

Oneida/Herkimer BOCES
Embracing Excellence: School Libraries for the New Century
Advisory Committee Meeting
December 14, 2005
502 Court St., Utica
MINUTES

Erin Dinneen	Joyce Patterson	Mary Widomski
Patricia Dawes	Carrie Storm	Debbie White
Susan Scheu	Mary Pat Connors	Lynne Lemery
Mattie Sagaas	Anne Reilly	Jim Cichon
Susan Zaccaria	Terri Judycki	Ellen Zamperetti
Ronald Frohne	Kathy Caruana	

Present: Erin Dinneen, Patricia Dawes, Susan Scheu, Mattie Sagaas, Susan Zaccaria, Ronald Frohne, Joyce Patterson, Carrie Storm, Anne Reilly, Mary Widomski, Debbie White, Jim Cichon, Ellen Zamperetti

Meeting was called to order at 2:05 p.m.

- I. Introductions were done of all participants: Pat Skelly conducted the meeting.
- II. Review of Advisory Council responsibilities:
 - a. Advisory Council will meet once every quarter for the three years of the grant.
 - b. Remote meetings will be facilitated as much as possible, with the use of eyeball cameras and other distance learning technologies.
- III. Recommendations for various grant components:
 - a. Mentoring Programs: currently the mentoring program is written as a one year program, but if possible it will be expanded to two years. Advisory Council members were asked to submit names of potential mentors for review. The Cognitive Coaching model will be used.
 - b. Leadership Institute: this is a summer event held in Ithaca, NY, and all library media specialists will have an opportunity to participate if they would like.
 - c. Technology Institutes: one technology institute training program will be held each quarter, and the Leatherstocking Conference can be used as a part of this project. The institutes will primarily be held at the School Library System offices, and will last for approximately one hour each. It is also possible to reconfigure the presentations into longer blocks, with fewer meetings, if that proves to be more convenient for participants.

IV. Building Evaluations:

- a. Each library in each district will be evaluated every year for the duration of the grant. Building Committees will be established, and the make up of the committees should be roughly as follows: library media specialist, building principal, two to four staff members, Advisory Committee member, and one to two students.
- b. Evaluation will consist of surveys based on the state rubric and site visits. The Advisory Committee will be responsible for those components. Building Committees will implement the surveys and help facilitate the site visits, compile final report, and present report to school boards, and other stakeholders.
- c. Survey tool: Pat Skelly shared information on an online survey tool that she sampled at a training session recently, called SurveyMonkey.com. Pat will utilize this tool in the design and dissemination of the surveys.

Meeting was adjourned at 3:15. Next meeting will be January 12 at 12:30. This will be a working lunch, and items not covered at the current meeting will be addressed at that time, along with an agenda of new topics. Participants will also review the survey instrument that will be used.