

Orleans Niagara BOCES School Library System
Library Council and Communication Coordinator

Meeting Agenda and Minutes

December 21st, 2020

In attendance: Dana Prebis, Christopher Conrad, Lori Moskaluk, Della Morales, Maureen Mahar, Diane Balcom, Sheryl Knab, Jean Linn, Terri Faut, Laura Rizzo, Lindsay Delaney, Jennifer O'Toole

1. Call to Order – Chris Conrad - 9:05am
2. Approval of the Agenda
 - a. Motion: Adding rubric to the agenda (Della Morales)
 - b. 2nd: Maureen Mahar
 - c. Approved.
3. Approval of Minutes from last meeting
 - a. Motion: Lori Moskaluk
 - b. 2nd: Sheryl Knab
 - c. Approved.
4. Introductions
5. WNYRIC updates – Sheryl Knab
 - a. Sheryl Knab; 3 day event in July for High School Librarians to help with transitions to college.
 - i. Empire state Immersive Experience- wnylib-l@buffalo.edu- 360 degree cameras and providing training to high school librarians to provide content
 1. Chris will check at the end of January/February [for link](#) to the type of 360 camera for possible purchase for SLS collection.
 - ii. Will be sending out grant for camera
 - iii. <https://www.wnylrc.org/ask-the-lawyer/raqs>
 - iv. Pillars Event: <https://www.esln.org/pillars/>
 - v. Equity and Diversity Conference January 28th 2020
 1. When the conference link becomes available: Chris will look at requirements for CTLE and speak with CSIPD (Mike Fisher) about processing CTLE for members attending this event. Any members planning on attending are encouraged to reach out to let Chris know.
6. NIOGA updates –
 - a. Lindsay said to reach out to Laura Herold, youth services librarian, and add her on contact list.
7. University / College Updates
 - a. NCCC
 - b. Jean Linn
 - i. Working on expanding library embedded services
8. SLS Director / Coordinator report
 - a. State returned an annual report from last year. Chris pulled every PO from last year and revised and re-submitted the 2019-2020 report.

- i. Our bylaws do not match council members website (90.1.8). [Our bylaws](#) have a total of 14. State report says Ex Officio does not count. We have 15 actual [council members](#).
 - ii. Delaney- suggested bylaws should read that council will include representatives from 13 Districts instead of Elementary, Middle & High (DLD issue or bylaw change) and then have room for others (ex. college / university, public library, WNYLRC).
 - iii. Adjust the bylaws- but make sure it includes enough from every district
 - iv. Make sure you have 13 SLS spot and then others
 - v. Chris Conrad: 15 spots currently on our list (member districts, NIOGA, NCCC, WNYLRC)
 - vi. Sheryl Knab and Lindsay Delaney will forward phrasing for making this adjustment and Chris will format the new document. Plan is to provide this for a vote at next meeting. Commissioner's requirements on council size and make up are [here](#). Most councils seem to range on the SLS website from 6-17.
- b. SLS Grant funded - 20% withheld for now but should be forthcoming
- c. Communication
 - i. 2019-2020 survey
 - ii. ONEL list serve updated
 - iii. 2020-2021 directory updated
 - iv. Website
- d. Inter Library Loan
 - i. Accounts updated.
 - ii. Items from 2019-2020 not returned marked lost.
 - iii.
- e. 5 year plan of service
 - i. Forward current 2016-2021 to council members for review
 - ii. Anyone interested in a working group / committee on the 2021-2026 5 year plan let Chris know.
- f. Council and Communication Coordinators membership
 - i. Review of Council list
 - ii. Adding new members / review of appointment terms
 - iii. Outreach to Colleges/Universities
 - iv.
- g. Dates for future library council meetings
 - i. 2/10/21
 - ii. 3/22/21
 - iii. 5/19/21
- h. Upcoming regional workshops / professional development.
 - i. January virtual vendor fair.
 - 1. No CLTE given. Chris explained that Erie 1, Erie 2, and CA BOCES are not providing CTLE. Most docs seemed like pricing information, not content or pedagogy.
 - 2. Lindsay questioned this and said CTLE can be provided for expos.
 - 3. Chris said he will look into it. ONBOCES umbrella is what issues CTLE.
 - 4. Acceptable CTLE
<http://www.highered.nysed.gov/tcert/resteachers/ctle.html#acceptable>

- ii. March Follett user's conference. No date yet.
- iii. April opals user's conference. No one is using OPALs in our SLS district.
- iv.

9. School Library System Rubric

- a. <http://www.nysed.gov/school-library-services/nysed-school-library-program-rubric>
- b. It is not something your principal can hold against you but something to strive for
- c. Important to be familiar with it.
- d. Main differences: 21st educator
- e. Clarifications to administrators- conversations
- f. Chris suggested that he could introduce it in the next ONCC curriculum coordinators meeting to clarify that it is not a tool to evaluate the librarian but the library program,
 - i. Lindsay suggested Chris reaching out to ask Alicia and Mike Fisher to re-address communication because while they mentioned it already in their email, it was the last line of the email.

10. Old Business

- a. Center for School Improvement and Professional Development [updates](#).
 - i. Course Offerings on website
 - 1. <https://docs.google.com/document/d/1fSZ66YBdXShUCNVboMla7HwCN0XjGY1XEfbOaNbaXp4/edit>
 - 2. Diane recommended that cross-promotion of SLS and media services resources should be addressed in CSIPD offerings.
 - 3. Lindsay brought up that in the past staff was cut and she was only one person.
 - a. Chris will incorporate Diane's ideas and comments on his list of job responsibilities for media services positions.
- b. Media Services update
 - i. Considering looking into updating CoSer with services, tools and resource upgrades. Chris asked for feedback. Reiterated the service is people as well as resource
 - ii. Staff person with Media Services- pays for itself
 - iii. District secretaries are buying individually because they do not understand the services

11. New Business

- a. NOVEL databases funded for next year.
 - i. Yay!
- b. E-resources
 - i. Open eBooks <http://openebooks.net/>
 - 1. https://docs.google.com/document/d/1BLIzphmgcRONRBKObJd65Z88xN_ZMLDjtNaP4ti06Rw/edit?usp=sharing (Created by Dana Prebis)
 - ii. JLG <https://jlg.ipublishcentral.com/>
 - 1. Alyssa Smith asmith@juniorlibraryguild.com
 - iii. Macken - Hugh Alhern - can be integrated with Follett
 - iv. Overdrive - can they be integrated with Follett - [Lauren Bogatay Tubbs](#)

12. District Updates

- a. Albion
 - i. New superintendent- Mickey Edwards
 - ii. New position unofficial class advisor

- b. Barker
 - i.
 - c. Lewiston-Porter
 - i. Mary Ellen retired- Middle school math teacher with MLS is new LMS (not certified)
 - 1. Karen Packs (spelling?)
 - ii. Literacy specialist in elementary school
 - iii. Library has classrooms in it for social distancing
 - iv. Is circulating books
 - d. Lockport
 - i. Chris Conrad left
 - ii. Change in job description
 - iii. Librarians being used as tech help
 - iv. 7-8 circulating
 - e. Lyndonville
 - i.
 - f. Medina
 - i. Grade 7-12 in building
 - ii. teaching 7th grade class
 - iii. Are circulating books
 - g. Newfane
 - i.
 - h. Niagara Falls
 - i. Send resources to elementary school
 - ii. put out tutorials
 - iii. students doing research
 - iv. virtual book club
 - v. Are circulating books High school
 - vi. Elementary are circulating as well
 - i. Niagara Wheatfield
 - i. Elementary k-5 in school cart circulating and request
 - ii. 6-12 students request
 - iii. New material
 - j. North Tonawanda
 - i. One elementary school circulating books
 - ii. Two libraries are not circulating
 - iii. Part-time librarian at intermediate not circulating
 - iv. Middle & High School are circulating
 - v. New librarian Pamela
 - k. Royalton-Hartland
 - i.
 - l. Starpoint
 - i. Not circulating elementary
 - m. Wilson
 - i. Not circulating material
 - ii.
13. Other – for the good of the school library system.

- a. Library CDC guidelines
 - b. Blanket policy that new SLS that could be on file with specific specifications
14. Adjourn - 12:25PM

- a. Motion Laura Rizzo
- b. 2nd - Lindsay Delaney
- c. Approved.