

**CASL Board meeting minutes**  
January 27, 2007

*In Attendance: Mary Katherine Johnson, Gwen Giddens, Dianna Fricke, Nancy White*

**Spring workshop**

**Date:** Saturday, March 10

**Time:** Last year was 9-4. It would be better to end a littler earlier. We will need to see what is required to offer credit.

**Place**

Nancy: Academy School District 20 admin building might be possible and there would be no charge. She is still working out the details. We could have a large meeting room and a smaller room that we could set up as a computer lab with a cart of wireless laptop computers. The District wants someone watching the front door. Dianna & Nancy can work something out.

Gwen: The Colorado Springs School District 11 Tesla Center would be available but there would be a \$35/hr. charge for custodian. It was noted that paying for a location is against CAL policies.

Nancy will move forward to gaining official approval for holding the workshop at the District 20 admin building – the Education and Administration Building (EAC).

**Focus: Data**

Library data – circulation, collection development, assessment

It would be good to have librarians bring some data with them.

We could have 2 parts – in the morning focus on data that exists that you can use now, and in the afternoon focus on what data can you generate – via assessments, rubrics, journaling, checklists, etc.

Need to emphasize utilizing data and assessment as a teacher-librarian to improve library services.

**Guiding Question:** How can you use data to improve your library program?

Begin with an overview: What is data? How can you use it?

**Schedule:**

8:30 – 9:00 Registration – Refreshments

9:00 – 9:15 Welcome/Housekeeping

9:15 – 10:15 Presentation

10:15 – 10:30 Break

10:30 – 11:30 Group Work

11:30 – 12:30 Lunch

12:30 – 1:30 Breakout sessions

1:30 – 1:45 Break

1:45- 2:45 Breakout sessions

3:00 – 3:15 Wrap up – action plan – commitment

**Presentations:**

Gwen: 30 minutes – Overview – what data is – what are the types of data

Gwen: CDE Documents on CSAP available and how to use: 30 minutes

Keith Curry Lance – 30 minute update on status of his research – 30 minutes

Lunch – Read and discuss article (Gwen will provide)

Breakout 1 – Rubrics and other tools for assessment (Nancy – computer lab)

Breakout 2- Collection Development – Curriculum Mapping (Bobbi Craig)

Nance - Wrap up –data & leadership

Phone conference with Nance:

Nance has presented data workshops for librarians: 15 all over state. Most librarians had never seen or worked with 3 documents on the CDE web site (i.e. CSAP item maps, released CSAP items). This topic bears repetition because it is so new to librarians. If some of the information is the same as what she has presented, that is okay. Nance is developing a follow-up presentation on how to help librarians get into a regular cycle of using data.

**Display:** BCR would like a representative to attend workshop. They will make a donation if they can set up a table. The board agreed.

**Credit:** Laura Summers requested to be involved –Mary Katherine will contact her.

**Publicity:** Mary Katherine will contact Kathleen and work with her on this. Note: Mailings initiated by any group of CAL must be approved and distributed by CAL office.

Registration: We need to verify and identify the process to assure that presenters don't have to pay for registration. Mary Katherine will check on this. Deadline to accomplish these tasks: Wednesday, February 1.

\*\*\*NANCY – email flyer from last year to Gwen

\*\*\*DIANNA will contact Bobbi

\*\*\*GWEN – will design flyer

\*\*\*MARY KATHERINE will contact Keith Lance

\*\*\*MARY KATHERINE – will contact Laura about credit

\*\*\*NANCY/GWEN will contact Nance

\*\*\*NANCY will confirm building

**AASL report** –Mary Katherine received a full written report from Sherry Crow and it will be in the CAL newsletter. The report mentioned that there was a lively discussion about the new standards. There was concern over a lack of the words library & librarian in the standards.

#### **Budget and Heidi's contract**

Mary Katherine, Gwen & Su Eckhardt will have a conference call at 7 am Monday with Beth Martin, Kathleen Noland & Shannon Cruthers regarding Heidi's contract.

#### **Award proposal** – “Outstanding School Library/Media Center Paralibrarian”

Mary Katherine contacted Eva Anderson, chair of the paralibrarian group. There are 2 school librarians on the paralibrarian division board. She also contacted Donna Miller for her input. Mary Katherine doesn't feel that the school paralibrarians are acknowledged.

Looking at the current awards offered, there is an award for the Exemplary Library Media Services Program—though the award goes to the library media specialist.

We reviewed comments emailed by Jody Howard & Su Eckhardt. Discussion: The group does not feel that this will send a message that we support replacing certified librarians with paraprofessionals. Rather, we feel that it will recognize paraprofessionals who are in these positions – through no fault of their own – and doing an outstanding job. The award could be for either a paraprofessional that is in charge of a school library or a paraprofessional in a support role. Mary Katherine will reword the award rationale. “Librarianship” will be changed to school library services, “paralibrarian” to paraprofessional, and she will remove references to “media”.

#### **Checkup on blog, newsletter, and yahoo group**

**Newsletter** –we will have fewer reviews this month. Kathleen has not been grouping our items together. We will ask her if we can keep CASL news items together. We will remind her that AASL report belongs with CASL.

**Blog** - Nancy distributed blog statistics. We have had a total of 941 views. Mary Katherine commented that every time she sends a welcome message to a new member, she encourages them to check it out. When a message was sent to listserv, we had a spike of 55 views! We will send a message out to the listserv monthly. Beth posted a review of the eschool news website. Su Eckhardt posted an article about blogging.

Dates signed up for posting articles:

Nance Nassar – week of January 29

Becky Russell – Week of February 5

(Please contact Nancy if you can author an item in February or March)

#### **Review of annual goals**

These were the 2 goals we decided on at our retreat:

- Advocate for School Libraries
- Improve communications to constituencies

Board members were asked to look at CASL member input collected at the CAL conference. We will email this to board members with the minutes and make it a priority at the next meeting.

Communication Ideas:

Meet & Greet at TIE – Nancy could help facilitate

Meet & Greet at Eagle County – there is a volunteer and Mary Katherine has her name & phone number.

#### **Next meeting:**

When: March 24, 2007, 9:00 – 12:00

Where: Phillip S. Miller (Castle Rock) Public Library

#### **To be discussed:**

27 & 28 July – CAL summer retreat in Frisco.

Will CASL have a board retreat then, too?

We like the idea, but want to get input from the rest of the board.

Respectfully Submitted,

Nancy White

Secretary

CASL