SSLA Executive Meeting

April 21st, 2018

2017-2018

Long, Sophie

Saskatchewan
SCHOOL LIBRARY
Association

SSLA Executive Meeting

April 21st, 2018

Date
Apr. 21st, 2018
Plainsview School
7741 Mapleford Boulevard
10:00 a.m. – 3:00 p.m.

Call to Order
The meeting of the Saskatchewan School Library Association was called to order at 9:58 am on April 21 by Gaetan Hammond

Meeting was called to order at 10:00 AM.

Present: Gaetan, Regan, Carla, Charlotte, Carol, Sophie
Regrets: None

1. Approval of Agenda
   1.1. **The agenda was** *unanimously approved* **as distributed.**
      - Moved by Charlotte, seconded by Regan, approved
   1.2. **Additions to the agenda: None**

2. Approval of Minutes
   2.1 The minutes of the previous meeting were *unanimously approved* **as distributed.**
      - Approved – motioned by carol, seconded Carla, approved

3. Open Issues
   3.1. TRC Special Project
      - the idea was that you would go to the home page – find the welcome message and three buttons – we are currently looking for K-6 resources – would like a critical look at website:
         o Is there a distinction between 'FNMI' and 'FNIM'? Or Aboriginal/Indigenous?

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- o Currently no items in teacher resources or TRC resources
- o Under k-9 resources (will change to K-6) – seven buttons; each with an image – discussion on people vs items in images and which ways the people are facing, contemporary or traditional clothing, etc.
- o Buttons will be placed along the top of the page to return users to the other pages or the TRC project home page
- o Each grade page will have buttons along the top too
- o Grade pages will have four outcome areas each with a link and image – images credited at the bottom – images carefully chosen
- o Looked at grade 1: sorted into three sections: books, videos, web posts
- o Title, image, short description and copyright info
- o Could add link to items that are available through STF library
- Will meet with OTC contact to review site and resource list before publishing
- A few images and descriptions to be completed or changed
- Working on human resource list
- Visual aspects of grade page: four images made smaller to they fit side-by-side, change size of header and image attributions

3.2. Conference

3.2.1. Venue

- Looked at booking multiple locations
- Saskatoon: western development museum, Regina: Queensbury at Evraz place
- Insisted that wifi and sound are good quality for participants
- Western development museum – very easily arranged
- Recommend that we book three rooms at Evraz and can cancel one of the rooms if we need up to 60 days before

3.2.2. Registration

- Open registration up early to membership to promote membership renewals in March/April/May – discussion determined that there is little value for members in this
- Registrations are $200 (includes $30 membership for 2018-2019 year)

3.3. SSLA Executive Roles and Responsibilities Action List

- Members of the executive will review.

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4. Reports

4.1. President

- ACTION ITEM: move ahead with email accounts: treasurer@ssla.ca
- ACTION ITEM: Post link to conference page on learning events page
- ACTION ITEM: Send AGM reports by June 9

4.2 Past President

- No action items at this time – possibly with New Business with CSL

4.3 Treasurer/Membership

- Will set up meeting time to do financial review

4.4 Professional Learning Councillors

- ACTION ITEM: Book hotels for Ruth Culham

- STF catalogue poster has been sent

- ACTION ITEM: share posters with others

- ACTION ITEM: continue to connect with Vendors to confirm

PUBLICATIONS:

- Looking for one more article: one on GSSD School ReadAloud and one on Genrification process

- Gaetan will work with Kendra on her multi-media type presentation

4.5 Special Projects Councillor

- Digital badges – Carlene did the facebook live – has not submitted the invoice yet – looking for clarification

4.6 Secretary/Archivist/Membership

- ACTION ITEM: Newsletter for May 1 (include CSL plug)
- ACTION ITEM: Convention reminder

Regan, Charlotte, All

5. New Business

5.1. Correspondence
5.1.1. IASL
-    Will be holding a virtual conference

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5.1.2. Canadian School Libraries

5.2. Awards – discussion re: getting nominations
- Next year, could be promoted on social media

5.3. Canadian School Libraries – discussion re: making an annual donation
- Annual donation was determined to be a good choice: will be more directly discussed in June

5.4. Executive vacancies – discussion re: filling blank positions or scaling back services
- Don't think we should continue to contract out digital badges service
- Maintaining Digital Badges – allow the program to "run itself"?
- Why are Inquiry and FNMI materials "free" but the tech items are not??
  o Keep information on website but remove "badging" portion
  o Long term goal – to move badging information to website and away from wordpress
  o Some options for maintaining The Medium – we are looking for a few more members

5.5. STF PGN Survey – responses are due May 11 for a June 1st meeting:
- When considering the future, what is your network's greatest need?
  o Need people to serve on the executive; a way to get in touch with possible members or executive council members – and STF form to list interests possibly?
- What would your network like to be doing that you are unable to do now?
  o Fulfill positions – continue to provide PD with more people to work with us; maintain level of service, connect better with classroom teachers to continue our PGN organization
- With whom would you be engaging?
  o Ideally increase our "audience" to classroom teachers, not just TLs
- What would enable you to do what you would like to be doing?
  o Information on our "audience"- who can we contact to share our service?
  o Ways to communicate with divisions
- What is preventing you from doing what you would like to be doing?
  o Constitution changes,
  o Need grants not based on membership, moreso for what we are doing (a conference, learning events, etc.)
  o Ability to change name or expand focus (ex: SLLA – Saskatchewan Library and Literacy Association)
- How would you define professionalism? Professional growth?

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- o Continual learning, inspiration to renew teaching practice, keeping up with current trends and research in your profession
  - Why does your network exist? What is your purpose?
    - o Mission statement

Adjournment:

Meeting was adjourned at 2:52PM by Charlotte. The next general meeting will be at 9:30AM on June 9 at LeBoldus High School.

Minutes submitted by: Sophie Long

Approved by: Gaetan Hammond

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SSLA Executive Action List

ACTION	WHO	COMMENTS
Purchase stock images for TRC project.	Carla	Complete
Update learning events page and conference page.	Gaetan	Complete
Connect with contact for piece for The Medium	Charlotte	Complete
Create awards poster for current year	Charlotte?	Complete
Send awards poster to liaisons	Sophie	Complete
Look into possibility of email domain	Gaetan	Complete
Set up e-transfer (possibly waiting on news for email domain)	Carol	Complete
Complete financial review with contact	Carol	Will set a date
Follow up with venues for 2019 conferences	Regan	Complete – will be discussed in open issues
Create poster for 2019 conferences	Regan	Complete – Sophie
Send conference poster to membership and liaisons	Sophie	Complete
Set up online registrations for conference	Gaetan	In progress
Connect with contributors for The Medium through SSLA social media tools	Regan	Ongoing

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Sent out membership reminders – many expire in March – advertise conferences to entice membership	Sophie	Complete
Apply to present at teachers convention 2018-2019	Sophie	Complete
Set up email accounts to accept payments	Gaetan & Carol	
Post link to conference page on learning events page	Gaetan	
Book hotel rooms for Ruth Culham	Regan	
Send printed posters for conference	Regan (Sophie?)	
Connect with and confirm vendors	Regan	
Find third article for The Medium spring	Regan	
Connect with Kendra (GSSD) regarding tech aspects of multi-media article for The Medium	Gaetan	
Send newsletter May 1	Sophie	
Confirm convention application was received	Sophie	
Submit AGM reports by June 9	Executive	
Review roles assigned in the Strategic Plan and complete associated tasks	Executive	Ongoing
Share digital badges on social media (additionally, promote SSLA events, publications and membership)	Executive	Ongoing
Submit any expenses or requisitions to Carol as they arise	Executive	Ongoing
Support all members and be cognizant of stresses and challenges.	Executive	Ongoing

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President's Report

Information Items

Thanks to Carla for her work on the TRC project. I have been supervising the construction of the TRC portion of the website. So far, K, Gr. 1, Gr. 2, and half of Gr. 3 have been constructed. Work is continuing on the other grades, and the Teacher Resources section will follow.

I communicated with Stealth to resolve an issue with the Digital Badges site. A deactivated plug-in had caused the badges and tasks to not be visible. Everything seems to be functioning normally again.

Thanks to Carol for working out an issue with Jennifer LaGarde's cheque.

Thanks to Sophie for her work on the membership list and newsletter. I also asked her to send out an invitation to the AGM and a call for nominations.

Prepared the agenda for the AGM.

Thanks to Regan for her work on the Conference venues. I have built the Conference registration pages, and just need clarification on a few points before making them live. The goal is to have registration open by May 1st.

I looked into getting a ssla.ca email extension. Through Weebly, this would cost $5.42 USD/address/month, or $65.04 USD/year.

Action Items

Continue directing the construction of the TRC pages.

Prepare for CFLA's forum on May 2nd.

Finalize Conference registration details.

Report submitted by: Gaetan Hammond

Approved by: Gaetan Hammond

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Past President's Report

Information Items

Promoted the awards and answered questions from potential nominators and recipients.

Compiled the latest news from our SSLA liaisons

Will attend the Multitype Library Board Annual General Meeting on April 24

Action Items

Discuss with executive and speculate as to why no nominations for the awards and scholarships were received.

Chair the nominating committee to fill vacant positions

Request an agenda item to lead a discussion on whether SSLA would like to start an annual donation to Canadian School Libraries.

Report submitted by: Charlotte Raine

Approved by: Gaetan Hammond

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Treasurer's Report

Information Items

1. Financial Statement Attached

2. Chequing account balance $12,638.08

3. Term Deposit balances $32 359.00

Action Items

1. Stop payment on Jennifer LaGarde cheque, new cheque sent with tracking number.
2. Dedicated email account for e-transfers can be set up for $5.42 per month. Do we want to go ahead with this?
3. Lloyd Churchill to do Financial Review. Will set up a meeting time with him.

Report submitted by: Carol Preece

Approved by: Gaetan Hammond

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SSLA Financial Report – Banking Summary

Saskatchewan School Library Association
Profit and Loss
March 3 - April 14, 2018

	Total
Income	
Interest	0.55
Learning Events	90.00
Membership	150.00
Total Income	**$ 240.55**
Gross Profit	**$ 240.55**
Expenses	
Bank charges	10.00
Learning Event Expenses	1,068.32
Postage	14.10
Website Hosting Fee	360.75
Total Expenses	**$ 1,453.17**
Other Expenses	
Paypal fees	4.68
Total Other Expenses	**$ 4.68**
Profit	**-$ 1,217.30**

Saturday, Apr 14, 2018 07:18:21 AM GMT-7 - Accrual Basis

Submitted by: Carol Preece

Approved by: Gaetan Hammond

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PD Councillor's Report

Information Items

Follow up emails sent:

- Ruth Culham booked for April 11, 2019 in Saskatoon and April 12, 2019 in Regina.
- Various venues contacted – many had bookings already and were not available.
- At this time, Western Development Museum booked for Saskatoon; Evraz Place booked for Regina.
- Poster has gone out on social media, to our school division contacts and is on the website without the venues. Will be updated.

Action Items

- Discuss Western Development Museum – has anyone attended an event there? How is sound? Wi-fi?
- Discuss Evraz options presented to me – make a decision to inform my contact.
- Update communications with venue information
- Set up online registration to go live on May 1.
- Send out vendor letters.
- Book rooms for Ruth Culham.

Report submitted by: Regan Williams

Approved by: Gaetan Hammond

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Publications Councillor's Report

Information Items

Winter issue of the Medium completed in late March.

Danielle Maley contributed 1 article; Sophie contributed 1 article; Regan contributed 1 article.

Action Items

Solicit articles for May/June issue:

- Sophie (Genrification)
-
-

Post article requests again on Facebook and Twitter accounts

Report submitted by: Regan Williams

Approved by: Gaetan Hammond

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Special Projects Councillor's Report

Information Items

Review progress with Carlene Walter, May 15, Facebook Live Session 2

Carlene sent eNewsletter to badging participants

Continued with collection and preparation of materials for special project curation

Action Items

Move forward with TRC resource collection and classification to prepare for web site development

Report submitted by: Carla Katerynych

Approved by: Gaetan Hammond

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Secretary/Archivist/Membership's Report

Information Items

Put together poster for conference.

Sent conference announcement to membership and liaisons.

Sent membership reminders for March.

Suggested a membership incentive related to conference – a password protected page for members to register open earlier than to non-members.

Sent out poster for 2019 conference on social media.

Sent out other information: AGM announcement, award nominations, etc.

Updated membership documents.

Uploaded minutes behind the veil and shared with executive.

Submitted application to present at Regina Teacher's Convention in October 2018.

Action Items

Monitor membership renewals for March/April

Send out conference registration reminder

Confirm & set up password protected page for member conference registration.

Report submitted by: Sophie Long

Approved by: Gaetan Hammond

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Correspondence:

1. **IASL (International Association of School Librarianship)** is offering its first ever virtual conference May 28 -30, 2018.
   The IASL 2018 Virtual Research Conference provides a space for school librarians, graduate students, and researchers, and all those with an interest in education and libraries to join in exciting conversations about innovation, information, and impact of school libraries.
   More information available on the conference website:
   https://sites.google.com/a/ualberta.ca/iasl2018vc/

2. **Canadian School Libraries:** March newsletter released. Make the Case for the Library Learning Commons (linked here).
   Canadian School Libraries has created several new webpages and downloadable flyers to help you make the case to decision-makers and school administrators for the positive influence of the learning commons model on student success and achieving school goals. The information is practical and research-based. Please share these resources widely and use them strategically! Please download and use the "Start the Shift Now!" badge that heads up this newsletter too.
   Pdf file useful for advocacy purposes titled "Student Success and the School Library Commons" is attached and inserted below.
   Aside from advocacy, here is another example of the work Canadian School Libraries is doing on our behalf.

No Library for Nunavut School: The CSL Response

A recent story from Nunavut raised concern across the country. A new school being built in Kugaaruk to replace one destroyed by fire will be completed in 2019, but will have no school library. What raised the most concern was a comment from Minister of Education David Joanasie quoted in the story, "We can put a whole library into one computer."

The Canadian School Libraries board responded to this news by writing a letter to Minister Joanasie. The letter was informational in tone, addressing concerns about equity, access to diverse and professionally-selected print and electronic resources, the value of the school library's physical and virtual spaces, and the need for instructional guidance in the context of today's complex information environment. We invited Minister Joanasie to explore the current guidelines, research and professional resources about the school library learning commons that can be accessed through the CSL website.

We have not as yet received a response from the minister.

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Canadian School Libraries

Excellent School Libraries: Learning for the Future

Every child in Canada deserves an excellent school library. Here's why.

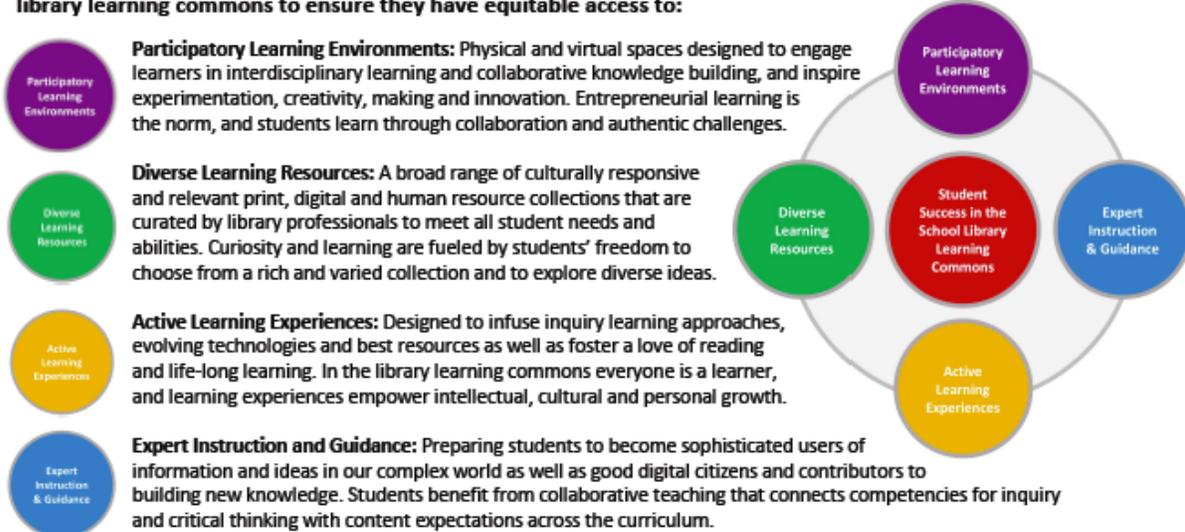"The school library – a centre piece in schools – is now the modern hub for learning."

The Learning Commons Mindset, *Culture of Yes*, Chris Kennedy

All schools in Canada need to be able to develop and support excellent school libraries responsive to the diverse needs of learners today and into the future. This means that all schools large and small, urban and rural, public and private, brick and mortar or virtual, need to provide access to teaching expertise in the library as well as best resources, technologies and physical and virtual learning spaces to support learner needs as they evolve. The transitioning of the school library to school library learning commons establishes the vision and structure to address these evolving needs and encourages continuous growth.

Leading Learning: Standards of Practice for School Library Learning Commons in Canada

Student Success and the School Library Learning Commons

To be successful learners today and in the future all students need an excellent physical and virtual school library learning commons to ensure they have equitable access to:

Participatory Learning Environments: Physical and virtual spaces designed to engage learners in interdisciplinary learning and collaborative knowledge building, and inspire experimentation, creativity, making and innovation. Entrepreneurial learning is the norm, and students learn through collaboration and authentic challenges.

Diverse Learning Resources: A broad range of culturally responsive and relevant print, digital and human resource collections that are curated by library professionals to meet all student needs and abilities. Curiosity and learning are fueled by students' freedom to choose from a rich and varied collection and to explore diverse ideas.

Active Learning Experiences: Designed to infuse inquiry learning approaches, evolving technologies and best resources as well as foster a love of reading and life-long learning. In the library learning commons everyone is a learner, and learning experiences empower intellectual, cultural and personal growth.

Expert Instruction and Guidance: Preparing students to become sophisticated users of information and ideas in our complex world as well as good digital citizens and contributors to building new knowledge. Students benefit from collaborative teaching that connects competencies for inquiry and critical thinking with content expectations across the curriculum.

The Bottom Line: Without an excellent school library functioning as a learning commons, students are severely disadvantaged.

What the Research Says
CSL Research Archive
School Library Impact Studies

"When provincial, national, or international learning assessments are analyzed, the areas of concern that emerge are frequently library-related, particularly in the realm of information literacy practices: formulating questions, identifying appropriate sources of information, locating information, distinguishing between relevant and irrelevant information." (Oberg, 2012)

Here's How:

Leading Learning:
Standards of Practice for School Library Learning Commons in Canada

L'Apprentissage en tête:
Principes relatifs à la transition de la bibliothèque scolaire vers le carrefour d'apprentissage au Canada

Without an excellent school library functioning as a learning commons, students are severely disadvantaged. Students need to be working with the best technologies and resource collections available. They require expert instruction and guidance to become sophisticated users of information and ideas in our complex world. To meet their learning potential and participate fully as successful learners and contributors our students need learning opportunities and new environments deliberately designed to engage and inspire.

Leading Learning: Standards of Practice for School Library Learning Commons in Canada

www.canadianschoollibraries.ca/excellent-school-libraries