

School Library System
Western Suffolk BOCES
Council Meeting
Tuesday, April 24th, 2018
9:00 am – Executive Conference Room 1

Present: Jill Adler, Carolyn Burton, Carol Byrne, Jane Herbst, Dawn Koziarz, Linda Lennon, Elizabeth Aitken, Dr. Catherine Masrour, Mary Biener, Min Liu, Dr. Matthew Covey, Dr. Bea Baaden, and Sara Kardasz

The meeting convened at 9:04 am. The minutes of the January 17th, 2018 meeting were unanimously approved on a motion by Jane and seconded by Linda.

Members congratulated Linda on her pending retirement and presented her with some gifts from the council. We wish her well and thank her for her service to the council!

Congratulations were also extended to Catherine for receiving a “*Model Schools Teacher Technology Integration Award*” for her “Library Learning Commons” at Smithtown HS West. The award will be presented at the Teacher Technology Integration Awards Brunch on June 6, 2018 at WSBOCES.

Members mourned the loss of Herb Biblo, former Executive Director of LILRC, who passed away on March 30th. He will be missed. You can view Episode 37—*An Evening with Herb Biblo of LILRC* at www.thelibrarypros.com

Sara brought up for discussion:

- Three council members’ terms are expiring: Elizabeth, Carol, and Linda. Both Elizabeth and Carol agreed to serve another term. Carol will continue as recording secretary. A vote to approve the renewal of terms for Elizabeth and Carol was moved by Dawn and seconded by Carolyn. The vote was unanimous.
 - There are two seats on the Council to be filled for 2018-19. Linda suggested Heather Anderson, who works in both the schools and public library, as a potential candidate to join the council. After lengthy discussion, it was decided that Sara will send out a canvas letter to the member librarians to see if anyone is interested in filling these positions. We will be mindful of their teaching level (elementary, middle, or high school), district demographics, and other relevant qualifications. The Council will vote in time for the new school year. Names of any other candidates will also be considered. Let Sara know who you think might be interested in joining the council.

- **Proposed budget:** Since it is problematic to work on the budget during the summer and get council approval in a timely fashion, it was decided to review the current budget and consider where increases might be necessary, and have it approved by the council on a contingent basis. This is what other SLS Directors do and it streamlines the process. Our SLS will follow suit. Sara expects to get the benefits and salary info in June. On a motion by Carol, seconded by Jill, the proposed contingency budget was unanimously approved. Sara will adjust the figures as needed and notify the council members.
- **Upcoming Council meeting dates:** September 25th, November 14th, January 17th, and April 16th were proposed for 2018-19. Sara will book the rooms and include a snow date. The liaison meetings will be in October, December, March, and May. Sara will review the calendar and check with the liaisons.
- **Upcoming events:**
 - May 3-May 5: NYLA/SSL Conference at the Long Island Hilton in Melville. Sara and Donna Miceli will be sharing a poster session about the Cold Spring Harbor Lab Science Journal Club, 3:45 to 4:30 on Friday, May 4th.
 - May 23rd: 3rd Leadership & Information Symposium “Open Educational Resources and the School Library: in the large conference room at WS BOCES.
 - May 11th: NY BOCES/Follett Destiny Annual Meeting, at the Southern Westchester BOCES in Harrison.
 - May 30th: School Library Journal’s “Day of Dialog” in New York City.
 - June 16th: SLIME: Students of Long Island Maker/STEM Expo at SUNY Stony Brook.
 - August 2-3rd: NYLA/SSL Educational Leadership Institute at Syracuse University Sheraton, Syracuse NY
- **Professional Development/Learning Ideas:** During the 2017/18 school year, the SLS focused on “Teaching for Diverse Learning Needs” which was based on the member plan needs assessment survey completed by librarians. Other areas mentioned in that survey that could be targeted in 2018/19 include: Assessment of Student Learning, Program Planning & Evaluation, Program Advocacy/Enhancing Administrative Support, and Educational Leadership/Collaborative Planning. Bea suggested addressing how schools plan on implementing the new standards as a PD topic. Jane mentioned a phone app that easily determines which standards apply to lessons. More makerspace topics were encouraged. It was pointed out that this is now noted on the BEDS sheets. Anyone with additional PD suggestions, please let Sara know.
- **Fall Regional Institute:** Tuesday, November 6th, Radisson Hotel, 20 workshops are planned. The Keynote Speaker will be Tanya Stone, YA author. Attendance is limited to 80 people for WSBOCES. NYC has an event on the same day. Save-the-date vendor letters have been mailed. Call for Presenters has gone out. Low number of responses to date. Dawn pointed out that it is too early for many to know if they will be allowed to

attend. May not want to submit a proposal now if they may have to back out. Sara will discuss this with Carl and Donna.

- **Cold Spring Harbor Science Journal Club:** Sessions went very well. The walking tour is May 21st. St. Anthony's HS is joining for 2018/19. Donna Miceli is doing an admirable job overseeing the program and she is willing to continue facilitating. During this 2017/18 session the students were more involved.
 - Matt is tweaking the program adding consistency to the learning sessions, and more engagement in projects. He feels the club can work with 24 students. They are looking at ways to expand the program to additional high schools. Will work with a rubric for presentations, and review and discuss presentations more to actively engage the students. May 30th is the deadline for applications for the club. Sara will look into publicity to promote the program
- **Vendor Workshops and Professional Circles Evaluation forms:** Overall the evaluations were very favorable in 2017/18. Some workshops or Circles had low attendance but attendees felt they were still a success and very helpful.
- **Liaison Meeting:** On March 6th Dr. Jonathan Anzalone spoke about "News Literacy and the Fight Against Fake News". It was one of the best attended and evaluated PD sessions offered in 2017/18.
- **Final Liaison Meeting:** The Liaisons agreed that the final Liaison meeting, scheduled for May 23rd, will be conducted virtually before that date. This is to allow more time for the presentations and activities planned for the 3rd Leadership & Information Symposium.
- **3rd Leadership & Information Symposium:** "Celebrate Our Successes!" Wednesday, May 23rd, 8:30 am-2:30 pm in the large conference room at WSBOCES.
 - Librarian of the Year and Administrator of the Year awards will be presented.
 - The day's professional development will focus on Open Educational Resources including a presentation about the Digital Public Library of America by Carl Vitevitch.
 - Katrina Conte of Follett School Solutions will share how to access OER through Destiny.
 - Kristina Kirtley and KJ Vanderiet of WLIW/WNET will discuss PBS Learning Media.
 - Breakfast and lunch will be served. Seven vendors will be available.
 - So far, 30 people have registered for this free workshop.
- **Single Sign-on Service:** From Media-Flex. Will be added to the COSER for the cost of \$100 per building plus 15%. It will include NOVEL NY, the resources provided for all members by the SLS, and resources purchased through BOCES. Programs with individual licenses such as BrainPop would not be included. Online resources that a district purchased directly, and not through BOCES, would not be included.
- **LILRC:** Sara is one of their 15 Board members.

- Check out their website: www.lilrc.org for program information and on-line course offerings.
- Timothy J. Spindler has been appointed as the new Executive Director.
- **Digitization of Historical Documents:** Bea advised that C.W. Post has purchased a digitization machine for historical records. Greg Hunter is in charge of the program. As of now, only print resources will be digitized. Local historical society records will be digitized.
- **End-of-the-Year Surveys:** Will be distributed to all librarians on April 30th. Required by State regulation. Due by June 1st.
- **New Business:**
 - Sara shared an e-mail received from Jeremy Johannesen, Executive Director of the NY Library Association, advising that recent NYS budgets have included appropriations for direct grants-in-aid to certain educational institutions, including libraries and library systems. The recently adopted state budget has again included these funds—"Bullet Aid" and encouraged all public libraries to submit a request for funding to their State Senator AND State Assembly member. Project awards have ranged from as little as \$500 to over \$50,000 to support everything from programming to technology upgrades, to renewable energy and sustainability initiatives. NYLA has a baseline template for submitting a request for funding. Sara wondered if School Library Systems might be able to submit a funding request. Min pointed out that the best way to receive this type of funding is to visit the local legislators' offices with specific proposals.
 - Jane shared that she has been included in Marquis's Who's Who Lifetime Achievement Award. Congratulations, Jane!

With no further business to discuss, the meeting adjourned on a motion by Dawn and seconded by Linda.

Respectfully submitted,
Carol Byrne
Recording Secretary