

## AGENDA

Council on Library and Network Development (COLAND) May Meeting

Friday, May 10, 2019, 9:00 a.m. – 3:00 p.m.

Join in person: Tomahawk Middle School | 1048 East Kings Road | Tomahawk, WI 54487

Join by Skype: <https://meet.lync.com/widpiprd/alison.hiam/FTFP07JL>

Join by phone: (872) 703-5321 Conference ID: 89395101

- |    |   |   |                                       |
|----|---|---|---------------------------------------|
| 1. | <b>Call to Order (9:00 a.m.)</b>  | Bryan McCormick, Chair                    | Action                                |
|    | Roll Call/Determination of Quorum   | Becki George, Secretary                   | Information                           |
|    | Adoption of Agenda  | All                                       | Action                                |
|    | <a href="#">Approval of March 8, 2019 meeting minutes</a>   | All                                       | Action                                |
| 2. | <b>Welcome to Tomahawk Middle School</b>  | Peg Billings,<br>Library Media Specialist |                                       |
| 3. | <b>Report of the Chair</b><br>Officer Update, Biennial Report Update  | Bryan McCormick                           | Information,<br>discussion,<br>action |
| 4. | <b>PLSR Update</b> [Public Library System Standards s. 43.07(1)]<br><a href="#">Listening Session Report</a>  | DPI Staff                                 | Information,<br>discussion            |
| 5. | <b>Meeting with Carolyn Stafford Taylor</b><br>[Advise the State Superintendent s. 43.07(3)]  | Carolyn Stafford Taylor                   | Information,<br>discussion            |
|    | <b>Lunch - Next Steps</b>   |   | Discussion                            |
| 6. | <b>DPI Updates</b> [Biennial Reports s. 43.07(4), (5), (7)]<br><a href="#">DPI Update - May, 2019</a><br>Legislative Update [Biennial Library Service Budget s. 43.07(6)]   | DPI Staff                                 | Discussion                            |
| 7. | <b>Agenda Building</b><br>Future Locations <ul style="list-style-type: none"> <li>● July (7/12/19) - Platteville</li> <li>● September (9/13/19) – possibly Kenosha Public Schools (Liesch)</li> <li>● November (11/8/19)</li> </ul> Announcements | All                                       | Discussion                            |
| 8. | <b>Tour of Tomahawk School Library</b>  | Peg Billing                               | Information,                          |
| 9. | <b>Adjournment (3:00 p.m.)</b>  | Bryan McCormick                           | Action                                |

**43.07 Council on library and network development.** The state superintendent and the division shall seek the advice of and consult with the council on library and network development in performing their duties in regard to library service. The state superintendent or the administrator of the division shall attend every meeting of the council. The council may initiate consultations with the department and the division. The council shall:

- (1) Make recommendations to the division in regard to the development of standards for the certification of public librarians and standards for public library systems under s. 43.09.
- (2) Advise the state superintendent in regard to the general policies and activities of the state's program for library development, interlibrary cooperation and network development.
- (3) Advise the state superintendent in regard to the general policies and activities of the state's program for the development of school library media programs and facilities and the coordination of these programs with other library services.
- (4) Hold a biennial meeting for the purpose of discussing the report submitted by the state superintendent under s. 43.03 (3) (d). Notice of the meeting shall be sent to public libraries, public library systems, school libraries and other types of libraries and related agencies. After the meeting, the council shall make recommendations to the state superintendent regarding the report and any other matter the council deems appropriate.
- (5) On or before July 1 of every odd-numbered year, transmit to the state superintendent a descriptive and statistical report on the condition and progress of library services in the state and recommendations on how library services in the state may be improved. The state superintendent shall include the report as an addendum to the department's biennial report under s. 15.04 (1) (d).
- (6) Review that portion of the budget of the department relating to library service. Recommendations of the council in regard to the budget shall accompany the department's budget request to the governor.
- (7) Receive complaints, suggestions and inquiries regarding the programs and policies of the department relating to library and network development, inquire into such complaints, suggestions and inquiries, and advise the state superintendent and the division on any action to be taken.

**History:** 1979 c. 347; 1983 a. 524; 1985 a. 177; 1995 a. 27; 1997 a. 27.

## **COLAND**

### **Minutes of the March 8, 2019 Meeting**

Council on Library and Network Development  
Milwaukee Public Library - Mitchell Street Branch  
906 W. Historic Mitchell St.  
Milwaukee, WI 53204  
9:00 a.m. – 3:00 p.m.

#### **Members Present:**

Terrence Berres, Franklin (virtual)  
Joan Robb, Green Bay (virtual)  
Becki George, Rice Lake  
Jacqueline Liesch, Kenosha  
Bryan McCormick, Janesville  
Dennis Myers, Germantown  
Kathy Pletcher, Denmark (joined meeting at 9:38 am)  
James O'Hagan, Racine  
Martha Van Pelt, Madison  
Kristi Williams, Cottage Grove (virtual)  
Jess Ripp, Milwaukee

#### **Members Absent:**

Nick Dimassis, Beloit  
Miriam Erickson, Fish Creek  
Doug Lay, Suamico  
M. T. Boyle, Burlington  
Svetha Hetzler, Sun Prairie

#### **DPI Staff:**

Martha Berninger  
John DeBacher  
Alison Hiam  
Kurt Kiefer  
Ben Miller  
Monica Treptow

#### **Guests:**

John Thompson, Indianhead Federated Library System  
Paula Keily, Milwaukee Public Library  
Anthony Fraus, Milwaukee Public Library

## **1. Call to Order**

Meeting was called to order by Chair Bryan McCormick at 9:14 am

Call/Determination of Quorum

A quorum of 10 members was present. Kathy Pletcher joined the meeting, by phone, at 9:38 am.

Adoption of Agenda

Motion to approve the agenda by Van Pelt, second by Myers. The meeting agenda was approved as printed

Approval of January 11, 2019 Meeting Minutes

Motion by Van Pelt, second by O'Hagen

## **2. Welcome to Mitchell Street Branch of Milwaukee Public Library**

COLAND members were welcomed to the Mitchell Street Branch of the Milwaukee Public Library by Paula Kiely and Anthony Fraus. This is the newest branch library in the Milwaukee Public Library System, replacing the Forest Home Library site. The site includes urban housing. This project is helping to revitalize the surrounding neighborhoods. Tony Fraus welcomed COLAND and shared how the Library Branch is the centerpiece of the community. He noted that the branch serves the most densely populated area of Milwaukee, in terms of children and young adult populations.

## **3. Report of the Chair**

Chair Bryan McCormick asked for clarification about where the public meeting notice for COLAND meetings is distributed.

## **4. PLSR Report**

[Public Library System Standards s. 43.07(1)]

PLSR Committee Chairs, John Thompson and Paula Keily reported that PLSR has officially signed off on the report, submitting it to the State Superintendent's Office after reviewing feedback and making final edits. During the final stages of preparing the final report, the Steering Committee spent three, lengthy virtual meetings to fully review the document. Additions include acknowledgements, recognizing groups and individuals who were instrumental in assisting the PLSR Steering Committee Team to complete the final report.

Thompson reviewed the seven recommendations included in the final report contents. Kiefer added that a measure of success of the project, that has been achieved, was to reach the end of the process with stakeholders knowing about the project from beginning to end. The PLSR project started in September of 2015. The final report provides a framework to guide decision making about delivery of services in the Wisconsin Public Library Systems, moving forward. In the report, it is suggested that implementation of the report recommendations be carried out by an appointed Task Force, yet to be determined. A concluding step for the Steering Committee leadership is to ask COLAND to take formal action to accept of the final report. It was suggested that the statement might also include a directive to DPI staff to identify a timeline and “roadmap” that would prioritize and clarify the next steps for implementation of the recommendations.

The final report recommendations are directly related to the overarching project goal of improving library services around the state through increased collaboration. It is possible to clarify statutory language about service requirements through defined library standards, which may be a result of the recommendations.

Throughout the presentation, COLAND members and presenters discussed topics related to the recommendations. COLAND members asked about where questions about the final report will be directed. Response included information that the PLSR website will remain online until sometime in 2020, when management of the site will be turned over to DPI.

### **Lunch break 11:25-noon**

Motion by Myers to officially accept the final PLSR report and move forward on the State Superintendent’s request for gathering feedback through listening sessions that would inform the implementation stages. Second by O’Hagen. Motion carried.

## **5. PLSR Listening Sessions**

[Information, discussion Public Library System Standards s. 43.07(1)]

John DeBacher presented information about plans for the distribution of the final PLSR report and listening sessions. Debacher shared information about COLAND member and DPI staff attendance at and logistics for the meetings. Messaging about upcoming sessions will be shared in a variety of formats. In addition to the statewide listening sessions, and while not an official listening session, there will be a WAPL Conference presentation that could be an opportunity to gather feedback. Data from the listening sessions is to be summarized and shared prior to the next COLAND meeting on May 10, 2019. Kiefer asked for interested COLAND members to participate in crafting the summary of the listening sessions. Liesch and Pletcher will work on a format for reporting on the listening sessions; McCormick will work with DPI staff on the draft of the final summary for the State Superintendent.

## Questions for Listening Sessions

COLAND reviewed the prompts prepared by Liesch and Pletcher. Suggestions were made about how the prompts be used at upcoming listening sessions. Next steps include preparing listening session templates for input and summary, and preparing the final summary for the State Superintendent, by May 3rd, prior to the May 10, 2019 COLAND meeting.

### **6. Lunch – 11:25-noon**

### **7. DPI Update**

[Biennial Reports s. 43.07(4), (5), (7)]

A written DPI report was submitted for COLAND members to review prior to the meeting. A question was raised about how information about local data input for DPI surveys is gathered. George requested that DPI Staff continue to advocate for school library media staff to be included when Districts gather data for the Digital Learning Survey.

### **8. Legislative Update**

[Information, discussion - Biennial Library Service Budget s. 43.07(6)]

Kiefer summarized and answered questions from COLAND members regarding library items included in the proposed 2020-21 state budget. Questions were asked about how input can be provided on the proposed budget proposals and the allocations.

### **9. Tour of Mitchell Street Branch Library**

The agenda item was moved to the end of the meeting.

### **10. Biannual COLAND Report to the State Superintendent**

[Biennial Report]

Chair, Bryan McCormick, opened discussion about preparation of the biannual COLAND report. The biannual, July report could include the final recommendations of the PLSR Committee. More should be included than just the final report; possibly the feedback from listening sessions. School information could include changes in certification requirements.

Information on COLAND work during the 2018-19 biennium.

Pletcher, George and DPI staff volunteered to work with Shannon (from DPI) to complete a draft of the report for the May COLAND meeting.

### **10. Rolling Agenda Proposal**

Berres shared a list of agenda items to be addressed at bi-monthly meetings. Questions from COLAND members about how we have presently been monitoring meeting agenda items identified in the statutory requirements for COLAND. McCormick commented that this list will be helpful to inform the work of the COLAND chair.

## **11. Nominating Committee**

[Information, discussion, action]

McCormick suggested Kristi Williams and Miriam Erickson. VanPelt volunteered to work on nominations. May meeting will review slate of officers for the next year.

## **12. Future Meetings**

[Information, discussion, action]

Items for the May 2019 – Tomahawk School District - meeting:

- PLSR listening session summary
- Meet with State Superintendent
- Review draft of biennial report
- Update from WPLC and WSPLC e-book programs

Future Meeting Dates and Locations:

- May (5/10/19) - Tomahawk School District (confirmed)
- July (7/12/19) - Platteville
- September (9/13/19) – possibly Kenosha Public Schools (Liesch)
- November (11/8/19) -

Map of Past COLAND Meetings

- Other Suggested Locations: Kaukauna, Milton Public Library
- UWEC – Barron County College
- Lawrence University
- Wisconsin Rapids
- Rice Lake Public Library

## **13. Review follow-up items**

[Discussion]

- Listening sessions
- Feedback template – Liesch and Pletcher
- Summary of feedback – McCormick will work the DPI staff
- Comment from McCormick about importance of attending a listening session
- Draft of Biennial report
- Pletcher asked about reviewing the last biennial report. Hiam will forward her the information.

## 14. Announcements

Janesville Public Library is beginning a renovation project in April.

## 15. Adjournment

Motion to adjourn by Myers. Motion carried. The meeting concluded with COLAND members touring the Mitchell Street Branch Library.

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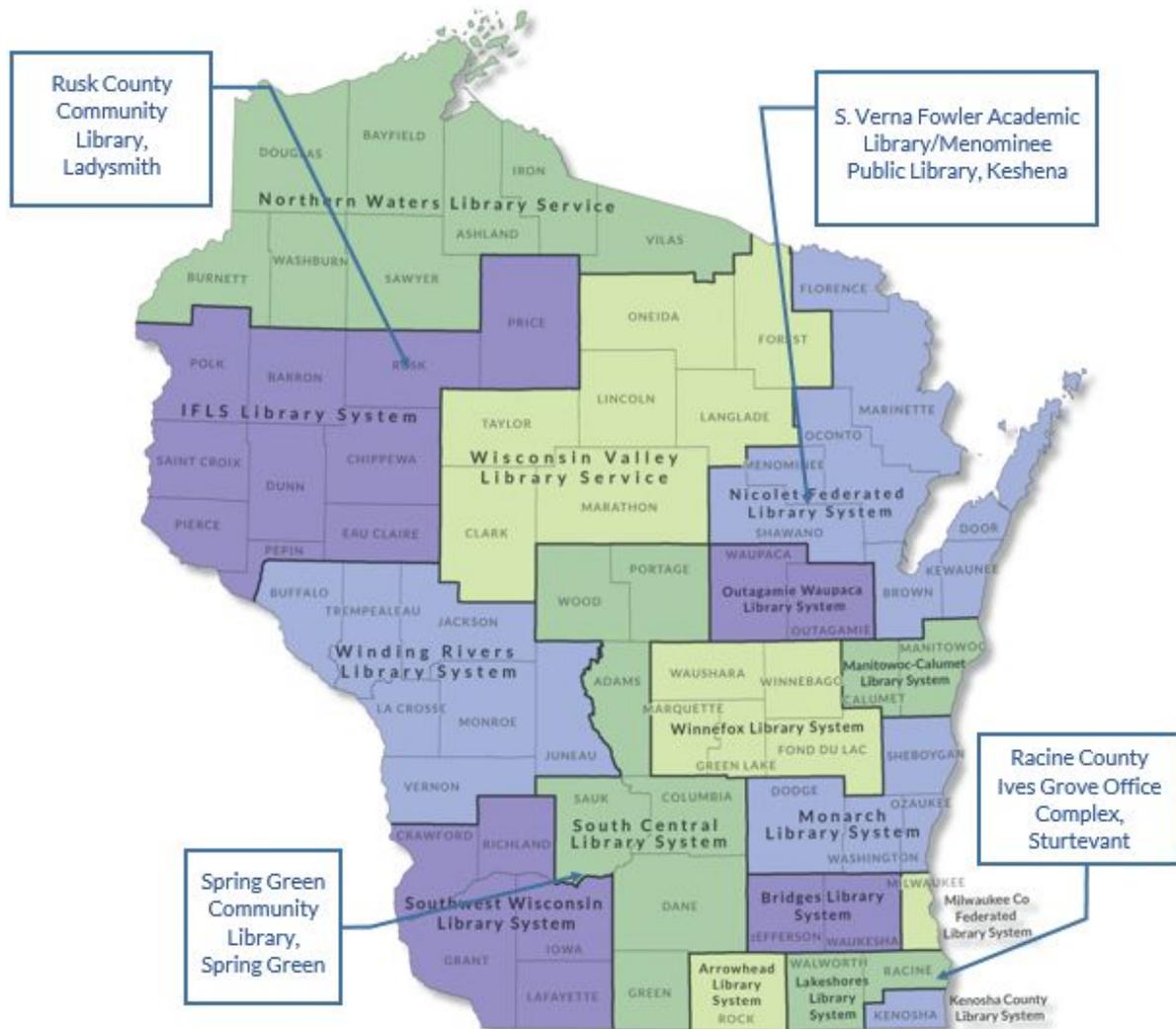
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## Public Library System Redesign Steering (PLSR) Committee Recommendation Report Council on Library and Network Development (COLAND) Listening Sessions Summary

The Public Library System Redesign (PLSR) Steering Committee submitted the final Recommendation Report to State Superintendent Carolyn Stanford Taylor on February 22, 2019. In response to the report, Stanford Taylor requested a final opportunity for community input. To fulfill this request the Council on Library and Network Development (COLAND) scheduled four in-person listening sessions throughout the state and a virtual listening session. Anyone with comments about the report was encouraged to attend. COLAND compiled the listening session feedback in this report for the State Superintendent. The dates, locations, and number of attendees at each listening session are as follows:

- March 28, 2019: Rusk County Community Library, Ladysmith. 5 attendees.
- March 28, 2019: Racine County Ives Grove Office Complex, Sturtevant. Approximately 13 attendees.
- April 3, 2019: Spring Green Community Library, Spring Green. 11 attendees.
- April 15, 2019: S. Verna Fowler Academic Library/Menominee Public Library. Keshena, 10 attendees.
- April 30, 2019: Virtual Listening Session. 34 attendees.



Generally, the groups saw the recommendations as positive opportunities. In all four in-person listening sessions, attendees voiced general statements about who would undertake the work involved in all recommendations as well as who would select the implementation teams and stakeholder groups. Attendees posed many questions about the timeline, order of implementation, and how funding of these recommendations would affect local libraries.

### **Recommendation #1: Develop Standards, Best Practices and Accountability Structures for Public Library Systems**

*Develop and implement an appropriate set of standards, best practices and accountability measures designed to support equity of access to high-quality public library system services by public libraries in all parts of Wisconsin. Structure any accountability measures in a manner that does not adversely affect member libraries.*

Listening session attendees were generally supportive of this recommendation.

Themes present in supportive comments included interest in the ability to compare services and finances from system to system, and agreement that standards, best practices, and accountability structures could support the PLSR goal of providing more equitable library services statewide. Attendees from K-12 and academic libraries supported moving to standards and indicated that the benefits of having standards outweighs the time and challenge it will take to establish them.

Comments expressing concern centered primarily on how funding relates to this recommendation. In contrast to the equity comments mentioned above, attendees were concerned that insufficient funding to meet new standards could result in further inequities of service from system to system. Attendees were also concerned that accountability measures could negatively impact patrons if a system does not meet standards (i.e., punitively reducing system funding which could result in a reduction of system services) even as these concerns are directly addressed in the recommendation. On the other side of the issue, it was brought up that creating standards without enforcing them would accomplish little. Attendees also expressed a desire to write the standards in a way that could allow them to maintain a sense of individuality in their systems and libraries.

### **Recommendation #2: Enhance Collaboration by Creating Incentives and Removing Barriers**

*Accelerate collaboration among Wisconsin's public library systems by establishing incentives and removing barriers. When prudent, seek statutory changes that would achieve and sustain momentum in this area.*

Listening session attendees were generally supportive of this recommendation.

Many commented on the success of current or previous collaborations between systems, and the growth in collaborative efforts resulting from the PLSR process. Attendees also noted that an increase in collaboration could allow systems to support each other in positive ways and potentially free-up staff time to provide specialized services of local importance.

While there was general acceptance that collaboration and fewer systems are interrelated, the few comments of concern were specifically centered around collaboration in the context of system consolidation, described below in Recommendation #3.

### **Recommendation #3: Reduce the Number of Public Library Systems**

*Apply the approaches of enhancing collaboration and reducing barriers to support voluntary changes in territory served by public library systems with the ultimate goal of reducing the current number of public library systems.*

Listening session attendees provided a mix of concerned and supportive comments on this recommendation.

System consolidations were noted by many, particularly at the Keshena listening session, to be an opportunity for smaller systems and libraries to remove barriers and improve collaboration. Many in support of this recommendation acknowledged that system consolidation seems threatening, but believed that it could result in significant benefits and opportunities.

Attendees who expressed concern at this recommendation were primarily at the Racine and virtual listening sessions, but also at the Spring Green session. Attendees noted a lack of clarity on the purpose of reducing the number of systems and how to achieve such a reduction. Funding was noted as a concern related to this recommendation, particularly at the Racine and Ladysmith sessions. Attendees also expressed concern about how county funding may be affected by system consolidations. Concerns persist that system consolidations could be mandatory despite the recommendation indicating these mergers would be voluntary and incentivized. It was further noted, particularly at the virtual listening session, that if such consolidations are not mandatory, this recommendation is not actionable as written.

### **Recommendation #4: Analyze the Current Funding Formula**

*Conduct a thorough analysis of the current funding formula for public library systems, including practices utilized to apportion state aid. Identify and propose alternative funding formulas, methods of apportionment, or other solutions with potential to improve equity of access to high-quality library services.*

Listening session attendees' comments indicated unanimous support for this recommendation. This recommendation received the greatest number of comments.

Attendees stated a need for analysis and reevaluation of the funding formula that could result in both an increase in funding and a more equitable distribution of funds. Attendees expressed appreciation for this PLSR goal ensuring no public library system experiences a decrease in base funding and that minor statutory changes be identified to pose minimal risk to system funding and services. Almost all discussion was related to the State Aid funding formula, in one case Act 150 was referenced as a concern.

General themes of concern included county involvement in terms of decision making and inequities in funding levels, possible loss of funding, particularly for smaller, rural libraries, and overall timeline considerations with regard to the biennial budget cycle.

## **Recommendation #5: Initiate Delivery Service Pilot Projects**

*Stimulate development within the resource sharing environment by initiating one or more pilot projects related to library delivery services.*

Listening session attendees were largely supportive in their comments. This recommendation was the second-most commented on of the PLSR recommendations.

Most comments came from attendees at the Ladysmith and Keshena listening sessions, who noted inefficiencies in the current delivery system. Commenters indicated that, if successful, improved delivery could be visible to patrons and could address the equity goal of PLSR. It was also noted that improved delivery could be an opportunity to improve delivery service in the northern part of the state. Many commenters noted that delivery was a top priority for them.

Concerns surrounding this recommendation generally related to funding, particularly among attendees in Ladysmith, as well as suggestions/questions about who would do the work. Attendees in various locations suggested bringing in a logistics expert and/or project manager to ensure the success of this recommendation. At both the virtual and Keshena sessions, there were questions about where such pilots would be conducted.

## **Recommendation # 6: Create an Effective, Well-Managed, State-Scale Discovery Layer**

*Engage with topical experts, public library systems, and the library community at-large to expand access to collections from around the state.*

Listening session attendees were generally supportive of this recommendation, however, attendees had questions about the implementation process and how the state-scale discovery layer would function in a general sense.

Supportive themes revolved around benefits at the patron level - smaller or more remote libraries could have easier access to more resources, and patrons could use the libraries without regard to system borders. Some attendees saw the discovery layer as a cost-saving solution.

Several attendees noted concerns on the logistics for implementation, and that the discovery layer could result in an unsustainable level of resource sharing and increased delivery costs. Many questions remain over who would maintain a statewide Discovery Layer and how it would operate on a day-to-day basis. All questions and discussion centered around physical materials; availability of electronic content was not mentioned in any of the listening sessions. Also noted was a concern that this recommendation could result in additional expenses overall.

## **Recommendation #7: Implement a Learning Management System for Professional Development**

*Oversee the design, deployment, and operation of a learning management system capable of meeting the current and future needs of librarians in Wisconsin.*

Listening session attendees' comments indicate unanimous support for implementing a learning management system (LMS) for professional development.

This recommendation was widely expressed as a top priority that has maximum impact coupled with minimal effort. Many commenters suggested using an existing platform, either in use at DPI or public library systems, as a template for the LMS. While many comments on other recommendations showed strong ties to other recommendations (e.g., many delivery comments also mentioned discovery layers and many standards comments also involved funding), comments on this recommendation largely stood independent from other recommendations.

### **Implementation Advice**

Listening session attendees urged the State Superintendent to continue moving PLSR recommendations forward so as not to lose momentum of many years of work. The implementation process should be thoughtful and strategic - delicately balancing between maintaining momentum while not rushing the process. The implementation process should focus initially on areas of wide consensus that are high-impact and low-effort as a way to build a foundation of trust and support. Long range timelines should be established to ensure recommendations slated for later implementation meet milestones and are not forgotten. These timelines should be checked against state budget timelines to help drive prioritization. At every step, specific expertise should be leveraged as much as possible and communication with system boards and the library community should be clear and constant.

Increases in collaboration resulting from the process of developing these recommendations came up time and time again. Listening session attendees conveyed a sense of pride in existing collaborations and an interest in further developing and expanding areas of voluntary collaboration.

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## DPI Updates to COLAND

### LAWDS

- Grant-submitting partners meeting on March 19th to work on agenda for face-to-face Project Advisory Council meeting in Madison on April 24

### LSTA

- Committee meeting on April 18 to review the 2018 grants and approve projects for the 2019 grant period. The committee may also be asked to approve proposals to add additional projects using remaining 2018 funds, if unencumbered budget is identified.
- To fill vacancies for retirements and terms ending through 2018, the Superintendent recently appointed eight members to the committee; those filling unexpired terms will have the opportunity to be reappointed for a full four-year term. Current committee members are listed on the [LSTA membership page](#).
- Two more Lifetime Arts workshops on Creativity and Aging will be conducted in the [Green Bay area](#) and Rice Lake on April 4 and 5, bringing the total number of trainings to four, representing 100 public libraries.

### School Libraries

- [WEMTA Conference - Many Voices, Many Choices](#) March 31- April 2, 2019. State Superintendent Stanford-Taylor will address the group during their luncheon on April 1.
- [Summary](#) of School Library Work Group Meeting
- Common School Fund distributions for the 2018-19 school year will be \$30.67 (rounded) per census student. This figure is based upon the Board of Commissioners of Public Lands' estimate of \$36.2 million being available for payment. This amount is a conservative estimate and the Department of Public Instruction is confident the funds will be distributed in April 2019.
- Library Planning with Future Ready Tools, a series of workshops offered through all 12 CESAs to improve library programming, continues with spring meetings where participants are outlining goals and formatting plans in preparation of presenting them to their school boards. Monica is attending virtually to answer questions and provide feedback. Data from the [2018-19 Digital Learning Survey](#), showing 45% of districts reporting the absence of a current library plan, supports the continuation of this work into 2019-20.
- [Wisconsin Schools Digital Library Consortium](#) (WSDLC) is now serving over 131,000 Wisconsin students and now has audiobooks in addition to ebooks. Enrollment is now rolling and prorated to September 1st, so districts can join at any time during the year.

- Library system aid (increase \$2 million FY20, \$4.5 million FY21)
- Library Service Contracts (increase \$133,200 FY20, \$168,100 FY21)
- BadgerLink and Newsline for the Blind (increase \$345,800 FY21)
- WISELearn use for digital archiving - Recollection Wisconsin
- Elimination of Technology Project (i.e., Microsoft IT Academy)
- TEACH small and rural school and library infrastructure grants extended for FY20 and FY21 at \$3 million each FY
- Broadband expansion grants - significant increase, includes use of federal e-rate carryover funds