

**School Library System
Western Suffolk BOCES
Council Meeting
Friday, September 23, 2016
9:00 a.m. ~ Executive Conference Room 1**

Minute notes taken by Jane Herbst

Present: E. Aitken, B. Baaden, J. Herbst, D. Koziarz, L. Lennon, V. Livoti, C. Masrour, S. Kardasz

Absent: C. Byrne, C. Burton, M. Liu

- Arrival and sign in, meeting called to order at 9:10 a.m. by Catherine Masrour.
- Welcome by Sara Kardasz included information on SLS being moved into Model Schools/Professional Development office with the coming of the Bilingual Education program into the building.
- Minutes of May 12, 2016 meeting were reviewed. With no amendments, L. Lennon moved to accept them and D. Koziarz seconded. Vote was unanimous to accept.
- Council membership for 2016-17 was examined. One member resigned, and one member was told that she could no longer attend meetings. A number of potential candidates were discussed, and Sara agreed to contact them to see who might be interested to be on the Council.
- Council bylaws were reviewed to check the wording in some areas. B. Baaden moved, seconded by V. Livoti, to amend the wording in Article V, Section 3, Officers, as follows: "The officers of the Council shall be a chairperson, vice chairperson, recording secretary and past Council chair." to "The officers of the Council, **who are all voting members**, shall be a chairperson, vice chairperson, recording secretary and past Council chair." The amendment was approved by all.
- State assurances have been completed and accepted and budgets have been approved.
- The Annual Report is due on October 1st. It will be late this year, but will be completed before the deadline is too much past.
- A Cooperative Collection Development Plan has been developed, but guidelines for borrowing and lending need to be developed, perhaps using some of the NYC Libguide ideas in their plan. It is hoped that the SLS may be able to offer a grant to member libraries to assist with obtaining resources that will be useful to members but that are too expensive for one district to purchase. If this were to occur, it was suggested that a stamp or sticker be purchased stating "Received through a grant from the WSBOCES SLS."
- As far as State CTLE requirements are concerned, a plan for supplying PD was given and a supplier number was supplied to WSBOCES by the State so that 100 hours over 5 years may be accrued by those members with "Professional" certifications.
- On September 19th, a walking tour of the Cold Spring Harbor Laboratory was held to kick off and introduce the new "Science Journal Club" which is being offered through the collaboration of the SLS and the CSHL Library. The walking tour was attended by 22 people representing 7 high schools. On October 17th, librarians and science teachers from the participating high schools, and Sara Kardasz, will meet with the CSHL Library staff to firm up the details for each of the sessions of the Science Journal Club. The first official session of the Science Journal Club will be

on November 15th from 3:30 pm to 5 pm at the Carnegie Library on the CSHL campus. 13 students from 6 high schools are planning to participate.

- Professional Circles were set up to create 1 CTE credit (6 meetings of 3 hours each, in case 1 is missed). The timing of the sessions (4-7 p.m.) may play a factor in nonattendance for those with children so some discussions with members may need to be held. The first Circle is scheduled for October 25th - "Using Social Media" to be facilitated by Jennifer Freedman, Lindenhurst MS.
- Liaison meetings are open to all school librarians as the PD content has been greatly increased. Following the SLMPE evaluation reviews from 2015-16, a number of areas which indicated a need for PD were identified. Over the next five years, the SLS will attempt to offer PD in these identified areas of need. The first liaison meeting to be held on October 6th will focus on teaching for diverse learning needs.
- New Librarians Orientation is intended for librarians who are new to the field (3 years or less) or working in a new grade level. It is also open to preservice librarians. Experienced librarians are invited to attend to share their experiences and suggestions. It is planned for October 18th.
- Lunch and Learn with Follett on October 17th will share information about the Follett Destiny Resource Manager program. The meeting is open to technology directors, SLMS's, and preservice librarians. It will take place following the Model Schools meeting on that date.
- A Follett User Group will take place on October 27th at the Lindenhurst HS. The SLMS's have requested more tips and tricks, and the answering of specific questions.
- The 3rd Regional Institute plans are coming along for November 8th. The 2017 Regional Institute will be postponed to 2018 so that districts will allow their librarians to attend the 2018 NYLA SSL Conference in May. To fill the need for PD, the SLSs may offer a scaled down program on the regular November date in 2017. A day with local authors is being considered as a possibility.
- The Leadership & Information Symposium will be held on May 23, 2017.
- A review of the informational handouts was given.
- A motion for adjournment was made by L. Lennon at 11:40 a.m., with a second by C. Masrour.