SCHOOL LIBRARY SYSTEM COUNCIL & COMMUNICATION COORDINATORS

JOINT MINUTES

September 29, 2017

PRESENT
Robin Amer (Marlboro); Jennifer Atkins (Valley Central); Edna Auerfeld (Greenwood Lake); Christine Banuls (Goshen); Vanessa Baron (Florida); Karen Cissel (Middletown); Amy Cordisco (O-U BOCES); Lynn Daniels (Cornwall); Tiffany Davis (Mount St. Mary College); Carolyn DiIorio (Chester); Randall Enos (RCLS); Sharon Fox (Tuxedo); Linda Gale (O-U BOCES); Tessa Killian (SENYLRC); Laura Lerner (Monroe-Woodbury); Dolores Lombardo (Minisink); Sheri McNair (Highland Falls); Lisa Perkowski (Port Jervis); Teri Richardson (Washingtonville); Lisa Ruyack (Pine Bush); Maggie Spicehandler (Minisink); Deborah Tamulis (NYMA); Kathleen Turner (Warwick); Diana Wendell (O-U BOCES). Guest: Casey Elmendorf, Teacher (Highland Falls).

ABSENT
Catherine Gilligan (Newburgh).

CALL TO ORDER

Lynn Daniels, Council Chairperson, called the meeting to order at 8:50 a.m. and Diana Wendell provided an Agenda for the meeting. She asked if there were any items to add, and no one in the group wished to add an item.

Sharon Fox, new Council Coordinator and Tessa Killian, of SENYLRC, were introduced as was Casey Elmendorf from Highland Falls.

APPROVAL OF MAY 19, 2017 MEETING MINUTES

Copies of the May 19, 2017 School Library System Council Meeting Minutes were distributed to members for review and/or corrections if needed. Diana Wendell asked the group if there were any corrections. As there were none noted, she asked for a motion to approve the minutes as written. Deb Tamulis made the motion. Dolores Lombardo seconded. All were in favor, and the May 19, 2017 SLS Council Minutes were approved.

Review: Missions of Council & Communication Coordinators-Diana Wendell, SLS Coordinator

A handout 2017-2018 Library Council Coordinators Meetings was provided for all members. Diana Wendell asked that all adjust their calendars as some of the dates were changed.

Next, Diana Wendell reviewed the NYSED Library Development Overview of Council and Communication Coordinator Responsibilities, which was a handout provided. She mentioned that it is required that Council Members attend the meetings. Catherine Gilligan, Council Member from Newburgh, was not given leave to attend the meetings. Therefore, she will now serve as a Communication Coordinator, as she will not be present.
at meetings to vote and perform other duties as specified in the regulations as a Council Member. New members all serve as Communication Coordinators and after a few years can request to be nominated for a vote to join the Council.

In our By-Laws, or guidelines for the Council, there must be 12 members of the voting Council, a Private School Rep, Public Library Rep, and a Rep from SENYLRG. The majority of the Council must be school librarians. If anyone has questions about these regulations from Library Development, please contact Diana Wendell.

The Five Year Plan of Service guides everything being done by the SLS with State Library funds. NYSED encourages SLS’ to revise and add new goals if necessary.

Lisa Perkowski suggested that a sticker be placed on the tent card for each member of Council. It was decided that orange stickers will represent Council Members and blue stickers will be for Coordinators. There must be a quorum of Council Members in order to approve any vote.

**Review and Approval of SLS Annual Reports for 2015-2016 and 2016-2017**

Handouts were provided to all of the Orange-Ulster BOCES SLS Annual Report for Library Systems 2015 and Annual Report for Library Systems 2016. The 2016-17 Annual Report will be linked to the website once it is approved. It was noted that the Goshen M.S., C. J. Hooker, was not listed in the Annual Report. Diana Wendell mentioned that the Annual Report lists the names and roles of all members and their role at meetings. (An error was noted on Edna’s name, “Auerfeld” was misspelled). Diana Wendell will make the corrections. She asked for a motion to approve the Annual Reports for Library Systems 2015-16 and 2016-1017. Deb Tamulis made the motion. Kathie Turner seconded. All were unanimously in favor and the motion was approved.

**Website Updates: Libguides**

Diana Wendell then gave an overview of the new Libguides program, purchased to create the new O-U BOCES SLS website. She demonstrated how to navigate different areas including the Council page. Also linked to the SLS website Council page are the Plan of Service, yearly evaluation results, minutes of meetings, and other SLS documents and resources.

A section has been added on Becoming a School Librarian, including certification requirements, scholarships and grants. Vacancies at district libraries were noted at the Florida, Marlboro, Warwick and Washingtonville schools. Diana Wendell encouraged all to talk up the profession, especially to library subs, and to participate in school career fairs to promote.

**End of Year Evaluations Review**

There was a discussion regarding the end of year evaluation, with the results reported on the Council page on the BOCES website. All the questions are there and 21 responses out of 80 sent have been logged. Responses to the question, “How can the SLS better assist you?” were reviewed, including requests for more professional development. A new workshop on December 4th, “Re-Imagining the School Library with English Language Learning in Mind,” was discussed, and a flyer with information was provided for the group. 15% of the 100 hours of CTLE credits must be in ENL, and this workshop qualifies toward fulfilling 6 hours of credit. Bring a teacher with you to this workshop for an opportunity to work toward the goal for collaboration between librarians and classroom teachers. Diana Wendell would like librarians to contact her with suggestions for the website. She is also trying to build up the Co-Sers to have more funds available to fund library programs and expand resources.
NEW PROGRAM POSSIBILITIES-Diana Wendell

CCD Plan

Currently, there is no CCD plan on record with Library Development at NYSED. A draft of the Orange-Ulster BOCES School Library System Coordinated Cooperative Collection Development Plan was handed out to the group to review for approval. Diana Wendell mentioned that this should be part of the Plan of Service.

BOCES would purchase the books or audiobooks and make them available to districts via the Union Catalog. The agreement would include that these books would be available for inter-library loans. Audiobooks, too, but no reference books, DVD’s or eBooks. Diana Wendell hopes to have this plan in place for next year. She will do some webinars to introduce this new service. Diana Wendell introduced a new voluntary CoSer, the Supplemental Collection. School librarians would purchase units of books and would create online book orders and Diana Wendell will send to Library Development.

15 Minute Break

The meeting was called back to order at 10:20. Diana Wendell asked for a motion to approve the Orange-Ulster BOCES School Library System Coordinated Cooperative Collection Development Plan. Christine Banuls made the motion. Deb Tamulis seconded. All were in favor, and the motion was approved to submit to State Ed.

Mentoring Program

Diana Wendell proposed a SLS Mentoring Program for new librarians in the region. A draft of the Orange-Ulster BOCES School Library System Mentoring Program was handed out to the group, as well as an article from Education Week entitled, “Better Mentoring, Better Teachers.” Librarians with 5 years or more experience volunteer and are then matched up with new librarians as a “go-to” person for questions, preferably partnering with a librarian from another district. The SLS would pay the NYLA membership for the new librarian for one year. In addition, the team goes to the NYLA/SSL Conference together, with the SLS paying for their registrations and hotel costs. If it is difficult to get out of the library during school hours, a Saturday breakfast could be planned to welcome all librarians in the program and others, too. Bring a dish, have an informal agenda, share articles, experiences, struggles and new ideas. Criteria for mentees were discussed, and two mentor meetings a year plus the SLMSENY Conference should be included. Kathie Turner suggested since we are starting to have non-LMS certified people in libraries, that before they can participate in the SLS Mentor Program that they have at least 15 Library Science credits before they can be part of the program. General concensus was that this is a good idea. Diana Wendell will revise the guidelines accordingly.

A sample contract, Orange-Ulster BOCES School Library System Mentoring Program Participant Application Form was available for review in the handouts, and includes principal and superintendent signature lines for release time for mentor teams for events.

Diana Wendell asked for a motion to vote on the proposed Mentor Program. Carolyn DiIorio made the motion. Vanessa Baron seconded. All were in favor to approve the Mentor Program from the draft outline. The motion was passed.

Memberships

The shortage of certified school librarians for available jobs was discussed. Suggestions were to have a career day to talk to students about becoming a School Library Media Specialist. Also, membership in our three
organizations, NYLA, SSL, and SLMSSENY was strongly encouraged. The SLS wants to be able to fund memberships for this program. Diana Wendell shared “Becoming a School Librarian” Libguide, and will create a brochure.

A discussion on the SLMSSENY Conference, May 3rd-5th, followed. Lisa Perkowski noted that March 1st is the early bird deadline, but advised all to register asap as they often run out of rooms. BOCES could get a discounted membership for NYLA SSL if several checks were mailed out together. This should be done by the December or February Council meeting.

**Approval of Regional ILL Code (SENYLRC)**

Diana Wendell asked for a motion to approve the Southeastern NY Library Resource Center ILL Code. Christine Banuls made the motion. Maggie Spicehandler seconded. All were in favor and the motion was approved.

**RCLS Report-Randall Enos**

Randy Enos spoke about the *Fall into Books 19th Annual Children’s & Teen Literature Conference* on October 25th. Today is the deadline for all registrations to be mailed and postmarked. He offered registration booklets for any who may need them. Also, he distributed handouts of the *Libraries Rock 2018 Collaborative Summer Library Program* booklets to the group.

The Summer Reading Program 2018 National and NYS theme for all ages is “Libraries Rock.” Public libraries run this program, with children reading and keeping a log of books they have read. The goal is to keep students reading! School librarians can order supplies from the catalog.

A discussion followed about networking opportunities between public and school librarians working together. Kathie Turner was asked to host at her Warwick H.S. library a presentation by the Red Hook Library Director and school librarian on November 15, 2017. This will focus on teamwork. Diana Wendell encouraged folks to come to this workshop. Registration is limited. If interested, register on the RCLS website and on My Learning Plan.

Next Randy spoke about vendor presentations on new books. He demonstrated the book *The Street Beneath My Feet*. There is a PowerPoint presentation available as well.

He and Diana Wendell spoke of combining the Mock Book Awards event through RCLS with Orange-Ulster BOCES SLS. Diana Wendell discussed some ideas for the Mock Book Awards for 2018. Randy Enos is holding the Mock Book Awards on January 22nd, the same day as the BOCES SLS is planning their Mock Books. He shared that there are 5 or 6 Newbery and 5 or 6 Printz titles selected which everyone reads. These can be found on the RCLS website.

**SENYLRC Report-Tessa Killian**

Tessa Killian of SENYLRC attended the meeting. She thanked the group for approving the ILL Code. She spoke about the SEAL service, which ties together all libraries for inter-library loans at no fee for regional users. The new system is much easier to use, but Judy Fischetti is available for any who would like to have the one-hour training. There is a free webinar, and Diana Wendell will provide this again for any who need it through email. Tessa provided a handout, *SEAL: SouthEastern Access to Libraries.*
She next spoke about the Medical Information Services Program, which is administered by SENYLRC, and provided a handout to the group. This is a resource for library patrons who need articles from biomedical, healthcare or consumer health journals, and is funded by NYS. There is no charge for libraries to use this service, which is free through SENYLRC. Kathie Turner uses their resources all the time, and mentioned how helpful Judy is.

Tessa talked about an upcoming professional development and networking opportunity, free to members of the BOCES School Library Systems. She provided flyers, High School to College Transition Special Interest Group workshop for all. This will take place on December 7th from 12-3:00 at Southeastern, with Laura Patel from SUNY Orange presenting. Folks should also register on My Learning Plan.

Sharing
Tiffany Davis spoke about author Jay Asher coming to the Mount St. Mary campus on March 10th, for a presentation on banned and challenged books along with a book signing. Public librarians are also welcome to attend.

Diana Wendell shared a flyer with copies for all which lists several events coming up this year through O-U BOCES SLS. She reviewed the StarLab Training flyers, also provided as handouts, for October 11th for K-12 librarians and teachers.

Other handouts at this meeting included:

- **Code.org workshop** flyer: Coding for All Students, Saturday November 18, 2017, 9-4:00, Highland Falls H.S.
- **Teaching the Holocaust—Empowering Students**—Tuesday, February 27, 2018, 9-2:30, O-U BOCES Arden Hill
- **Media Library News-September 2017**
- **Science Kits and StarLab Programs** brochure
- **Media Library** brochure
- TeachingBooks.net bookmarks
- Quality K-12 Social Studies Learning Experience bookmarks
- Orange-Ulster BOCES Professional Reference Library Co-Ser cards
- Save the Date: Media Literacy Week—November 6-10, 2017 cards
- NAMLE – National Association for Media Literacy Education cards (This is free to join)
- How to Know What to Believe booklets, from the News Literacy Project

Lisa Perkowski spoke about Three Apples Books through the SSL/NYLA page on Facebook. They do a children’s choice awards. They nominate books, and children read what they like. Ballots are available for kids who read the books to then vote for their favorites.

**MEETING ADJOURNMENT**

Lynn Daniels called for a motion to adjourn the meeting. Carolyn DiIorio gave the motion. Lisa Ruyack seconded. All were in favor and the meeting was adjourned at 12:00 p.m.

Following the meeting, there was a Fake News and Media Literacy workshop for librarians and teachers from 12:30-3:30 who registered on My Learning Plan.

Minutes submitted by:
Gail Heaton, Secretary, Orange-Ulster BOCES School Library System