

School Library System
Western Suffolk BOCES
Council Meeting
Thursday, January 14th, 2021
9:00 a.m. – Zoom Meeting

MINUTES

Present: Jill Adler, Elizabeth Aitken, Dr. Bea Baaden, Kim Brozino, Carolyn Burton-Gajda, Carol Byrne, Dr. Matthew Covey, Donna Fife, Jane Herbst, Deanna Jakubowsky, Dawn Koziarz, Dr. Catherine Masrour, Sally Stieglitz, and Sara Kardasz (WSBOCES)

The meeting convened at 9:04 a.m. The minutes of the November 17, 2020 meeting were unanimously approved on a motion by Jill and seconded by Sally.

Sara brought up for discussion:

- **Council Information forms:** Several members have yet to complete and submit forms. Please do so at your earliest convenience, even if nothing has changed.
- **State Funding:** We received 80% and no indication if or when we may get the remaining 20%. But the good news is if we get it late in the fiscal year, the funds can be rolled over to 21-22. Sara has spoken to several other BOCES who were told to spend the money now. We will not be spending money that has not yet been received.
- **Five-Year Plan of Service:** The documentation is due by April 1st. Sara has submitted it and we are waiting for it to be reviewed and approved by the State.
- **Cooperative Collection Development:** Our CCD plan was brought up at the recent Liaison meeting. The librarians present expressed how overwhelmed they are. It was suggested that perhaps at the March 11th meeting time could be set aside to brainstorm and post something to the portal.
- **School Library System LibGuide:** <https://wsboces.libguides.com/> Sara has been working on updating the LibGuide. Most significantly has been the posting of meeting handouts. Everything from this year has been entered including links to Zoom videos and chats when available. The Regional Institute presentation has been posted. Sara discovered that video links via Zoom do expire so she encouraged librarians to view it now. The vendor page has been updated and Overdrive has been added. Each vendor page shows what's available from that vendor with links. Each vendor page includes that vendor's Twitter account. The automation page has been updated with Follett information. Also available are the items that Sara has purchased for all members to access.
- **Librarian and Administrator of the Year:** This year Rosemarie Pray nominated Sue Teeter for Librarian of the Year (Sue was also selected Teacher of the Year of her building and district in South Huntington). Tim Quinn and Erica Fraiberg were nominated last year and the Council decided to carry their nominations over to this year for consideration. Rosemarie Pray nominated Joseph Centamore for Administrator of the Year. A lengthy discussion ensued. No funds are available to order and mail plaques for this year's winners or last year's winners. It was discussed when it might be safe to meet again in person. Perhaps at the Regional Conference in November? Bea pointed out

that it's an honor to be recognized and plaques are not necessary. That being recognized in itself looks great on a resume. Sara mentioned that we could also send out a press release for added recognition. After discussion on a motion by Carol, seconded by Bea, it was unanimously approved to recommend Joseph Centamore as Administrator of the Year. On a motion by Bea, seconded by Catherine, it was unanimously approved to recommend Susan Teeter as Librarian of the Year. Further discussion about the May 12 meeting will be continued later in the agenda.

- **Professional Development:**

- Twenty members attended the November 18th Follett Users Group. Overall positive responses were received. There were many questions by attendees, which at times interrupted the flow of the presentation; but attendees appeared to get all their questions answered.
- Three members attended the November 24th SWANK K-12 Streaming Workshop. All three attendees ordered the product. Sara needs more districts to show interest so she can have the company added to our COSER. They need not state that they will definitely purchase; but show interest in possibly doing so. Some districts are getting it directly and it would behoove them to purchase it through WSBOCES. Several Council members who have SWANK mentioned that they were unhappy with not having the ability to show clips of various lengths remotely; but rather had to view them in their entirety. Donna inquired about the availability of a simple chart as to what we can and can't do with videos in schools. She would like to share that information with the teachers in her school.
- The planned Collegial Circles for January 13th & 20th have been canceled. Sara will give serious thought to continuing to plan Circles on a monthly basis.
- Discussion ensued about issues related to using Overdrive and the lack of support and training from the company. Jill volunteered to field questions on day-to-day usage and operation since she has had it in her school for a while. It was mentioned that students can link up with Libby offered at their public library. It seems some public libraries voiced issues with the cost of added usage this creates. In order to link to the Public Library students need a library card. Catherine mentioned that her district added a public library card to the needed student supply list.
- Twenty-Seven people attended the December 8th Liaison meeting. Dr. Bea Baaden and Mr. Khalid Abdo presented "Transformational Leadership: Putting Theory into Action". There was also a presentation from WNET Education sharing PBS learning resources. The attendee's responses were most favorable.
- Collegial Circle. January 6, 2021. "Successful Resources You Have Used". All grade levels invited to attend. Six people attended.

- **Meeting Schedule:**

- Last Council meeting date: April 15th
- March 11th Liaison meeting will likely have PD on language acquisition. This has been added to the State requirements for certification. 15 hours of Language Acquisition CTLE credit hours is required by the State out of 100 hours over 5 years. The SLS has offered 12 hours. Sara is checking into having PD on Britannica which is free on NOVELny and tie it to best practices when working with ELL students. Susan Gall will offer a second hour related to their ELL resources. It is possible another vendor workshop will be offered separately. (Perhaps Capstone's offerings in Spanish)

- The last Liaison meeting date: May 12th at which “Celebrate Our Successes!” will be offered virtually. Jane recommended a virtual event modeled after the real event as closely as possible. Sara will contact vendors to see if one might be willing to cover the cost of plaques and a keynote speaker.
- **LILRC news:**
 - Check LILRC’s website for Continuing Education Highlights: <https://lilrc.org/events>
 - February 9th, 1-2:30: Creating a Professional and Effective PowerPoint Presentation
 - February 12th, 10-11:00: Learn to Create Tutorials with Camtasia
 - PILLARS Symposium, July 7-9th. For information: <https://www.esln.org/pillars>
 - Topics exceptional learners
 - High school experience
 - 1st year college expressions
 - Instructional practices
- **New Business:**
 - Bea had a question regarding private schools and if staff are permitted to attend School Library System programs. Sara sends invites to all non-public schools that are members of the SLS. We currently have seven.

With no further business to discuss, the meeting adjourned.

Respectfully submitted,
Carol Byrne
Recording Secretary