

## **CASL Board Meeting Minutes** **October 7, 2006**

*Members Present: Gwen Giddens, Mary Katherine Johnson, Susan Gilbert, Jody Howard, Nance Nassar, Dianna Fricke, Sherry Crow, Nancy White*

### **1. The CASL Board**

The CASL Board reappointed Jody Howard, Representative for Higher Education, and Nance Nassar, Colorado State Library Representative, for 2007. These are non-voting appointed positions.

### **2. Policies update**

Heidi Baker: The following changes have been entered according to discussions held previously by the CASL Board:

II. B. President 4. 3 year term.

B. President Elect 5. – Clarified that this person should attend AASL as our CASL representative in order to prepare for the year ahead.

C. Following this year's vote of the membership, CASL will no longer have regional directors. Elected directors are what used to be regional representatives.

C. AASL Representative: Sherry noted that CAL believes this position is 2 years, but our policies say 3 years. UPDATE: New CAL bylaws say that, in accordance with AASL, the position is for three years.

IV. Committees: Jody Howard noted that the bylaws say she should serve on the CAL continuing education committee. This has not been an active committee in CAL. The only committees CASL has are those that are created by the President. Mary Katherine commented that the nominations committee should be active in March or April while school librarians can still be reached.

All other changes were grammatical. The Board approved all recommended changes.

### **3. CASL mission, goals, and measures for 2006-07**

Gwen Giddens directed the CASL board to look at the CASL Purpose & Mission in the Policies. The board noted that the CAL mission was not changed at their retreat and the CASL mission aligns with that.

- Mission

Do we want to keep our mission or change it? Discussion around meritorious service, purveyor of standards and discontinuation of the word 'media' ensued.

The revised mission statement reads as follows:

The mission of the Colorado Association of School Libraries is to:

- encourage professional growth and adherence to professional standards;
- advocate for school library programs, literacy, educational technology, and lifelong learning; and
- acknowledge school library leadership and meritorious service.

- Goals and measures for 2006-07

Concerns have been expressed regarding what, if anything CASL is doing. We need to be able to show what we're doing. If we have goals and measures, we can all be relaying the same message. For instance: How can we measure advocating for library media programs?

Nance asked if CASL submits a report to the state library. Meeting minutes will be sent to the state librarian.

Mary Katherine suggested "improved communications" as a goal: Improve communications with state library, CAL, and CASL membership. Measure: Send and post minutes to web. Activate blog. Generate a newsletter, via blog or other means.

CASL also needs to advocate for school libraries. We should include a statement of about what CASL encourages (e.g. the mission statement); goals and measures would also help. 600 school librarians are not members of CASL; advocacy could help increase CAL membership.

The CASL Board decided to continue defining goals at our meeting in November. Meanwhile, board members should think about goals and measures we wish to adopt.

#### 4. Conference

Susan Gilbert gave an update on school programs at the CAL Conference. CASL is co-sponsoring Toni Buzzeo's pre-conference workshop. Susan said there have been some cancellations and changes to the list of programs of interest to school librarians.

A CAL business meeting will take place on Friday 11/10 during lunch. All CASL board members at the meeting said they would attend.

A CASL Board meeting will be held Thursday night from 6-8PM in Susan Gilbert's hotel room.

#### Calling All School Librarians meeting agenda, Saturday, November 11, 3:15PM

We have largest room (holds 50 -75), the Aspen Theater.

Agenda:

- Gwen will pass the gavel to Mary Katherine and she will run the meeting.
- Nancy will unveil the blog and demonstrate how it works. Heidi will make sure there is a projector, screen and internet connection. Nancy will get Heidi the information to print up mini-brochures in a different color from the listserv handouts with instructions for everyone.
- Draw for doorprizes: CASL Board members were requested to donate items that fit the "classical" theme for doorprizes.
- Input on goals: CASL members will be asked to designate what they think is important.
- Heidi will make business cards to hand out and invite school librarians to attend .

#### 5. Membership

FYI: A CAL Membership Committee mailing is going out to 20 largest district's administrators to promote membership and conference attendance. Heidi will email a letter from the President and conference information to all CASL members.

Jen Hubbard is drafting a CASL membership flyer (that will become CAL brochure insert in 2007)

- Jen will revamp CAL draft brochure to apply to CASL with a draft in November.
- All school mailing: We should invest in mailing to all schools. This should include a letter about membership from Gwen regarding CASL. Gwen stated to be sure to include our logo. Idea: Have the CASL box on the CAL membership form already checked!

- 10/23 metro Denver reception:

Susan distributed a similar flyer to the one used for Durango. The Denver Metro CASL reception is on Oct. 23. Susan sent the information to the CASL listserv, to librarians in her district, and to libnet. Susan will offer doorprizes. The board donated money for a grand prize—a Toni Buzzeo preconference registration. Susan will share *The Dog Poop Initiative* (about leadership) by Kirk Weisler. She will hand out membership information and CASL Community listserv pamphlets. Nance will talk to Bonnie about other things that can be distributed, such as Colorado author flyers.

October 23 also happens to be International School Library Day of the International Association of School Librarians. Perhaps CASL should support membership in this national association. Their objectives match ours. The cost is \$200 for a 2-year membership. Sherry is a personal member; members could post relevant "hot topics" on the blog. Dianna Fricke moved that we request \$200 to join IASL in our 2007 CAL budget.

Susan Gilbert seconded the motion. Motion passes.

## **6. Volunteers**

Recruitment efforts: Gwen heard from 3 out of 20-30 people that she contacted regarding committee work for CAL and CASL. There is a concern that there is not enough school representation on the CAL Legislative Committee; Jody Howard is the official CASL rep. Christie Frost is also interested in serving. Nancy White is interested in the legislative committee but will have a difficult time attending meetings. Susan Adams (High School Librarian in District 20) is interested in intellectual freedom committee; Nancy will talk with her again.

## **7. Communications**

- CAL Newsletter – CASL Connections + next issue

The CAL Publications Committee has decided that book reviews will only be placed on the CAL website. Last issue, the CASL entries for a ‘CASL Connections’ page ended up spread out. Our efforts to contribute information have been perhaps misunderstood; Heidi will check with Kathleen on one page for all school related items. Content can be placed on the blog. What other content could we include? What’s going on re: professional development? Idea: interview librarian, then pass it on. Nancy will interview someone for the next newsletter. Possible questions to ask: *What does leadership look like to you? What is one of the most successful things that you did in your library?* Sherry will post an AASL update. The deadline is right after Thanksgiving. Dianna will submit our “template” again and we’ll see how it goes. We’ll include our logo and ask for all of our content to be together.

- Weblog updates

Nancy stated that the CASL Blog is ready to go but needs more content. She demonstrated that the blog is keyword searchable so librarians can easily find information on a topic of interest, such as “collaboration.” All board members need to sign up to be able to write and edit content. Anyone can post comments, even if they don’t sign up. Discussion: the blog content should not just repeat what is distributed in other areas but we should have topics & forums. Idea: ask people who turn down volunteer opportunities if they will post an entry on the blog. Add a “hot topic” category. Nancy will send sign-up instructions to the CASL board again. An e-mail will go out in December with instructions on how to sign up and “Here’s what happened at CASL membership meeting.”

- Web page updates

CASL Board members favor keeping basic and board information on the CASL webpage at [www.cal-webs.org](http://www.cal-webs.org). Heidi will look at the web page and do some clean-up including a new board picture.

## **8. Continuing Education**

- Southwest Workshop & Reception report

There was a good turn out for Nancy’s session. The librarians who presented from Durango did a great job. Unfortunately, snow was coming so many had to leave after lunch and so attendance was low for the second session. Nancy, Gwen, Mary Katherine and Beth Williams hosted a “Calling All School Librarians” reception. Information to sign up for CASL connections was distributed and information was shared regarding the benefits of membership, as well as the great workshops that will be available for school librarians at the CAL conference.

- CE Collaboration & Spring Workshop: CLiC is interested in “tying on” to our Midwinter Workshop. In order to offer credit, there are new criteria for obtaining continuing education credit. Discussion: CASL workshop is usually held in a school on a Saturday; Friday would be hard to get space in a school. CLiC wants to provide as much support as they can, and although they have money, the registration fees for the CASL workshop will still go to CAL. CASL must have first billing. Idea: Maybe have it at the Penrose house, behind the Broadmoor, which is free to nonprofits. Is there a way to recapture the ‘Broadmoor’

excitement from CEMA conference days that current non-members pine for, maybe with a special ‘school library’ weekend at the Broadmoor?

## 9. Advocacy & PR

- Partnerships—CoPLA meeting, Marketing Committee, Interest Group

Gwen hosted a meeting in Colorado Springs for CoPLA, the CAL association of public librarians, and CASL members interested in partnerships. Three school districts were represented and public librarians from Colorado Springs, Weld County, Elbert County, Aurora, and Jefferson County attended. CoPLA was highly interested in working with CASL. This group decided to come up with one or two things that could be acted on right away. The project for 2007 will be a Public Library card campaign for students. The group hopes to work with CAL marketing committee on this project. Shelley Walchak is next year’s co-chair of this committee and is proposing that the group take on the project. Everyone in attendance was committed to continued collaborations. Barb Hudson, current President of CoPLA, will propose to CAL that there be a collaboration page on CAL’s website. Since enough members of both organizations were present, it was decided to create a new CAL interest group. Gwen will work with Barb to propose this to the CAL board.

- Certified Librarian task force report

Sherry Crow: Linda Williams (AASL President) asked state representatives to query their state about NCLB wording regarding highly qualified librarians. Sherry received about a dozen replies – all were positive. Sherry will report the minor verbiage recommendations. What challenges were reported? Locations where it will be impossible to get a certified librarian. One respondent thought that aides who have demonstrated ability could count as highly qualified, but she still agreed with the wording in the document. Sherry will make a report at the CAL conference.

- Action Research Committee: Engaging school libraries

Jody Howard: The purpose of the task force, as established at the last CASL board meeting, is to look at and to retrieve information about what is happening with certification requirements throughout US and bring it back to CASL to make a recommendation if we want to pursue requirements to have a certified librarian in every school in Colorado. This dovetails with AASL’s effort to add “highly qualified” definition to NCLB for librarians. The task force, headed by Jody, includes Nance, Susan, Dave Sanger, and Heidi Stirn, from Harrison School District 2. The committee will begin gathering information on state certification requirements next year; Gene Hainer may also have information. Jerry Braden, CAL Lobbyist, commented that some of our constituents may not like this. Jody reported that the AASL website has nothing regarding certification requirements in different states. She distributed “State of the Nation” from *School Library Journal* and an article by Patsy Perritt which was a 1994 update on some state’s certification requirements. Sherry commented that this article has many errors. AASL has been contacted to find out if they have this kind of a list. The committee may have to divide up the list of states and contact them directly.

Shelley Walchak is interested in pursuing another issue around certification -- should that be included in this study? Shelley wants to look for alternative methods for certification for rural school staff. This is the opposite of the intended purpose of the task force, though. Shelley should work with a college on her issue; Jody will connect with her.

- Legislative report: Bill Murray called Nance. He has met with 4 legislators and gave them a copy of the DVD about “Star Player.”

Respectfully Submitted,  
Nancy White, CASL Secretary

October 7, 2006

<b>Action Item</b>	<b>Who</b>
Make changes to policies as approved	Heidi
November: adopt CASL goals & measures	Gwen/Board
Partnership: Gwen to continue discussion with Shelley and Barb, re: project and IG	Gwen
<p>CASL MEMBERSHIP MEETING, 11/11, 3:15:            Nancy will unveil the blog and demonstrate how it works. Nancy will get Heidi the information to print up flyers with instructions.            CASL Board members to donate items that fit the “classical” theme for doorprizes.            Input on goals: CASL members will be asked to designate what they think is important.            Heidi will make ‘business cards’ for board to hand out and invite school librarians to attend.</p>	<p>Mary Katherine - agenda            Heidi – promo cards, projector/screen/internet, , flyers, chart paper/markers            Nancy – blog            BOARD - doorprizes</p>
All-school mailing: CASL activities, membership form, CASL flyer? Also, member email	Heidi
<p>VOLUNTEERS:            Christie Frost is also interested in serving. Nancy White is interested in the legislative committee but will have a difficult time attending meetings. Susan Adams interested in intellectual freedom committee.</p>	<p>Jody- new Legislative members connected            Nancy- connect Susan to IF</p>
<p>Newsletter articles due to Dianna by 11/25; to Kathleen by December 8<sup>th</sup>            Nancy will interview someone for the next newsletter. Sherry will post an AASL update as a part of CASL Connections.            Heidi will check with Kathleen.</p>	<p>Nancy            Sherry            Heidi</p>
<p>BLOG: Nancy will send sign-up instructions to the CASL board again. An e-mail will go out in December with instructions on how to sign up and “Here’s what happened at CASL membership meeting.”</p>	<p>Nancy</p>
<p>WEB: Heidi will look at the web page and do some clean-up.</p>	<p>Heidi</p>
<p>TASK FORCE: Jody will talk to Shelley about non-certified librarians/alternatives.</p>	<p>Jody</p>