

**Wayne Finger Lakes BOCES**  
**School Library System**  
Council Meeting Minutes  
January 15, 2021

**Attendance:**

Kate Hammill - SLS Director  
Barbara Ciambor  
Margaret Dempsey  
Dr. Robert Ike  
Christine Joslyn  
Michelle Langley  
Stephanie Post  
Andrea Snyder  
Merrilee Witherell  
Sharon Zadarlik, SLS

Absent: April Broughton

The meeting was called to order at 9:05 a.m.

**Welcome & Introductions**

Kate welcomed Gwen Curtis, the new Coordinator for Newark as well Priscilla Beaujon who was co-coordinating with Margaret Dempsey. Everyone introduced themselves.

Kate stated the Google settings have changed; they are more restricted. If anyone is unable to get to the shared Google drive, please let Kate know, she is working on it. Kate sent out documents for this meeting. If anyone needs copies, please email Ryan.

**Approval of Minutes**

Stephanie Post called for the review and approval of the November 13, 2020 minutes.

Kate opened the Council member list, only those members in the Council group that are present at the meeting can motion and second the motion to approve the minutes.

Margaret Dempsey motioned to approve the minutes and Merrilee Witherell seconded the motion. Minutes were approved.

**Annual Report**

SLS receives funding every year from the State Education Department. The funding and the functions of the SLS are reported to the state in an annual report. The document was sent to the Council members for review to vote on. Council members are represented on the annual report and data is gathered that is related to SLS. The data includes the size of the union catalog, interlibrary loan activity and types of professional development or workshops that SLS has offered. Sharon compiles the professional development in My Learning Plan and puts the information in the annual report which is dictated by the state. The report also contains services and how resources are advocated,

Stephanie Post stated she had never seen that document. Kate said she had downloaded it as a PDF so it's a new format. Kate gets assistance from Sharon and the business office to make sure the money piece is correct.

The Summary of Library System Accomplishments are the accomplishments of the SLS as it relates to the Plan of Service. At the bottom there is a link to the End of Year survey.

Barb Ciambor motioned to accept the annual report and Michelle Langley seconded the motion. All were in favor.

### **Council Member Reports**

Barb Ciambor stated that RRLC worked with Causewave to develop a member/stakeholder perception survey, results have been received. There were over two-hundred-member responses. The information will be used for the development of their 5-Year Plan. The survey had specific questions; also, what activities are the most important for RRLC to develop in the next five years. Most of the information was positive. Questions were asked in regard to developing the service. There were questions on what activities should be the highest priority for RRLC, continuing ed, advocacy, developing collaboration within the region and grant writing consulting. The survey can be viewed by institution type, not specific institution. RRLC also looked at how familiar members are with what RRLC provides. WFL BOCES and all component districts can access anything that is available through RRLC. Barb will update everyone on the survey.

RRLC has a new service that is being offered called Ask the HR Expert, it's modeled on Ask the Lawyer. It's a pilot project but will be used in tandem with Ask the Lawyer. It will be on the website, right now there is a blurb about it on the website. If there are any questions, there is Frequently Asked Questions, your question may be there, or you can ask Kate. RRLC website has been updated, if you have any comments, let RRLC know. Kate put the link for the updated website in the chat.

Olivia Schauf submitted a question to Ask the Lawyer about using book images and promotions.

Kate stated that the workshop that recently took place with lawyer Stephanie Cole Adams is the same lawyer behind Ask the Lawyer. The workshop was recorded, and Kate can share out.

Kate stated that another service that RRLC provides is a catalog of online classes. Tina Broomfield from RRLC will be doing a workshop on the online classes.

Andrea Snyder stated that the libraries are as open as they can possibly be to the public. Some are doing limited visits, some are rolling back to curbside, some are shutting down for two weeks. PLS is partnering with RRLC, MCLS and Common Ground Health on a project called Kids are Alright. Kate emailed it to everyone. They are focusing on getting middle and high school youths from the rural areas to work on a project to learn about mental health, how they can support their peers, working with a graphic designer, doing a social media campaign and creating tangible items for their peers. The application is due January 19<sup>th</sup>, the youths get paid for this. If you would like more information, email Andrea.

Kate stated the project information looked like it was for students in Monroe, Ontario, Wayne, Livingston and Wyoming counties. If anyone didn't get the project information from Kate, it was due to your district being in a county that is outside of the specified counties.

Dr. Ike had nothing to report.

Merrilee Witherell stated that she met with the social studies department and they are engaging in using the same language when talking to students about evaluating media and information online. Merrilee made a Smore which has links to finding factual information and a bot that will help to identify if a Twitter user is a bot or a human being. If anyone is interested, Merrilee can share.

### **SLS Director Report**

Kate state that SLS has continued to be innovative and collaborative in bringing opportunities to the region for professional development or to have speakers. In the past, the notion of regional collaboration with School Library System was tied to geography. Tech Camp is an example of something that was done in the past collaboratively within the geographical region. During this pandemic time, there have been opportunities to collaborate virtually with other SLS in different geographical areas of the state. Kate has met with School Library System Directors and formed a collaborative group to bring together school librarians from CNY and beyond, its eight different BOCES, it ranges WFL, through the Syracuse region and beyond. The group was formed to bring PD and speakers, it started with bringing in Jennifer LeGarde and doing a half day virtual conference. The Ask a Lawyer PD was also a result of this collaboration. The next collaboration opportunity is bringing in a professor, Teri Lesene and she will be doing a session for Engaging Diverse Books for Secondary Students in February. Being fully virtual has allowed working outside traditional scopes and bringing valuable opportunities.

Each year SLS submits the annual report. Every five years, the Plan of Service is submitted and SLS will be working on it, it is due April 1<sup>st</sup>. A survey can be sent out to the component districts to get input and advisement from the Council group on how to look at and adjust the goals for SLS in the next five years. Kate will reach out by email to the council group to set up a meeting to review the document and get ideas on how to proceed. The larger group will be sent a survey to gather input and data.

There is a series of two digital equity summits which is working with State Ed and in collaboration with the state library. The information for this summit is on the link in the Directors Report, it contains who the speakers are and who is involved. If interested to participate, it is January 28<sup>th</sup> and March 8<sup>th</sup> from 10:00 AM to 1:00 PM. If anyone has questions, let Kate to know.

The SLMPE Rubric, School Library Media Program Evaluation, is available and on nysed.gov. It is focused on six values, framed within three domains and centered on each unique learner. There is a lot of information, Kate encourages everyone to start looking at the rubric and getting familiar with it because it is a great tool to be used in conjunction with Administrators to evaluate a school district library program. Kate intends to offer workshops for Librarians and Administrators to make the rubric a useful tool to develop goals for the school library program from a district view.

There was a question on the digital summits, if you have to attend both summits or can you attend one. Kate stated you can attend either one or both, Kate will find out if they will be recorded.

Andrea Snyder stated that the whole summit will not be recorded, just the keynote speaker.

School Library System is associated with three BOCES CoSers, automation, databases or online resources and media library. Those that are in the Follett consortium, something new has been added to the catalog, reading level program subscriptions to the union. For elementary schools, records that match should be populated with fountas and pinnell,

secondary schools, those that match should be populated with lexile levels. If you are in the Follett consortium and you do not see this, go to Zendesk and create a ticket.

Those in the Media Library CoSer, there are 18 districts, 16 of these districts have launched their Swank k-12 movie streaming platform. The Swank k-12 streaming platform in conjunction with the Swank umbrella license allows for copyright protected viewing of full-length feature films in school and remotely. There have been inquiries from a couple of other districts who are interested in joining the CoSer for next year. If there are any questions, final CoSer pricing is being worked on, Kate can give a rough estimate.

Starting last year, WFL BOCES moved to a new consortium that negotiates database pricing. Previously, the consortium we were associated with was called SCORE. SCORE is no longer in existence at the end of this year. Erie 1 BOCES took the lead along with any other BOCES to work on a new consortium, SOLID, School Online Library Information Databases. With the SOLID contracts, we are able to give negotiated statewide pricing and provide products that have met a criteria in terms of Ed Law 2D compliance. Each year, we calculate pricing for every product that is available and send the school librarians the order form. This year, data analysis was done based on the total amount of orders. In 19-20 the database orders totaled \$517,484.87, 85% of all databases were renewals. This school year, the database orders totaled \$397,742.38, 84% of databases were renewals. The dollar amount this year is lower than last year due to vendors moving to a different state contract. Kate shared the demo database order form and what it will look like for the 21-22 school year. It will contain all the current orders with the option of renewing or removing. If you want additional orders, it can be written in on the lines. We can give pricing and description for any additional databases. This is not finalized but we are working on it to make the process more efficient and streamlined. If there are any questions or feedback, contact Kate.

There was a question, will there still be a list of all databases available in case we want to browse new options. Kate stated yes, it is something we are working on and will make it digitally through Smore. Kate demonstrated how the Smore will look and how to access vendor products. A copy of the Smore can be made and shared with faculty.

The ALA Virtual Midwinter Meeting and Exhibits is on January 22-26, 2021. Kate will be attending, there will be some amazing speakers at this conference.

Tina Broomfield from RRLC will be doing a workshop, Online Learning for Librarians on January 27<sup>th</sup> from 3:30 – 4:30. The two catalogs that are available through RRLC are Skillshare and Treehouse, they contain a wide variety of workshops.

The workshop Diverse & Engaging Books for Secondary Students is on February 10<sup>th</sup> from 9:00 – 10:00 with author, professor and former middle school teacher Teri Lesene.

The Teen Book Fest is virtual and is on May 15<sup>th</sup> from 9:00 – 5:00. Kate Rice is on the planning committee for Teen Book Festival.

There was a question, can SLS cover ALA memberships for interested librarians. Kate stated that right now SLS offers membership to NYLA to all librarians in the region. For now, ALA membership is TBD.

Kate Rice had a question, can the workbook be shared with each districts librarian so that they can work together on database purchases. Kate is fine with sharing the forms when sending to all librarians.

Stephanie Post stated that the form may need to be segmented due to funding, depending on the district. Kate stated that each school will be on its own tab.

Christine Joslyn had a question about the SLIMPE rubric. Her district is going through the process of curriculum writing and coming up with the framework. She asked Kate if she recommends using this new SLIMPE or should they also use the Empire State Information Fluency Continuum binder as the primary guide. Kate stated that the SLIMPE rubric is a tool in evaluating the library program, some of that is the managerial aspects of the library but also the instruction components are imbedded within that. When creating goals in curriculum writing, it's doing an analysis and looking at the IFC and the AASL standards. When writing curriculum, there has to be a consensus on the standards. The SLIMPE rubric will not relate to instructional standards but there are components that involve the instructional purpose of the library. Kate can help and brainstorm looking at the documents together.

Andrea Snyder asked if the diverse books presentation can be open to the PLS librarians. Kate will look into it.

Kathleen Liebenritt asked if the diverse book presentation was open to teachers. Kate stated yes, they just need to register in My Learning Plan.

A question was asked in regard to what databases will SLS purchase for member libraries for the next school year. Kate will share that info out when she compiles all the information. SLS will continue purchasing TeachingBooks, National Geographic and National Geographic Kids. Middle school falls in between National Geographic Kids and National Geographic, for this year Kate will ask middle school librarians if they prefer National Geographic Kids over National Geographic. SLS will also purchase the Rosen eBooks.

Motion was made to adjourn the meeting, second motion was made by Merrilee Witherell

Meeting adjourned at 10:15.