

**NBSLS Council Meeting**  
**August 22, 2007 at Buckley Country Day School**

Present: Bea Baaden, eva efron, Deirdre Heiz, Sheila LaLima, Min Liu, Lise Mayer, Pat Minikel, Paula Pisano, Jean Reilly, Patricia Russac, Pat Ulmschneider.

Absent: Sr. Joanne Callahan, Renee McGrath, Theresa Ventimiglia.

Lise Mayer opened the meeting. She spoke about professional development as being the key to helping librarians in the county. Strong organization helps what we do, and we need to add committee reports to the agenda.

Lisa asked if there were any corrections to the June Council minutes. The minutes from the June 5, 2007 meeting were approved as amended: Paula Pisano and Dr. Valerie D'Aguanno were added to those present at the meeting. Motion to waive reading of the minutes was made by Patricia Russac, and seconded by Deirdre. Motion to pass the minutes as amended was unanimous.

New binders for each Council member were given out at the meeting to organize Council information. Patricia Russac was asked to send Barbara Neist a thank you on behalf of the Council via email from the meeting.

Deirdre Heiz put together a list of librarians who may want to be part of Council. In the fall, Deirdre will contact these librarians to see who might be interested. Sheila Lalima suggested that if we do not get a response, we could announce it at the opening of the first liaison meeting. Discussion on the names on the list followed. The Nominating Committee will decide whom to approach first for the two open positions.

### **Discussion**

#### Support/services

- There was a lively discussion about the various support and services needed by the school librarians. Sheila will chair a task force to provide website links of interest to the school librarians. Paula offered her support.
- The website needs to be updated. A motion was made, seconded by Bea Baaden and passed unanimously. Pat Ulmschneider has agreed to chair the task force.
- The Union Catalog needs to be updated. Keeping the records current is a challenge with the existing procedure. An open source option OPALS should be considered as another option.

#### Council Visibility at Liaison Meetings

- Council members to help sign in liaisons
- Members should wear badges or some type of designation
- Director or Council Chair should introduce Council members present at meetings.

#### Calendar Deadlines

- Set up target dates to meet the goals of the Council's deadlines. These should include committee and task force deadlines. We should also read through bylaws by next council meeting. The nominating committee is a standing committee that should be established all year long.

## **Liaison**

- Liaisons should be included on committees and task forces. Ask librarians on the evaluation sheet at liaison meetings if they are interested. Include a hand out on committees and task forces in liaison folders. Summary of liaison meeting should also be posted on the NBSLS website within a week after each meeting. Sheila Lalima volunteered to write the summary for the first liaison meeting to get the information out as soon as possible.

## **Review Budget**

eva reviewed the NBSLS budget. A budget summary was handed out. Council confirmed sufficient funds were included on the consultant line for speakers. Coffee and tea service will be available at liaison meetings. Amounts can be adjusted and moved to accommodate different areas as needed. Coffee and tea service will be available at liaison meetings. Patricia R. motioned to approve the budget and Sheila seconded. Motion passed unanimously. Patricia R. motioned to approve the purchase of TeachingBooks.net. Pat U. seconded. Motion passed unanimously.

## **Plans for 2007-2008 Liaison Meetings**

October 3, 2007 Liaison Meeting

- Doug Johnson moved from March meeting to October meeting because previously suggested speakers were unavailable
- Kick off on 21<sup>st</sup> Century Skills as theme for the year
- “ebooks, ekids and eflats” program was selected from Johnson’s website as a good program for the meeting but with modifications to meet the basic needs of the Nassau school librarians
- Objective of the day:
  - Working definition of 21<sup>st</sup> century skills
  - Define the specific discrete skills
  - Bea Baaden to give introduction to the topic for the year (15 minutes) and introduce the keynote speaker
  - Schools and Libraries in the Net Generation-morning session
  - Designing Research Projects that Kids and Teachers Will Love-afternoon session-using information from morning workshop. Connect 21<sup>st</sup> skills from the morning into this workshop
  - Business of the council should be moved to the afternoon before the second session begins with Doug Johnson.

## **Council discussion Points for Liaison Meetings**

- need more visual literacy incorporated into our programs
- need to be more specific about the skills addressed by the keynote speaker
- need to plan the objective for the day for each liaison meeting
- should report the business of the Council at the beginning of the afternoon sessions
- need to decide by December or earlier of the previous year on themes for the liaison meetings the following year in order to be able to book speakers.
  - Topics for this year’s meetings:
  - December-Media Literacy/Visual Literacy
  - March-Doug Johnson follow-up
  - May-Mike Keany-Administrator of the year

The meeting adjourned at 12:30 pm.

October 3, 2007  
Duffy Center ~ Area B  
4:00 pm

**Present:** Bea Baaden, Teresa Bolz, eva efron, Deirdre Heiz, Sheila LaLima, Elizabeth Mayer, Renee McGrath, Pat Minikel, Paula Pisano, Jean Reilly, Judy Shaughnessy, Pat Ulmschneider, Teri Ventimiglia, Carl Vitevitch.

**Absent:** Sr. Joanne Callahan, Min Liu, Patricia Russac

Lise Mayer opened the meeting and welcomed Judy Shaughnessy and Teresa Bolz A motion was made by Sheila and seconded by Pat Minikel to accept applicants the above-mentioned applicants to council. The motion was passed unanimously. Binders were presented to them and the meeting proceeded.

Minutes from August 22<sup>nd</sup> were approved as amended at meeting – with one change (Liaison meeting date).

### **ANNUAL REPORT**

Eva stated that due to a new way of entering data online, a printed version of the Annual Report is over 40 pages long. It was due September 30 2007, but eva was able to get a two week extension. Lise, Pat Ulmschneider and Shelia volunteered to stop by the office at their convenience to review the document for council but it is submitted to the state.

### **COMMITTEE REPORTS**

Nominating Committee - Judy and Teresa were invited to join and participate. Council will continue to seek out members.

Website Task Force – Pat will ask for volunteers at the upcoming Liaison meeting

Awards Committee - Teri Ventimiglia and Deidre volunteered to be on the committee for Council. Three more volunteers not from council are needed to fill vacancies.

- Administrator of the Year Award
- Librarian of the Year Award

### **CCD FOR NBSLS PROFESSIONAL COLLECTION**

The NBSLS CCD Plan is included in the plan of service. It was not done 2005/2006 due to the NBSLS move. Eva is looking to review and develop criteria for adding material to the collection. eva stated that she and Donna Slaski, NBSLS, would be involved. Bea volunteered to be on the committee. Eva is looking for ES, MS and HS representation as well. Frequent users of the Professional Collection will be asked to volunteer for this committee.

**INTER-LIBRARY LOAN PROCEDURES**

Eva explained that this is loans to/from BOCES to the world. We are starting to investigate other ways of moving material i.e. Fed Ex rather than the current method which is rising in costs. Council asked for cost breakdown before offering advice.

**LIAISON MEETINGS**

October 23 – Worked out agenda for the day. Mailing out to Liaisons by Friday, October 5<sup>th</sup>. It was consensus of Council to have food (coffee/tea service in the morning and buffet lunch at noon). Prospective agenda below;

*8:30 a.m. Registration & Coffee/Tea Service*

*8:45 a.m. Welcome Eva Efron, Supervisor, Nassau BOCES School Library System*

*Welcome From Nassau BOCES Dr. Valerie D'Aguzzo, Assistant Director, Nassau BOCES CIT*

*Introduction by Dr. Bea Baaden 9:00 a.m.*

*Keynote Presentation: 21<sup>st</sup> Century Learning Skills: the school*

*library perspective – Doug Johnson [Doug has over 12 years experience as a school librarian]*

*Working Lunch 12:00 p.m.–12:45 p.m.*

*12:45 p.m. Keynote Presentation continues - Doug Johnson*

December 11 – Possible theme “Reading is a 21<sup>st</sup> Century Skill”. Possible speaker mentioned - Eliza Dresang. Pat Minikel made a motion to offer \$4,000 to cover inclusive cost for this speaker. Shelia seconded. Motion carried unanimously. Other ideas: have a best borrowed list available from districts. Other ideas were to have Barbara Mierlak and Romy Schneider present a book talk seminar. Also mentioned was bringing in Rita Auerbach, NLS (retired), to speak. Pat Minikel made a motion to offer Rita a \$250 honorarium. Bea seconded. The motion carried unanimously.

March 12 – Doug Johnson will be visiting again. Looking to do more hands on at this meeting.

May 14 – Presentation of Administrator of the Year and Librarian of the Year, the eight LSTA podcasting grant participants will also be presenting. Possible speaker mentioned: Mike Keany.

**UNFINISHED BUSINESS**

Eva stated that the online budget for 2007/2008 was approved. She also mentioned that teachingbooks.net was being utilized well and that unsolicited favorable comments were being received.

**NEW BUSINESS**

Union Catalog - Looking to update catalog to OPALS or Destiny to conform to state regulations, eva will invite one of the above vendors to the next Council meeting for a product review.

The meeting was adjourned at 6:05 pm.

Respectfully submitted  
Carl Vitevitch

*Next Council meeting is November 28<sup>th</sup>, Nassau BOCES Duffy Center*

November 28, 2007  
Duffy Center ~ Area B  
4:00 pm

**Present:** Dr. Bea Baaden, Teresa Bolz, Sr. Joanne Callahan, Dr. Valerie D'Aguanno, Eva Efron, Deirdre Heiz, Sheila LaLima, Elizabeth Mayer, Renee McGrath, Pat Minikel, Paula Pisano, Jean Reilly, Patricia Russac, Judy Shaughnessy, Pat Ulmschneider, Teri Ventimiglia, Carl Vitevitch.

**Absent:** Min Liu

Lise Mayer opened the meeting. Prior to the start of meeting, photos from the liaison meeting were projected in a slide show.

Minutes from October 3<sup>rd</sup> were approved as amended at meeting – with one change (spelling error).

### **ANNUAL REPORT**

Eva stated that Lise Mayer and Shelia LaLima stopped by the office to review the document for council before it was submitted to the state. She verified that the State had received it and that 10 SLS's had not submitted the report yet.

### **COMMITTEE REPORTS**

Nominating Committee – Various methods were discussed to invite prospective members to join council, i.e. inviting liaisons to attend a council meeting.

Awards Committee – Will be mentioned at Liaison meeting, posted on SLS website and Mike Keany's listserv. Barbara Mierlak, a past winner, will be asked to mention this at the Liaison meeting. Teri Ventimiglia will contact Valley Stream #24 and see if someone would be able to mention the process that they went through to nominate their administrators. SLS will select date for deadlines for submission of applications.

Website Task Force – Pat Ulmschneider will ask for recommendations and suggestions from Liaisons as to what they would see on the website. Dr. Valerie D'Aguanno stated that the site will need to maintain the look and feel of BOCES. She also noted that BOCES' blogs are moderated to avoid inappropriate comments.

**LIAISON MEETINGS**

October 23 – Overall comments from meeting were positive. Having lunch provided also was appreciated.

December 11 – Theme “Reading is a 21<sup>st</sup> Century Skill”. Agenda was finalized:

- 8:30 a.m. Registration & Continental Breakfast
- 8:45 a.m. Eva Efron, Welcome
- 9:00 a.m. Rita Auerbach, “Best Books”
- 10:45 a.m. Linda Dickman, “Boys Read Book Club”
- 11:45 a.m. Lunch (*brown bag lunch with your colleagues or local eateries offsite*)
- 1:00 p.m. Pat Ulmschneider, “Nominating a NBSLS Admin and SL of the Year”
- 1:15 p.m. Barbara Mierlak, “Tricks of the Trade – Things to Encourage Reading”
- 1:45 p.m. Eva Efron, NBSLS business and Paula Pisano, Shadow TV presentation

March 12 – Doug Johnson will be visiting again. Eva asked that a small group meet earlier for firm up agenda so that it may be mailed out on schedule. Instead, Lise Mayer suggested adding a January Council meeting to finalize agenda earlier, no date was set.

May 14 – Presentation of Administrator of the Year and Librarian of the Year, the eight LSTA podcasting grant participants will also be presenting. Patricia Russac volunteered to work up the application for a call to School Librarians to demonstrate the use of technology that they have used this year – with a deadline of March 1<sup>st</sup>. This document needs to be approved by Dr. Valerie D’Aguanno prior to distribution.

**UNFINISHED BUSINESS**

Lise Mayer asked everyone to start thinking of ideas to continue the theme “Reading is a 21<sup>st</sup> Century Skill” for 2008-2009 Preliminary discussions at the next meeting.

**NEW BUSINESS**

Eva showed a draft of the Linkup Bulletin which will be in PDF form and should be uploaded to the SLS web site soon after the meeting occurs.

Shadow TV – Paula Pisano showed those present this new service which enables one to search and view broadcast TV via the internet. Comments were made on the usefulness in class discussions or to provide information to administration.

The meeting was adjourned at 6:05 pm.

Respectfully submitted  
Carl Vitevitch

*Next Council meeting is February 5<sup>th</sup>, Nassau BOCES Duffy Center*

**Not yet approved**

January 9, 2008

Duffy Center ~ Area B

4:00 pm

**Present:** Dr. Bea Baaden, Teresa Bolz, Sr. Joanne Callahan, Dr. Valerie D'Aguanno, eva efron, Deirdre Heiz, Elizabeth Mayer, Paula Pisano, Jean Reilly, Pat Ulmschneider, Teri Ventimiglia, Carl Vitevitch.

**Absent:** Min Liu, Sheila LaLima, Renee McGrath, Patricia Russac, Pat Minikel, Judy Shaughnessy

Lise Mayer opened the meeting and asked Jean Reilly if she would serve a second term on Council, she agreed.

**LIAISON MEETING (March 12, 2008)**

Lise Mayer asked if lunch could be provided. eva stated that if money is available it could be done. eva also stated that at the May Liaison meeting, there is usually an enhanced breakfast for attendees.

After much discussion on the topics and timeline of Doug Johnson's proposed agenda "Skills for the Knowledge Worker: Needs, Standards and Reality" sent via email (dated 1/2/08 to eva), it was decided that he be asked to rework the proposed agenda for the March 12 meeting in the following manner:

- 8:30 a.m. Registration & Continental Breakfast
- 9:00 a.m. Welcome eva efron,
- 9:15 a.m. Doug Johnson (with one 15 minute break)
  - PART 2: Examining ISTE and AASL Student Standards
  - PART 3: Integrating Information and Technology Literacy Standards into the Content Areas
  - With the Nassau BOCES SLS Curriculum Draft being incorporated in morning*
- 11:45 a.m. SLS and Council announcements
  - Call for "Best 21<sup>st</sup> Century Practices" presenters for the May meeting
- 12:15 p.m. Lunch (*provided by NB SLS*)
- 1:00 p.m. Doug Johnson (with one 15 minute break)
  - PART 3: Integrating Information and Technology Literacy Standards into the Content Areas - *continuation*
  - PART 1: The Tech Skills? Everyone Needs

eva will forward the request to Doug Johnson for further discussion.

## **Not Yet Approved**

May 14 – Presentation of Administrator of the Year and Librarian of the Year awards. The eight LSTA podcasting grant participants will also be presenting. SLS will now work up an application for a call to School Librarians to demonstrate the use of 21<sup>st</sup> Century Skills they have used this year.

### **NEW BUSINESS**

Lise Mayer asked everyone to start thinking of ideas to continue the theme “Reading is a 21<sup>st</sup> Century Skill” for 2008-2009. Many ideas came out in the discussion today, one being breakout sessions demonstrating how to put into practice the national standards. Also mentioned was the N.Y. State test and how library skills can be pulled from these to assist students and faculty.

Bea Baaden suggested that with Doug Johnson speaking in March, Council could work to encourage leaders within the library community to come and incorporate the ISTE and AASL Standards into the Nassau BOCES SLS Curriculum draft during the summer

### **UNFINISHED BUSINESS**

None

The meeting was adjourned at 5:45 p.m.

Respectfully submitted  
Carl Vitevitch

*Next Council meeting is February 5<sup>th</sup>, Nassau BOCES Duffy Center*

*Feb. 7, 2008bn*

February 5, 2008  
Duffy Center ~ Area B  
4:00 pm

**Present:** Teresa Bolz, Sr. Joanne Callahan, Eva Efron, Deirdre Heiz, Sheila LaLima, Renee McGrath, Patricia Russac, Pat Minikel, Judy Shaughnessy, Elizabeth Mayer, Paula Pisano, Carl Vitevitch.

**Absent:** Dr. Bea Baaden, Min Liu, Dr. Valerie D'Aguzzo, Jean Reilly, Pat Ulmschneider, Teri Ventimiglia

Lise Mayer opened the meeting.

### **APPROVAL OF MINUTES**

On a motion by Deirdre Heiz, seconded by Sheila LaLima, the minutes of the meeting of November 28, 2007 and January 9, 2008 were unanimously approved as written.

### **AWARD DISCUSSION**

As of this meeting, there were three Administrator of the Year applications and two School Librarian of the Year applications. The deadline is February 15. Eva Efron asked that Deirdre Heiz or Teri Ventimiglia become the sole contact to Barbara Neist to keep her updated so that the decision may be finalized on time.

### **NOMINATING COMMITTEE**

Deirdre Heiz will produce a report of openings on Council and mention it at the upcoming Liaison meeting.

### **2008 – 2009 MEETING DATES**

**COUNCIL** - It was noted that there was no August date and then there was a discussion that it was a more relaxed time to meet and more collegial. Tuesday, August 26, 2008 was agreed upon and Patricia Russac, Buckley Country Day School, offered to host the meeting.

**LIAISON** – With the dates in hand, it was decided that Council would double check dates with individual school calendars to verify no major conflicts. It was noted that the December date was pushed earlier to avoid possible conflicts. On a motion by Patricia Russac, seconded by Judy Shaughnessy, the meeting dates were approved.

**LIAISON MEETING**

MARCH 12 - Lise Mayer asked if lunch could be provided. Eva Efron stated that if money is available it could be done. Eva Efron also stated that at the May Liaison meeting, there is usually an enhanced breakfast for attendees.

After much discussion on the topics and timeline of Doug Johnson's proposed agenda "Skills for the Knowledge Worker: Needs, Standards and Reality" sent to Eva Efron (2/3/08), it was decided to ask Doug to rework the agenda as follows for March 12:

- 8:30 a.m. Registration & Continental Breakfast
- 9:00 a.m. Eva Efron, Welcome
- 9:15 a.m. Doug Johnson (with one 15 minute break)
  - The Tech Skills? Everyone Needs
  - Integrating Information and Technology Literacy Standards into the Content Areas - *With the Nassau BOCES SLS K-12 Curriculum Draft being incorporated*
- 12:15 p.m. Lunch (*provided by NB SLS*)
- 1:00 p.m. Doug Johnson (with one 15 minute break)
  - Integrating Information and Technology Literacy Standards into the Content Areas - *continuation*

Eva will forward the request to Doug Johnson for further discussion and ask that Integrating new AASL and ISTE Standards be the main focus of the day.

**May 14 – Tentative agenda**

- 9 – 10:30 Presentation of Administrator of the Year and Librarian of the Year  
Break
- 10:45 – 11:45 Intro to Eight LSTA podcasting grant participants  
Presentation of # with panel discussion of how the process was
- 11:45 – 1:00 Lunch
- 1:00 – 3:30 Q & A "minifair" of podcasts  
Reflective Session with Smart Senteo clickers supplied by BOCES to ask liaisons various questions relating to 21<sup>st</sup> Century Skills and how well they are incorporating them into their libraries.

Teresa Bolz, Sheila LaLima, Lise Mayer volunteered to develop questions and post them on a special area of the NBSLS blog. The URL will be supplied to Council for input.

Barbara Neist will place the end of year form in the folder, but has also created an inter-active online PDF version that will be placed on the NBSLS web site.

**THEMES AND SPEAKERS**

Continuing the theme of 21<sup>st</sup> Century Skills was discussed. Possible meetings were discussed:

- October Gail Dickensen to discuss AASL standards (Eva contact)
- December “Tricks of the Trade” – Nassau BOCES school librarians showing off their 21<sup>st</sup> Century lessons
- March Rita Auerbach for best books of 2008
- May possible reflective session.

**UNFINISHED BUSINESS**

Eva Efron mentioned that the governors proposed budget will affect district in various ways with Nassau BOCES going back to 1989 funding. Also, SLS needs to move ahead with the proposed upgrade of the Union Catalog. Two vendors have provided pricing. Carl Vitevitch will send links to committee members Pat Minikel and Judy Shaughnessy prior to reviewing the products. They will then meet to discuss the options and present their findings at the next Council meeting. SLS will contact a vendor to set up a product demonstration.

**NEW BUSINESS**

None

The meeting was adjourned at 5:55 p.m.

Respectfully submitted  
Carl Vitevitch

*Next Council meeting is April 16<sup>th</sup>, Nassau BOCES Duffy Center*

April 16, 2008  
Duffy Center ~ Area B  
4:00 pm

**Present:** Teresa Bolz, Bea Baaden, Eva Efron, Deirdre Heiz, Sheila LaLima, Elizabeth Mayer, Paula Pisano, Carl Vitevitch.

**Absent:** Sr. Joanne Callahan, Min Liu, Dr. Valerie D'Aguzzo, Renee McGrath, Pat Minikel, Patricia Russac, Jean Reilly, Judy Shaughnessy, Pat Ulmschneider, Teri Ventimiglia

Lise Mayer opened the meeting.

Eva Efron conveyed regrets from Lisa G. Areford – Library Development Specialist II, Division of Library Development, New York State Education Department, due to illness. She will attempt to reschedule for the upcoming Liaison meeting on May 14th.

### **APPROVAL OF MINUTES**

The minutes of the meeting of February 5, 2008 were not voted upon, due to lack of a quorum.

### **AWARD DISCUSSION**

Deirdre Heiz announced the committee's choice of Administrator of the Year - Warren Meierdiercks, Superintendent of Sewanhaka Central High School District, and the School Librarian of the Year - Patricia Yosca, Lynbrook Public Schools. No objections.

### **NOMINATING COMMITTEE**

Deirdre Heiz announced the committee's choices for candidates to fill open positions of: Pat Minikel, Pat Ulmschneider, Teri Ventimiglia. There were five Elementary, three Middle School and seven High school selections. Deirdre Heiz will call Liaison candidates to see if they are willing to serve on Council and they will meet for an informal gathering at the upcoming Liaison meeting. An invitation to the June meeting to those who accept Deirdre's invitation will be extended on behalf of Council.

### **LIAISON MEETINGS**

*May 14, 2008*

9 – 10:30	Presentation of Awards - Administrator of the Year, Librarian of the Year and NOVEL-ready Libraries Break
10:45 – 11:45	Intro to Eight LSTA podcasting grant participants Presentation of # with panel discussion of how the process was
11:45 – 1:00	Lunch
1:00 – 3:00	Reflective Session with instruction clickers supplied by BOCES to ask liaisons various questions relating to 21 <sup>st</sup> Century Skills and how well they are incorporating them into their libraries. Council members will lead building level groups of Liaisons during reflective process.

SLS will post questions on wiki so that Council may comment. Deadline for changes is May 5th.

Discussion tabled for the June 3<sup>rd</sup> Council meeting on the 2008-2009 Liaison meetings.

*October 23, 2008*

*December 2, 2008*

*March 4, 2009*

*May 13, 2009*

Gail Dickensen to discuss AASL standards

“Tricks of the Trade” – Nassau BOCES school librarians showing off their 21<sup>st</sup> Century lessons

Reading

Awards and possible reflective session.

### **ONLINE CATALOG DEMONSTRATION AND DISCUSSION**

Carl Vitevitch, NBSLS, showed OPALs, Open-source Automated Library System, PowerPoint presentation to Council members present. Pat Minikel had visited SLS earlier in month to view the product and expressed support of OPALs for the Union Catalog. Those present expressed a consensus to move forward also.

### **UNFINISHED BUSINESS**

Eva Efron mentioned State Ed updates on new SLS certification requirements and budget changes. Lise Mayer agreed to review upon approval of the governor. Actual budget amounts are received from Library Development. That office needs to finalize the figures and forward the FS10 forms to NBSLS for signature. At that time, eva will know the actual dollar amount we will receive. She will then prepare the budget documentation (and information) to share with Lise (with her signature if required) to be shared at the next Council meeting.

Barbara Neist created an online end of year PDF form that was demonstrated and will be placed on the NBSLS web site.

### **NEW BUSINESS**

Lise Mayer asked for an investigation of the by-laws to see if voting by e-mail be permitted on some issues.

The meeting was adjourned at 5:58 p.m.

Respectfully submitted  
Carl Vitevitch

*Next Council meeting is June 3<sup>rd</sup>, Nassau BOCES Duffy Center*