

SCHOOL LIBRARY SYSTEM
WESTERN SUFFOLK BOCES
LIAISON MEETING
October 29, 2015 ~ Learning Lab

9:00 am - Introductions of all attendees

Meeting called to order at 9:04 am

- Each attendee received a copy of a free supplement from the American Library Association entitled “School Libraries Transform Learning”. Sara also showed pamphlets that came with the magazine. Each one is designed for a particular audience: Policymakers, Administrators, Teachers or Parents. These advocacy resources may be ordered through the ALA Online Store at www.alastore.als.org/aasl.
- Reviewed the minutes from the May 20, 2015 meeting. Carolyn Burton made a motion to accept the minutes. Dawn Koziarz seconded. Motion approved.
- Each liaison was given the page from the School Library System directory that is for his or her district. Asked to do a close reading and make sure there are no mistakes. Each one should reflect the grades, and full-time or part-time status of the librarians.
 - Also a page that lists all the liaison members and council members for 2015-16. Make sure it is correct. (L) means Liaison, (C) means Council member. The website is being moved. It will be updated to include new information.
- Youth Mental Health First Aid program - Sara encouraged librarians to sign up because as librarians we see students with mental health issues. You will get certification. It's free just need to put in the time. Need to have at least 15, no more than 30. The focus of this session is for kids 12-18, but anyone can come. A letter is attached that was sent to the middle school, junior high school and high school principals on September 25th. Open to anyone.
- A list of mentors was shared. If you have new people in district or new to a grade level encourage them to contact one of the mentors to share their knowledge.
- Sara encouraged everyone to join SSLMA (deadline Nov. 7th) - they offer professional learning opportunities and networking. Also join NYLA - they are fighting for us in Albany to mandate elementary librarians. Join on website. Some districts will pay for dues. If not it is tax deductible.
- Visits and professional development. Sara will visit and talk with you to consider how the School Library System can help you with needs and to reach your goals. Sara will meet with a group in a district as well to discuss issues or to provide professional

development.

- Statewide Internet Library Levels - included in packet are levels that were achieved last year. If you are not on there talk with Sara to help you achieve levels. There will be one presentation day to present everyone with certificates, probably at the March meeting. The total number of schools at each level must be reported to the state in the annual report. The checklist was designed by the state. Either mail completed checklist or scan/attach to an email. Reminder that you need to move down every column and put a check next to every bullet. If your catalog is available on the union catalog, it is available on the Internet. Contact Sara with any questions.
- There are directions on how to upload your catalog to the union catalog. At this point there are only 29 schools that have uploaded. There are many that have not uploaded yet. Sara encourages you to contact someone who has done the upload already, i.e. Timothy Quinn, Stu Horowitz, Laura Irace, Diane Miller. Sara encourages you to upload your records before the December 8th meeting. Stu recommends that we need to figure out how to share the materials otherwise the catalog is not as helpful. Nassau BOCES has a UPS account to be able to send labels to inter-library loan. Stu also suggested contacting local libraries. Sara stated that it is a state mandate and we need to have it. Once most of the records have been uploaded we will determine how the inter-library loans will occur. We can set our rules and policies for the inter-library loans. Tim reminded everyone that you'll have to update your records because it does not automatically update. This will be decided upon; but it will likely be once a year.
- Every five years the School Library System must submit a plan to the state. It includes the system goals and how they will be measured. To create the Five Year Plan the SLS Council and Coordinator need to examine the Member Plan. This is information submitted to the SLS by each individual school library. The information considers the strengths and weaknesses of each library program. Most School Library Systems use the SLMPE rubric to create a member plan.
 - SLMPE rubric is in the packet. Go to the web address to see the specifics for the levels. Liaisons need to send out the rubric to their district librarians. Needs to be filled out and sent to Sara. Sara will not share specific data with anyone else. All the answers will be plugged into a survey by Sara and she will create graphs for the entire WSBOCES libraries. Those graphs will be sent to the state to represent the member plan and will be used when creating the Five Year Plan. The SLMPE rubrics must be returned to Sara by January 8th, 2016. Remember, it's not about the librarian, it is about the program. If a particular librarian would like to share the completed rubric with an administrator as an advocacy tool, that is up to the individual librarians.
 - Cooperative Collection Development plan. The SLS needs to have a committee that will meet with Sara, look at other SLS's plans, and create a plan for WSBOCES. Think about who would be good for the committee and submit names to Sara by November 5th. This committee will probably meet after

school. the purpose of the Cooperative Collection Development is to encourage the creation and sharing of special collections within WSBOCES.

- Additional handouts in the folder included:
 - 2015-16 SLS meeting schedule
 - 2015-16 Professional Circles
 - Grant opportunity with Archaeological Institute
 - 2015-16 upcoming conferences - Lisa Lindeman mentioned Nerd Camp on Nov. 7th
 - 2015-16 WSBOCES calendar

- Open for any other new business.
 - Research from this century related to the role of school libraries in education in the Mansfield study - Stu sent to Sara and Sara forwarded to all.

- Presentations to follow meeting include Jason Rachlin "Defined STEM", Susan Gall "FactCite and Inquiry" and Sara Kardasz "Breaking Open the IFC"

Meeting was adjourned at 10:04 am.

Respectfully submitted,
Susan Napodano
Harbor Country Day School