

*Service * Education * Economic Development * Science*
S.E.E.D.S., Inc.

S.E.E.D.S., Inc.
*Start-A-Library*TM Manual
BALAI VILLAGE
NORTHERN REGION
2019

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I. Background Information

S.E.E.D.S. Start -A- Library Project is an initiative of S.E.E.D.S., Inc., a New York State non-governmental organization (NGO). The concept of the Start- A-Library Project was planted in 1992. In 1992, Jacqueline Wright and four other teachers began meeting regularly in New York City to plan a trip to Ghana. During their initial visit to the five teachers had an opportunity to stay in a rural village in the Volta Region. This was an especially rewarding visit. Jacqueline and the other four teachers had opportunities to interact with students, parents and learn about rural education. One of the lessons learned during that initial visit to the Volta Region was that rural schools needed books.

After the 1992 visit, Jacqueline corresponded with several of the Ghanaians she met during her 1992 visit. As a result of her Volta Region and other Ghanaian experiences as well as the eloquent urgings of many Ghanaians, she sought to develop a means by which students and others could share in the benefits of cross-cultural exchange.

During the winter and spring of 1993, Jacqueline conceptualized a school-based initiative that facilitated communications between students and teachers U.S. schools and their counterparts in other countries. It was her vision that this undertaking would help to “plant the seeds of interest, understanding and cooperation within our children and ourselves”. In the summer of 1993, Jacqueline and her husband, Akinlabi E. A. Mackall completed a preliminary project design called, ***SEEDS: Food for Learning***, which blended standard academic , interdisciplinary and cooperative learning activities with enriching non-academic projects. This initial undertaking put students and teachers at Jacqueline’s home school, Community Intermediate School 229 (CIS 22) in the Bronx, New York in contact with students and teachers at Avenorpedo Junior Secondary School in the Volta Region.

In a separate collaborative effort, Jacqueline Wright and Malvice Jefferson co-founded ***Books Across Ghana*** (BAG). A project to establish mini-libraries in rural Ghanaian villages. The two solicited an assortment of books and teaching aids for the project and identified four sites to receive the library collections: Avenorpedo Junior Secondary School and VeKoloenu Primary schools in the Volta Region and Nkwatia Kwahu and Bepong community libraries in the Eastern Region. Jacqueline and Malvice departed New York on July 19, 1993 with their thirteen-carton cargo. The second trip was also extremely successful.

Evolving from her work on ***Books Across Ghana*** and enthused by her second trip to Ghana, Jacqueline initiated the second ***SEEDS*** effort, the ***SEEDS Start-A-Library*** project in February 1994. Shortly thereafter, she began another book drive and donors contributed a generous supply of new and used books, periodicals and teaching aids. On July 16, 1994, Jacqueline embarked on her third trip to Ghana. She traveled with her daughter, Abena, a second grader, and Bonnie Carr, a Community Intermediate School 229 colleague. The trio spent seven weeks in Ghana. They traveled extensively, meeting people and making friends throughout the country. They added new volumes to some previously established libraries and set up four new “starter libraries” at Akotobinsin Methodist Primary and University Practice Secondary schools in the Central Region, Christ International School in the Brong Ahafo Region and Peters Educational Center in the Ashanti Region.

S.E.E.D.S., Inc

S.E.E.D.S., Inc. is a small international non-governmental organization (NGO) co-founded in the early 1990s by Jacqueline Wright and Akinlabi (E. Anthony Mackall). **S.E.E.D.S.**, is an acronym for Service, Education, Economic Development and Science. S.E.E.D.S., has evolved from an

ad hoc single project effort into an ongoing tax-exempt, volunteer organization.

II. LIBRARY MAINTENANCE & SET UP

Each ***Start-A-Library*** will contain at least 200 volumes of multiple genres including children's books, young adult books, young adult books, literature, fiction, non-fiction, social studies, science, and reference books. The ***Start-A-Libraries*** will be housed in existing structures connected to or adjacent to a village school. The libraries will be voluntarily set up and maintained by teachers and students as decided by individual villages in collaboration with the S.E.E.D.S., Inc. ***Start- A-Library*** project. The Start-A-Library may be circulating libraries to the extent determined feasible by school staff and villagers. Student and adult borrowing privileges shall be determined by school/library volunteers. However, it is our hope that students and adults will be allowed to borrow books for a period determined by school/library volunteers.

The books will be kept on shelves or other appropriate apparatus designed and built by villagers.

Books will be inspected and repaired as needed, and replaced by S.E.E.D.S., Inc. when financially and logistically feasible. It is also our hope that villagers, school staff or others will be encouraged to provide additional Ghanaian authored books to the library collections ongoingly.

Preparing Books for Circulation

For purposes of maintenance and record keeping, each book will have a library book pocket affixed to the back cover of the book. The library book pocket will contain an index card with the following information in ink: The following information will be included on the index card: Book Title and Author.

Suggested Book Borrowing Procedure

- 1.) Remove the index card from the pocket. Check to see that the title and Author are written on the index card. If not, get an index card and prepare a record card for the book by writing the Title and Author's name on the index card.
- 2.) Write the borrower's name on the first line of the card.
- 3.) Stamp the date the book is borrowed to the right of the borrower's name.
- 4.) Place the card in alphabetically, by the title of the book.

Suggested Book Returning Procedure

- 1.) Go to the File Box and find the index card bearing the title of the book being returned.
- 2.) Stamp the return date to the right of the date the book was borrowed.
- 3.) Place the index card in the pocket affixed to the back cover of the book.

4.) Inspect the book for tears, etc. If the book is worn or torn, use cellophane tape to repair it. If the book is in good condition , return it to the shelf.

Repairing Books

Books should be inspected periodically for damage. If there are torn pages, repair them using cellophane tape. Repair is stronger if tape is applied to both sides of the page. Encourage borrowers to handle books gently.

Housekeeping

Books and book shelves should be dusted on a regular basis. This will help books last longer. Books should also be protected when possible from moisture.

III. SUGGESTIONS FOR USE OF THE LIBRARY

The Start-A-Library collections contain many recently published multi-Cultural children's books both fiction and non-fiction. The books are at all levels and interests. The books may be useful as supplementary material to school required textbooks. Student and teachers should be encouraged to borrow books pertaining to science discovery, world history and English language.

In addition to the use of the libraries as lending libraries, students, teachers and villagers may be encouraged to use the library as a resource center, a place to visit, read, do research and study. The library may evolve into a meeting place for parents and others to gather and discuss issues of the day, their children and the future

We hope that the library will become an empowering component of the community that fosters life-long learning, thinking and problem solving.

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