**SCSD Library Council Meeting: 3/9/2022 (8:15am)**

1. Welcome
2. Introductions and Ice Breaker
3. Review role and responsibilities of Library Council
4. Also assign note-taker
5. Book challenge news
6. Nationally there have been several instances where books are being challenged in school libraries.
7. If a book is being challenged in your library, please let Manami or Emily know as soon as possible
8. Policies around this topic can be found on the district website
9. Click out About
10. Board Meetings and Agendas
11. Click on “Policies” tab at top right of page
12. Click on 8000
13. 8330 will help navigate the situation of a book challenge
14. 8320 selecting materials for library material
15. Review SCSD SLS Page
16. Required documents
17. Review Plan of Service

a. SCSD SLS Plan of Service 2021-2026

1. 4.5 Resource Sharing, Interlibrary Loan
2. Interlibrary Loans
3. Guidance (directions/videos) will be sent out via email on ILLs
4. Email will be sent by Emily for ILL training opportunities if needed
5. Review how ILL Process works
6. Since Covid some may be out of practice of how ILL process works
7. 4.9 Element 3, Professional Development and Training
8. PD Opportunities, Meetings
9. Monthly meetings (HS)
10. Biweekly meetings (MS, exception of 1 LMS)
11. Addition of monthly elementary meetings (ES/K8)
12. Optional, after school PD opportunities offered a few times a month (paid)
13. Using “Needs Assessment” that Emily sent out at beginning of year to drive what PD is set up
14. Check-ins, visits
15. 4.15 Element 7, Communication Among Members
16. SCSD Library Goals (21-22)
17. Create excitement and enthusiasm for reading through a reading initiative
18. LMS as instructional leader, providing high quality, engaging, and meaningful instruction to all students on the Empire State IFC skills
19. Reflection on collection, focusing on thoughtful collection development
20. Create a welcoming, enjoyable, and safe space/environment for all.
21. Oasis
22. Addition of FT librarian this school year
23. Core collection purchased and being put on shelves
24. Revisit mission and vision statements
25. Continue to collect feedback, make changes if deemed necessary
26. Library website update
27. New website design has been created (Christine Carnegie)
28. Upcoming focus groups for feedback
29. Anticipated launch for 2022-23 school year
30. ARPA grant funds (American Rescue Plan Act SLS Digital Resources for Students Projects)
31. Received over $8,600
32. eBooks and audiobooks in Sora platform, in SCSD students’ native languages to appeal to our multi-lingual learner students.
33. Authentic texts and multicultural stories that are representative of our students, their voices and experiences.
34. High-interest, lower-level for our entering and emerging students who are acquiring English language
35. Working with ENL Department and LMS to promote these resources in Sora to our students
36. Summer reading proposal
37. ES, MS, HS working on list of titles, and programming
38. Student device records in TLC
39. New process, going well
40. OCPL Public and School Librarian Collaboration Meeting
41. January 21, 2022
42. Discussion: Other items brought up by Council Members: none
43. Potential upcoming meeting dates
44. Tuesday, 4/19
45. Wednesday, 5/11
46. Monday, 5/23
47. Thursday, 6/9
48. Suggested agenda items for discussion at next meeting: none

**SCSD Library Council Meeting: 4/19/2022 (8:15am)**

1. Welcome
2. Introductions and Ice Breaker
3. School Library Month and National Library Week
4. Activities and celebrations
5. HS – National Library Week Spirit Week
6. Others?
7. Library Website Redesign
8. Amazing opportunity to rethink our library website
9. Focus groups with all SCSD librarians- met week of 4/4 (es/k8, ms, hs)
10. Sent out pdf of new design for additional time to look it over
11. MS Form to collect feedback and ideas- Form closes at 3:00 on 4/20/22
12. MS Form current response total and general comments
13. Hoping to collect as much feedback as possible for potential edits
14. Summer Reading
15. Proposals were submitted on 4/1/2022
16. Book lists needed to be narrowed down to 10 titles
17. Book lists should be submitted by 4/21 for final approval and submission
18. ILL’s
19. Some issues with consistency and timeliness of ILL requests
20. Reviewed procedures during PD/meeting times
21. Sent email with helpful videos
22. Suggestions for encouraging everyone to consistently check and send materials out in timely manner
23. Had lengthy discussion about ILL’s
24. Reminder of professional roles and responsibilities
25. Continue with training
26. Lack of in-person meetings has impacted several things
27. community feeling
28. Tasks split up- less overwhelming
29. Difficult due to substitute shortage
30. Tried to make monthly virtual meetings with es, ms, hs similar to in-person meetings but not with entire group, due to different schedules
31. Upcoming PD opportunities in May
32. Copyright/fair use/public domain (identified request)- after school
33. Social media and the library, district website training (identified request)- during school day
34. Sora and TLC catalog integration
35. Will be able to search for Sora items in the TLC catalog
36. Working through logistics of getting integration
37. Ebsco Discovery
38. Submitted comprehensive list for databases for full integration
39. Working on various other updates
40. New interface will be launched with new website in Fall 2022
41. ARPA grant
42. Submitted presentation to ENL Department, asking for support in promoting this to our students
43. Submitted promotional materials to Communications Dept for translation into 5 languages
44. Discussed at all SCSD LMS meetings- asking librarians to promote and demonstrate Sora and available materials with students
45. Summer School opportunities
46. Interested LMS should fill out interest form
47. Gale databases
48. Learning about database, looking for librarians to attend meeting to give feedback
49. Opportunity for other items to be discussed
50. Upcoming Meetings
51. Wednesday, 5/11
52. Monday, 5/23
53. Thursday, 6/9

**SCSD Library Council Meeting: 5/11/2022 (8:15am)**

1.Welcome

1. Introductions and Ice Breaker
2. Library Website Redesign
3. MS Form response total (11)
4. General comments- suggestions for organization, use of visuals, etc.
5. Asking everyone submit a picture of their library for individual school webpage
6. Specifications will be sent out with detailed information (size, resolution requirements, etc.)
7. Summer reading
8. New redesigned system for creation of list of titles
9. Committee for summer reading book selection and programming
10. Structured vetting process, including reading the book
11. Submit form (reason, review, award lists, age appropriate for, etc.)
12. If LMS wants to recommend book for list
13. Need to have read the book
14. Provide reasons for why it should be included
15. Earlier deadlines
16. Middle school- potential for individual lists for 6, 7, 8
17. Opportunities for feedback from group, not only committee members
18. Feedback: we should define the purpose of summer reading.
19. Bookmarks will be submitted this week (ms, hs)
20. Point to Canvas course with playlists and resources
21. Elementary school- working on packets
22. Rewards- Jackie is looking into this
23. Upcoming PD opportunities in May
24. Copyright/fair use/public domain (identified request)- after school
25. Social media and the library, district website training (identified request)- during school day
26. New LMS Support PD
27. Based on our conversation at last meeting- offering in-person meeting on 5/12
28. Ideas on topics that should be covered? Feedback below:
29. End of year procedures, especially helpful to news librarians
30. Summer school librarians- how to support summer reading in summer school programs
31. Ideas for lessons, book suggestions
32. Programming
33. Ideas for PD in June?
34. Ebsco Discovery
35. No other ideas were provided
36. Summer PD opportunities
37. Superlibrarian Awards Banquet- featuring George M. Johnson
38. June 10th @ 430-900
39. Doubletree by Hilton Hotel SYR
40. Tickets are $45
41. TLC upgrade
42. 5/13 after 5:00pm
43. Will fix the holds issue
44. Sora and TLC integration
45. Jackie continues to process, but it looks great!
46. ARPA grant
47. Continue to inform and promote
48. Summer School opportunities
49. Support summer reading initiative
50. End of year checklist
51. Instead of each of us creating an end of year checklist, Emily will collaborate with IT and send one out
52. Positive feedback for this idea
53. Open to the group- other agenda items to be discussed
54. PL showcase- a lot of support and attendance
55. Summer school- we are in need of one more summer school librarian, let Manami know if you are interested.

**SCSD Library Council Meeting: 5/23/2022 (8:15am)**

1.Welcome

1. Introductions and Ice Breaker
2. Library Website Redesign
3. Updates- hoping to be live in early July
4. Asking everyone submit a picture of their library for individual school webpage
5. Feedback- can we have an opportunity to provide PD to teachers on utilizing the new redesigned website?
6. Summer reading
7. Programming is complete
8. Trying to get ETA on book delivery date to schools can plan for distribution
9. Upcoming PD opportunities in June
10. Offering in-person meeting on 6/9
11. Ideas on topics that should be covered? Feedback below:
12. End of year procedures, especially helpful to news librarians
13. Summer school librarians- how to support summer reading in summer school programs
14. Inventory
15. Added feedback- we should discuss possibility of end of year activity
16. Summer PD opportunities
17. In person PD sessions, last week of August
18. HS LMS group is offering secondary teachers PD
19. Like to extend this type of PD to elementary level next year
20. Feedback- can there be an opportunity for Andrea Pollard to provide PD on her graphic design knowledge and skills?
21. TLC upgrade
22. 5/13 after 5:00pm
23. Did fix the holds issue
24. Went well- no issues
25. Summer School opportunities
26. Have filled all library positions
27. Support summer reading initiative
28. Write up role of librarian in summer school
29. Priorities for next school year?
30. Feedback- 20 Book Challenge
31. Open to the group- other agenda items to be discussed

**SCSD Library Council Meeting: 6/9/2022 (8:15am)**

1.Welcome

1. Library Website Redesign
2. Updates- hoping to be live in early July
3. Asking everyone submit a picture of their library for individual school webpage- received around 8/34, to date
4. Summer reading
5. Programming is complete
6. Receiving books, Distributions
7. Upcoming PD opportunities in June
8. Offering in-person meeting on 6/9
9. Summer PD opportunities
10. In person PD sessions, last week of August
11. HS LMS group is offering secondary teachers PD
12. Feedback on the PD offerings
13. Summer School opportunities
14. Have filled all library positions
15. Support summer reading initiative
16. Write up role of librarian in summer school
17. Priorities for next school year?
18. Feedback- 20 Book Challenge
19. Open to the group- other agenda items to be discussed
20. Interest in Teen Book Fest in Sept 2022
21. Collecting teacher laptops for summer
22. Guidance on collecting laptops from students in high schools