazon/Dollar General
Inflatable Halloween decorations and photo area supplies – \$75 Amazon
Candy for trick-or-treat stations (pre-packaged candy) – \$100 Sam's Club
Craft supplies for Halloween activity stations – \$50 Amazon/Walmart
Table covers and cleanup supplies – \$50 Dollar General

Total: \$450

Day-of-event Activity

Staff Needed: 2 Library Staff Members and 3 Volunteers

Children's Librarian:

1. Coordinate setup and organize the haunted house route.
2. Welcome participants and explain event expectations.
3. Oversee the event and assist with any questions or concerns.
4. Highlight Halloween-themed books available for checkout.

Library Staff Member:

1. Assist with decorations and activity stations.
2. Manage participant flow throughout the Haunted House.
3. Monitor the event area and assist families.
4. Help with cleanup after the program.

Volunteers:

1. Assist with decorating and preparing the Haunted House before the event.
2. Guide families through the Haunted House route.
3. Manage trick-or-treat stations and distribute candy.
4. Assist children during the Halloween craft activity.
5. Help clean up decorations and return the space to its original setup.

Program Execution

1. Welcome participants and explain the Haunted House experience.
2. Remind families that the event is designed to be fun and age-appropriate.
3. Allow families to walk through the decorated Haunted House.
4. Provide themed stations throughout the experience, including trick-or-treat stops.
5. Offer a Halloween-themed craft activity after the walkthrough.
6. Encourage families to explore Halloween and spooky books available for checkout.
7. Thank participants for attending.

Attachments & References

<https://www.alsc.ala.org/blog/2015/08/turning-your-library-into-a-haunted-house/>

<https://programminglibrarian.org/programs/haunted-library-0>

Flyer: <https://canva.link/bsil2i0prqzcxna>

#11 Program Title: Thankful Community Mural

In November, children in kindergarten through third grade and their families are invited to participate in a collaborative Thankful Community Mural. Participants will create individual pieces of artwork representing something they are thankful for, which will then be combined into a large display at the library. This program encourages creativity, gratitude, and community connection while allowing children and families to see their contributions represented in the library space.

AUDIENCE: [LIST ALL THAT APPLY]

- Adult
- Children
- Family
- Community Members
- Tweens
- Teens
- Early Adults

POPULAR TOPICS: [LIST ALL THAT APPLY]

- Arts & Crafts
- Hands-on
- Books & Authors
- STEM
- STEAM
- Community Engagement

THEME/SUBJECTS: [LIST ALL THAT APPLY]

Art, Thanksgiving, Community Engagement, Creativity

TOTAL BUDGET:

\$160

Advance Planning

- **Planning Time:** 2-3 weeks
- **Resources:** Public library community art programs and collaborative mural ideas
- **Steps:**
 1. Plan the mural design and determine how participant artwork will be displayed.
 2. Purchase art supplies and display materials.
 3. Create marketing materials and promote the event.
 4. Prepare craft stations and organize supplies.
 5. Designate a location in the library to display the finished mural.
- **Estimated Attendance:** 25-30 children and caregivers

Marketing

The program will be promoted through the library's website, social media platforms, monthly newsletter, children's department displays, and flyers distributed to local elementary schools. Marketing will begin approximately three weeks before the event and will encourage families to contribute to a community artwork celebrating gratitude and connection.

Budget Details

Large roll of mural paper (2 rolls) – \$30 Amazon

Cardstock sheets for individual artwork pieces (100 sheets) – \$40 Amazon

Washable markers and colored pencils – \$40 Amazon/Walmart

Adhesive supplies (double-sided tape, mounting squares, and labels) – \$40 Dollar General

Decorative materials (stickers, letter cutouts, and border decorations) – \$10 Dollar General

Total: \$160

Day-of-event Activity

Staff Needed: 2 Library Staff Members

Children's Librarian:

1. Prepare the mural area and welcome participants.
2. Introduce the purpose of the community mural.
3. Explain the activity and encourage creativity.
4. Help participants add their artwork to the display.
5. Encourage families to explore books about gratitude and kindness.

Library Staff Member:

1. Assist with participant check-in.
2. Distribute art supplies and help children complete their artwork.
3. Monitor the craft area.
4. Assist with displaying finished artwork and cleanup.

Program Execution

1. Welcome participants and introduce the Thankful Community Mural.
2. Explain that each participant will create artwork showing something they are thankful for.
3. Provide participants with art supplies and allow time to create their contribution.
4. Add completed artwork to the collaborative mural.
5. Invite families to view the completed community display.
6. Encourage participants to check out books about gratitude, kindness, and community.
7. Thank families for contributing to the library mural.

Attachments & References

<https://www.pinterest.com/lcancelleri/children-s-art-murals-displays/>

<https://www.happyfamilyart.com/art-lessons/watercolor-art-lessons/fun-mural-painting-art-lesson/>

Flyer: <https://canva.link/fkvmgb0qv2nt7y2>

#12 Program Title: Gingerbread House Workshop

In December, children in kindergarten through third grade and their families are invited to participate in a Gingerbread House Workshop at the library. Participants will decorate pre-built gingerbread houses using a variety of festive supplies while enjoying time together with family. This hands-on program encourages creativity, family engagement, and seasonal fun while providing children with an opportunity to participate in a special holiday library event.

AUDIENCE: [LIST ALL THAT APPLY]

- Adult
- Children
- Family
- Community Members
- Tweens
- Teens
- Early Adults

POPULAR TOPICS: [LIST ALL THAT APPLY]

- Arts & Crafts
- Hands-on
- Books & Authors
- STEM
- STEAM
- Community Engagement

THEME/SUBJECTS: [LIST ALL THAT APPLY]

Art, Creativity, Holidays, Family

TOTAL BUDGET:

\$500

Advance Planning

- **Planning Time:** 2-3 weeks
- **Resources:** Public library holiday programming ideas and gingerbread house workshop examples.
- **Steps:**
 1. Determine the number of participants and purchase supplies.
 2. Purchase pre-built gingerbread house kits and decorating materials
 3. Create marketing materials to promote the program
 4. Order/prepare tables and décor for stations
 5. Create a holiday book display
 6. Organize cleanup and staff responsibilities.
- **Estimated Attendance:** 25-30 children and caregivers

Marketing

The program will be promoted through the library's website, social media platforms, monthly newsletter, children's department displays, and flyers distributed to local elementary schools. Marketing will begin approximately three weeks before the event and will highlight the Gingerbread House Workshop as a special holiday family program at the library. Promotional materials will encourage families to enjoy a creative holiday activity.

Budget Details

Pre-built gingerbread house kits (30) – \$300 Amazon/Walmart

Holiday snacks and refreshments (cookies, individually packaged treats, bottled water) – \$75 Sam's Club

Icing bags and decorating supplies – \$50 Amazon
Table covers and cleanup supplies – \$50 Dollar General
Holiday decorations for program area – \$25 Dollar General

Total: \$500

Day-of-event Activity

Staff Needed: 2 Library Staff Members

Children's Librarian:

1. Set up decorating stations before the program.
2. Welcome participants and explain the activity.
3. Demonstrate decorating ideas and encourage creativity.
4. Highlight holiday and winter books available for checkout.

Library Staff Member:

1. Assist with participant check-in.
2. Distribute gingerbread house kits and decorating supplies.
3. Help families during the activity.
4. Distribute snacks and refreshments.
5. Monitor the program area and assist with cleanup.

Program Execution

1. Welcome participants and introduce the Gingerbread House Workshop.
2. Explain decorating and distribute gingerbread house kits and supplies.
3. Demonstrate different decorating techniques.
4. Allow children and families time to decorate their gingerbread houses.
5. Invite participants to share their creations with the group.
6. Provide snacks and refreshments after the activity
7. Encourage families to explore holiday and winter books available for checkout.
8. Thank participants for attending.

Attachments & References

<http://www.adventuresinstorytime.com/2019/12/mini-gingerbread-house-family-stem.html>

<https://events.columbuslibrary.org/event/14812599>

Flyer: <https://canva.link/j0wc4ssxrosiou>