

School Library System
Western Suffolk BOCES
Council Meeting
Tuesday, September 19th, 2017
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, Dr. Matthew Covey, and Sara Kardasz

Absent: Dr. Bea Baaden, Dr. Vincent Livoti, and Min Liu

The meeting convened at 9:03 am. The minutes of our April 27th, 2017 meeting were approved on a motion by Jane, seconded by Jill.

Sara welcomed us back to a new school year and introduced Denise Facilla, the new secretary replacing Janice, to our membership. We welcome Denise to the SLS family! Sara was able to move Denise to the SLS area thereby creating a more productive working arrangement.

Sara was happy to report that as of August 2nd she obtained her Administrative Certification and has a new title: Program Administrator.

Sara discussed:

- A copy of our mission statement and by-laws is included in today's packet. Sara asked that we take time to review them for possible updates and have the information for our next Council meeting
- Terms of office for Council members and whose terms expire at the end of 2018—to consider renewing membership, or not
- Our budget and this being the last year allowing for roll-over funding. Donna Miceli will receive \$1000 to facilitate the Science Journal Club and attending the sessions at Cold Spring Harbor Laboratory
 - The money received this year actually decreased from last year, in all probability due to decreased student enrollment
 - Under consideration: offering a grant/scholarship to members to cover attendance fees for the NYLA/SSL conference being held on Long Island in May 2018—perhaps first-time attendees
- Annual Report: time was spent reviewing the annual report which has to be submitted by October 1st. After review and discussion a motion was made by Dawn, seconded by Carol, and unanimously agreed to accept the report as written.
- End of the Year Survey: some results: “does your library have a special collection” 60% no, 40% yes; “did you use the State Education Department SLMPE rubric to evaluate

your library program” 55% no, 45% yes; “how would you rate your communication with your district liaison?” 68% excellent, 18.5% better than satisfactory, 14.2% satisfactory; “in planning next year which professional development opportunities would interest you?” Top four answers: technology 80%, Internet safety 32.8%, Reading Literacy and ELL 30% each, Leadership 24.2%; “would you like a visit by the SLS Director next year” 90% no, 10% yes (discussion ensued as to why—perhaps librarians are not happy with their library or the function they now have in the school setting) Sara stressed the importance of having her visit our facilities and speaking with the librarians—she wouldn’t visit to judge the program.

- The Cooperative Collection Development project has stalled. There were only two volunteers for the committee. Perhaps this school year more involvement can be encouraged and have the CCD program move forward. The goal was to encourage schools to set up a specialized collection and have it available to circulate among member libraries. This led to a discussion on how to get the materials from building to building, district to district. As of now our SLS has no funding to use UPS for circulation. Sara discussed the possibility of using a similar approach that Carl Vitevitch at ESBOCES is using. He has ‘special bins’ that are delivered by the Suffolk Public Library System vans. More discussion to follow.
- Cold Spring Harbor Science Journal Club:
 - There are currently 21 seats being offered. The first session begins October 3rd.
 - Last year was the ‘pilot’ program and much was learned from it
 - Students need more assistance in selecting appropriate science journal articles
 - Concentrate on working with databases to prepare students for college studies
 - Looking for more district participation
 - Getting districts to arrange for bus transportation (Half Hollow Hills got bus approval, awaiting for volunteer chaperones)
 - Recommendation: get the schools to start a school club for the project—Lindenhurst got such approval as well as bus transportation. Having a club can increase interest among teachers and students for upcoming enrollment
 - Mila even suggested having two sessions - meeting on different days - should interest increase
 - Linda asked if teachers or administrators could attend a session to see first-hand what the program entails with the view that they would then be enthusiastic and ‘sell’ the program to their students and teachers. Sara will send the dates that are scheduled for this year’s program to any Council member or librarian requesting them.

- Sara suggested that the first session include a student ‘ice breaker’ to encourage the students to mingle and ‘meet’ other students. Donna is working on that.
- Regarding the Leadership & Information Symposium, it was decided not to hold the symposium this year so as not to be in competition with the NYLA/SSL conference

New Business:

- Awards for Administrator and Librarian of the Year: after discussion it was decided to offer the award to a Librarian, and to an Administrator if one is proposed. The plaques will just include the name and 2018 (as opposed to ‘12th annual Administrator of the Year’)
- Open Educational Resources will be a topic covered at the last Liaison meeting
- Carolyn brought up a discussion on librarians/libraries in general and how to get back to resource-based lessons
- A lengthy discussion ensued regarding single login/password. There are companies that can handle this (such as Clever and ClassLink) and pricing varies. Harry Chan is meeting with Sara next Friday, September 29th, and she will discuss the possibility of going through Media Flex. Perhaps the SLS could set up a COSER with a reasonable cost—ie. \$100 per school for the service. If possible, Sara will speak to Angelique for adding a new COSER. The VRC from ESBOCES was discussed and although it is ideal for small districts it can be quite costly for larger districts with bigger student enrollments
- Dawn inquired if anyone has a binder machine—Sara advised that the Teacher’s Center has one
- Cathy asked if it were possible to have any of the Professional Development sessions available as webinars. Sara will speak with Karen Schmid to see if this is viable. It would also be helpful to have copies of the handouts made available to librarians unable to attend the PD.
- As of today, there are 40 Western Suffolk BOCES registrants for the November 7th Long Island School Library System Regional Institute at Farmingdale Public Library. Nassau already has a waitlist and if Eastern and Western Suffolk have availability after October 19th, the seats will be offered to Nassau
- Jane distributed copies of SSLMA membership forms

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

Respectfully submitted,
 Carol Byrne
 Recording Secretary