

SSLA Executive Meeting

December 8, 2013



2013 - 2014

SSLA Executive Meeting

December 8, 2013

Date

December 8th, 2013
Riverside Country Club
10:00a.m. – 1:00 p.m.

Call to Order

The meeting of the Saskatchewan School Library Association was called to order at 10:04 on December 8, 2013 by Carlene.

Present: Joanne Beltramini, Carlene Walter, Dawn Morgan, Tracy Woodward, Laurie Hnatiuk, Chantelle Andrews, Charlotte Raine and Carla Katerynych (at 10:15).

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 –

Inquiry: Carlene reported on the completion of the inquiry website. She has uploaded 54 videos in total– 44 inquiry videos and 10 from the SSLA conference. A celebration supper was held on October 19 for the Working Group. Since Lynda Oliver and Cheryl Erlandson were unable to attend, SSLA gave Cheryl a gift certificate to the Mendel Art Gallery gift shop and gave Linda a gift certificate to the Mackenzie Art Gallery gift shop.

STF: Carlene reported that Scott Burant is looking for SSLA volunteers to lead the SSC day in September. Burant has checked our constitution. He had only a few minor suggestions for changes which were mainly semantic. He requested to use our constitution as an example.

Member Involvement: Carlene raised the point that attendance at BookBytes and Learning Events is dropping and perhaps we need to examine the reasons. In the ensuing discussion, it was noted that some registered participants are choosing to watch the archived link instead of participating in real time. It was discussed whether the archived link should be made available on the web. Laurie emphasized that we need to spread the word that when an SSLA membership is purchased, it allows us to bring in cutting edge speakers. They speak to us because we have the membership.

ACTION ITEM: Carlene will remove archived links off the website. They will be posted with the *Medium* in June.

BookBytes: We have 9 vendors and 18 registrants. We will examine which factors influenced the decreased participation such as timing and the weather. We will likely not hold it in December again.

Google Analytics: Statistics reveal that we have experienced the highest numbers we have ever received. The peak came on the day that Carlene presented the inquiry website in Turtleford.

Multi-type Library Board: Motion: Moved by Carlene that she will submit her application to remain on the Multi-type Library Board with SSLA to pay sub costs to the completion of Carlene’s contract to June 2014. Seconded by Joanne. CARRIED.

Motion: Tracy moved that Carlene’s sub costs to the end of her term for her Multi-type Library Board term be paid out of the surplus operational budget. CARRIED.

Discussion: Coverage of sub costs is an opportunity only available to executive members of SSLA. Sub costs for one day for Carlene is roughly \$507. The Multi-type Library Board pays for transportation and accommodation. We will entertain a motion in the fall on how to handle subsequent contracts for the Multi-type Library Board since it could be a significant budgetary item. A possible scenario would be that SSLA would

ask a member to put forth an application. The applicant would determine whether the school division would cover the sub costs. Joanne mentioned that there is often a transition period to change over due to the legislation and the Minister needing to sign off.

There is a danger that we could lose the voice of school libraries at the Multi-type Library Board table. If a Ministry level person is appointed the background in school libraries may not be there. An SSLA representative would be able to represent school libraries province-wide.

4.2 President Elect – to be handled in correspondence part

4.3 Treasurer/Membership

Dawn reported that we have 126 active members including seven new members. SSLA has one of the highest memberships of the special subject councils.

Dawn reported that we have \$26 168.24 in the chequing account and a term deposit of \$11 485.85. Our Quicken software is outdated.

ACTION ITEM: Dawn will investigate other accounting software packages to see what would work effectively for us.

4.4 Publication Councillor

Chantelle reported that she was able to purchase a FlipSnack subscription on a Black Friday sale on a tip from Carlene. We will be able to renew at same cost. Chantelle will have to rework some of the pages, but will be able to get things operating as she would like. Carlene appreciates that Chantelle takes ownership over that part of the website. Carlene invites others to post to the website.

4.5 Professional Learning Councillors

Tracy reported that she is satisfied with using Adobe Connect format for the Learning Events. She will prepare Richard Byrne in the same manner for the next webinar on February 4. The feedback from Dr. Wes Fryer's presentation was positive. Participants felt that he covered a lot of content, and it will be beneficial to watch the recording from the archived link. Other comments included an appreciation for the way he clustered the

topics and for the way he approaches technology from a multi-platform perspective. Participants found Dr. Fryer to be very down to earth and approachable. It was suggested that he could be a possible presented for a future SSLA conference as we would be able to attract other teachers as well.

ACTION ITEM: Carlene will send out accompanying video on how to download the eBook. Carlene handed out the Dr. Fryer's cards with the access codes for the book on the back.

Carlene congratulated Tracy for doing such a good job with the Learning Events.

Carla has met with her conference committee, and they have divided up the jobs. She is hoping to secure more sponsors. Some past sponsors such as Follett are decreasing the amount that they give. Carla will be asking Dawn for the invoices required by the sponsors. Carla has decided to use her personal address for conference correspondence since she has to chase down letters that come to professional addresses.

Since attendance at BookBytes is limited, displays are somehow compromised. Carla will extend a free table at the conference to the vendors who supported BookBytes.

Carla feels that Naomi Harm's presentation at the conference will have a broad appeal since the technology component will appeal to all classroom teachers.

ACTION ITEM: Carlene will discuss funding for Saskatoon Public teacher-librarians for the SSLA conference with the Saskatoon Public PD coordinator.

4.6 Communication Councillor

Laurie reminds us that we can all upload to Facebook and tweet in Twitter. If a member does not want to post personally, then contact Laurie and she will post on your behalf. Laurie had been posting about BookBytes and will now start promoting Naomi Harm.

4.7 Special Projects Councillor

Joanne helped to organize BookBytes. This event has already been discussed earlier in the meeting.

National Project: Joanne did forward input including actual links of examples for our principle. It does not seem that much of the material was incorporated, however.

Carlene feels that the national group is in a different mindset. SSLA seems to be more forward thinking.

Budget: Chris has completed all her budgetary items. There will be a reimbursement from the Ministry to cover the \$1000 in video costs that we forwarded to Sam Morrison. Therefore, \$439.43 remains once the Ministry repays the \$1000 advancement.

4.8 Secretary/Archivist

ACTION ITEM: Carlene will pass the external hard drive to Charlotte to keep files. The treasurer also has an SSLA laptop and external hard drive as accounting software needs to be downloaded to a dedicated machine. Since it is very unlikely that a future secretary will not prefer to use his or her own device for SSLA business, Charlotte can recycle the old SSLA secretary's computer. Charlotte mentioned that she will keep the case!

4.9 **Past- President** Liaison reports can be located in the Correspondence section.

5. New Business

5.1. Correspondence

5.1.1. Scott Burant/Colleen Paulhus – Special Subject Council Grant

Our understanding is that we are not eligible for the grant (since it is accessible only once every three years for each group); however, we were called and invited to apply. Our last needs analysis indicated the membership wanted more of the same.

Motion: Carlene moved that she draft an application for a special project grant with a proposal for a three phase self-directed, self-monitored professional development program for teacher-librarians with the understanding that the first year will be spent in the planning phase. Carla seconded. CARRIED.

Discussion: We can incorporate some of Dr. Wesley Fryer's work regarding a badge system which he has already discussed with some Saskatchewan teacher-librarians which moves us from one stop workshops onto a continuum of growth. Perhaps we could even access Wes Fryer for support. We can also look for ways to incorporate this PD work with our work on the National Project.

PROPOSED PHASES

Phase One: Plan/Design

Phase Two: Implement

Phase Three: Execute

5.1.2. Multitype Database Licensing Program— Highlights

There is a concern on how information regarding the databases will be made available to schools now that the networking meetings sponsored by the Ministry are no longer being held. One example is the changes to the Britannica subscription. There is now a school code for teachers to access support materials. Lessons can be posted to this part as well. It was noted that the Ministry e-mail list of contacts is outdated.

December 20 is the final deadline for the MDLP survey.

5.1.3. SIAST Library and Information Technology Program Advisory Committee

5.1.4. Canadian Library Association - School Library Advisory Committee

5.1.5. International Association of School Librarianship

5.1.6. CLA - National Conference and Trade Show

Plans are in the works to nominate the Inquiry Project for a CLA Award.

5.1.7. Canadian Library Association - National School Library Standards Committee

5.1.8. Special Subject Council Day – Feedback

5.2. **SSLA App** – It was decided to apply for a grant for our professional development project. The app may be a second phase of grant.

5.3. **Financial Statements** – Carlene updates the budget after every meeting and posts it behind the veil under Budget. When doing reports, members are requested to find their tab and enter their items. Members are encouraged to do a screen capture of their budget page and send it to Charlotte as part of your report.

5.4. **SSLA Legacy** – tabled to a later meeting with apologies to Charlotte

5.5. **BookBytes** – Thank you to Joanne and Carla for attaining the vendors.

5.6. **Blogs**

ACTION ITEM: Carlene will remove the SSLA blogs originally created by Tracy and Tamzen.

5.7. **CLA Discussion:** Our feedback on the next principle is required in February. Input can be sent via e-mail.

Conference call: Carlene participated in the conference call for the National Project. The committee commented that they appreciated the SSLA feedback on the principles. However, we do not see our work reflected as much as we would like especially the illustrative examples Joanne provided. SSLA would like to see the focus shifted from what the students do to what the teacher-librarian has done to facilitate the learning. Carlene has requested a clarity conversation as the questions posed for us to answer seem to differ from those we received initially to those on the Google doc. Members wondered how open to feedback the National Project committee is considering their tight timeline and proposal to have the document ready by March. Joanne feels that they are just looking for examples now (<https://sites.google.com/site/nationalsproject/home>).

Joanne asked about computer work stations in elementary school libraries. We will continue this conversation over lunch.

Adjournment:

Meeting was adjourned at 12:24 by Carlene. The next general meeting will be an online meeting in January.

Birthday wishes were extended to Carlene and Laurie.

Carlene presented Christmas gifts to the executive members who were most pleased to receive the gifts, but wondered where Carlene’s gift was.

Minutes submitted by: Charlotte Raine

Approved by: Carlene Walter

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SSLA Executive Action List

√	ACTION	WHO	COMMENTS
	Update financial statements for SSLA chequing, SSLA Conference, Learning Events, and The Medium prior to each subsequent meeting. Submit with report.	Dawn, Tracy, Carla, Chantelle, & Joanne	will address under new business
	The Professional Learning Councillors will send the conference and learning events speakers' contracts to Secretary/Archivist.	Tracy and Carla	Tracy will send contracts to Charlotte. An honorarium between \$50 and \$100 will be sent to Claire and Jessica. Dawn will issue the cheques and Charlotte will send them.
	The Publication Councillor will obtain signed copyright forms from <i>The Medium</i> contributors	Chantelle	Yes, Chantelle will send.
			Charlotte will file all contracts in a logical place to track them easily.
	Support new members and be cognizant of stresses and challenges.	Executive	ONGOING

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President's Report

INFORMATION ITEMS

1. Completed the Inquiry Project web site. 44 videos have been uploaded
2. Presented Inquiry Project to several school divisions.
3. Collated learning events participants for Tracy.
4. Gave Cheryl Erlandson a token of appreciation from SSLA for her work as part of the SSLA Inquiry Working Group
5. Edited the SSLA Executive Handbook as per feedback from Scott Burant
6. Completed BookBytes Social assigned tasks - Updated the BookBytes web page, arranged for food and nutrition, ordered signage, and created budget.
7. Attended National School Library Standards Project online meeting

ACTION ITEMS

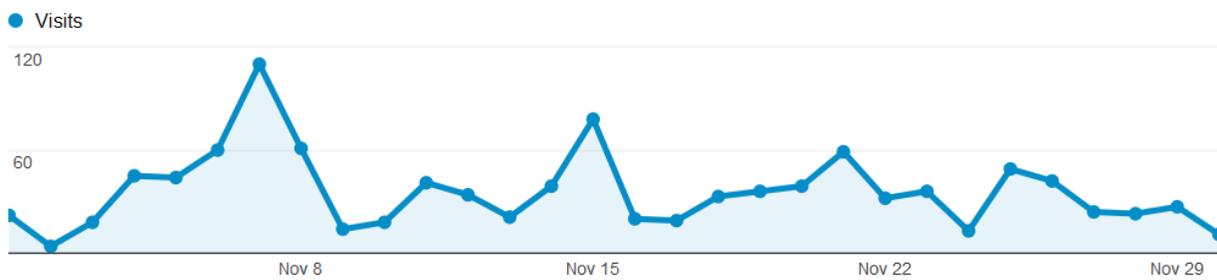
1. Multitype Library Board Representative is needed

Report submitted by: Carlene Walter

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Google Analytics Data



796 people visited this site

Visits

1,072



Unique Visitors

796



Pageviews

3,617



Pages / Visit

3.37



Avg. Visit Duration

00:06:11



Bounce Rate

48.79%

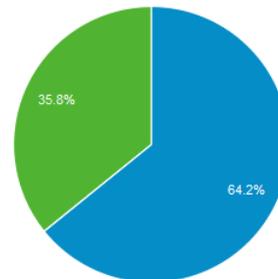


% New Visits

64.18%



■ New Visitor ■ Returning Visitor



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BookBytes Report

The second annual BookBytes will feature 6 gold sponsors, 2 silver sponsors, and 1 bronze sponsor: McNally Robinson, ThistleDown Press, JerBear, Scholastic, Saskatchewan Publisher's Group, The Teacher's Trunk, ULS, EduReference, and Book & Brier. Thank you to Carla and Joanne for their work in obtaining the sponsors.

As of December 2nd, 18 participants have registered. The BookBytes Social committee was hoping for 30 participants.

Logistics

When: December 8th, 2013

Time: 2:00 p.m. - 4:30 p.m.

Place: Riverside Golf and Country Club, Saskatoon

Registration Fee: Only \$8.00!

Food and Nutrition

- cheese and fruit platter
- crackers
- samosas
- coconut shrimp
- spring rolls
- dessert platter
- coffee and tea service

Food Cost - \$19.75 per person (\$16 per person plus \$3.75 for tax and gratuity) = \$592.50

Wine Cost - \$208.50 (\$6.95 per person) plus \$60 corkage fee = \$268.50

The total is based on 30 people – 16 participants + 9 vendors + 5 possible late registrants

Agenda

- 2:00 Welcome and Introduction
- 2:05 Booktalk #1 - JerBear- K-12 Focus
- 2:30 Booktalk #2 - Scholastic – Gr. 3-8 Focus
- 2:50 Break (Vendor Look, Including McNally Robinson)
- 3:00 Booktalk #3 - Saskatchewan Publishers Group - Gr. 6-12 Focus
- 3:15 Booktalk #4 - Teacher's Trunk - K-8 Focus
- 3:30 Break (Vendor Look, Including McNally Robinson)
- 3:45 Booktalk #5 – Vendor - ULS - K-12 Focus
- 4:00 Booktalk #6 – Vendor - Thistledown - Gr. 6-12 Focus
- 4:15 Break (Vendor Look, Including McNally Robinson)
- 4:25 Closing Remarks

Budget

The BookBytes Social Committee was able to secure \$497 profit, three dollars short of the expected profit to aid Association operating cost.

INCOME	Memo	Budget	Actual	Difference (\$)	Difference (%)
Balance		\$ -	\$ -	\$ -	#DIV/0!
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 Press	Gold	\$ 165.00	\$ 175.00	\$ 10.00	-6%
Vendor - Scholastic	Gold	\$ 175.00	\$ 175.00	\$ -	0%
Vendor - SK Publishers	Gold	\$ 175.00	\$ 165.00	\$ 10.00	6%
Vendor - McNally	Double Gold	\$ 350.00	\$ 175.00	\$ 175.00	50%
Vendor - Teacher's Trunk	Gold	\$ 165.00	\$ 175.00	\$ 10.00	-6%
Vendor - Teacher's Trunk	Gold	\$ 165.00	\$ 175.00	\$ 10.00	-6%
Vendor - JerBear	Gold	\$ 175.00	\$ 175.00	\$ -	0%
TOTAL INCOME		\$ 2,020.00	\$ 1,558.00	\$ 462.00	23%
EXPENDITURES		Budget	Actual	Difference (\$)	Difference (%)
Signage		\$ 20.00	\$ 20.00	\$ 100.00	500.0%
Nutrition	40 people X \$15/person	\$ 600.00	\$ 592.50	\$ 7.50	1%
Bar Ticket	40 people X \$6.95	\$ 270.00	\$ 268.50	\$ 1.50	0.6%
Gratuity		\$ 180.00	\$ 180.00	\$ 225.00	125.0%
TOTAL EXPENSES		\$ 1,070.00	\$ 1,061.00	\$ 334.00	31.2%
GRAND TOTAL		Budget	Actual	Difference (\$)	Difference (%)
Income		\$ 2,020.00	\$ 1,558.00	\$ 462.00	22.9%
Expenditures		\$ 1,070.00	\$ 1,061.00	\$ 9.00	0.8%
GRAND TOTAL		\$ 950.00	\$ 497.00		

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President Elect's Report

INFORMATION ITEMS

1. Reports from SSLA liaisons were requested by the Secretary/Archivist. Sent correspondence is posted in the New Business section of the agenda.

ACTION ITEMS

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Treasurer/Membership's Report

INFORMATION ITEMS

1. There are currently 126 Active Members, 7 of these are new since the October meeting.
2. A cheque for \$2616.00 has been received for SSLA's grant allocation for 2013-2014. This is not reflected in the report.
3. The Financial Review for 2012-2013 has been completed and no further actions are needed.
4. After May 31, 2014 Quicken 2006, which is the financial record keeping program the SSLA uses, will be outdated. There is an option to update to Quicken 2009.

ACTION ITEMS

Report submitted by: Dawn Morgan

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SSLA Financial Report – Banking Summary

Transaction

7/1/2013 through 11/20/2013 (in Canadian Dollars)

Date	Account	Num	Description	Memo	Category	Clr	Amount
BALANCE 6/30/2013							70,536.04
7/11/2013	SSLA chequin...	228	Judy Nicholson	Meeting Sask...	Inquiry Project		-217.06
7/31/2013	SSLA chequin...		Interest		Interest Inc		1.03
8/11/2013	SSLA chequin...	229	Carlene Walter	MDLP Meeti...	Inquiry Project		-217.06
8/24/2013	SSLA chequin...	51	Chris Amstead	Advertising In...	Inquiry Project		-203.95
8/31/2013	SSLA chequin...		Interest		Interest Inc		1.01
9/15/2013	SSLA chequin...		Learning Even...		Fall 2013 Lear...		425.00
9/21/2013	SSLA chequin... Dir Debit		Cave		Executive - Me...		-75.58
9/22/2013	SSLA chequin...	52	Sam Morrison	Video Editing	Inquiry Project		-500.00
9/29/2013	SSLA chequin...	53	Carlene Walter	July - Oct Pa...	Wufoo		-119.80
10/15/2013	SSLA chequin...		Membership		Membership F...		90.00
11/20/2013	SSLA chequin...	54	Chantelle And...	Oct Meeting	Executive - Tra...		-119.28
11/20/2013	SSLA chequin... MO		Silvia Tolisano		Learning Even...		-644.47
11/20/2013	SSLA chequin... Debit		2nd Avenue Grill	Celebration ...	Inquiry Project		-156.68
11/20/2013	SSLA chequin...	76	Stealth Web D...	Web Design	Inquiry Project		-591.26
11/20/2013	SSLA chequin...	56	Chris Amstead	Gift to Lynda ...	Inquiry Project		-50.00
11/20/2013	SSLA chequin...	57	Sam Morrison	Video Editing	Inquiry Project		-500.00
11/20/2013	SSLA chequin...	58	Kent Creelman	2012-2013	Audit		-500.00
11/20/2013	SSLA chequin...	59	Carlene Walter	October	Wufoo		-29.95
11/20/2013	SSLA chequin... Debit		Riverside Cou...	Inquiry Celeb...	Inquiry Project		-74.53
11/20/2013	SSLA chequin... Debit		Riverside Cou...	Oct. Lunch a...	Executive - Me...		-191.69
11/20/2013	SSLA chequin... DEP		Membership	Paypal Depo...	Membership F...		725.60
11/20/2013	SSLA chequin... DEP		Learning Even...	Paypal Depo...	Fall 2013 Lear...		2,055.75
11/20/2013	SSLA chequin... DEP		Membership		Membership F...		71.00
11/20/2013	SSLA chequin... DEP		Learning Even...	Paypal Depo...	Fall 2013 Lear...		340.00
7/1/2013 - 11/20/2013							-481.92

BALANCE 11/20/2013 **70,054.12**

TOTAL INFLOWS **3,709.39**

TOTAL OUTFLOWS **-4,191.31**

NET TOTAL **-481.92**



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twitter: @SaskSLA
facebook: Saskatchewan School Library Association



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SSLA Financial Report – Budgetary Statement

See proposed budget 2013-2014 as circulated with the agenda

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Publication Councillors' Report

INFORMATION ITEMS

1. The Fall edition of The Medium was published on the website at the beginning of November. A notice was sent to the membership by Laurie. The three articles are:
 - Global Learning: What do you mean? – an article on our 1st learning event by Sylvia Tolisano. Written by Chantelle Anderson
 - The Inquiry Project Phase II – an article about the second part of the Inquiry Project. Written by Judy Nicholson
 - Language, Learning and Literature – Using Picture Books for Differentiation – an article on how students with different language backgrounds can use picture books. Written by Charlene Leaderhouse (based on her experience in Luxembourg)
2. Purchased an account for Flipsnack – the online site used to make the publication for the Medium. The free version was not doing what it needed to do (making the hyperlinks available)
3. Updating the blog as things come across my desktop/laptop/phone/iPad
4. Budget update:
 - Have spent \$100 out of Publications - Medium budget for two articles.
 - \$48.00 for a 12 month Premium membership to Flipsnack – Half Price off. Renewal price remains the same. Thanks Carlene for being a savvy shopper and finding the deal!

ACTION ITEMS

1. Update Blog more frequently.
2. Get started on articles for Spring Medium and fix up articles on the website.

Report Submitted by Chantelle Anderson

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Professional Learning Councillors' Report – Learning Events

INFORMATION ITEMS

1. Hosted Learning Event with Claire Isaac and Jessica Cammer.
2. Sent archived program to registrants.

ACTION ITEMS

1. Meet online with Dr. Wes Fryer prior to Learning Event.
2. Send out reminder and login information to participants.
3. Upload presentation to Adobe prior to presentation date.

Report submitted by: Tracy Woodward

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Professional Learning Councillors' Report - Conference

INFORMATION ITEMS

1. Met with conference committee: Michelle Dinter Lipinski, Vivianne Lesko, Diane Barsi and Denise Rossmo-Wiegers – designated subcommittees for conference planning
2. Received confirmation from 2 sponsors for 2014 conference
3. Received information from Naomi Harm regarding workshop content

ACTION ITEMS

1. Extend information on workshop topics to website
2. Continue to pursue sponsorship and displayers
3. Monitor registrations

Report Submitted by: Carla Katerynych

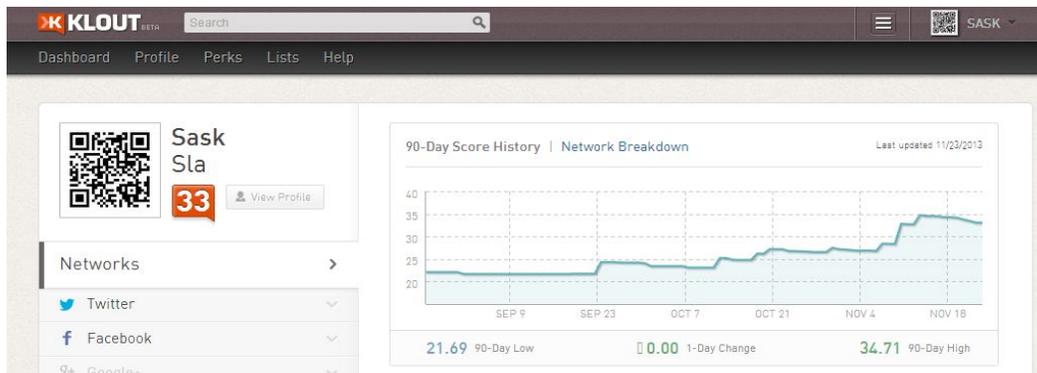
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Communications Councillors' Report

Information Items

1. Sent email(s) regarding the following items:
 - a. Membership expiring
 - b. Membership expired
 - c. Invitation to register for Book Bytes
 - d. Summary of SSLA events to Liaison contacts
2. Responded to necessary emails
3. Received final ideas regarding changes to SIAST LT program and emailed to Charlotte as part of SIAST Advisory Liaison Committee
4. Updated the email database with new/renewed members.
5. Added relevant posts to the Facebook page
 - a. Since October we have added 6 people to our group with 48 members
6. Klout has risen to 33.



Report submitted by: Laurie Hnatiuk

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Special Projects Councillor's Report

Information Items

1. BookBytes
 - a. Sent invitations to Saskatchewan Publishers Group and Book & Brier Patch (JD Distributors) to participate in the 2nd annual BookBytes event in Saskatoon on December 8th.
 - b. Met with representatives from SPG, forwarded signed contract and cheque in the amount of \$175 (gold sponsorship) to Dawn.
2. National Project
 - a. Provided feedback in the Google Doc spreadsheet related to Principle 3—Fostering Literacy to Engage Lifelong Learners

Action Items

1. N/A

Report submitted by: Joanne Beltramini

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Secretary/Archivist Councillor's Report

Information Items

1. Minutes were compiled and posted to the SSLA website and circulated to our STF contacts.
2. Responded to Rob Lehne's question regarding encryption of teacher certificate information on our PayPal site.
3. Sent a thank you card to Sharon Gabora to express our gratitude for her editorial work on the inquiry project.
4. Contacted the organizations with whom we wish to network and established a liaison for each.
5. Compiled reports from our liaisons and included them in this package.
6. Updated the Liaison Contact List for the website.

Action Items

1. The next step in the SSLA Legacy Project is to determine what information needs to be collected and what information we already have compiled.
2. The SSLA computer has been checked and updated. It appears to have a weak battery, but other than that runs reasonably well. Should we maintain SSLA files on this computer?
3. The secretary would like to receive a copy of your reports from now on so that she can assist in compiling the agenda package.

Report submitted by: Charlotte Raine

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New Business

Correspondence

5.1.1. Scott Burant/Colleen Paulhus – Special Subject Council Grant

Dear Special Subject Council Presidents, Secretaries and Treasurers,

Please note the deadline of December 15 for special projects grants.

Please refer to the Special Subject Councils Executive Handbook 2013-14 for all information relating to the grants including Grants Criteria, Eligible Expenses, Applications Procedures and Timelines, etc., beginning on page 14. If you don't have a printed copy of the handbook, it can also be found on our website, www.stf.sk.ca > Who We Are > Special Subject Councils.

This year the allocated funds are \$17,500. No grant shall exceed 25 per cent of the allocated funds. Should approved grants exceed the allocated funds, each grant will be prorated at an equivalent percentage.

If you have any questions regarding special projects grants, please do not hesitate to contact Colleen Paulhus or me. Thank you.

Scott Burant
Coordinator, Member Services

Colleen Paulhus
Administrative Assistant, Member Services | Saskatchewan Teachers' Federation
2317 Arlington Avenue | SASKATOON SK S7J 2H8
T: [1-800-667-7762](tel:1-800-667-7762) or [306-373-1660 ext. 6975](tel:306-373-1660) | F: [306-374-1122](tel:306-374-1122)
www.stf.sk.ca

5.1.2 Multitype Database Licensing Program-- Highlights

The MDLP is currently conducting two surveys.

- Product Evaluation and Comparison Survey: Gale (Cengage Learning) databases are being evaluated and compared to EBSCO products to determine which database suite is best suited to meet the program's needs. The results will help the committee to make recommendations on the purchasing strategy for the 2014-2015 MDLP renewal. The survey is available through the Ministry's curriculum website. http://external.edonline.sk.ca/public/online_resources_cnet.html
- End-User's Opinion Survey: This survey seeks library end-user's opinions related to online resources. Its purpose is to measure MDLP's value and user satisfaction. Results will be used as the baseline for future outcome measurement and comparison with respect to user needs and expectations.

The MDLP is currently trialing a number of products to determine if there is sector interest. There are three products that may be of interest to the school sector:

- World Book has developed an e-book collection of its print resources. A number of school divisions already license World Book through the MDLP's supplemental collection and may be interested in this new product.
- The ministry is conducting an internal review of two Gale databases -- Canada in Context and Science in Context.

Britannica School Edition underwent a significant interface upgrade. As a result of the upgrade, the freely available educator resources were put behind an authentication process. To access the resources, a teacher must go to the "My Britannica" link and register. During the process they will be asked to enter a school code. A code has been provided for all Saskatchewan educators < **KEZ6** >. This code is not to be shared with students.

Joanne Beltramini, Coordinator

5.1.3 SIAST Library and Information Technology Program Advisory Committee

Acting as the SIAST Library and Information Technology Program Advisory Committee, Cindy Bretell sent us the collated document regarding the suggestions for changes to the program. I have attached the summary Cindy sent to the committee. The next meeting is held in June.

Submitted by Laurie Hnatiuk

Course	Action
AV 180: Audio Visual Techniques	Has become elective, needs to be updated
CDNS 280: Canadian Government	Keep
COMM 381: Communications 1	Keep
COMM 113: Communications 11	Needs a rewrite-may be accomplished with new instructor
HIST 280: World History	Keep
LIT 280: Literature and Composition	Keep
LIT 281: Canadian Literature Survey	Keep
PSYC 187: Introduction to Psychology	Keep
CKEY 189: Keyboarding	Remove
COMP 171: Introduction to Microsoft Word	Keep, can be PLAR'd
COMP 173: Introduction to MS PowerPoint and Web Pub	Keep, can be PLAR'd
COMP 174: Introduction to MS Excel	Keep, can be PLAR'd
CKEY 188: Word Processing	Add these concepts to the first year courses or remove others and use this one
ORTN 190: Introduction to Library Service	Keep, remove online option
LIB 192: Introduction to Information Resources	Keep, update with online resources and create an online version
LIB 196: Descriptive Cataloguing: Monographs	Keep, needs some updates
LIB 198: Circulation/Interlibrary Loan	Remove and transfer necessary topics to other courses
LIB 194: Introduction to Archives and Records Management	Split in to two classes
LIB 191: Readers' Services	Keep, add skills from 198, include technology as a way to promote materials

LIB 197: General Information Resources	Keep, continue to improve the use of online resources, create online course
LIB 199: Subject Cataloguing	Keep, needs some updates
LIB 180: Libraries of the Past and Present (elective)	Keep
LIB 182: Children’s Materials and Services (elective)	Keep, include award winners
LIB 290: Descriptive and Subject Cataloguing: Nonbook Materials and Electronic Resources	Keep, needs some updates
LIB 291: Information Resources: Social Sciences	Keep, create an online course
COAP 292: Library 2.0+	Keep, perhaps teach in the 1 st year
PRPL 284: Public Relations and Programming	Keep
NAST 280: Native Studies	Keep
LIB 292: Acquisition and Maintenance of Library Materials	Keep, include ebook purchasing and licensing, needs a few more updates
LIB 293: Information Resources: Humanities and Science and Technology	Keep, create an online course
MGMT 282: Library Management-Theory and Practice	Keep
LIT 183: Library Materials and Services for Teens	Keep, include award winners
LIB 282: Storytelling	Revise
LIB 193: Libraries of the Future	Change to digital libraries, update outcomes.

5.1.4 Canadian Library Association - School Library Advisory Committee

You can keep me as a contact with CLA, as I am currently the Chairperson for the CLA School Library Advisory Committee. I hope that some of you can make it to Victoria in June for the CLA Conference. Our plan is to launch the new national standards publication at the Trade Show on Friday. Also, Friday will be the focus day for the school library conference within the CLA conference. We will have speakers, research for school libraries that day, like the Treasure Mountain events in the past. Social event on Friday night is also in the planning. We will keep you posted. It would be great to have you folks attend!!!!

Linda Shantz-Keresztes Chairperson
CLA School Library Advisory Committee

5.1.5 International Association of School Librarianship

Just a brief update this time:

- IASL Executive Board Meeting, followed by the meeting of the Table Officers, was held via our online forum in November.
- President Diljit Singh and I sent congratulations to Pauline Clarke, the Chief Superintendent of Winnipeg School District #1, on the 50th anniversary of the appointment of the Manitoba's first district school library supervisor, Harry E. Newsom. Newsom was involved in the development of the first two school library guidelines for Canada (1967 and 1976) and he was a faculty member at the library school at University of Alberta in the 1970s.
- I have taken on the task of investigating the process for writing a Wikipedia article on IASL.
- IASL is revising its conference planning handbook and working on the development of some online PD seminars for its members.
- There will be a new IASL website launched in the new year.

Congratulations to SSLA for the fine work done on advancing teachers' and tls' knowledge of the inquiry process. I am very impressed with the web resources you have developed!

Warm regards, Dianne
Dianne Oberg
IASL Board Member, Regional Director

5.1.6 CLA - National Conference and Trade Show



Save the date!

CLA 2014 National Conference and Trade Show

Victoria, British Columbia : Victoria Conference Centre: May 28 - 31, 2014

Theme: Building Bridges to the Future --

Colleagues, collaboration and consultation will get us there.

In the spirit of “Building Bridges”, the organizers of TMC are working with CLA Voices for School Libraries Network and the Project Steering Committee for New Standards for School Library Learning Commons to integrate the 2 initiatives into one fabulous program for Canada’s school library community at CLA.

The program is still under development, but will likely be close to the following, and will be based on understanding and working with the new standards to place the Learning Commons at the helm of learning leadership and student achievement in Canadian schools.

Thursday, May 29th

7:00 pm Keynote address
8:30 – 10:00 Networking Reception

Friday, May 30th

9:00 – 11:30 Content session – TMC3 style, with input speakers and collaborative group work
11:30 – 1:30 *Lunch at the Exhibits* plus 20-minute *launch of the Standards E-Book* at the Exhibits with invited dignitaries, and free-browsing time

1:30 – 5:00 Content session – TMC3 style, with input speakers and collaborative group work
6:00 pm Off-site dinner – separately priced, optional (BCTLA will help to arrange & purchase of tickets will be through registration)

Saturday, May 31st

9:00 to 10:15 Standards Session (Judith, Linda, intended for all CLA delegates)

10:15 – 10:30 Break

10:30 to Noon Final session TMC3 with Summarizing Speaker, etc.

School Library *Awards* will be scheduled in.

Moderators: David Loertscher and Carol Koechlin

Keynote and Guest Speakers TBD

Registration will be through the CLA conference site, and this will be THE program for school libraries.

Cost: \$325 (registration) plus approximately \$40 optional for Friday night dinner

The Call For Papers will begin very soon (i.e. December 1-10)

The headquarters hotel for the 2014 CLA Conference & Trade Show in Victoria is the Fairmont Empress. To book your room, use the link below. A one-night non-refundable deposit is required at the time of booking.

<https://resweb.passkey.com/go/cla2014>

For additional information, please contact:

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5.1.7 CLA - National School Library Standards Committee



Canadian School Library Standards: *Principles of an Effective School Library Learning Commons Project*

The School Libraries Advisory Committee and the Voices for School Libraries Network are currently producing a common set of standards for educators across Canada, to acquire and develop skills and expertise in order to implement a comprehensive school library learning commons model. The results of this project will be launched as an e-book at the 2014 CLA National Conference and Trade Show in Victoria. CLA focuses on partnerships and liaisons within and beyond the school, with other libraries and organizations – public libraries, academic libraries, school board trustees, Council of Ministries of Education Canada and is working in cooperation with the following eleven (11) organizations in coordinating this national initiative:

- *British Columbia Teacher-Librarian Association (BCTLA)*
- *Alberta School Library Association (ASLC)*
- *Saskatchewan School Library Association (SSLA)*
- *Manitoba School Library Association (MSLA)*
- *Ontario School Library Association (OSLA)*
- *Quebec Library Association, (QLA) School Library Section*
- *Nova Scotia (Regional Libraries and School Boards)*
- *New Brunswick (Regional Libraries and School Boards)*
- *Newfoundland and Labrador (Schools)*
- *Prince Edward Island Teacher-Librarian Association - TBA*
- *Yukon – Teacher-Librarians’ Sub-Association*
- *NT (Schools)*
- *Nunavut - TBA*

December 2013 Update

The established steering committee and focus group have over the fall months developed a continuum of indicators for the five basic “Principles of an Effective School Library Learning Commons” based on initial feedback from the provincial/territorial committees. The chairs of these committees met via teleconference in November 2013 to discuss reviewing the indicators with their local committees and experts, and returning feedback to the steering committee at the beginning of February, 2014. Provincial/territorial committee chairs will meet again to discuss the response to this feedback at the end of February 2014. They will have a chance to review the entire e-book in March, prior to the steering committee work with CLA on the final editorial process. The launch of the Canadian School Library Standards will occur at the CLA Conference in Victoria, May 2014. <http://cla.pwwebhost.com/conference/2014/>.

Committees are being asked to review the continuum of indicators in terms of such questions: Do the indicators encompass the most relevant components of a school library learning commons? Are they clear? What is missing? What is redundant?

Additionally, each province or territory will attempt to provide illustrative examples or links for all the indicators in order to give them real relevance.

It is anticipated that the e-book will be about 20 -25 pages in length and will sell for approximately \$10. It will include an introduction, the five standard principles with background, and indicators for each, steps to using the standards, a glossary and key resource links. Discussions for a website and pamphlet to support the e-book are in progress.

If you would like further information on this project, please contact Judith Sykes, Chair of the Steering Committee at judith.sykes@shaw.ca. You can follow the work and resources on the project web site: <https://sites.google.com/site/nationalslproject/home>

For updates, you can also subscribe to the Voices for School Libraries Network Facebook page ([Voices for School Libraries](#)) and Twitter feed ([@CdnSchoolLibraries](#)).



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



5.1.8 Special Subject Council Day Feedback

Good afternoon,

I apologize for sending these to you so late.

Attached you will find the evaluation summary and flip chart notes from Special Subject Council Day 2013. Please share with your special subject council executive and members.

Thank you.

Colleen Paulhus

Administrative Assistant, Member Services | Saskatchewan Teachers' Federation

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www.stf.sk.ca



Special Subject Council Day – September 21, 2013 Evaluation Summary

1. What did you take away from the day or like about the day?
 - I appreciated the time for our own group to have a quick discussion about the breakout questions.
 - Active communication, engaging topics, great information about the McDowell Foundation, great dialogue with groups.
 - It was all good.
 - I liked last year; really did not enjoy today.
 - It was interesting to see how many special subject groups there are in Saskatchewan. How some of the groups might be combined to organize conferences
 - New ideas for sustaining membership (3), new ideas for new membership (7), process for treasurer's report
 - It was helpful to meet with job-alike groups. (3) I also appreciated the discussion of the role of special subject councils and how we connect with members (2)
 - Information about use of social media.
 - Agenda – sticking to the times allotted for each thing on the agenda (super!) (2); time to converse with each other (great) (4); great venue, awesome food (2)
 - Organization was excellent. Suggestions for councils to have links to other councils
 - Getting to work with my special subject council as well as other councils (2)
 - Learning how others are running their council (3)
 - The three questions about membership were very valuable and exactly what we needed. Thanks!
 - Variety of breakout session structures.
 - Unsure if it was the same structure as last year but as a new person to a special subject council it was informative.
 - That some councils are years ahead of others in engaging and supporting members
 - New connections
 - The opportunity to voice my opinion and concerns. I fear that our hard work is failing to meet about 75% of Saskatchewan teachers. I value the contributions the various special subject councils make to our profession. I wonder why we need to make teachers choose one/a few councils? If we are to engage all teachers, we need to enable their PD opportunities to experience multiple councils. Is there any way

teachers could sign up for any/all councils that may enhance their experience or skills? If so, could funding be a formula by how many teachers we can help when they self-identify their own PD needs?

2. What did you not like about the day?
 - Not enough time for discussion. (2)
 - The presentations were lackluster and the STF conversation leaders did not promote discussion. Sitting in non-association tables is scary for new members.
 - Can't think of anything. (2)
 - Although splitting council members apart is good for dialogue, there were points within the morning where I would have liked to connect with another council member. (2)
 - My only dislike was not having enough time to talk with own council. (2)
 - The day was fine. I would have enjoyed having other members of my association here so we could already begin crucial conversations.
 - Length of some breakout sessions could be shorter to facilitate the release of council members to go to their executive meeting. Have as many councils piggy back meetings
 - There was a lot crammed into a morning and a lot of it was discussion in large groups – that means that not all ideas are heard. Why not make it a full day since you already provide lunch?
 - It's the same discussion as last year. I don't feel there is anything done with this information and we keep circling around the same thing.
 - Some things (last activity) were very repetitive.
 - Role alike session was a bit short (but understandable).

3. Do you have suggestions for next year's Special Subject Council Day?
 - What can the STF do to foster professional development for personal choice?
 - No Sterling McDowell presentation. When Tammie leads it is interesting. The timer lady is annoying and ruins the presentations.
 - More time with special subject group (2) and perhaps similar groups to share ideas
 - I like this format. STF should find a way to provide emails of members
 - Keep up the great work. ☺
 - Discussions/policy development for use of social media
 - More "talk" time about how other groups run their councils
 - Change the name to something more current/relevant
 - Continue to be current and forward thinking

- More collaborative time with like positions with questions we are asked to come with
- Full day. Less time talking about why we are a special subject council. More time to talk *freely* with other councils
- Take our suggestions and present ideas to the councils (the STF present – not individual councils) as to how this is feasible.
- A way for different subject councils to explore commonalities in curricular outcomes, etc. so that we can start to support each other.
- Saturdays are sacred for me. I'd rather do this in a 5-8pm evening session.
- Meeting with members of my council to come up with ideas on how to offer more to our members and how to be more relevant to teachers.

4. Other comments:

- An excellent day of discussion and sharing.
- Thank you for a great and refreshing meeting.
- Thank you for the opportunity to network.
- The day needs a total rework. We have the same conversations every year and no changes occur.
- Thank you to all involved in planning and facilitating the committee throughout the year. You are all appreciated!
- Thank you for breakfast and lunch.
- I believe new teachers (to Saskatchewan or newly graduated) should have unlimited free memberships to all special subject councils they would like to explore.
- Thank you. (2) This was a good use of time.
- We are all fighting for the same teachers – is there no way to have a flat fee and have members join as many councils as they are interested in?
- It was proposed that an executive member from each council attend the new teacher's conference to man a booth. Would this release time be funded by STF or individual councils?
- I felt like I got a lot from today. Thank you.



Special Subject Council Day – September 21, 2013 Flip Chart Notes

Networking

1. What is the purpose of special subject councils?
 - A focus or concern on teacher-candidates and beginning teachers (2)
 - Free membership voucher at STF conference (beginning teacher) and at local association
 - Provide professional development/growth (6)
 - Services to teachers in “specific” teaching areas (6)
 - Position the organization to be the “go to” for the ministry/curriculum/PD (2)
 - Need to grab teachers’ attention so they participate
 - Councils have “experts” in their fold – they could provide PD to others
 - “Ignite” in Saskatoon
 - Open the doors of technology: online journals, webinars, twitter
 - In the future: networking/PD at a distance (3), partnering with school divisions, live streaming, joining with other councils
 - Sharing resources, ideas, best practices (5)
 - Motivating, re-energizing, learning from each other
 - Extension into social-media, PD can reach many for low cost, communication reaching small towns, remote communities
 - Inform colleagues of what special subject councils do
 - Inform parents and public of what is going on in our province
 - Represent all Saskatchewan teachers
 - Communication
 - Support learning to all age groups, students, teachers, etc.
 - Training for non-specialists. Encourage universities/students to train in areas needed
 - Networking (3)
 - Advocates for change/resolutions for STF council, voice to ministry
 - Partnership with ministry (SSLA)
 - Leaders in action research/demonstrate relevance as teachers as researchers and leaders (2)
 - Strategic plan for growth
 - Effective action based council
 - Needs to be relevant

- How do we connect special subject councils with school division leadership teams?
 - Top down style of PD – loses self interest
 - Mentorship
2. Why do we exist?
- Provide opportunities to network (5)
 - Provide PD opportunities (3)
 - Offer support to all teachers (4)
 - Student growth (2)
 - Bring people with common interests together (2), national/international
 - Support school division/ministry initiatives
 - Share passion (2), goal to advance instructional practices
 - Sharing resources/materials, lesson plans
 - Conferences
 - Curriculum development/support
 - Giving resolutions to STF
 - Contributing to professional knowledge/resources (Stewart Resource Centre/Action Research)
 - Liaison with communities (e.g. art ideas in towns)
 - Raising the profile of the profession
 - Scholarships/awards for students
 - It's all about the kids. 😊

Breakout Session 1 – Joint Conferences

Advertising

- *Bulletin* needs to be more affordable (2)
- Website
- Direct contact mail out and division office mail out (need updated lists of specialists or coordinators in division offices – pass through STF to special subject councils)
- Teacher trainer coordinators at university level
- Ministry contact for advertising conference
- Check school division websites for coordinators

Alternatives

- Webinars
- Digital library

- Online conference
- Joint conferences
- Coordinate with school division
- Use university or STF for location

Challenges

- Compete with “division goals”
- Release time not given
- Executives not even allowed to attend own conference due to division “goals and visions”
- Location issues – southern conference less successful
- Money available
- People to organize a conference
- Booking facility – STF needs to open booking to 1 year not 6 months
- Spring has less PD dollars, fall best for teaching info

Breakout Session 2 – Membership

1. How do you engage new members?
 - Fee paid when registered for conference (3)
 - Offer free membership to university students. (4) Hand out form and collect right at university (SHETA)
 - Intern: free conference registration if with cooperating teacher (SMYA)
 - Free registration for one teacher at each school (2) to be an SRC liaison in the school
 - Reduced conference fee for students (2)
 - Fee reduced for retired teachers at conference (2)
 - Shoulder tap colleagues
 - Friendly reminder to lapsed members
 - Half fee for half year
 - Proud/promote/harass people - talk/talk/talk! (2)
 - Beginning teacher conference - put a rep there to speak to teachers - have technology there to show websites (2)
 - Free membership offer for beginning teachers - who is participating?
 The following special subject councils participate in this offer: Awasis, APEF, ECEC, SAEC, SASCA, SATF, SATG, SBTA, SCWEA, SCSS, SDA, SHEA, SHETA, SMTS, SMYA, SMEA, SPEA, SRC, SSCA, SSLA, SSTS, STAT, SKTEAL, STELA, STU.
 - U of R – SMTS student club with prof – own activities
 - Visit university classes with student liaison

- Social media (3)
- Principal short courses
- Ad at other conferences
- Get them to the conference
- Local councils throughout province
- University students paid \$50 to mark provincial challenge
- University students run workshops at festival
- Mentorship program
- Work with division consultants
- Mail out to all schools (2)
- Referral program – 2 year free membership
- Connections between councils
- “SaskTel bundle” memberships

2. What do you do for your current members?

- Publication - ideas, lesson plan, rubrics, resources, current research in themes (within class research); electronic or print
- Bursaries – on committee, to further education (once in your term, personal choice)
- Online learning events (2) – SSLA, speakers on subject, gather as group (adobe, bulletin board), 4 times per year, offer pods to help get on for first time, archived for members
- Facebook, twitter – follow, discuss in the space. Maintain - divide up the roles, once a week/regular, follow others
- Blog
- Project with ministry
- Website
- Resource library
- Math challenges, sponsor math camps (U of R, Saskatoon Public)
- Newsletter
- Advocacy
- Resources, journal (are these free? should they be?)
- Networking opportunity
- Conferences
- Online resources (2)
- Professional development (2)
- Expertise
- Discussion forums
- Scholarships/bursaries for all members (2)

- Awards
 - Bursaries for students (2)
 - Connected to other councils - discount with national
 - Partner with culture and recreation, teachers to their conference and they access back
 - Informal smaller group events
 - Showcase gifts and talents of everyone
 - Partnership to secure additional resources
 - Link members to external partner businesses who offer discounts to members
 - Link to pre-service professionals
3. How do you connect with current members?
- Online newsletter (2)
 - Website (3)
 - Journal (3)
 - Meet and greet in fall – alter location
 - Struggling to communicate
 - Need to offer more “small” info sessions
 - Social media – twitter, blogs, etc. (4)
 - Personal relationship keeps people there especially at provincial level
 - Move conference around the province to engage more people (2)
 - Region reps who send out information - more personal connection to local people/ relationship already exists with locals
 - More information in schools about councils
 - Fax every school with conference info
 - Summer short course - teach session
 - Representation at local teacher conferences
 - Email – share school email (2)
 - Members at large
 - Develop app - remind 101 (cell app 1 way communication)
 - Phone tree/fax
 - Posters/calendars
 - Rep to meet with consultants in divisions
 - Word of mouth
 - Joint conference
 - Letter of appreciation to directors to acknowledge, leadership
 - Partner with mentor
 - Recognition of long term members - pins, certificates, retiring teachers
 - Life membership because outstanding