Library Advisory Meeting

April 6, 2011

In attendance:

Kim Ackerman

Nancy Larkin

Gaylynn Jameson

Mary Gelb

Kristen McCloskey

Julie Bowline

Discussion of Library Pairings:

*Objective* criteria we agree on in order of importance:  
1. enrollment  
2. free and reduced  
3. clerk time

4. tech person  
5. location

6. special programs….last criteria

*Subjective* criteria:   
We’d like strong programs in all schools – Do former Power Librarians go to schools who have had a weaker program? May be a consideration but difficult to do as this is subjective – principal’s perception.

\*Most important is to try to equalize the number of students each TL has total in two schools.

Ordering books: how do we get them ordered so everyone doesn’t have to do the same work?

Small group to put order together for certain categories?

i.e. At-risk low level non-fic list: Would 3 people sign up to develop this list?

Would TLs Build carts and share them? Mackin and B & T will also build lists for you upon request.

Equipment management – move this to textbook system? Person who manages equipment will check out equipment at beginning and end of year and will check out textbooks.

Book Fairs: brings in money. Allows a week for planning, weeding, ordering, etc. if PTO runs books fair.   
Scholastic does training for volunteers. You can have a manned-book fair also. Could we get north end volunteers to go to the south end schools? This is not a job that a certified person needs to do – so who will do it?

Battle of the Books: Does it need to go? Fewer per year? Optional?

Volunteer time: High school MYP and IB kids need community service hours.   
Seniors and retired teachers – will they help?   
Can a business adopt a library to do weeding, inventory, shelving, etc?  
Can ET-LS dept. pay teams of students to go to different locations on a certain day per week to do some of these things? We would have to train them – and in that is not a long-term solution as there will be no district coordinator the following year.

Overdues: clerk could do overdues once a week? Can a volunteer check out books while the clerk does some of the business, like running and getting out overdues?

A lot of librarians are the GT coordinator, run the book room, tech person – can the TL give up these duties and spend most of their time TEACHING? - general agreement is that you can’t teach when you are the only person in the library.

Survivor 16 need to get together and figure out what their guidelines will be.

Our ET-LS Dept WILL make recommendations to principals about your half-time positions. i.e. – will the library be open or closed when you and a clerk are not there? What % of your time should be spent teaching skills?   
We will let TLs know our recommendations and get your input before these are given to principals.

Can TLs make a list to post of hours/time spent on each duty they perform so teachers & admin understand what you need to do, what it’s great to do, and what you really can’t do very often? That way the principal can see what you really have time for and can see the trade-offs (if you do this, you can’t do that)

How do we help staff and students become more self-sufficient? Student self-check-out? Teachers learn to check out? Another way to allow kids to get books when you are busy?

Suggestion: Form a library advisory committee at EACH school…..The library needs teacher/parent buy-in now more than ever. If they see the need and your limits, they may step up to keep things running.