

SSLA Executive Meeting

June 2014



2013 - 2014

SSLA Executive Meeting

June 2014

Date

June 7th, 2014

Riverside Country Club

10:00 – 4:00

Call to Order

The meeting of the Saskatchewan School Library Association was called to order at **Time** on **Date** by **Executive Council Member**

Present:

Regrets:

1. Approval of Agenda

1.1. The agenda was **unanimously approved** as distributed.

2. Approval of Minutes

2.1 The minutes of the previous meeting were **unanimously approved** as distributed.

3. Open Issues

3.1. SSLA Executive Roles and Responsibilities Action List

4. Reports

4.1. President

4.2 President Elect

4.3 Treasurer/Membership

4.4 Publication Councillors

4.5 Professional Learning Councillors

4.6 Communication Councillor

4.7 Special Projects Councillor

4.8 Secretary/Archivist

4.9 Past- President

5. New Business

5.1. Correspondence

5.1.1. STF Summer Short Courses

5.1.2. Special Projects Grants

5.1.3. Saskatchewan Library Week

5.1.4. CLA

5.2. Year End Review Submissions

6. Agenda for Next Meeting

6.1. Welcome to New Members

Jana Scott Lindsay – Publications Councillor

Rachel Florence – Secretary/Archivist

Gaétan Hammond – Professional Learning Councillor

6.2. Picture of 2014-2015 Executive

6.3. Executive Contact List

6.4. Budget Projection

6.5. SSLA Calendar

6.5.1. Executive Meeting Dates

6.5.2. Professional Learning Opportunities

6.5.2.1 Learning Events

6.5.2.2 Conference

6.5.2.3 Mentorship

6.5.2.4. SSLA BookBytes Social

6.5.2.5. STF Summer Short Courses

6.5.3 The Medium Issues

6.5.6 Special Project Milestones and Meeting Dates

Digital Badging Site

6.6. Review of Executive Duties and Responsibilities

6.6.1. Apprenticeship Conversation

First Round	Task
Carlene and Joanne	Special Projects
Dawn and Laurie	Membership Budget
Tracy, Carla, and Gaétan	Mentorship Program – Determine if viable Planning of Learning Events Conference Committee Mentorship of new position
Charlotte and Rachel	Special Subject Councils Reminder Checklist Mentorship of new position
Jana and Chantelle	Themes and Dates of <i>The Medium</i>

6.6.2. Budget Allocation

6.7. Appreciation

Adjournment:

Meeting was adjourned at [time] by [Person]. The next general meeting will be at [time] on [date] in [location].

Minutes submitted by: [Type name here]

ssla

web: www.ssla.ca
e-mail: sasksla@gmail.com
twitter: @SaskSLA
facebook: Saskatchewan School Library Association



Approved by: [Type name here]

SSLA Executive Meeting

June 2014

SSLA Executive Action List

√	ACTION	WHO	COMMENTS
	Update financial statements for SSLA chequing, Conference, Learning Events, Special Projects, and <i>The Medium</i> prior to each subsequent meeting. Submit with report.	Dawn, Tracy, Carla, Joanne, Carlene & Chantelle	
	The Professional Learning Councillors will finalize the conference and learning events speakers prior to the June meeting.	Tracy and Carla	
	Communication Councillor will announce the STF Summer Short Courses using the Association's social media avenues.	Laurie	
	Carlene will condense the evaluation from the conference and send to Carla.	Carlene	
	Carlene is to contact Stealth to verify our website in order to view analytics on Pinterest.	Carlene	
	Charlotte will examine an online tool recommended by Carlene called Tiki Toki for the timeline.	Charlotte	
	Receive instructions in how to retrieve member's complete information from Paypal.	Dawn	
	Executive members are to complete duties of their specific position by the June meeting.	Executive	
	All outstanding bills must be submitted on or prior to June 7 th	Executive	
	Support new members and be cognizant of stresses and challenges.	Executive	ONGOING

SSLA Executive Meeting

June 2014

President's Report

INFORMATION ITEMS

- Completed Special Subjects Grant Interim Report
- Completed draft of the Digital Fluency Badges web site
- Met with Digital Fluency Badges Working Group
- Arranged meeting for Digital Fluency Badges Focus Study and Usability Testing Group
- Updated constitution on the web site
- Met with Dawn to update financial statements
- Updated BookBytes financial statement
- Acknowledged Executive Council members for their service over the past year by sending emails to their respective Directors of Education.
- Began an initial update of the Association's five-year initiatives.

ACTION ITEMS

- Submit President's Report to the STF.

Report submitted by: Carlene Walter

SSLA Executive Meeting

June 2014

BookBytes Social Final Financial Statement

INCOME	Memo	Budget	Actual	Difference (\$)	Difference (%)
Balance		\$ -	\$ -	\$ -	
Registration Fees	40 people X \$8	\$ 320.00	\$ 128.00	\$ 192.00	60%
Vendor - Book & Brier	Silver	\$ 165.00	\$ 50.00	\$ 115.00	70%
Vendor - EduReference	Silver	\$ 165.00	\$ 165.00	\$ -	0%
Vendor - ThistleDown	Gold	\$ 165.00	\$ 175.00	\$ -10.00	-6%
Vendor - Scholastic	Gold	\$ 175.00	\$ 175.00	\$ -	0%
Vendor - SK Publishers	Gold	\$ 175.00	\$ 175.00	\$ -	0%
Vendor - ULS	Gold	\$ 175.00	\$ 175.00	\$ -	0%
Vendor - McNally	Silver	\$ 165.00	\$ 165.00	\$ -	0%
Vendor - Teacher's Trunk	Gold	\$ 165.00	\$ 175.00	\$ -10.00	-6%
Vendor - JerBear	Gold	\$ 175.00	\$ 175.00	\$ -	0%
TOTAL INCOME		\$ 1,845.00	\$ 1,558.00	\$ 287.00	16%

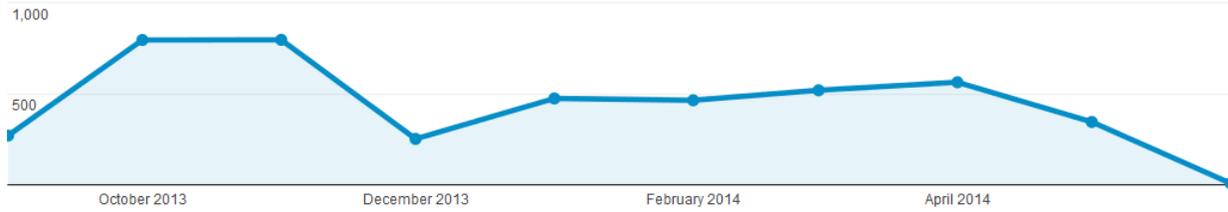
EXPENDITURES	Budget	Actual	Difference (\$)	Difference (%)
STF Printing	\$ 20.00	\$ 18.71	\$ 1.29	6.5%
Nutrition	\$ 600.00	\$ 641.06	\$ (41.06)	-7% (added gratuity)
Bar Ticket	\$ 270.00	\$ 185.83	\$ 84.17	31.2%
Gratuity	\$ 180.00	\$ -	\$ 500.00	277.8%
TOTAL EXPENSES	\$ 1,070.00	\$ 845.60	\$ 544.40	50.9%
GRAND TOTAL	Budget	Actual	Difference (\$)	Difference (%)
Income	\$ 1,845.00	\$ 1,558.00	\$ 287.00	15.6%
Expenditures	\$ 1,070.00	\$ 845.60	\$ 224.40	21.0%
GRAND TOTAL	\$ 775.00	\$ 712.40		

SSLA Executive Meeting

June 2014

Google Analytics Data

● Users



Sessions

5,982



Users

3,931



Pageviews

18,621

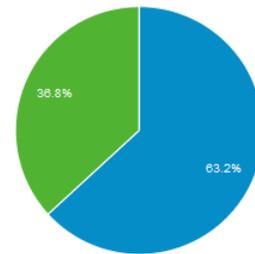


Pages / Session

3.11

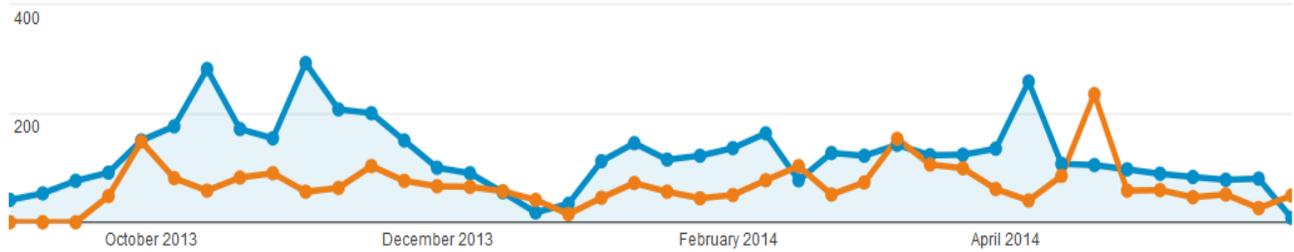


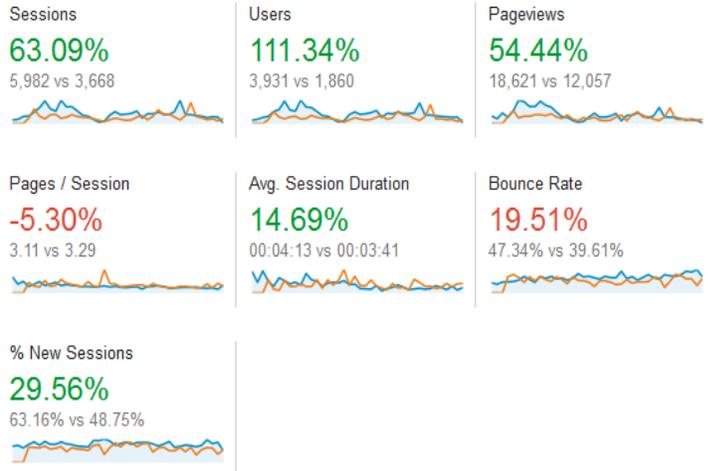
■ New Visitor ■ Returning Visitor



Sep 1, 2013 - Jun 1, 2014: ● Users

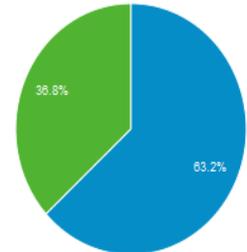
Sep 1, 2012 - Jun 1, 2013: ● Users



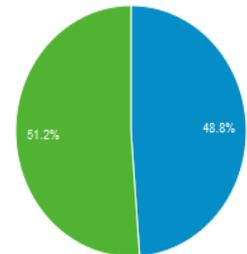


■ New Visitor ■ Returning Visitor

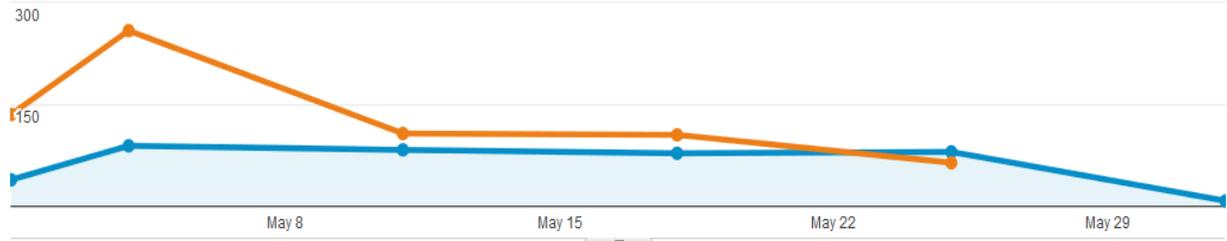
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Sep 1, 2012 - Jun 1, 2013

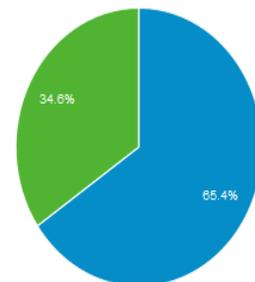


May 1, 2014 - Jun 1, 2014: ● Users
 Mar 30, 2014 - Apr 30, 2014: ● Users



■ New Visitor ■ Returning Visitor

May 1, 2014 - Jun 1, 2014



SSLA Executive Meeting

June 2014

President Elect's Report

INFORMATION ITEMS

- Reports were requested from SSLA liaisons and sent correspondence is in the New Business section of the agenda.

SSLA Executive Meeting

June 2014

Treasurer/Membership's Report

INFORMATION ITEMS

1. Bank account balances: Chequing \$21 661.71
Term Deposit \$ 11 669.62
2. Membership 115 Regular Members
17 Honourary Members
2 Institutional Members
3. Membership list was sent to STF.
4. Transfer of all records to Quick Books is completed.

ACTION ITEMS

1. Prepare 2014\2015 Proposed Budget.
2. Complete the entry of expenses on the SSLA Website budget pages.
3. Contact TCU Financial to discuss renewal of the Term Deposit.
4. Prepare for the 2013/2014 audit.

Report submitted by: Dawn Morgan

SSLA Executive Meeting

June 2014

SSLA Financial Report – Banking Summary

Saskatchewan School Library Association
Profit and Loss
May 2014

	Total
Income	
Sales	123.00
Total Income	\$123.00
Gross Profit	\$123.00
Expenses	
Conference Expenses 2014	3,810.19
Digital Badging	2,249.43
Executive Travel	472.03
Gifts	25.13
Wufoo Online Survey Maker	59.90
Total Expenses	\$6,616.68
Profit	\$ -6,493.68

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SSLA Executive Meeting

June 2014

SSLA Financial Report – Budget Statement

SSLA Executive Meeting

June 2014

Publication Councillors' Report

INFORMATION ITEMS

- There are 3 articles in the editing process to be put up onto the website within the week.
- I will write a blog article about the recent DCMOOC I've been participating in to go with the article.

INCOME	Memo	Budget	Actual	Difference (\$)	Difference (%)
Balance		\$ -			
Income		\$ 600.00			
TOTAL INCOME		\$ 600.00			

EXPENDITURES		Budget	Actual	Difference (\$)	Difference (%)
Submissions	3 issues - 13 Shorter @ \$25	\$ 325.00		\$ (325.00)	
Submissions	3 issues - 3 In-Depth @ \$50	\$ 150.00	\$ 450.00	\$ 300.00	
Awards	3 Winners/Year - Complete Google Form	\$ 75.00		\$ (75.00)	
FlipSnack Subscription		\$ 50.00	\$ 52.18	\$ 2.18	
TOTAL EXPENSES		\$ 600.00	\$ 502.18	\$ 97.82	

GRAND TOTAL		Budget	Actual	Difference (\$)	Difference (%)
Income		\$ 600.00			
Expenditures		\$ 600.00	\$ 502.18		
GRAND TOTAL			\$ -	\$ 97.82	



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twitter: @SaskSLA
facebook: Saskatchewan School Library Association



ACTION ITEMS

- Post the articles for the Spring / Summer issue of the Medium.
- Collect publication copyright forms from authors
- Submit expense claim to pay authors after publication.
- Continue to find relevant information to post to the Blog online.

Report submitted by: Chantelle Anderson

Approved by: [Type name here]

SSLA Executive Meeting

June 2014

Professional Learning Councillors' Report

Learning Events

Information Items

1. I have confirmed dates and set topics with both Naomi Harm and Shannon McClintock Miller.
 - Sylvia Martinez – October 8th (\$500 USD)
 - Naomi Harm – November 5th – 21st Century Leaders (\$600 USD)
 - Shannon McClintock Miller – December 3rd – official title not yet submitted, but it will be Three Voices: Project Based Learning, Global Projects and 3D Printing (including topics of collaborating with admin/teachers and connecting through social media). (\$600 USD)
 - David Lankes – February 4th – Expect More, Demanding Better Libraries for a Complex World (\$500 USD)
2. Emailed contracts to Naomi Harm and Shannon McClintock Miller.
3. Received communication from Sylvia Rosenthal Tolisano regarding her desire to do on-going contract work with divisions as well as conference work.

Action Items

- 1.

Report submitted by: Tracy Woodward

Approved by: [Type name here]

SSLA Executive Meeting

June 2014

Learning Events Financial Statement

LEARNING EVENTS BUDGET 2013-2014

INCOME	Memo	Budget	Actual	Difference (\$)	Difference (%)
Balance		\$ -	\$ -	\$ -	
Registration Fees	\$85 per person	\$ 3,825.00	\$ 3,315.00	\$ 510.00	115%
TOTAL INCOME		\$ 3,825.00	\$ 3,315.00	\$ 510.00	115%

EXPENDITURES	Budget	Actual	Difference	Difference (%)	
Planning Meetings	Food & Mileage	\$ 40.00	\$ -		
Keynote	Honourarium (Silvia Tolisano)	\$ 550.00	\$ 644.47		
Keynote Speaker	Honourarium (C. Isaac & J. Cam)	\$ 100.00	\$ 200.00		
Keynote Speaker	Honourarium (Dr. Wesley Fryer)	\$ 550.00	\$ 560.80		
Keynote Speaker	Honourariums (Richard Bryne)	\$ 550.00	\$ 574.57		
Office Supplies		\$ 10.00			
Nutrition for Pod Hosts		\$ 25.00			
TOTAL EXPENSES		\$ 1,825.00	\$ 1,979.84	\$ (154.84)	92.2%
GRAND TOTAL	Budget				
Income		\$ 3,825.00	\$ 3,315.00		
Expenditures		\$ 1,825.00	\$ 1,979.84		
GRAND TOTAL		\$ 2,000.00	\$ 1,335.16	\$ 664.84	149.8%

SSLA Executive Meeting

June 2014

Professional Learning Councillors' Report

Conference

INFORMATION ITEMS

1. Submitted Conference article for Medium
2. **CONFERENCE 2015**
3. Tentative booking Travelodge for April 17, 2015
4. Contacted Dr. Wesley Fryer. He is available at a cost of \$4000 (USA funds plus expenses)

ACTION ITEMS

- Confirm Speaker, facility and host group for 2015 Conference Committee

SSLA CONFERENCE FINAL REPORT 2013-2014

Conference Report

Four volunteer SSLA organized and hosted the 2014 SSLA Annual Conference, **“CURATORS OF KNOWLEDGE: PLANNING FOR TECHNOLOGY INFUSED LEARNING”**. The conference was held April 11, 2014 at the Travelodge Hotel in Saskatoon. Eighty nine people registered, with 87 people in attendance. ‘Innovative Educator’ Naomi Harm, presented the keynote address **“CURATORS OF KNOWLEDGE: STUDENTS’ NEW ROLE IN THE DIGITAL COLLABORATIVE CLASSROOM.”** This was followed by three interactive workshops, facilitated by Naomi, which focused on infusing technology as a means to enhance collaboration and improve teaching and learning within a digital learning environment. Participants found her topics and presentation style to be very interesting and engaging. Feedback also indicated most people left very satisfied with the Conference/workshop day.

Naomi Harm shared her personal experiences as a teacher and an instructional coach by providing practical hands-on activities for infusing technology to improve teaching and learning. The day’s activities focused on the importance of strengthening teaching and learning practices to maximize collaboration, digital learning and to support the students’ role as digital curators and content creators of knowledge. Naomi presented and provided opportunities for participants to explore a list of Top Curation Tools, “Infographics”, and, the exploration of global collaboration contexts and web tools that support building stronger collaborative relationships with learners across the globe.

The Keynote was followed by three one-hour interactive workshops. Workshop One: **Technology Infused Teaching and Learning Environments to Personalize Learning**, explored how technology can be used to deliver a more personalized, relevant, passion-driven learning experience. Workshop Two, **The Creation Station: Changing the Climate of the Library with Makerspaces**, addressed how to develop spaces for designing and creating activities hands-on “making” spaces. Workshop Three: **iDesign: Creating Authentic Mobile Literacy Centre Activities**, had participants exploring rich content activities and digital products for creating dedicated learning centers to empower student learning. Through QR codes, augmented reality and multimedia production apps, participants were engaged in the “wow” of apps.

The Travelodge Hotel provided a delicious lunch and morning nutritional break. The decor was in keeping with the theme of “Digital Learning” and the introduction of the Digital Badge Project to be unveiled fall 2014. Participants were presented take away gifts including a USB charger for the car. This year three levels of sponsorship were provided with sponsors listed for each level below. The Awards and AGM were conducted during the lunch break. All positions except PD Councillor –Conference were filled.

Registration

118 registrations were received - 113 paid and 5 complimentary to SSLA Executive members.

Sponsorship (All were at the conference with a display)

Sponsorship (all helped to alleviate some of the cost of nutritional breaks)

Gold (+\$500)

- Saunders \$600

Silver (\$+250)

- Scholastic - \$350
- Follett - \$300
- EduReference - \$250
- ULS - \$250

Bronze

- SaskBooks (Saskatchewan Publishers) \$100
- Wintergreen Learning Materials \$100

Donations/Displayers (in addition to sponsors)

Displayers fee \$50 per table as well as providing a donation of books which were awarded as door prizes

- SYRCA Willows (free non-profit)
- Hear My Heart \$50
- World Book \$50
- Gabriel Dumont Institute \$50
- OrcaBook Publishers Donation of Door Prizes (no display)

Awards and Bursary Recipients:

John G. Wright Award – Joanne Beltramini

Art Forgay Award –Charlotte Raine

Dr. Alixe Hambleton Bursary – Dawn Opheim and Rachel Florence

Conference Financial Statement

2014 Conference Financial Report

Income:

Registration fees	\$11610.00	(89 registrations @\$135 less 3 SSLA Executive)
Sponsorship	1950.00	
Displayers	150.00	
Lunch Tickets	50.00	

Total Income **\$13760.00**

Expenses

Planning Meetings	40.00
Keynote Honourarium (USD)	3884.20
Airfare (USD)	460.04
Accommodations	489.45
Meals (USD)	56.72
Caterer Lunch	2182.93
Catering Breaks (am)	516.04
Audio visual	214.50
Facility Rental	840.00
Decor	87.39
SWAG gifts	330.00
Name Tags	0.00
Program	18.92
Presenter Gifts	88.00

Total Expenses **\$9208.19**

Balance **\$4551.81**

Conference 2015 Proposed Budget

B	C	D	E	F
INCOME	Budget	Actual	Difference (\$)	Difference (%)
Balance	\$ -	\$ -	\$ -	
Registration Fee based on 120 people X \$135 actual 86	\$ 16,200.00	\$ 11,610.00	\$ 4,590.00	
Displayers' Lunch	\$ 25.00	\$ 50.00	\$ (25.00)	
Sponsorship	\$ 1,000.00	\$ 2,100.00	\$ (1,100.00)	
TOTAL INCOME	\$ 17,225.00	\$ 13,760.00	\$ 3,465.00	

EXPENDITURES	Budget	Column1	Difference (\$)	Difference (%)
Planning Meetings	\$ 150.00	\$ 40.00	\$ 110.00	
Keystone Speaker Honourarium	\$ 5,000.00	\$ 3,884.20	\$ 1,115.80	
Keystone Speaker Airfare	\$ 1,000.00	\$ 460.04	\$ 539.96	
Keystone Speaker Accomodations (2 nights)	\$ 350.00	\$ 489.45	\$ (139.45)	
Keystone Speaker Meals	\$ 150.00	\$ 56.72	\$ 93.28	
Décor/tables	\$ 150.00	\$ 87.39	\$ 62.61	
Nametags	\$ 125.00	\$ -	\$ 125.00	
Facility	\$ 850.00	\$ 840.00	\$ 10.00	
Swag	\$ 200.00	\$ 330.00	\$ (130.00)	
Presenters' Gift (4x\$22)	\$ 300.00	\$ 88.00	\$ 212.00	
AudioVisual	\$ 200.00	\$ 214.50	\$ (14.50)	
Program	\$ 25.00	\$ 18.92	\$ 6.08	
Nutrition Break	\$ 1,225.00	\$ 516.04	\$ 708.96	
Lunch \$24 person (plus gratuity)	\$ 4,000.00	\$ 2,182.93	\$ 1,817.07	
TOTAL EXPENSES	\$ 13,725.00	\$ 9,208.19	\$ 4,516.81	

GRAND TOTAL	Budget	Actual	Difference (\$)	Difference (%)
Income	\$ 17,225.00	\$ 13,760.00	\$ 3,465.00	
Expenditures	\$ 13,725.00	\$ 9,208.19	\$ 4,516.81	
GRAND TOTAL	\$ 3,500.00	\$ 4,551.81	\$ (1,051.81)	

Report Submitted by: Carla Katerynych

SSLA Executive Meeting

June 2014

Communications Councillor's Report

INFORMATION ITEMS

1. Sent email(s) regarding the following items:
 - a. Membership expired
2. Responded to necessary emails
3. Updated the email database with new/renewed members.
4. Added relevant posts to the Facebook page
 - a. We have added 1 individual to our group with 53 members



Sask Sla

The mission of the SSLA is to provide leadership for the development, promotion, and improvement in school libraries in order to enhance student learning.

Canada

Twitter

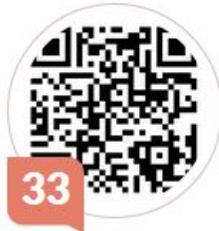
Education Technology

Social Media

View More Topics



5. Klout account is 33



Sask Sla

The mission of the SSLA is to provide leadership for the development, promotion, and improvement in school libraries in order to enhance student learning.

Canada

Twitter

Education Technology

Social Media

View More Topics



6. Updated the Pinterest Board.
7. Prepared and submitted a report for the SIAST Library Technicians advisory board and attend the June 5th meeting.

Annual June Summary

The role of the Communications Councillor continued to involve notifying the membership regarding membership renewal, upcoming events and SSLA information through email, Facebook, and Twitter. Email continued to be a preferred method for contacting our membership. The SSLA Facebook group, is beginning to be viewed by more members and currently has 53 members, but there is still limited interactive discussion between members. We continue to monitor our Twitter presence using Klout. This year we also created a SSLA Pinterest board which we hope will also help our members. Currently we in the process of verifying the SSLA website in order to see the analytics. There were no expenditures from the budget.

Action Items

1. Continue to learn about how to use the analytics of our social media.

Report submitted by: Laurie Hnatiuk

Approved by: Laurie Hnatiuk

SSLA Executive Meeting

June 2014

Special Projects Councillor's Report

INFORMATION ITEMS

1. Digital Badging Project
 - a. Carlene continued to flesh out the details for each digital badge and entered the information into the Word Press template for the Digital Badging Project. Assistance was requested to locate "how to" video clips for each badge and to edit the document.
 - b. Carlene prepared the interim report for the STF.
 - c. Plans are underway to hold a Focus Study and Usability Testing Group session the week of June 9th in Saskatoon.
 - d. The project was highlighted at the CLA conference in Victoria.

2. National Study for School Libraries in Canada Project
 - a. *Leading Learning: Standards of Practice for School Library Learning Commons in Canada* was released at the CLA conference in Victoria at the end of May.
<http://clatoolbox.ca/casl/slic/llsop.html>
 - b. Joanne and Laurie tweeted out the information.

ACTION ITEMS

1. Digital Badging Project
 - a. Hold Focus Study and Usability Testing Group Session. Review feedback and tweak the project as deemed necessary.
 - b. Plan for the release/promotion of the project.
 - c. Update the budget: Has the bill for the Working Group meeting on May 4th been added to the spreadsheet?

2. CLA National Project for School Libraries in Canada



web: www.ssla.ca
e-mail: sasksla@gmail.com
twitter: @SaskSLA
facebook: Saskatchewan School Library Association



- a. Publicize the release of *Leading Learning: Standards of Practice for School Library Learning Commons in Canada* on the SSLA website and social media accounts.

Report submitted by: Joanne Beltramini

SSLA Executive Meeting

June 2014

Special Project – Digital Badging

Financial Statement

SPECIAL SUBJECT COUNCIL GRANT (DIGITAL BADGING) BUDGET 2013-2014						
INCOME	Memo	Budget	Actual	Difference (\$)	Difference (%)	
Balance		\$ 7,500.00	\$ -	\$ 7,500.00		
SCC Grant		\$ 3,000.00	\$ 3,000.00			
TOTAL INCOME		\$ 10,500.00	\$ 3,000.00	\$ 7,500.00	71%	
EXPENDITURES		Budget	Actual	Difference (\$)	Difference (%)	
Personnel - Writing - Phase 1 (\$248 sub pay X 1 half day)		\$ 248.00	\$ 247.50			
Personnel - Writing - Phase 2 (\$248 sub pay X 2.5 half days)		\$ 620.00	\$ 330.00			
Personnel - Implementation - Phase 3 (\$248 sub pay X 2 half days)		\$ 496.00				
Working Group Meetings		\$ 225.00				
Signage		\$ 125.00				
Promotional Material		\$ 186.00				
Web Design and Badge Creation		\$ 1,100.00				
TOTAL EXPENSES		\$ 3,000.00	\$ 577.50	\$ -	0.0%	
GRAND TOTAL		Budget	Actual	Difference (\$)	Difference (%)	
Income		\$ 10,500.00	\$ 3,000.00	\$ 7,500.00	71.4%	
Expenditures		\$ 3,000.00	\$ 577.50	\$ 2,422.50	80.8%	
GRAND TOTAL		\$ 7,500.00	\$ 2,422.50			

Report submitted by: Joanne Beltramini

SSLA Executive Meeting

June 2014

Secretary/Archivist Councillor's Report

INFORMATION ITEMS

- Compiled the minutes from the May online meeting in draft form and distributed them to the executive members.
- Compiled the documents requested by the STF for year end and sent them in as required.
- Continued work on the Legacy Project collecting executive members' names, but did not get as far as I would have liked.
- Sent invitations to our new executive members to attend the June meeting in the afternoon.
- Acquired the farewell gift for departing executive member.
- Checked the Duties and Responsibilities document to ensure I am in compliance with my duties.

ACTION ITEMS

1. Will submit the required documents to the archives before the end of June.
2. Will complete the process of securing the nomination speeches for the award winners.
3. Will continue work on the Legacy Project.

Report submitted by: Charlotte Raine

SSLA Executive Meeting

June 2014

New Business

Correspondence

STF Summer Short Course

Thank you again for your participation in this year's summer short course program. The summer professional growth catalogue has now been sent out to each school and is available online at www.stf.sk.ca.

Attached, please find a planning checklist to assist you while planning for your upcoming summer workshop. I've also included the facilitator guidelines once again for your reference.

A couple of **reminders**:

1. For those who will be participating in the Art of Facilitation workshop on July 3 and 4, registration is now open. To register online, please click here: [https://www.stf.sk.ca/portal.jsp?Sy3uQUnbK9L2RmSZs02CjVY0w7ZkI/ks6g2u00gzAtsk=F#https://www.stf.sk.ca/portal.jsp?Sy3uQUnbK9L2RmSZs02CjV+Oqh1Nw+R5YoJWIP/p/km8=F#art of facilitation](https://www.stf.sk.ca/portal.jsp?Sy3uQUnbK9L2RmSZs02CjVY0w7ZkI/ks6g2u00gzAtsk=F#https://www.stf.sk.ca/portal.jsp?Sy3uQUnbK9L2RmSZs02CjV+Oqh1Nw+R5YoJWIP/p/km8=F#art%20of%20facilitation). As indicated previously, expenses (tuition fees, travel, meals) will be covered by the STF. Please indicate on the registration form that you are a summer short course facilitator.
2. Any printing or other material requests for your course must be received by June 30th in order to be available in time for your course. These requests should be directed to mervices@stf.sk.ca. For additional information regarding printing, please review the guidelines attached.

Thank you and please let me know if you have any questions.

Christa-Ann Willems

Supervisor of Member Services | Saskatchewan Teachers' Federation

SSLA Executive Meeting

June 2014

New Business

CORRESPONDENCE

MEMORANDUM

To: Special Subject Council Presidents and Treasurers

From: Scott Burant, Coordinator, Member Services

Date: May 26, 2014

Re: Special Projects Grants – In-Progress Report Due June 1, 2014

For accountability purposes, all recipients of special projects grants must provide the Federation with an annual project report for the duration of the project (see page 20 of the Special Subject Councils Executive Handbook 2013-14). All in-progress reports are required by June 1, 2014 and must include a summary of project-related activities for the preceding fiscal year (June 1 to May 31).

Grant recipients will be expected to make a brief report on the progress of their project at Special Subject Council Day on September 20, 2014.

Please send your report to Colleen Paulhus at colleen.paulhus@stf.sk.ca. If you have any questions or require further information, please do not hesitate to contact Colleen or me.

Thank you.

SSLA Executive Meeting

June 2014

New Business

CORRESPONDENCE

Saskatchewan Library Week 2014

The Saskatchewan Library Association is beginning the planning for Saskatchewan Library Week 2014. We need a school library representative. Meetings are held by teleconference so you can be located anywhere in the province.

Contact Anne Pennylegion if you are interested and want to find out more:
slaprograms@sasktel.net.

Judy Nicholson

SSLA Executive Meeting

June 2014

New Business

CORRESPONDENCE

CLA Leading Learning

Hello committee chairs and colleagues across the nation and beyond! I am very pleased to announce that the CLA electronic publication "Leading Learning: Standards of Practice for School Library Learning Commons in Canada" 2014 press release has been issued and is available on the home page of the CLA website (left hand side). <http://www.cla.ca/>

The publication and the accompanying bibliography have been posted on the School Libraries in Canada (SLIC) website and are available directly at: <http://clatoolbox.ca/casl/slic/lisop.html>. On Friday May 30, 2014 in conjunction with the launch of the standards at the CLA Conference/TMC3 Research Retreat in Victoria, Derrick Grose, Editor of School Libraries in Canada will ensure that the documents are available directly on the SLIC website: <http://www.clatoolbox.ca/casl/slic/>

Please share this news far & wide - first of all with all members of your committees; then in your schools, school districts, ministries, & among colleagues. You can download the document & view one or more of 128 "See It In Action" hyperlinks to access a rich collection of examples of the Leading Learning standards of practice in schools across the country. We are very thankful to CLA for supporting this innovative effort over nearly four years.

Please follow the proceedings, read and comment on the papers, on the TMC3 site <https://sites.google.com/site/treasuremountaincanada3/home>. Our next steps will be working on the French translation and a web site for the future.

Regards, Judith:-)