

AASL Board of Directors
Midwinter Meeting 2005
Boston, MA

Agenda
Board I & III

There will be a ten-minute forum for members that will be recorded in the minutes. Each speaker who requested time in advance of the meeting will have three-minutes to address the President as Chair.

A. Consent/Information Only

Agenda	Item # 1
Ground Rules	Item # 2
Parliamentary Procedure	Item # 3
Minutes	Item # 4
Pre-Conference Committee Reports	Item # 5
Section/Region Reports	Item # 6
2005 ALA Skeleton Schedules.....	Item # 7
Fall Forum Evaluations	Item # 8
Update on Partnership for 21 st Century Learning	Item # 9*
Memorandum of Agreement with NEA.....	Item # 10
Publication Strategy	Item # 11*
Letter of Agreement with ALA Editions.....	Item # 12**
Committee on Legislation Retreat	Item # 13
Data Collection by State BOE's or State Libraries	Item # 14
Letter From the National Institute for Literacy	Item # 15
Executive Director's Goals	Item # 16

B. Discussion/Decision

AASL 2005 Nominating Committee Report	Item # 17
Candidates for AASL Sections	Item # 18*
Expanding Influence Within ALA	Item # 19
Affiliate Assembly Statements of Concern & Commendations	Item # 20
Policy on Non-Profit Partnerships	Item # 21**
Proposed Changes to ALA Intellectual Freedom Manual	Item # 22
NCATE Update.....	Item # 23
Request from Follett Library Resources	Item # 24
Possible Award(s) from Coughlan Publishing.....	Item # 25
Joint Conference of Librarians of Color 2006.....	Item # 26
Proposed Changes to Skeleton Schedules	Item # 27
Report from NSLMPY Task Force.....	Item # 28**
Online Communities	Item # 29
Budget Priorities/Draft Budget.....	Item # 30**
ALA Strategic Plan.....	Item # 31
Committee Reports Submitted at All-Committee Meeting.....	Item # 32**

C. Exploration

Strategic Planning.....	Item # 33**
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* No document Note: ALA Presidential Candidates will address Board I
** Receive on site 1:15 pm - Christine Lind Hage
 3:30 pm – Leslie Burger

**American Association of School Librarians
Board of Directors
Process Focus and Ground Rules
2004-2005**

I. Context Constitution and Bylaws, Article VII, Section 2 "The AASL Board of Directors shall set annually the AASL priorities, goals and budget."

II. Implications

1. The Board builds trust with open, honest communication.
2. The Board develops a knowledge based operational philosophy by conducting a style of decision making that emphasizes informed intuition and employs dialogue before deliberation.
3. The Board sets a budget to enable implementation of the mission.

III. Ground Rules

AGENDA

1. We will direct requests for agenda items to the President, who will set the agenda in consultation with the Executive Director and the Executive Committee.
2. We will make greater use of the consent agenda for information, consensus and non-controversial items.
3. We will focus on intended outcomes rather than specific details of achievement; we will not engage in undue "wordsmithing."
4. We will have a ten-minute open forum for members before each meeting that will be recorded in the minutes. Each speaker will have three-minutes to address the President as chair of the meeting. Requests to address the Chair must be made in advance of the meeting.

PROCEDURES

1. We will attend all Board meetings.
2. We will arrive on time and honor stated finishing times.
3. We will address questions to the chair who may direct the question to another board or staff member.
4. We direct the chair to conclude each item with a consensus statement and intended action for confirmation.

RIGHTS & RESPONSIBILITIES

1. We will request clarification and additional information for consent agenda items in advance of the meeting from a named contact for the item.
2. We reserve the individual right to pull any item from the consent agenda for discussion.
3. We will arrive informed and prepared or so inform the chair before the beginning of the meeting.
4. We will take the initiative to ask questions and pose solutions.
5. We will make no assumption of motivation or "hidden agenda" on the part of a colleague.
6. We acknowledge the responsibility, and accountability to us, of the Executive Committee and Executive Director for policy implementation and goal attainment.
7. We acknowledge silence is consent.
8. We will discuss ideas and issues without taking things personally.

BRIEF SUMMARY OF RULES OF ORDER By Eli Mina CPP-T, PRP 12/02

PARLIAMENTARY PROCEDURE (RULES OF ORDER)

Parliamentary Procedure is the combination of rules and customs that govern the conduct of business meetings. The information provided here is consistent with Sturgis Standard Code of Parliamentary Procedure.

Hierarchy of governing documents (Sturgis page 203):

1. Laws of the Land (applicable statutes)
2. Constitution and Bylaws
3. Rule book (e.g.: Sturgis) and Special Rules of Order

Purposes of the rules:

- To create the necessary structure and appropriate level of formality for a meeting
- To facilitate progress
- To include individual members in discussion and shared decision-making on a “level playing field”.
- To protect the rights of the majority, minority, individuals, absentees, and the organization

Voting outcomes:

- Most decisions require a majority vote to adopt
- Under Sturgis (page 135) abstentions do not count
- A tie vote means that a motion is defeated (Sturgis page 136).
- The presiding officer customarily does not vote, but may do so when the vote is ballot, or when his or her vote would change the outcome, e.g.: make or break a tie (Sturgis p. 137).

UNANIMOUS (GENERAL) CONSENT (Sturgis page 142)

Unanimous/General Consent is an informal method of taking a vote, used for routine and non-controversial decisions. For example:

- *"The minutes have been circulated. Are there any corrections to the minutes? (PAUSE)? If not, the minutes are approved as circulated".*
- *"Is there any objection to changing the agenda to consider item 7 now? (Pause)? There being no objection, we will proceed now with item 7, and then return to item 3". **OR:** "There is an objection and we will take a show of hands. Those in favor of changing the agenda raise your hands. Thank you. Those opposed raise your hands, etc."*
- *"Is there any objection to amending the motion by adding the words `including all taxes'? (Pause). There is no objection and the motion has been amended to read: _____".*

NOTE: Unanimous Consent is not appropriate when voting on main motions, since they do not qualify as “routine and non-controversial decisions”. Members must be given the full opportunity to express their sentiment by a formal show of hands.

FREQUENTLY USED SECONDARY MOTIONS

S = Requires a second. D = Debatable M = Majority adopts 2/3 = A 2/3 vote adopts
 I = Can interrupt a person who is speaking

The motion	The use	Pertinent points
Point of Order (I) Sturgis page 87	Point to a violation of a rule, policy, or bylaw.	The Chair makes a ruling: The point is well taken or not well taken. Or the Chair can invite the members to decide
Appeal (S, D, Majority in the negative) Sturgis page 82	Two members who disagree with the chair's ruling can appeal it.	The Chair explains the ruling, opens it to debate, and puts it to a vote: " <i>Shall the chair's ruling be sustained?</i> "
Amend (S, D, M) Sturgis page 47	A motion to change the wording of another motion before voting on it.	See page 8 in this package.
Suspend the rules (S, 2/3 or general consent) Sturgis page 84	A motion to allow the assembly to waive a rule of order for a specific purpose. This motion cannot be used to suspend Bylaws and rules protecting fundamental rights (e.g.: minority and absentee rights).	This motion can be very helpful when the rules of order are proving too restrictive and wasteful and a more flexible approach is needed. For example: " <i>I move to suspend the rules and allow more than one primary amendment at a time</i> ".
Postpone to a certain time (S, D, M) Sturgis page 58	A motion to postpone the pending motion to a certain time.	Should specify the time to which the motion is to be postponed
Refer (S, D, M) Sturgis page 56	A motion to send the pending motion to a committee or staff	Should include instructions to the committee, e.g.: What questions will be addressed? When will the committee report? What is the Mandate (advisory? Implementation powers?)
Table (S, M or 2/3) Sturgis page 68	If used to postpone temporarily, the motion to table requires only a majority vote. If used to "kill" a pending motion, it requires a 2/3 vote.	Most times the motion to table is used incorrectly. The correct motions are usually to postpone to a certain time, refer or withdraw.
Withdraw Sturgis page 94	Before debate begins, a motion can be withdrawn by the mover. Once debate begins, only the assembly – by a majority vote or general consent – can withdraw it.	
Limit Debate (S, 2/3 or general consent) Sturgis page 62	A motion to limit or extend debate on a motion, e.g.: " <i>I move to extend debate by 5 minutes</i> ". Or: " <i>I move to end debate at 10:30</i> ". This motion is not debatable.	
Close debate (S, 2/3) Sturgis page 65	A motion to close debate and vote immediately: " <i>I move we close debate</i> ". This motion is not debatable.	When the motion is made, the Chair can check if there is general consent to closing debate. If not, she or he takes a vote on whether debate will be closed (2/3 needed).
Consider informally (S, M) Sturgis page 128	A motion to allow informal consideration of a topic without a motion on the floor.	This motion helps when the premature introduction of a motion would be constraining and counter-productive.
Question of Privilege (Sturgis page 72)	Enables a member to present an urgent request or motion concerning comfort, convenience, rights or privileges of the assembly or an individual member.	Examples: Noise, cold room, requesting permission to leave a meeting, etc.

AASL Board of Directors

2004 ALA Annual Meeting
Orlando, FL
June 25, 2004

Session I

- Board Members Present: Fran Roscello, Dawn Vaughn, Nancy Zimmerman, Carrie Gardner, Erlene Bishop Killeen, Claudia M. Myers, Terri Kirk, Elizabeth Haynes, Kathleen Ellis, Jody Gehrig, Sylvia K. Norton, Nancy Everhart, Dolores D. Gwaltney, Kathy Latrobe, Jo Misakian, Elaine Twogood, Eugene Hainer
- Board Members Absent: James O. Carey, Ann M. Martin
- Staff Present: Julie A. Walker, Robin Ely
- Directors-Elect Present: Irene Kwidzinski, Floyd C. Pentlin, Alison Almquist, Jan Weber, Joanne Proctor, Mary Ann Harlan, Sara Kelly Johns
- Directors-Elect Absent: Melissa P. Johnston, Virginia Wallace
- Guests and Observers: Cyndi Phillip, Carolyn Cain, Don Adcock, Barbara Stripling, Gail Dickinson

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- Call to Order** Session I of the AASL Board of Directors meeting was called to order on Friday, June 25, 2004, at 1:00 p.m. in room 311d of the Orange County Convention Center, Orlando, Florida by President Fran Roscello. A quorum was present.
- Changes to the agenda** Agenda Items #9: NBPTS Position Statement and #12: Election Procedures Ad Hoc Committee were pulled from the consent agenda.
- Motion** It was moved by Dee Gwaltney to approve the consent agenda.
Consent Agenda Motion carried.
- Board Update** President Roscello updates the Board on AASL's growing Membership membership. Currently, AASL has 9,998 members.
- Board Update** President Roscello presents to the Board a brochure created in

Midwinter Board III response to the vendor ad discussed at Midwinter.

Agenda Item #17
Changes to ALA
Intellectual Freedom
Manual

Treasurer Carrie Gardner presents and gives background information. This document will be brought to ALA Council while in Orlando and has been circulated to each unit within ALA. The Board is asked to send feedback to the Intellectual Freedom Committee Chair or the ALA Executive Board. An additional document, “*Access to Resources and Services in the School Library Media Program*” was distributed to the Board. Carrie solicited suggestion for changes. This document will be brought to Council at the 2005 Midwinter Meeting. At that time, the AASL Board of Directors will be asked to endorse it.

Motion
Changes to ALA
Intellectual Freedom
Manual

It was moved by Erlene Bishop Killeen to commend the Intellectual Freedom Committee for their work, especially seeking wide input and response throughout the association, and revision of the ALA Intellectual Freedom Manual and direct the AASL Division Councilor to convey these thoughts and vote to support the revision in Council.
Motion carried

Agenda Item #18
Strategies for
Expanding Influence
within ALA

President Roscello gives background information for this item and suggests that the Board create an ad hoc committee consisting of Board members and Directors-elect to monitor what kind of effect AASL has on ALA.

Motion
Strategies for
Expanding Influence
within ALA

It was moved by Gene Hainer to establish an ad hoc committee to move the “Expanding Influence within ALA” initiative forward.
Motion carried.

Ad hoc group

Elizabeth Haynes, Alison Almquist and Elaine Twogood have volunteered. Elaine will coordinate the group.

Discussion

The intended outcome expected is that AASL would have a clearer picture of how the division is working within ALA. The group would report back to the Board at a later date to be determined. Collecting this documentation will allow AASL to approach ALA and strengthen their relationship.

Agenda Item #19
Information Literate
Student Award

Regional Director II, Nancy Everhart, presents background information to the Board. This award was piloted in her region and is a way for AASL members who are building level LMS’s to recognize students who are information literate. Nancy recommends to the Board that an ad hoc committee be established to investigate moving forward with this award.

Note: Treasurer Carrie Gardner is excused from Board I early because she is obligated to attend the ALA BARC meeting.

Discussion
Information Literate Student Award

If AASL should endorse or lend it's name to an award to be given out at school, the Board will need to consider the following:

- Budgetary limitations
- Use of AASL logo and name
- Selection Criteria
- Scope of the award i.e., national, regional, local

Initially, the intention of the award was that it would serve as a member perquisite.

Motion
Information Literate Student Award

It was moved by Elaine Twogood to thank Region II for piloting the program but at this time, we choose not to move forward with this project.
Motion Carried

Board visitor
Barbara Stripling,
ALA Executive Board

Barbara Stripling, AASL's liaison to the ALA Executive Board informs the Board about upcoming ALA projects which includes the strategic planning retreat in Fall 2004, ALA member survey, and ALA focus groups. She encourages AASL to be more vocal about letting the Executive Board know our issues and concerns. She also hopes that someone from AASL will run for Executive Board. She ends by asking the Board for concerns that she can take to the Executive Board.

Agenda Item #20
Reading for Understanding
Special Committee Extension Request

The Board reviews document #20.

Motion
Reading for Understanding
Special Committee Extension Request

It was moved by Sylvia Norton to extend the Reading for Understanding Special Committee for two years.
Motion carried.

Agenda Item #22
Change in Staffing

President Roscello gives the Board background information regarding the AASL/YALSA Executive Director's decision to relinquish her duties for YALSA. This split staffing agreement has been in existence since 1989. The Executive Director will be a full-time staff member of AASL. Fran asks the Board for discussion.

- Motion**
Change in Staffing
- It was moved by Elizabeth Haynes that the position of the Executive Director become a full-time [AASL] position.
Motion carried
1 opposed.
- Agenda Item #23**
Partnership for 21st
Century Learning
- Julie Walker updates and summarizes the document. Erlene Bishop Killeen emphasizes to the Board that this is a chance for AASL to become an important part of the broader K-12 education community. If accepted into the partnership, the AASL Executive Director will attend all board meetings as a voting member of the Partnership Board. The annual \$35,000 investment will need to be evaluated each year.
- Agenda Item #24**
SLMPY Report and
Recommendations
- President-elect, Dawn Vaughn, proposes that an ad hoc committee be established to review the selection criteria and to create a procedures handbook for the SLMPY committee. This ad hoc group will also review and implement a standardized procedure for site visits to assist the committee and the schools visited. The proposal for the ad hoc group will be on the agenda for Board II.
- Agenda Item #25**
ALA Legislative
Day
- President Fran Roscello gives background information on the document and informs the Board of her attendance at ALA Legislative Day in Washington, DC. The current presidents of AASL (Fran Roscello), YALSA (Audra Caplan), and ALSC (Cynthia Richey) have decided that joint attendance of the presidents of the three youth divisions to ALA Legislative Day needs to continue in order to bring forth important issues. One of the issues discussed at this year's Legislative Day was the No Child Left Behind Act. Fran, Audra, and Cynthia talked to legislators about the need for all types of libraries to be included. Fran will also contact the Legislation Committee chairs about gathering more information about "Highly Qualified."
- Note:**
- Regional Director-Elect II, Sara Kelly Johns, arrives.
- Motion**
ALA Legislative
Day
- It was moved by Terri Kirk to accept the proposed policy concerning joint participation by all three youth divisions at the ALA Legislative Day.
Motion Carried.
- Agenda Item #27**
AASL Publications
Program
- President Fran Roscello gives background information and refers back to the Mega Issue discussion held at Midwinter, 2004.
- Discussion**
- Julie Walker explains the advantages and disadvantages of AASL

ALA Publications
Program

publishing with ALA Editions.

- ALA owns the copyright to everything regardless of whether it is published under ALA or AASL.
- AASL has committee to doing a series of small publications.
- Currently, AASL does not have the staff capacity to publish more substantial works in the same vein as ALA Editions.

The AASL Board needs to evaluate the following:

- Do we want to continue with our publications program?
- Do we have a responsibility to the field?
- What can AASL financially afford to give to writers, editors, etc.
- The role and responsibilities of the AASL Publications Committee.

Board visitor
Debbie Abilock,
Knowledge Quest
Editor

Debbie informs the Board that there is potential for expanding some of the KQ material into individual publications. She volunteers to work with an appointed acquisitions editor if one is hired to facilitate AASL publication growth.

Discussion
ALA Publications
Program

The Board suggests the following solutions:
Publications committee develop a plan for implementation of the publishing plan.
Create a short-term task force to explore all the avenues and report back to the Board.
Review the committee charge of the Publications committee and make sure it is in line with the current publishing climate.

Motion
ALA Publications
Program

It was moved by Elaine Twogood that AASL cease self-publications of monographs.

Motion
ALA Publications
Program

It was moved by Terri Kirk to table the motion concerning publications.
Motion carried.

Motion Meeting extended It was moved by Erlene Bishop Killeen to extend the meeting and go into closed session.
Motion carried.

Motions Actions resulting from Closed Session Motion:
It was moved to forward Andrea Miller for NCATE Appeals Board [appointment].
Motion carried.

Motion:
It was moved that the President will appoint a person to search for a long-term sponsor for the Intellectual Freedom and Distinguished School Administrator awards beginning with the current sponsor.
Motion carried.

Motion Adjournment It was moved to adjourn Session I at 5:05 pm.
Motion carried.

AASL Board of Directors

2004 ALA Annual Meeting
Orlando, FL
June 25, 2004

Session II

Board Members Present: Fran Roscello, Dawn Vaughn, Terri G. Kirk, Kathy Latrobe, A. Elaine Twogood, Claudia M. Myers, Erlene Bishop Killeen, Eugene Hainer, Carrie Gardner, Elizabeth Haynes, Nancy Everhart, Jody Gehrig, Kathleen V. Ellis, Jo Ellen Misakian, Sylvia K. Norton, Virginia L. Wallace (*sitting in for Ann M. Martin*), Dee Gwaltney, Nancy P. Zimmerman

Board Members Absent: James O. Carey, Ann M. Martin

Staff Present: Julie A. Walker, Robin Ely

Directors-Elect Present: Floyd Pentlin, Mary Ann Harlan, Irene Kwidzinski, Jan Weber, Joanne Proctor, Sara Kelly Johns, Alison Almquist.

Directors-Elect Absent: Melissa P. Johnston

Guests and Observers: Carolyn Cain, Harriet Selverstone, J. Linda Williams,
Pauletta Bracy, Rick Margolis, Bonnie Grumble, Patricia
Bauer, James Bennett

Call to Order Session II of the AASL Board of Directors meeting was called to order on Sunday, June 27, 2004 at 1:30 p.m. in room 311D of the Orange County Convention Center, Orlando, Florida by President Fran Roscello. A quorum was present.

Agenda Item #21 President Fran Roscello asks the Board for a motion to accept the
Resource Guides document for discussion.
Editorial Board

Motion It was moved by Erlene Bishop Killeen to accept the description
Resource Guides of the AASL Website Resource Guides Editorial Board.
Editorial Board Motion carried.

Discussion Member requirements listed in the description form differ from
Resource Guides normal AASL committee/editorial board member requirements.
Editorial Board Fran suggests that we approve the document to move forward, but refer the chair term to the Bylaws and Organization committee.

Motion It was moved by Terri Kirk to postpone adopting the Resource
Resource Guides Guides Editorial Board until Board III.
Editorial Board Motion carried.

Agenda Item #12 President Fran Roscello proposes that an ad hoc group be created
Election Procedures to put together some guidelines for the nominating committee to
Task Force use. The group will report back to the Board at a later date to be determined.

Discussion Carolyn Cain addresses the Board and states that the Bylaws and
Board visitor Organization committee recommend that this group be referred to
Carolyn Cain, Chair as a task force rather than an ad hoc committee.
of the Bylaws and
Organization Nancy Everhart suggests that the correct title of the group should
Committee be “Nominating Committee Procedures Task Force” instead of
“Election Procedures Task Force.”

Motion It was moved by Eugene Hainer to accept “Election Procedures
Election Procedures Task Force” as submitted including changes introduced during
Task Force discussion of proposal.
Motion carried.
1 abstention

Agenda Item #24
SLMPY Report and
Recommendations

President-elect Dawn Vaughn asks the Board to approve the establishment of the ad hoc group.

Discussion
Board visitor
Carolyn Cain, Chair
of the Bylaws and
Organization
Committee

Carolyn Cain suggests that the group be called a task force and that the Bylaws and Organization committee added that the group should “report back to the Awards committee by Annual 2005.”

Motion
SLMPY Report and
Recommendations

It was moved by Nancy Everhart to form a National School Library Media Program of the Year [award] task force.
Motion carried.

Motion
AASL Publications
Program

It was moved by Elaine Twogood to withdraw the motion [Board I] to cease publications.
Permission from the seconder is attained.

Motion
AASL Publications
Program

It was moved by Dawn Vaughn to direct the President and Executive Director to formulate a plan that would move the AASL publications program forward with a report to be given at Midwinter.
Motion carried.
1 opposition

Motion
AASL Publications
Program

It was moved by Erlene Bishop Killeen to direct the Executive Director to proceed with negotiations with ALA Editions in regard to working with a specific acquisitions and publication program dealing with the K-12 markets for the benefit of AASL.
Motion carried.

Board Visitor
Harriet Selverstone,
Chair of the
@yourlibrary
Special Committee

Harriet Selverstone addresses the Board and requests action to either extend or dissolve the committee.

Motion
Extension of the
@your library
Special committee

It was moved by Terri Kirk to continue the AASL @yourlibrary committee.
Motion carried.

Discussion
Extension of the
@yourlibrary

ALA conducted a survey in 2003 to measure the support for the campaign and will be evaluating each mini-campaign. The Board hopes to include the evaluation component in the new committee

Special committee charge. The new committee would decide to pursue holding further training sessions. A possible collaboration piece between the different regions and mini-campaigns to promote advocacy is discussed. The Bylaws and Organization committee would write the new charge with the understanding that Dawn Vaughn and Harriet Selverstone will provide input.

Vote
@yourlibrary
Committee
Extension

No oppositions
1 abstention
Motion carried.

Agenda Item #28
Strategic Planning
Proposal

President-elect Dawn Vaughn gives background information and summarizes her proposal for AASL Strategic Planning.

Discussion
Strategic Planning
Proposal

The Board discusses the budget implications resulting from the additional session to be held at Midwinter 2005. Board members express their appreciation that a financial allotment was included in the plan to help Board members attend the extra session.

Agenda Item #34
Bylaws and
Organization
Committee Report

Carolyn Cain updates the Board on committee work and activities. The committee is working on revisions to committee charge and function statements and will report concerns to the AASL Executive Committee for action. President Fran Roscello commends Carolyn Cain for her committee's hard work and efforts to implement structure in the organization.

Agenda Item #27
FY 05 Budget

Treasurer Carrie Gardner presents the treasurer's report included in the *2003-2004 Annual Report to Membership*. She informs the Board of budget amendments for FY 05:

- Strategic Planning Session
- Executive Director Staffing Change
- Partnership for 21st Century Skills

She also lets the Board know that she will be unable to attend Board III because of job responsibilities.

Motion
FY 05 Budget

It was moved by Elizabeth Haynes to adopt the budget with the three amendments.

Motion Carried
Carrie Gardner abstains.

**Memo to the AASL
Board from the
AASL Regional
Directors-elect**

President Fran Roscello informs the Board that AASL Executive Committee has looked at the memo and feels that there should be more mentoring between the Regional Directors and Directors-elect. Fran will be offering an online orientation for the new

directors-elect to help with the feeling of inclusion and to answer any questions.

Agenda Item #36 Affiliate Assembly Report	J. Linda Williams informs the Board that Affiliate Assembly concerns and commendations will be presented at Board III.
Board visitor AASL Nominations Committee Chair, Bonnie Grimble, addresses the Board	Bonnie Grimble asks that the Board help solicit names for the 2005 election.
Agenda Item #28 Recognition for Outgoing Board Members	President Fran Roscello recognizes members going off the Board and presents them with certificates of service.
Motion Closed Session	It was moved that the Board go into closed session. Motion carried.

AASL Board of Directors

2004 ALA Annual Meeting
Orlando, FL
June 25, 2004

Session III

Board Members Present:	Dawn P. Vaughn, Fran Roscello, J. Linda Williams, Elizabeth Haynes, Virginia L. Wallace (<i>sitting in for Ann Martin</i>), Joanne M. Proctor, M. Jan Weber, A. Elaine Twogood, Sylvia K. Norton, Sara Kelly Johns, Kathleen V. Ellis, Jo Ellen Misakian, Dee Gwaltney, Claudia Myers, Cassandra Barnett.
Board Members Absent:	Ann M. Martin, Melissa P. Johnston, Carrie Gardner, Kathy Latrobe
Staff Present:	Julie A. Walker, Robin Ely, Jennifer Locke, Jared Cohen, Keidra Chaney, Andrea Parker, Steven Hofmann.
Directors-Elect Present:	Irene Kwidzinski, Floyd C. Pentlin, Janice Ostrom, Mary Ann Harlan, Patricia T. Bauer, Alison E. Almquist
Directors-Elect Absent:	Hilda K. Weisburg, Jim Hayden

Guests and Observers: Rosina Alaimo

- Call to Order** Session III of the AASL Board of Directors meeting was called to order on Tuesday, June 29, 2004 at 12:00 p.m. in room 311d of the Orange County Convention Center, Orlando, Florida by President Dawn Vaughn.
- ISS Brochure** Independent Schools Section Representative, Kathleen Ellis, presents to the Board the new ISS brochure.
- Board Orientation** President Dawn Vaughn presents a slide show that includes highlights of the 2004 Board Orientation Handbook.
- Agenda Item #28**
Strategic Planning
Proposal President Dawn Vaughn presents the AASL Strategic Planning web page on the AASL website. Strategic Planning Sessions will be held at the 2005 Midwinter meeting for a full day on Friday and a half day on Saturday. The AASL office will alert the leadership as soon as the schedule is final so that everyone will have time to make travel arrangements.
- Mega Issue**
Discussion President Dawn Vaughn breaks the Board and Directors-elect into smaller groups for discussion of Mega Issue Handout.
[transcription is attached]
- Election of At-
Large Member to
the AASL
Executive
Committee** Sylvia K. Norton was elected as the At-Large to the AASL Executive Committee.
- Motion**
Resource Guides
Editorial Board It was moved by Sylvia K. Norton to approve the AASL Website Resource Guides Editorial [Board] description as written.
Motion carried.
- Motion**
Adjournment It was moved by Joanne Proctor to adjourn Board III at 3:01 p.m.
Motion carried.

Transcription of flip charts.

Introduction

We are going to practice knowledge-based governance by discussing an issue related to gathering information for the strategic planning process.

MEGA ISSUE

To what extent should non-member data inform our strategic planning process?

Phase 1

4 key Questions

1. What do we know about our members/prospective members/customers - needs, wants, and preferences – that is relevant to this decision?
2. What do we know about the current realities and evolving dynamics of our members' marketplace/industry/profession that is relevant to this decision?
3. What do we know about the “capacity” and “strategic position” of our organization that is relevant to this decision?
4. What are the ethical implications of our choices?

What do we wish we knew but don't?

Phase 2

What are our choices?

Pros & cons – choices and implications

Evaluate choices.

Implementation?

Tips

Dialog – explore what we know

1. Discuss for inquiry.
2. Suspend your natural inclination to immediately judge and sort.
3. Promise to ask and answer.
4. Own your answer.

MEGA ISSUE

To what extent should non-member data inform our strategic planning process?

Group 1

Key Question

What do we know about our members/prospective members/customers - needs, wants, and preferences – that is relevant to this decision?

Perceptions of Group 1:

- Generally care about whole profession
- Need support beyond confines of school
- Don't see connection

- Don't understand the process
- Difficult for LMS to participate at national level
 - Financial
 - Physical
 - Job related
 - Lack of knowledge
 - Perceived lack of need

What do we wish we knew but don't?

- We don't have hard data.

MEGA ISSUE

To what extent should non-member data inform our strategic planning process?

Group 2

Key Question

What do we know about the current realities and evolving dynamics of our members' marketplace/industry/profession that is relevant to this decision?

- Budget cuts, lack district support
- \$\$\$\$\$\$\$
- Don't know what organization has to offer – not priority
- Cut travel budget
- Focus conference as only benefit
- 10,000 members > Diverse Group > Representative

What do we wish we knew but don't?

- Percentage non-members have reason vs. "don't want" to be members.
- Information – do they need to be members; will they be active members?
- Percentage who belong to state who don't belong to national.

MEGA ISSUE

To what extent should non-member data inform our strategic planning process?

Group 3

Key Question

What do we know about the "capacity" and "strategic position" of our organization that relevant to this decision?

- State organizations – have tons of AASL non-members (prospective members) available to us through Affiliate Assembly leadership.
- Virtual and face-to-face access.
- State Affiliates survey data – identify groups.

What do we wish we knew but don't?

- Do most states have a method of reporting out data?

MEGA ISSUE

To what extent should non-member data inform our strategic planning process?

Group 4

Key Question

What are the ethical implications of our choices?

- ****BIG****

What do we wish we knew but don't?

- Non-members – would be stagnant organization if we didn't try.
- Why not?

AASL Board of Directors

2004 ALA Annual Conference

Orlando, FL

JUNE 24 – 30, 2004

MAJOR MOTIONS

Session I

Motion 1

It was moved by Dee Gwaltney to approve the consent agenda.

Motion passed.

Motion 2

It was moved by Erlene Bishop Killeen to commend the Intellectual Freedom Committee for their work, especially seeking wide input and response throughout the association, and revision of the ALA Intellectual Freedom Manual and direct the AASL Division Councilor to convey these thoughts and vote to support the revision in Council.

Motion passed.

Motion 3

It was moved by Elaine Twogood to thank Region II for piloting the program [Information Literate Student Award] but at this time, we choose not to move forward with this project.

Motion passed.

Motion 4

It was moved by Sylvia K. Norton to extend the Reading for Understanding special committee for two years.

Motion passed.

Motion 5

It was moved by Elizabeth Haynes that the position of the Executive Director become a full-time [AASL] position.
Motion passed.

Motion 6

It was moved by Terri Kirk to accept the proposed policy concerning joint participation by all three youth divisions at the ALA Legislative Day.
Motion passed.

Motion 7

It was moved to forward Andrea Miller for NCATE Appeals Board [appointment].
Motion passed.

Motion 8

It was moved that the President will appoint a person to search for a long-term sponsor for the Intellectual Freedom and Distinguished School Administrator awards beginning with the current sponsor.
Motion passed.

Session II

Motion 1

It was moved by Erlene Bishop Killeen to accept the description of the AASL Website Resource Guides Editorial Board.
Motion passed.

Motion 2

It was moved by Terri Kirk to postpone adopting the Resource Guides Editorial Board until Board III.
Motion passed.

Motion 3

It was moved by Eugene Hainer to accept “Election Procedures Task Force” as submitted including changes introduced during discussion of proposal.
Motion passed.

Motion 4

It was moved by Nancy Everhart to form a National School Library Media Program of the Year [award] task force.
Motion passed.

Motion 5

It was moved by Dawn Vaughn to direct the President and Executive Director to formulate a plan that would move the AASL publications program forward with a report to be given at Midwinter.
Motion passed.

Motion 6

It was moved by Erlene Bishop Killeen to direct the Executive Director to proceed with negotiations with ALA Editions in regard to working with a specific acquisitions and publication program dealing with the K-12 markets for the benefit of AASL.
Motion passed.

Motion 7

It was moved by Terri Kirk to continue the AASL @yourlibrary committee.
Motion passed.

Motion 8

It was moved by Elizabeth Haynes to adopt the budget with the three amendments.
Motion passed.

Session III

Motion 1

It was moved by Sylvia K. Norton to approve the AASL Website Resource Guides Editorial [Board] description as written.
Motion passed.

AASL Board of Directors

**2005 ALA Midwinter Meeting
Boston, Massachusetts
January 14-19, 2005**

Topic: Pre-Conference Committee Reports

Background: At the 2004 Spring AASL Executive Committee meeting, it was decided that each committee chair will submit a pre-midwinter committee report. Reports will be included in the Midwinter meeting Board documents.

Action Required: As indicated on individual report.

AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS
ANNUAL COMMITTEE MEETING REPORT FORM

Name of
Committee AASL Annual Conference Committee 2004 - Orlando

Chairs Hilda K. Weisburg & Annemarie Mascarenhas

Committee Members

Michelle F. Bayuk
Linda Cornwell
Dolores D Gwaltney

Carl A. Harvey II
Carolyn S. Hayes
Lee Diane Gordon

Function Statement

- To plan with the AASL Office and the AASL President the programs, meetings, and functions at Annual Conference.
- To plan with the AASL Office and the AASL President and the ALA Annual Conference Planning Committee the necessary local arrangements for the AASL programs, meetings, and functions scheduled for the Annual Conference.

Minimum Intended Outcomes

Plan the programs, meetings, and functions for the 2004 ALA conference.

- Keep in contact with the committee's Board liaison to ensure the conference program is completed in a timely fashion and meets all deadlines
- Communicate periodically with the AASL liaison to the ALA Conference committee to ensure continuity.
- Evaluate and make recommendations to the Bylaws and Organization Committee on the structure of this committee and the appointment timeframes.

Accomplishments

- Publicized through listservs the President's Program, featuring Ian Jukes
- Facilitated the majority of programs to ensure that speakers were introduced and equipment was satisfactory.
- Planned the programs, meetings, and functions for the 2004 ALA conference
- Worked with President Frances Roscello (who worked with staff) to develop the President's Program.
- Reviewed and consented to the correctness of the conference program from the AASL liaison to the ALA Conference committee.
- Met all deadlines and completed the conference program in a timely fashion
- Kept in contact with the Board liaison

Concerns Still to be Done
None

Recommendations to the Board

That the minimum intended outcomes for this committee specifically states planning the President's Program.

AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS MIDWINTER COMMITTEE MEETING REPORT FORM
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Name of
Committee AASL ANNUAL CONFERENCE COMMITTEE 2005

Chair Vicki Emory and Hilda K. Weisburg

Committee Members

_____ Judy Barnett	_____ Leslie Forsman
_____ Pam Chesky	_____ Joyce Valenza
_____ Priscille Danbo	_____ Terry Young

Function Statement

- Assist the AASL Office and the AASL President in planning the President's Program at Annual Conference
- Plan with the AASL Office and the AASL President for other functions ant the Annual Conference, such as social events.
- Review requests for program slots and recommend programs to the AASL Office and AASL President for inclusion at Annual Conference.
- Send completed program descriptions to ALA Committee charged with developing program tracks and themes.
- Plan with the AASL Office and the AASL President and the ALA Annual Conference Planning Committee the necessary local arrangement for the AASL Programs, meetings, and functions scheduled for the Annual Conference

Minimum Intended Outcomes

- Plan the programs, meeting, and functions for the 2004 ALA Conference, including the President's Program.
- Keep in contact with the committee's Board liaison to ensure the conference program is completed in a timely fashion and meets all deadlines.
- Communicates periodically with the AAASL liaison to the ALA Conference committee to ensure continuity.

- Work directly with AASL Event Planner to plan all events at annual conference.
- Evaluate and make recommendations to the Bylaws and Organization committee on the structure of this committee and the appointment timeframes.

Work accomplished this fall.

- With the AASL President (the committee's Board liaison, the President's Program was set and all panelists chosen and contacted.
- All submitted programs were reviewed.
- Acceptance and rejection letters sent.
- All Programs slotted into schedule.
- Descriptions and tracks for programs were checked and set.
- Vicki serves on the ALA Conference committee which facilitated much communication.
- Reviewed function statement and intended outcomes along with other matters for Bylaws.

AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS
MIDWINTER COMMITTEE MEETING REPORT FORM

Name of
Committee AASL Appointments Committee

Chair M. Veanna Baxter

Committee Members

Carolyn Giambra	Sybil Finemel
Erlene Killeen	Terri Kirk
Jeanne Martinez	

Function Statement

Identify:

Our committee, in conjunction with the president-elect and following the current president's instructions, identified the following as the focus for our search for AASL members to fill the committees for the next term/s of office: members of the Affiliate Assembly:

- presidents, chairpersons, and coordinators of state associations
- enthusiastic members with whom the state leadership has worked or with whom they are familiar by reputation
- others within our membership (AASL) who may have been actively involved in committees in the past but who are not presently working for the association
- the general membership of state associations who we see as potential members of AALS (work with AASL membership)

Minimum Intended Outcomes

The minimum outcomes are to:

1. fill the AASL committees with as specified in the AASL Handbook.
2. setup a step-by-step process for the performance of the duties of this committee. The process should include a timeline.
3. design a form letter to send to volunteers who complete and return the AASL Committee Volunteer Form to make them aware of the process of selecting committee members and to show appreciation for their interest in serving AASL.

Work accomplished this fall.

Contacted the following and continue in the process of doing so:

Affiliate Assembly

The Appointments Committee Chair assigned regional groups to each appointments committee member in order to contact the Affiliate Assembly Regional Chairs. A sample letter asking for volunteers and the volunteer form was attached to the email. Each Regional Chair was requested to email the letter and form to each member of their region.

Presidents of State Associations

The appointments committee members used the same groups to contact the presidents, chairpersons, or coordinators of state associations. The Chair composed a cover letter to these contacts in an email, with two attachments. One attachment was a copy ready announcement to be posted on each state's listserv. The other, a similar letter as the one sent to Affiliate Assembly Regional Members, requesting the state leaders to email the letter to members in their state associations who are talented and enthusiastic about their profession. There was also an AASL Committee Volunteer Form as part of the letter to this group.

General Membership

Not only will the AASL general membership be alerted to the wishes of the association to have input from the membership, but also those throughout our states who are not presently AASL members may become interested in what we have to offer. We would like to discuss this with the Membership Committee at the Mid-Winter All Committee Meeting, if possible.

Other

The president-elect and committee chair agree that volunteers should receive a letter of "thanks for volunteering" and to inform them that there is sometimes a period of a year or two before AASL actually responds to their applications. We believe the volunteers would appreciate this information whether it came from the current president, the president-elect, the board liaison or the appointments committee chair. Once a form letter is written, responding to the excited applicant would not be burdensome to whoever gets the job.

Mid-winter Agenda

The president-elect, committee chair and two-committee members will be discussing the applications and working together to place the candidates into suitable positions. Sybil is a virtual member and will not be present.

We are concerned, momentarily, about the nominating committee. It is not filled at this time. The annual conference committee, I believe, has its chairs and are working on filling that committee.

An announcement will be made at the Affiliate Assembly meeting concerning recruiting volunteers and handing out forms.

<p>AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS MIDWINTER COMMITTEE MEETING REPORT FORM</p>
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Name of
Committee @ yourlibrary® Campaign for School Libraries special Committee

Chair Deborah Levitov

Committee Members

Sandra Kennedy Bright

Jeanne Franco Martinez

Constance J. Champlin

Rosina R. Alaimo

Keith Curry Lance

Deb Levitov (Chair)

Function Statement

- Serve as liaison to the ALA Public Awareness Committee.
- Continue to plan institutes, pre-conferences and programs to disseminate campaign materials & provide public awareness training.
- Establish regular mechanisms to gather & share information on @ your library initiatives in school districts and states
- Develop some tools and processes for evaluating the success of the campaign effort
- Make recommendations for how AASL might organize a continuing effort in public awareness following th work of this special committee.

Minimum Intended Outcomes

- To be determined

Work accomplished this fall.

- A new chair was appointed.
- Contact was made with the committee members to schedule a meeting with the committee at Midwinter
- Arrangements were made for the Chair to attend a meeting Public Awareness Committee's "Advocacy Coordinating Group" meeting at Midwinter
- Arrangements for the @ your library committee to meet on Friday, January 14th, 2:00 to 4:00 pm
- Copy of the Annual '04 report was received

Mid-winter Agenda

Address the following:

- Setting up a formal mechanism to determine what is happening with the campaign and how to share information
- Survey to determine percentage of principals provided with awareness of the campaign
- Continuity between committees
- Measurement of success of programs/campaigns listed on regional reports submitted to Affiliate Assembly. Report to the Board
- Developing a survey similar to the one for the implementation of IP
- Check with ACRL to consider a partnership in evaluation
- Partnership with National PTA and other educational associations (NAESP, NASSP, etc).
- Poster session at Midwinter 2005 to share state plans

AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS
MIDWINTER COMMITTEE MEETING REPORT FORM

Name of Committee AASL Awards Committee

Chair Betty Marcoux

Committee Members

Mary Frances Long	Jan Weber
Karen Lemmons	Cara Cavin
Veronica Pastecki	Kimberly Grimes
Katherine Bassett	Jo Ann Carr
Carol Doll	Elizabeth Day

Function Statement

- Review criteria for new and continuing awards and, in consultation with the sponsor, make recommendations for change.
- Advise on list of contacts for each award.
- Evaluate the need for new awards and seek funding in cooperation with the Executive Director to support these new awards.
- Determine responsibilities for awards administration, including publicity for awards and for recipients.
- Assist in planning and help coordinate a public event honoring award recipients at Annual Conference or other AASL functions.
- Review and recommend changes in policy and procedures regarding all awards.

Minimum Intended Outcomes

- Review awards for Distinguished School Administrator and the AASL/Highsmith Research Grant. The awards will be reviewed to "determine continuation of an award, consistency of criteria with AASL standards, and administrative and evaluation procedures" (as stated in AASL policy).
- Review, update, evaluate, effectiveness of website for each of these awards.
- Promote awards website with Affiliates and other members.
- Work with the winners of the awards to speak at annual conference program and write small piece for Knowledge Quest article.
- Develop agenda for AASL Awards Luncheon in June 2005.
- Recruit and retain guest author speaker for AASL Awards Luncheon in June 2005
- Recommend updates/changes to the two awards reviewed this year.

Work accomplished this fall.

- Coordinated introductions of committee members with announcements and initial email introductions
- Recruited Mo Willems to speak at the June 2005 AASL Awards Luncheon.
- Began to review two awards up for review this year.
- Announced call for timeline information to better coordinate timing and allocation of awards.
- Virtual members urged to review the website.

Mid-winter Agenda

1. There will be no meeting at Mid-winter for this committee. Member introductions have occurred electronically.
2. All issues for this committee begin after the sub-committees meet at Mid-Winter.
3. Committee will meet electronically in Winter and in Spring.
4. Expectations at June luncheon will be discussed.
5. Any award concerns will be facilitated by members of this committee.
6. Construct recommendations for 2006.

<p>AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS MIDWINTER COMMITTEE MEETING REPORT FORM</p>
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Name of
Committee ABC/CLIO Leadership Grant

Chair Mary Long

Committee Members

Sybil Finemel

Susan W. Gooden

Function Statement

- Review application for award electronically
- Reach consensus, based on approved criteria & evaluation
- Communicate name of winner(s) to AASL Office, secretly
- Present award at annual conference
- Make recommendations to Awards Committee of changes to award or process

Minimum Intended Outcomes

- Review the 2004 committee chair's report for suggestions on administering & processing awards
- Administer award within approved criteria following appropriate procedures
- Work with staff liaison to process award in timely fashion
- Develop realistic timeline with procedures to evaluate award

Work accomplished this fall.

- August 2004 – contacted committee with introductory email via listserv (note concern: one member never responded and other only responded after second email was sent.)
- September thru October 2004 – AASL received Committee Chair orientation via emails
- November 2004 – informed by Carolyn Cain that AASL Bylaws & Organization Committee will review Committee Description. Committee Description Form sent.
- November 2004 – informed of AASL staff change to Steven Hofmann
- September-to date – receiving emails from Betty Marcoux Chair of AASL Awards Committee.
- November 2004 – all involved aware of timeline for award. Hopeful for receiving communication from committee. =)

Mid-winter Agenda

- January 2005 – committee chair will be attending Midwinter meetings and will attend required AASL Awards Committee meeting.
- ABC/CLIO Leadership Grant Committee will review grant applications and select grant winner electronically according to timeline below:

2004 ABC/CLIO Leadership Grant Timeline:

January 14-19, 2005 - ALA Midwinter Meetings (Boston)

If you will be attending Midwinter, let me know. I will be attending and although we are not required to have a face-to-face meeting during this time, I would certainly enjoy meeting each of you in person if you will be attending Midwinter.

February 1, 2005 – Deadline for ABC/CLIO Grant applications to be submitted.

February 15-March 15, 2005 – We will review ABC/CLIO Leadership Grant applications.

March 15, 2005 – Deadline for committee to select ABC/CLIO Leadership Grant winner.

April 15, 2005 – ABC/CLIO Grant Committee report due (chair responsibility).

June 23-29, 2004 – ALA Conference/AASL Awards Luncheon (Exact Date Unknown. Speaker: Mo Willems).

<p>AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS MIDWINTER COMMITTEE MEETING REPORT FORM</p>
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Name of
Committee Collaborative School Library media Award, AASL/SAGEBRUSH Corp.

Chair Karen Lemmons

Committee Members

Melinda Dale Greenblatt

Ms. Melissa P. Johnston

Mrs. Jan Weber

Function Statement

Review the applications for the award by meeting in person or electronically.

Reach consensus, based on approved criteria and evaluation process, on the award recipient(s).

Communicate name of winner (s) to AASL Office; maintain secrecy regarding selection until notified by AASL Office.

Present (Chair or designee) the award at the Annual Conference awards function.

Make recommendations to the Awards Committee, as appropriate, for changes to the award or award process.

Minimum Intended Outcomes

Review the 2004 committee chair's report in the Annual Report to Membership 2004 for suggestions on administering and processing the awards.

Administer the designated award within the approved criteria, following the appropriate procedures.

Work with the staff liaison to process the awards in a timely fashion.

Develop realistic timelines that indicate procedures used to evaluate award.

Work accomplished this fall.
Made introductions via email.
Reviewed charge of committee.
Emailed general timeline of award selection.

Mid-winter Agenda

No agenda.

<p>AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS MIDWINTER COMMITTEE MEETING REPORT FORM</p>
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Name of
Committee Frances Henne Award Committee

Chair Jan Weber

Committee Members

Susan R. Hawk

Gene Menicucci

Barbara R. Ruszkowski

Andre Maria Taylor

Function Statement

- Review the applications for the Frances Henne Award by meeting electronically.
- Reach consensus, based on approved criteria and evaluation process, on the award recipient. Communicate name of winner to AASL Office and maintain secrecy regarding selection until notified by AASL Office.
- Present the award at the Annual Conference awards function.
- Make recommendations to the Awards Committee, as appropriate, for changes to the award or award process.

Minimum Intended Outcomes

- Review the 2004 committee chair's report in the Annual Report to Membership 2004 for suggestions on administering and processing the award.
- Administer the designated award within the approved criteria, following the appropriate procedures.
- Work with the staff liaison to process the award in a timely fashion.
- Develop realistic timelines that indicate procedures used to evaluate the award.

Work accomplished this fall.

- Chair welcomed all committee members via our electronic discussion list and invited everyone to introduce themselves to the rest of the committee.
- Chair sent a personal message to verify the email address and request a response from one member who didn't reply to the list initially.
- All members have responded to the electronic discussion list and verified their intent to actively participate in the selection process for the Frances Henne Award.
- Chair reviewed the charge of our committee and the timeline for our committee work.
- Committee members were urged to actively promote the award and to send out communications to eligible AASL members to apply for this award.

Mid-winter Agenda

Members of the Frances Henne who are attending Mid-winter will try to meet informally, but no official committee meeting will be held.

AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS MIDWINTER COMMITTEE MEETING REPORT FORM
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Name of
Committee Intellectual Freedom Award

Chair Kim Grimes

Committee Members (Only Official Committee Members Appointed)

Debra Bashaw

Pat Patterson

Rita Dowling (Virtual)

Function Statement

1. Review the applications for the Intellectual Freedom Award by meeting electronically.
2. Reach consensus, based on approved criteria and evaluation process, on the award recipient.
3. Communicate name of winner to AASL Office and maintain secrecy regarding selection until notified by AASL Office.
4. Present the award at the Annual Conference Awards function.
5. Make recommendations to the Awards Committee, as appropriate, for changes to the award or award process.

Minimum Intended Outcomes

1. Administer the designated award within the approved criteria, following the appropriate procedures.
2. Work with the Staff Liaison to process the award in a timely fashion.

3. Develop realistic timelines that indicate procedures used to evaluate the award.

Work accomplished this fall.

1. Chair welcomed all committee members via the electronic discussion list and invited everyone to introduce themselves to the rest of the committee.
2. Chair sent a personal message to the two who responded to verify email address. Chair requested a response from the virtual member whose email eventually bounced back. Chair then telephoned V.M., but there was no response back. Chair then contacted AASL to get another means of communicating with V.M. to no avail.
3. Two members have responded to the electronic discussion list and verified their intent to actively participate in the selection process for the I.F. Award.
4. Chair and two members discussed ways to promote the award since it has not been awarded since 2001.
5. Committee members were urged to actively promote the award and to send out communications to eligible AASL members to apply.

Mid-winter Agenda

No official meeting was held at Mid-winter.

<p>AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS MIDWINTER COMMITTEE MEETING REPORT FORM</p>
--

Name of
Committee Information Technology Pathfinder Award

Chair Cara Cavin

Committee Members

Erma Luster

Sandra Russell

Function Statement

To select the recipients of the awards for innovative approaches to information technology in the school library media center in an elementary (K-6) and a secondary (9-12) setting.

Minimum Intended Outcomes

Review the 2004 committee chair's report in the Annual Report.

Administer the designated award within the approved criteria, following the appropriate procedures.

Work with the staff liaison to process awards in a timely fashion.

Develop realistic timelines that indicate procedures used to evaluate the award.

Work accomplished this fall.

Mid-winter Agenda

January, 2005 – Committee Chair will attend Mid-Winter meetings and will attend the All-Committee meeting.

Information Pathfinder Technology Committee will review grant applications and select award winners electronically.

Tentative Timeline:

February 1, 2005 – deadline for Information Technology Pathfinder Award applications

February 15-March 15, 2005 – Committee review of applications

March 15, 2005 – Deadline for selection of award winners

May, 2005 – Turn in report to the Awards Chair and the AASL office

June 23-29, 2005 – ALA Conference/AASL Awards Luncheon

American Association of School Librarians
Midwinter Committee Meeting Report Form

Name of Committee School Librarian's Workshop Scholarship
Chair: Elizabeth Day

Committee Members (Only Official Committee Members Appointed)

Leslie Burton Preddy
Audrey P. Church
Jan Weber, Board Liaison
Steven Hofmann, Acting Staff Liaison

Function Statement

Select the recipient of the annual award to provide financial assistance for the professional education of persons who plan to become school library media specialists working at the preschool, elementary, or secondary levels in public or private educational settings.

Minimum Intended Outcomes

Work accomplished this fall.

Since the names of applicants come to AASL through ALA in the spring, our selection takes place in April or May. An initial contact will be made with the above committee members by December 10, 2004.

Midwinter Agenda: The committee will not meet at Midwinter

AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS
MIDWINTER COMMITTEE MEETING REPORT FORM

Name of
Committee National School Library Media Program of the Year, FLR

Chair Jo Ann Carr

Committee Members

Cassandra Barnett

Shelia K. Blume

David B. Sanger

Brenda G. Steffens

Mrs. Jan Weber, Board Liaison

Function Statement

(Please refer to the 2004-2005 Committee Chair Handbook)

- Review the application for National School Library Media Program of the Year Award by meeting in person or electronically.
- Reach consensus, based on approved criteria and evaluation process, on the award recipients
- Communicate name of winners to AASL Office; maintain secrecy regarding selection until notified by AASL Office.
- Present the award at the Annual Conference Awards Function.
- Make recommendations to the Awards Committee, as appropriate, for changes to the award or awards process.

Minimum Intended Outcomes

- Review the 2004 committee chair's report in the Annual Report to Membership 2004 for suggestions on administering and processing the award.
- Administer the designated award within the approved criteria, following the appropriate procedures.
- Work with the staff liaison to process the award in a timely fashion.
- Develop realistic timelines that indicate procedures used to evaluate the award.

Work accomplished this fall.

- All committee members contacted and introduced electronically.
- Chair reviewed the charge and timeline for the committee.
- Chair identified potential dates for site visits.

Mid-winter Agenda

We will meet from 9:00-11:00 on Sunday, January 16 at the Boston Park Plaza Hotel, Copley Room.

1. Introduction of members
 2. Identify finalists for awards.
 3. Develop structure for site visits.
 4. Review criteria and process for awards; recommend changes in criteria and process.
-

<p>AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS MIDWINTER COMMITTEE MEETING REPORT FORM</p>
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Name of
Committee Bylaws and Organization

Chair Carolyn Cain

Committee Members (Only Official Committee Members Appointed)

Don Adcock	Drucy Guillion
	Caroline Kienzle
Roger Ashley	Laura Woodruff
	Mary Lou Zuege
Gail Dickenson	Martha Alewine
Dr. Elspeth Goodin	Cassandra Barnett
	Claudia Meyers

Function Statement

Charge - To review, revise, amend, and draft Bylaws for the Association; to evaluate all present and proposed committee charge and function statements; to review and make recommendations on all association policies for inclusion in an official AASL Organization Handbook.

Function - (see book for this)

Minimum Intended Outcomes

Continue to review and update all committee descriptions to provide a uniform description of each committee using the approved Committee Description Form.

Implement the first year of a regular three year cycle of Committee Reviews, including an examination of their charges, functions and size in relation to responsibility

Continue work on the AASL Policy and Procedures Handbook. Consult with the AASL Executive Committee as this work proceeds. Work with staff to make this handbook available to Board members, committee chairs, and members on the website.

Work accomplished this fall.

1. Committee charges and function statements were revised following summer conference

- and sent to Robin for inclusion in the Committee Chairs Handbook.
2. Committee description forms were prepared for the eleven committees approved for review this year. The form was sent to the current and past committee chairs of each committee for comment and recommendations, with a copy to the Bylaws committee member assigned to that committee for the initial review. Bylaws will contact those from whom we have not heard by our deadline.
 3. The committee is continuing to examine the draft of the Policy book.
 4. A draft partnership document will be put in policy language for the Board at its Midwinter meeting.

Mid-winter Agenda

1. Review the eleven committees and make recommendations to the AASL Executive Committee regarding changes.
2. Recommend language to the Board on any policy items or committee changes it sends to us.
3. Study and make a report to the AASL Executive Committee on the proposed contents and format of the Policy and Organization Manual.
4. Other business as referred to us.

AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS MIDWINTER COMMITTEE MEETING REPORT FORM
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Name of Committee Knowledge Quest

Chair Debbie Abilock

Associate Editors Laura Pearle, Sara Kelly Johns, Nancy Everhart, Carolyn Karis

Committee Members

Mary Alice Anderson

Linda Z. Cooper

Jan Bakker

Mary Ann Fitzgerald

Gail Bush

Clara L. Sitter

Edna A. Cogdell

Julie I. Tallman

Function Statement

To be responsible for manuscript development in cooperation with the editor(s); to review manuscripts to recommend acceptance, request for revision, or rejections; to fulfill such other editorial and administrative duties as the editor(s) shall deem necessary and proper.

Minimum Intended Outcomes

5 issues per year

Work accomplished this fall.

Vol 33

#1 (September/October) – “Time to Renew” – professional growth for new and seasoned school librarians – with co-editors Laura Pearle and Alice Yucht

#2 (November/December) – “Early Literacy Collaborations” – the school librarian’s role in early literacy development – with co-editor Jan Bakker

#3 (January/February) – [title to come] – Web site development for school librarians – with co-editors Donna Baumbach, Matt Renfroe, and Sally Brewer

#4 (March/April) – [title to come] – student voices about school libraries and librarians

#5 (May/June) – [title to come] – AASL conference issue – with co-editor Sara Kelly Johns

Mid-winter Agenda

Conference issue

KQ Web support

Contributions of Board Members

Book review expansion

Discussion of 05-06 issue themes

Collaboration with AASL Editions Advisory Group

AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS MIDWINTER COMMITTEE MEETING REPORT FORM
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Name of Committee AASL/ACRL Interdivisional Committee on Information Literacy

Chair Allison G. Kaplan (AASL) & Adis Beesting (ACRL)

Committee Members

For AASL	For ACRL
Kathy Boguszewski	Amy L. Deuink
Jo Ann Carr	Pam Snelson
Jean Donham	Pauline D. Manaka
Dolores D. Gwaltney	Ilene F. Rockman
Melinda Dale Greenblatt	Troy Swanson

Function Statement

- To focus on how to prepare K-20 students to be information literate.
- To provide a channel of communication to the respective divisions.
- To provide a forum for sharing ideas on K-20 information literacy.
- To be a source of information literacy professional development opportunities.

Minimum Intended Outcomes

(Please refer to the 2004-2005 Committee Chair Handbook)

- Develop outline of publication on information literacy in the K-20 environments.
- Develop professional development materials on joint programs for high school library media specialists and higher education librarians on student information literacy education.
- Continue to develop programs for ALA Annual Conference, AASL National Conference, and ACRL National Conference.

Work accomplished this fall.

- Developed and presented "My First Year Student is Your Senior: Bridging the Gap between High School and College/University Information Literacy Initiatives" at ALA Annual in Orlando. (extremely well attended)
- Finalized mission statement & goals of INFOLIT (infolit@ala.org), a discussion list created to exchange ideas on information literacy programs and experiences that demonstrate a collaborative relationship between K-12 and higher education institutions.
- Secured a moderator for discussion list.
- Investigating the possibility of creating resource materials to be included in IL web sites.

Mid-winter Agenda

Introductions

Old business:

Discussion list update

Web Site - piggy back on ACRL site: URL here

ALA/ACRL/AASL programming

New business:

Template or toolkit for statewide information literacy plans (guest speaker?)

<p>AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS MIDWINTER COMMITTEE MEETING REPORT FORM</p>
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Name of
Committee ISS Data Committee

Chair Susan G. Williamson

Committee Members

Alison Ernst

Barbara Weathers

Steve L. Matthews

Dorcas Hand

Mary Hoeber

Function Statement

The committee will design and implement survey tools to be approved by the Executive Committee and to post the results of these surveys appropriately for the profession.

Minimum Intended Outcomes

Year 1. Design a survey tool intended for publication on our own ISS website

Work accomplished this fall.

This summer and fall the committee has sought the cooperation of NAIS to help create and send out a survey tool, using the data list that members of ISS contributed to this past spring. In September, Steve Matthews contacted Michaela Platzer, Vice President of Research and Information at NAIS in Washington, and we (Steve, Michaela and I) carried on a 3-way conference call about having NAIS help us in implementing the survey. We stressed the importance of contacting the larger pool of schools NAIS has access to in their organization. I sent Michaela a copy of our data list as a follow up to the conversation. During our talk, Michaela seemed interested in pursuing the survey in the spring of 2005, but she also expressed concern that NAIS was sending out too many surveys. She suggested we get in touch with people at NCES after she attended a meeting with them in October. I made contact with Jeffrey Williams at NCES and sent him a copy of our draft of the data list. He has not responded since then.

I also contacted Keith Curry Lance, Chair of the Research and Statistics Committee of AASL, and asked for his help in our formulation of the data requests. I sent him a copy of the list and have not yet heard from him either.

I have received brief training on Survey Monkey, software designed for a survey such as ours.

Mid-winter Agenda

1. Discuss the data list again with members of the Committee to make certain these are the data points we want.
2. Discuss strategies for going forward with the associations we have contacted.

AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS

MIDWINTER COMMITTEE MEETING REPORT FORM

Name of
Committee Leadership Forum Planning Committee

Chair Sara Kelly Johns

Committee Members

Carolyn Cain

Mary Lou Bayless

A. Elaine Twogood

Violet H. Harada

Shirley Rogers

Jo Ellen Priest Misakian (Board Liaison)

Function Statement

- To plan and develop programs for regional leadership forums that can be licensed to Affiliates, school districts, library systems and other organizations.
- To develop programs to train persons to be advocates for their school library
- media programs and to become leaders in AASL.
- The forums shall be evaluated by participants and the committee.

Minimum Intended Outcomes

- Publicize and evaluate the current leadership forum: Leading through Collaboration
- Evaluate content, method of delivery and if it meets customer needs.
- Begin development of a second leadership forum.
- Evaluate the forum(s) process for improvement.

Work accomplished this fall

- The committee has begun, but not accomplished yet, the task of developing an outline for an RFP for a second regional institute. The institute will follow up on the success of the Fall Forum on reading, a crucial issue for library media specialists today.

- The committee has identified several areas that need to be included in the institute:

- Team collaboration
- Research-based
- Concrete concepts for participants
- Direct tie to NCLB
- K-12 focused

Issues that should be addressed include:

- SLMS's unique role in reading
- Leadership role in reading
- AASL must be a presence; the presenter should be an strong AASL member.

- Members of the committee have been researching successful reading programs around the country, especially those with a library tie-in already. Mary Lou Bayless interviewed a participant of the Fall Forum who felt that a regional institute should include more strategies to connect the *literature* connection to the reading curriculum (less lexile emphasis) and more specific examples of collaborative units that demonstrated addressing specific reading objectives using the library collection. Vi Harada has researched the "Success for All" reading program that has been implemented in Hawaii involving 90 minutes a day of reading instruction led by all certified teachers in the school, including SLMSs. Shirley Rogers is researching a "Balanced Literacy" program. Sara Kelly Johns has communicated with Fall Forum leaders Carol Gordon and Jody Gehrig.

- The first forum, the Leadership Institute, will be presented by Betty Bankhead at this conference as a Pre-conference program.

Midwinter agenda

- The Committee will be meeting at this conference at the All-Committee meeting on Saturday, Jan. 15, and separately on Sunday, Jan. 16 from 9:30-11 am to put their findings into an RFP outline which will be shared with the AASL Board as quickly as possible (electronically) after this conference.

<p>AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS MIDWINTER COMMITTEE MEETING REPORT FORM</p>
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Name of
Committee AASL Legislation Committee

Chair Claudia Myers & Dennis LeLoup (co-chairs)

Committee Members

Debra Bashaw
Mary Burkey
Diane Chen
Judy Daniel
Jody Howard
Joseph Mattie

Judith McGowan
Joanna H. McNally
Toni Negro
Robert Williams
Sylvia Norton, Bd. Liaison
Andrea Parker, staff liaison

Function Statement

To act in an advisory and planning capacity in cooperation with the ALA Legislation Committee in the area of school library legislation and to work with the ALA Washington Office; to inform the membership of AASL about pending school library legislation; to interpret total ALA legislative program to AASL membership; to plan for organization and action to all levels – national, state, and local.

Minimum Intended Outcomes

- 1) Present Joint Youth Division program with YALSA and ALSC at ALA conferences.
- 2) Plan a way to involve more school library media specialists in legislative activities and state and national legislative days.
- 3) Legislative co-chairs provide report to the AASL Board and the Affiliate Assembly at both Annual and Midwinter conferences regarding legislative issues.
- 4) Work with the Affiliate Assembly to set up a legislative network of contacts for each state to facilitate responses to legislative issues of importance to school library media specialists.
- 5) Keep legislative handbook and legislative information on the web current.
- 6) Plan and implement methods for advocating for school library media specialists to stake holders. The loss of many SLMS positions makes this an urgent need. Tie into other AASL initiatives such as @ Your Library.

Work accomplished this fall.

- 1) Regular emails with committee members apprising them of immediate and/or forthcoming Washington legislation requiring action on the part of library media specialists.
- 2) Formulation of tentative plans or proposals regarding committee's responsibilities to NCLB – do we want to write an article regarding issues, possibly in the form of a regular column in Knowledge Quest? Other ideas?
- 3) Considering possibility of producing a packet of material for ALA Legislative Day.

Mid-winter Agenda

- 1) Discuss reaction to NCLB and the Federal Technology Plan, as they don't specifically acknowledge the impact of school library media specialists and media programs on student learning.
 - 2) How can we have more of an impact on ALA Legislative Days? Do we want to produce some type of written report that would be sent to senators and legislators?
 - 3) Attendance at legislation meetings sponsored by the ALA Washington Office.
 - 4) Consider better linkages to AASL Board and Affiliate Assembly to inform them of the actions of the Legislation Committee.
 - 5) Meet with members of YALSA and ALSC to discuss plans for jointly sponsored program at ALA annual.
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AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS
MIDWINTER COMMITTEE MEETING REPORT FORM

Name of
Committee AASL NBPTS Special Committee

Chair Sallie Barringer, Walnut Hills HS Cincinnati OH

Committee Members

Amber Tongate (virtual)

Cassandra Barnett

AnnMarie Pipkin

Kathleen Alley

Carol Doerkson (virtual)

Kathleen Bassett

Rebecca Pearce (virtual)

Nita Garcia

Function Statement

- Develop an AASL position statement on NBPTS certification
- Serve as a liaison to the NBPTS Interest Group
- Develop a plan for AASL activities promoting NBPTS certification, including but not limited to: developing a toolkit to assist AASL members who are considering NBPTS certification, developing a plan to celebrate AASL NBPTS certified library media specialist (LMS), and developing long and short term strategies, in coordination with the membership Committee, to promote AASL membership among nonmember NBPTS LMS.

Minimum Intended Outcomes

- Develop the position statement on NBPTS certification more fully
- Plan for AASL activities promoting NBPTS certification
- Develop a toolkit to assist AASL members attempting to become certified.
- Design outreach to non-AASL Board certified LMS to promote membership

Work accomplished this fall.

- emailed new and old members to introduce myself to them and reiterate the committee's charge and responsibilities.
- emailed committee members to announce agenda for Midwinter meeting and the times, dates, and location of the meeting
- as the new chair, collected the paperwork and documents on past committee activities to prepare myself for the committee's responsibilities and activities
- corresponded with the past chair about activities for the committee

Mid-winter Agenda

- 1) Discuss the proposed NBPTS toolkit and work on it
- 2) Work on and expand upon the the position statement for NBPTS certification
- 3) Discuss ideas to celebrate new NBPTS LMS at Annual in Chicago and at the next AASL conference.

NOTE: Since we have so many committee members who are either virtual members or not planning to attend Midwinter, I expect much of the committee work will be accomplished via email in the months after Midwinter.

<p>AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS MIDWINTER COMMITTEE MEETING REPORT FORM</p>
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Name of
Committee National Conference, Pittsburgh, 2005

Chair Rosina Alaimo and Mary K. Biagini, Co-Chairs

Committee Members

Terri Kirk, Board Liaison
Catherine Marriott
Joyce Valenza

Cynthia Phillip
Sally Myers

Sylvia Norton

Carolyn Hays
Alice Yucht

Mary Grace Kelly
Jared Cohen & Jennifer Locke, Staff Liaison

Function Statement

To plan and develop the program for the divisional national conference and act in an advisory capacity in the planning of the conference theme, format, registration, exhibits, and local arrangements.

Minimum Intended Outcomes

- Meet with the 2003 conference chairs to receive suggestions and advice to improve the national conference.
- Review the evaluations from the 2003 conference
- Work with the President-elect to form the needed committees.
- Work with the staff on a timeline, expectations, parameters, and potential major speakers.
- Develop a working relationship within the committee to facilitate this major undertaking.

Work accomplished this fall.

List serv being used to communicate among committee and almost weekly conference calls used by co-chairs and AASL staff for planning and updating.

Successful Site visit by most committee members and staff occurred at end of July in Pittsburgh Major speakers and general sessions set; preliminary program being prepared for distribution in late January.

Information mounted on Website and updated frequently.

Proposal form mounted on Website and more than expected number of proposals submitted for concurrent sessions. Proposals in process of being evaluated.

Major funding from Scholastic for Saturday night gala event.

Local arrangements subcommittee selected schools for school tours and is soliciting volunteers.

Mid-winter Agenda

Focus of three meetings will be final arrangements for concurrent sessions and other sessions, conference evaluation, and other logistical arrangements.

AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS MIDWINTER COMMITTEE MEETING REPORT FORM
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Name of
Committee NCATE Coordinating

Chair Judi Repman

Committee Members

Mary Berry

Pamela Chesky

Gail Dickinson

Carol Doll

M. Ellen Jay

Barbara Marson

J.B. Petty

Liz Haynes (bd liaison)

Function Statement

To work with AASL and the ALA Office of Accreditation (OA) staff to coordinate the responsibilities associated with ALA's participation in the NCATE accreditation process.

Minimum Intended Outcomes

- Plan and deliver training on the program review process to be offered at Midwinter and/or Annual, 2005
- Identify new program reviewers
- Plan and deliver training to program reviewers at Midwinter and/or Annual 2005

- Plan for alignment of Praxis exam with AASL Standards
- Pursue NCATE Glossary as joint publication with AASL Standards
- Develop sample assessments with criteria for institutions and reviewers

Work accomplished this fall.

- Midwinter training for program report writers and reviewers to be delivered on January 14, 2005
- Will recruit new reviewers at the training session

Mid-winter Agenda

- Identification of assessments for posting at the NCATE web site/developing an AASL guide to writing the NCATE report (includes discussion of the need for the glossary as part of program report writing support materials)
- Seek a volunteer to create the Praxis alignment
- Training at Annual

<p>AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS MIDWINTER COMMITTEE MEETING REPORT FORM</p>
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Name of Committee AASL Publication Committee

Chair Nancy A.S. Miller

Committee Members

Bea Angus	Suellen E. Stotts
Carol A. Gordon	Edward T. Sullivan
Clara L. Sitter	J. B. Petty (resigned 12/04)
Erik D. Drake (virtual member)	Elizabeth B. Pollicino (virtual member)
Debbie Abilock (Ex-Officio member)	Daniel J. Callison (Ex-Officio member)

Function Statement

Existing

- Seek possible publication ideas/proposals from committees.
- Review proposals for publications and make recommendations to the AASL Executive Committee.
- Review manuscripts for publications.
- Maintain an up-to-date Publications Business Plan

Proposed (as result of meeting in Sept.04 w/ Dawn Vaughn, Julie Walker, Nancy Miller)

- Identify topics that are relevant for library media specialists that could be brief publications (3 categories) and/or available on the web
 - “Bottom Line”-length or type documents (up to 50 pages)
 - “Brief “ publications (8-12 pages) for sale or as free downloadable PDFs
 - “Brochures” that can be purchased (shorter yet 2-6 pages, trifolds, etc.)
 - Any of above could be made available in print and online versions
- Define what each type of document should cover (topic, length, purchase/free)
- Coordinate with web advisory concerning the information to be made available on the web site

Minimum Intended Outcomes

Existing

- To be determined (see below)

Proposed (as result of meeting in Sept. 04 w/Dawn Vaughn, Julie Walker, Nancy Miller)

- Identify relevant topics that can be covered in short publications including “Bottom Line Series,” brief documents (possibly for free download) and brochure length publications.
- Develop an outline of what can be accomplished in year 1, year 2, etc.
- Define each type of publication according to topic, length, availability, cost to user
- Submit an RFP for a minimum of one document in each identified publication area (Bottom Line Series, Brief documents, and Brochures)

Work accomplished this fall.

- Meeting (by conference call) among Julie Walker, Dawn Vaughn and Nancy Miller to discuss direction for Publications Committee. Resulted in proposed Function and Minimum Intended Outcome Statements listed above to be reviewed/approved by AASL Board at Midwinter. Proposal limits Publication Committee purview to brief publications, leaving longer manuscripts up to recommendations by a new ALA Editions Advisory Group on which the AASL Publications Committee will be represented by a member.
 - Developed a draft “style guide” and RFP for brief publications 8-12 page length.
 - Identified several and selected 3 “hot topics” for brief publications for development in 2005
 - @ your school library implementation guide (Chair contacted Connie Champlin and Judy Moreillon who agreed to author this piece (draft expected early 2005)
 - Collaboration (awaiting contact information for prospective author(s))
 - Cataloging (awaiting contact information for prospective author(s))
 - Developed a draft list of ideas for brochure-length publications
 - Solicited ideas for “Bottom Line”-length documents and brochure-length publications from committee members and school librarians
-

Mid-winter Agenda

This agenda is predicated on the assumption that the AASL Board will approve our committee's new charge and function

- Identify relevant topics for each of three categories of publications:
 - “Bottom Line” length publications (up to 50 pages)
 - “Brief” publications or series (8-12 pages) – update from previous discussion
 - “Brochure” publications (2-6 pg., tri-folds, etc.)
- Develop outline of “what will be accomplished” over next two years for AASL Publications
- Finalize RFP and style guide recommendations for “Brief” publication
 - Identify authors for “brief” publications for Collaboration & Cataloging topics and/or select other topics to pursue for immediate development
- Define & describe type then draft an RFP for “Bottom-line “publications
- Define & describe type then draft RFP for “Brochure” publications
- Develop and discuss possibilities, then determine at least one publication topic of each type for completion in 2005 including our recommendations for posting and sales strategies.

AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS MIDWINTER COMMITTEE MEETING REPORT FORM
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Name of Committee Research and Statistics

Chair Keith Curry Lance

Committee Members

Diane Kester

Jackie Mancall

Robbie Nickel

Donna Shannon

Virtual: Candace Aiani

Virtual: Elizabeth Pollicino, Terry Kirk

Work accomplished this fall.

Ongoing discussions with NCLIS, AASL about data collection project.

“Getting Your Foot In the Door,” 2005 ALA conference program proposal filed and accepted.

Promoting dissemination of School Libraries Work! and NCLB brochures.

Monitoring latest research on school libraries.

Mid-Winter Agenda

Committee membership.

1. AASL data collection project status
 2. School Libraries Work! and Your School Library Media Program and No Child Left Behind (brochures)
 3. Quotable Facts about School Libraries
 4. "Getting Your Foot In the Door," 2005 ALA annual conference program (Chicago)
 5. 2005 Treasure Mountain conference (Kent State)
 6. 2005 AASL national conference program (Pittsburgh)
 7. School Library Media Centers and Improving Literacy Through School Libraries (NCES surveys)
 8. Latest research about school libraries
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<p>AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS MIDWINTER COMMITTEE MEETING REPORT FORM</p>
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Name of
Committee Reading for Understanding Special Committee

Chair Sharon Coatney

Committee Members

Doug Achterman
Janet Boltjes
Linda Cornwell
Maureen White

Natalie Lindsay
Ann Schuster
Melinda Greenblatt
Pam Berger

Function Statement

Charge: To monitor and help implement the Reading for Understanding Plan developed in 2004 by this committee and to recommend a structure for AASL to use in continuing its work in this area.

Function:

- Implement activities identified in the action plan which will support AASL members' efforts to learn about and use effective strategies in the teaching of reading for understanding.
- Monitor and encourage support from other groups in helping carry out the plan.
- Review the current research in reading and identify ways to disseminate pertinent information that will assist school library media specialists in applying that research to their teaching of reading for understanding.
- Explore ways that AASL could make connections and collaborate with other professional associations to provide professional development opportunities in improving the reading achievement of students.
- Develop a proposal for how a committee to support the continuation of professional development in teaching of reading for understanding should be structured within AASL.

Minimum Intended Outcomes

- Write articles on a continual basis for KQ and other education/school library journals.
- Present a series of concurrent sessions and/or pre-conferences at each annual conference and at the AASL National Conference.
- Develop an AASL leadership institute on this topic.
- Develop an online course on the topic.
- Develop study booklets/videos/power point presentations to be made available to affiliates/school districts for training.

Work accomplished this fall.

The committee has several new members. We have been working with them to apprise them of our previous work and accomplishments. Several of our members and the chair attended the AASL Forum in Dallas. Our committee helped work on that program as part of our function to promote the education and training of our members in the area of the school librarian's role in teaching reading for understanding. We have applied for a program slot at the AASL national conference in Pittsburgh and are working electronically to perfect a program that we have agreed to present at annual conference in Chicago.

We have been speaking with Evan St. Lifer, editor of School Library Journal, about a Leadership Summit to be held in March 2005. There will be a strong literacy component to this summit and our committee has been asked to provide guidance and input into its structure and will be invited attendees. The purpose of the Summit will be to gather all constituents together to discuss issues and challenges. Our participation in this will help fulfill our function to reach out to other educators who are also concerned about effectively teaching reading for understanding. We continue to read and discuss current research and publications concerning the teaching of reading for understanding.

Area of Concern

The scope of the minimum outcomes for this committee is much too large for 1 year and the Board has also recently added the task of writing a position paper. Our committee will prioritize the tasks at midwinter and submit a revision with recommendations for further work by other AASL committees.

<p>AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS MIDWINTER COMMITTEE MEETING REPORT FORM</p>
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Name of
Committee Recruitment for the Profession

Chair Nancy Everhart

Committee Members

Sallie Barringer	Nance Nassar
Genevieve Kay Bishop	Beverly Obert
Constance Champlain	Linda Rebstock
Betty Morris	Eileen Schroeder

Function Statement

- Gather and disseminate data and anecdotal information including current statistics on retirements from the field, shortfalls of SLMS and SLM educators.
- Monitor the status of SLM programs and staffing, disseminating appropriate data.
- Implement the plan for recruitment with the AASL office and ALA recruitment activities.
- Work with appropriate offices in ALA to attract diversity to the SLM field.
- Advise the AASL Board and AASL affiliates on recruitment issues.

Minimum Intended Outcomes

- Continue development of a website, including updating, for dissemination of data.
- Review, update, evaluate, effectiveness of website.
- Promote website with Affiliates and other members.
- Work with the @yourlibrary campaign.
- Develop a means to participate in the ALA Recruitment Forum.
- Investigate IMLS recruitment grants.
- Develop a white paper on recruitment and retention.

Work accomplished this fall.

- Coordinated AASL participation in the ALA Recruitment Forum by recommending Kay Bishop to conduct a table talk and working with the AASL office to design a brochure for distribution at the Forum that includes information about our website.
- Virtual members continued to review the website.
- IMLS grants were investigated but it was determined that we do not have enough manpower to proceed with an application.
- Chair surveyed members for interest in working on the white paper and three members volunteered.

Mid-winter Agenda

- Introduction of new members and current members.
 - Report on progress on intended outcomes.
 - Discussion of website.
 - Decide what should be in white paper.
 - Construct outcomes for 2006.
-

AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS
MIDWINTER COMMITTEE MEETING REPORT FORM

Name of
Committee School Library Media Research

Chair Daniel Callison, Editor

Committee Members

Editorial Board: James C. Baughman, James O. Carey, David Carr, Jean Donham, Eliza T. Dresang, Nancy Everhart, M. Elspeth Goodin, Violet H. Harada, Mary Jane McNally, Donna Shannon, Ruth Small, Nancy Zimmerman

Function Statement

Promote and publish quality original research concerning the management, implementation, and evaluation of school library media programs. The journal also gives emphasis to research on instructional theory, teaching methods, and critical issues relevant to information literacy.

Minimum Intended Outcomes

1. Establish an online index for Vols 1 – 7
2. Establish an online feature for best dissertations

Work accomplished this fall.

1. Online index established
 2. Dissertation feature to be added in February 2005
 3. SLMR ranked as one of the top 20 research journals to impact decisions by Deans of Library Schools for Promotion and Tenure Decisions. – The Third National Research Seminar, Kansas City, MO 2004.
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AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS
MIDWINTER COMMITTEE MEETING REPORT FORM

Name of
Committee Teaching for Learning

Chair Cathie Marriott

Committee Members (Only Official Committee Members Appointed)

Debbie Abilock

Sharon Coatney

Judith Dzikowski

Kathleen Ellis

Linda Cooper

Marjorie Pappas

Linda Corey

Jacqueline White

Function Statement

To support school library media specialists in the collaborative use of information standards for student learning as part of best practices in the library media and school programs of education in order to enhance student learning and achievement

Minimum Intended Outcomes

- Locate the evaluations from the 2003 Toronto preconference, if not available contact the participants. Questions to be asked include: Did the preconference make an impact on their teaching and learning and if it made a difference for their learners.
- Remove the learning experiences from the website. They are not easily found and are outdated.
- Create a Lesson Connection listing exemplars of best practices.
- Develop a Fall Forum with the focus on the SLMS role of TEACHER.
- Preparation a series of regional workshops based on materials from the Fall Forum.
- Determine if these materials would be appropriate for publication.

Work accomplished this fall.

- Participants of the Toronto preconference were contacted by the AASL office and asked:
 - If the preconference had an impact on their teaching and learning
 - If this change made a difference for their learners. Responses will be studied as data for consideration in developing the 2006 Fall Forum.
- The learning experiences were removed from the web page.
- Committee members are collating web sites for a possible replacement entitles: Lesson Connection. This will be further discussed at midwinter
- The committee is gathering materials and ideas to be discussed at midwinter for the 2006 Fall Forum. The focus of which will be the SLMS role of TEACHER with the possibility of developing a series of regional workshops and publications.

Mid-winter Agenda

1. Review the websites suggested for inclusion in a Learning Connection web page.
2. Determine the organization and the upkeep of the site.
3. Review the data collected from the surveyed 2003 ALA Preconference.
4. Share materials gathered and researched for the 2006 Fall Forum.
5. Discuss the 2006 Fall Forum organization and program
6. Develop a timeline with for the 2006 Fall Forum responsibilities noted.

AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS MIDWINTER COMMITTEE MEETING REPORT FORM
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Name of
Committee AASL Web Advisory Committee

Chair Connie Champlin

Committee Members

Susan Hess

Joette Steff-Marby

Laura Pearle

Carl Harvey (Vrtual)

Function Statement

- Develop guidelines for the AASL web site as requested by the Board and to make recommendations to the Board regarding needed policy and/or guidelines. The committee will conduct a semiannual evaluation of the site using established guidelines and make recommendations for changes to the Board. Additionally, the committee will make recommendations on products, services, and enhancements that will meet the needs of the members and the public, and develop guidelines to evaluate products, services and enhancements suggested by staff and others.

Minimum Intended Outcomes

- Continue to advise on the AASL website
- Continue to explore web policies for membership service area and possible sources of revenue for AASL from the web
- Develop guidelines for committees and sections when proposing new content for the website
- Develop guidelines for evaluating current content
- Make recommendations to the Board, as appropriate, on products, services, and enhancements to meet the needs of both members and the public.

Work accomplished this fall.

- Review of AASL Web site and ALA Web Site Style Guide by committee members
- Our committee has such a broad charge, I feel it has been difficult to focus on what is most important, and, therefore, it has been easy to just react to requests from ALA and AASL. I have discussed this situation with Dawn Vaughn and she has asked that we prioritize the work. Our general charge is to develop guidelines for the AASL web site as requested by the Board and to make recommendations to the Board regarding needed policy and/or guidelines. I suggest the following timeline:
- 2004-05 – 1) Develop guidelines for AASL Committees and Sections to use when proposing new content for the web site
 - Review AASL's Strategic Plan and determine how the AASL Web Advisory Committee can contribute to the goals and objectives
 - Examine the AASL Web Site and make recommendations regarding what should be available on member and public sections of the site
- 2005-06 – 1) Develop evaluation guidelines and conduct a semiannual evaluation of the site and make recommendations for changes to the Board
- Develop and review guidelines to evaluate products, services and enhancements suggested by staff and others.
- On-Going as Requested by the Board –
- Make recommendations on products, services, and enhancements that will meet the needs of members and the public.
- Serve as an advisory group for the AASL website.
- Committee Composition: Chair, 6 members serving 2 year terms.
- Increase the committee size from 3 to 6 to provide opportunity for a variety of opinions and viewpoints to be expressed.

Mid-winter Agenda AASL Web Advisory Committee – Midwinter 2005

Meetings – Saturday, Jan 15 – 2 – 4 PM (during the All Committee time); Sunday, Jan 16 – 9:30 – 11:30 AM

Agenda Items

1. Finalize the guidelines for AASL Committees and Sections to use when proposing new content for the web site. Draft of the proposed guidelines follows:
 - ⇒ One person from the committee/section will be trained to add web content
 - ⇒ The ALA Web Site Style Guide and the AASL Style Guide will be followed
 - ⇒ The standard AASL template will be used to create the content
 - ⇒ All content will be submitted to appropriate AASL staff to review and then publish the material
 - ⇒ Chairperson of the committee is responsible for updating the information periodically for currency – if not checked for a year then AALS staff will use discretion to remove out of date information from the web site
2. Review AASL's Strategic Plan and determine how the AASL Web Advisory Committee can contribute to the goals and objectives – a copy of the plan is attached

3. Begin to examine the AASL Web Site and make recommendations regarding the content and ease of use. Also discuss what should be available on members-only and public sections of the site. Be prepared to discuss the section you are responsible for:

Carl – Awards; About AASL

Connie - Professional Tools; Education & Careers

Joette - School Library & You – (focus is non-lib audiences)

Laura - Publications/Journals section; Conferences

Susan - Issues & Advocacy; AASL News

I will bring copies of the web site to the meetings since we will not have Internet access.

American Association of School Librarians
Regional Director Report Form

Region: I (Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, and Vermont)

Director: Sylvia K. Norton

What have you done to represent AASL in each State in your region? Include activities that publicize AASL, help AASL presence expand in the region, and give service to the Affiliates.

The Director and Director-Elect utilize the resources of our regional association, New England Educational Media Association, as a distribution and feedback system. Communication is maintained with the president and at least one designated representative for each of the 6 state affiliated associations. An AASL report was on the agenda for the NEEMA meeting held in New Hampshire in September and the conference call 'virtual meeting' in November. Through this group, we asked for the AASL survey at their state fall conferences.

What AASL Regional or State activities have occurred to advance AASL initiatives? For example @your library programs, IP2 activities, etc.

- All of the state affiliates had conferences which included programs on advocacy and with IP2 activities.
- The CEMA IP2 Committee is posting a threaded discussion to the CEMA website.
- NEEMA's Task Force on Future of School Libraries met to extend the @your library campaign to a regional level in promoting school libraries. It has established objectives and is completing a strategic plan

What are major issues concerns, or accomplishments in your region?

- NHEMA is concerned with the first draft of the NH Minimum Standards. The wording of the draft does not require the position of a school library media specialist although it does support having a library facility.
- RIEMA has met with the Commission of Education to discuss adoption of library standards.
- VEMA is addressing how to cover the services of their liaison to the Department of Education. Vermont was the latest state to lose a state level library position.

My communication efforts with other states have, for months, asked affiliates to identify leaders in their state who could be approached for candidacy for Director-Elect but there was little response. A series of AASL members were contacted, but declined due to time commitments or the cost involved with attendance at Board meetings. NEEMA does subsidize a portion of these costs. Two states agreed to cover the balance of the costs for anyone from their association. Under those terms, Region I was able to submit one name for the ballot, but we are still seeking an additional candidate.

Region reports are due 30 days prior to every midwinter meeting and annual conference.

Please send the completed form to: AASL Reports, 50 E. Huron, Chicago, IL 60611

Annually all sections, committees and ad hoc groups identify programs and activities that support the plan for the current year and the year that follows as well as those programs or activities that are no longer relevant. This information should be submitted annually to the AASL office as part of the unit's annual report.

American Association of School Librarians
Regional Director Report Form

Region: II: NY, NJ, PA, DE, MD, DC

Director: Sara Kelly Johns

What have you done to represent AASL in each State in your region? Include activities that publicize AASL, help AASL presence expand in the region, and give service to the Affiliates.

The Affiliate Assembly delegates in Region II are “tight.” Our regional meetings each spring give us an opportunity to share and adapt each other’s ideas for promoting AASL membership and issues. We will again meet at Hershey, PA following the Pennsylvania School Library Conference. PSLA has in the past, offered complimentary conference registration to all Region II delegates attending the conference and many of us have. This past spring’s meeting in New York City was legendary with lots of productive work and tons of fun. Our Region II listserv is important for sharing issues and event with each other.

In addition to my own state’s conferences, I was registered to attend New Jersey’s conference, again with a complimentary registration. However, illness struck and I was not able to make the trip. It was exciting, however, that the AASL commendation for Ross Todd and Carol Kuhlthau’s for their work with (The Center for International Scholarship in School Libraries (CISSL) at Rutgers, which originated through our spring meeting and Affiliate Assembly, was presented by AASL President Dawn Vaughn.

What AASL Regional or State activities have occurred to advance AASL initiatives? For example @your library programs, IP2 activities, etc.

- In New York State, I facilitated and was one of the presenters for @your library® training at our Leadership Retreat at Cornell in August. Sixty-five people from all over the state and at all levels of our profession participated in the training enthusiastically. The Leadership team for the meeting was: Fran Roscello, Barbara Stripling, Rocco Staino (who all participated in the Wonewok training), Rosina Alaimo, Cathie Marriott (who both received training at Mid-winter last year), and myself. Participants will have an opportunity to share successes at a cracker-barrel session at the upcoming spring SLMS Conference in May. Also, since our conference is not until May, our state listserv and LM_NET were utilized to gather information for the AASL Strategic Planning sessions. Our Leadership Retreat focuses on memberships, AASL membership is included in the “Newbies” session at our conference, many of the library school professors hand out membership forms and the AASL @your library campaign is being replicated in parts of the state.

- Maryland promoted AASL membership at their conference October 14-15, 2004. AASL President-Elect J. Linda Williams held a AASL President's Forum at the conference and was guest speaker at lunch on Oct. 14 where she spoke eloquently about service to our profession and the need to get involved at the national level. In addition, an abbreviated "Every Student

Succeeds @ your library" advocacy training session was offered at the conference that was conducted by J. Linda Williams. They intend to offer training sessions in three locations across the State of Maryland this spring but nothing has been finalized yet. A MEMO / AASL table was set-up to promote membership to both organizations at the Maryland Library Association Conference in May. Dorothy D'Ascanio is the new MEMO President and will serve as one of the two AASL reps. from Maryland to the AASL Affiliate Assembly. Jay Bansbach, Immediate Past-President, will be the second representative and will be attending the "AASL Leadership Institute: Leading Through Collaboration" in Boston on January 14, 2005 .

- In Pennsylvania, AASL was promoted in through a PA Dept. of Ed (PDE) cooperative program, in which Vienna Baxter trained app. 30 active and retired librarians to present "Every Student Succeeds @ Your Library," and published the list of presenters on the Pennsylvania schools' listserv, with the intent that professional development could be offered by contacting these people. During President Anita Vance's annual report to the Governor's Advisory Council, she reviewed that program, as well as the ALA initiative regarding NCLB and the school library and the school fact sheet. She also gave a brief outline regarding national discussions about testing, NCLB, teacher/librarian shortages. In addition, another PDE/PSLA project updated the school library guidelines for books per student, square ft. per population, etc. That document is currently being printed.

- In the District of Columbia, membership took a hit with the lost of librarians' positions. They have started to rebuild and are planning a spring conference. The DCASL immediate past president Ellen Amey and AASL Delegate Andre Taylor have given public testimony during the monthly school board meetings in September, October and November, speaking as representatives of DCASL and have talked about the need for librarians in DCPS using information from ALA and AASL.

- In New Jersey, the Commendation mentioned above was presented to CISSL at the EMAnj Conference, December 2-4. At the conference, a "Reel in Results@ your library® Forum" was held, led by AASL President Dawn Vaughn. The organization's concern about classroom collections vs. school library collections led President Mary Lewis and AASL Region II Director-Elect Hilda Weisburg to meet with Judy Savage and Sue West at Fred Carrigg's ((Special Assistant to the Commissioner for Urban Literacy, NJ Department of Education)) office. They discussed urban literacy issues especially concerns re: the classroom collection issue. EMAnj has produced a joint document with the Reading Association highlighting the differences of each and the value of both.

- In Delaware, an information table was set up about school libraries and reading table was set up at the Diamond State Reading Association's conference. The Delaware School Library Media Association continued their legislative success (based on the @your library® process,) that has resulted in a Ross Todd survey of every public school library that was sponsored by the Governor's Task Force on School Libraries. The focus of the report will be all the positive things school libraries do for their school communities. In addition, their legislative advocacy has resulted in substantial money has been continued to buy books for every public school library. The state supervisor of libraries has created a core Library Leadership Council with one

representative from each school district which meets regularly for leadership training and provides liaisons between school libraries and the state education department.

What are major issues concerns, or accomplishments in your region?

Advocacy efforts have been strengthened with the AASL @your library® toolkit and training but continues to be a major need (and accomplishment!) as we head into budget planning that could easily result in many threatened and actual position cuts for school library media specialists and paraprofessionals. Recruitment of new SLMS and the lack of being names as essential (“highly qualified”) under NCLB are two other issues mentioned frequently.

Region reports are due 30 days prior to every midwinter meeting and annual conference. Please send the completed form to: AASL Reports, 50 E. Huron, Chicago, IL 60611 Annually all sections, committees and ad hoc groups identify programs and activities that support the plan for the current year and the year that follows as well as those programs or activities that are no longer relevant. This information should be submitted annually to the AASL office as part of the unit’s annual report.

American Association of School Librarians
Regional Director Report Form

Region: III

Director: Dee Gwaltney Director-elect: Floyd Pentlin

What have you done to represent AASL in each State in your region? Include activities that publicize AASL, help AASL presence expand in the region, and give service to the Affiliates.

- Director and director-elect have communicated with all region states through the Region III listserv.
- Director and director-elect have responded to issues and concerns of all affiliates as requested.
- Director and director-elect have offered attendance at region conferences as needed.
- Director held AASL Forum at Michigan Fall Conference to gather input for AASL Strategic Plan.

What AASL Regional or State activities have occurred to advance AASL initiatives? For example @your library programs, IP2 activities, etc.

- Missouri: SHOWME Connection Survey was completed. Results showed that school library programs make a difference in Missouri student achievement.
- Wisconsin: 1. Sponsored an @your library advocacy workshop via distance ed network to offer a review of the toolkit, AASL resources, tips, strategies, and discussion to help implement building campaigns. 2. Sponsored a one-day legislative retreat attended by representatives of 17 education, library, and advocacy associations to find legislative and budget issues of common interest for future advocacy efforts.
- Iowa – 1. Julie Walker facilitated a transition workshop during affiliation of the school library group with the public library association. Reorganization of the board included an

AASL Councilor. 2. IASL promoted AASL @your library and used information sent by AASL. 3. Promoted library awareness programs.

4. Reorganized itself from “media”-oriented to broader library-oriented association and promoted information literacy as described in the AASL/ALA *Information Power*.

- Indiana – 1. Using AASL Rubric for IP2 as the basic criteria for new Blue Ribbon Award to recognize quality school library media programs, the first to be granted in 2005. Any school that can meet the criteria will be able to receive the distinction. 2. Several PR sessions at 2004 conference, some including @your library campaign.
- Michigan – AASL Focus Group for AASL Strategic Planning.

What are major issues concerns, or accomplishments in your region? (Summary-all states)

- Lack of faculty for school library media and technology programs
- Diminishing school district funding, large budget deficits.
- Lack of employment of certified school library media specialists, especially at the elementary level with subsequent lack of student access to information resources.
- Many school jobs dropped in Iowa because all mention of school librarians and programs dropped from administrative code in 1994.

Accomplishments: Individual States

- Missouri – successful launch of high school award – Gateway Readers Award with first award to be presented at Spring Conference 2005.
- Wisconsin - Increased collaboration with Wisconsin Library Association, resulting in a dual membership opportunity, collaborative conference programming, and combined legislative advocacy efforts (annual WEMA/WLA Legislative Day.)
- Iowa – In May of 2003, IEMA voted to affiliate with the Iowa Library Association. Changed name back to Iowa Association of School Librarians. The decision resulted in a drop in membership, but rebuilding has started. Doing comprehensive reorganization of membership records and data on those with endorsements to see how many positions are left in the state. Supported and promoted State Library of Iowa’s yearly School Library Media Report to garner important data on school libraries.
- Indiana – 1. Membership is up, conference attendance was up for the 3rd consecutive year, and new initiatives continue to move the organization forward. 2. Working data collected as part of survey with Indianapolis and Danny Callison. Hope to produce materials to send to key audiences about status of Indian school library media programs. 3. Formed advocacy committee to consider how AIME should respond during budget cuts in school districts. 4. Held joint leadership conference with Ohio.
- Minnesota – 1. Successful conference. 2. New Information and Technology Literacy Standards focus on research process, technology skills, reading and media literacy, and responsible use of technology and resources. 3. Cooperation with MLA to develop legislative platform and share information.
- Ohio- 1. Library Guidelines and Technology Academic Content Standards sent to all public school districts in the state. 2. Promotion of Ohio Research Study and work to develop related professional development modules. 3. Collaborating with other state associations, networks and state library to form Libraries Connect Ohio Plus (LCO+).

- Michigan –1. Executive Director shared Michigan study with many state education organizations to reinforce the importance of school library media centers to student achievement. 2. Successful Fall Conference.

Region reports are due 30 days prior to every midwinter meeting and annual conference.

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American Association of School Librarians
Regional Director Report Form

Region: IV: KY, NC, SC, TN, VA, WVA

Director: Ann M. Martin

What have you done to represent AASL in each State in your region? Include activities that publicize AASL, help AASL presence expand in the region, and give service to the Affiliates.

- Communicated AASL initiatives to affiliates in all states through email and TappedIn.com.
- Director and Director-Elect provided affiliates with summary information from the annual conference to be used for newsletter articles and for state planning.
- Director updated the VEMA membership at the General Session of the state conference concerning AASL initiatives, AASL national conference, and promoted membership.
- Director assisted in the VEMA/AASL membership forum.
- Solicited information from affiliates regarding actions taken to support AASL goals.
- Director/Director-Elect attended the Virginia Educational Media Association's annual meeting, November 18, 19, and 20, 2004.
- Director and Director-Elect communicated via email/phone about affiliate concerns.
- Director-Elect contacted each state affiliate and solicited concerns and accomplishments.
- Director-Elect sat in on the AASL roundtable concerning the 2 questions to help with the strategic planning workshop for Midwinter.
- Director-Elect received responses from 3 affiliates of the 6 concerning the president's query and forwarded them to Dawn Vaughn.
- Director-Elect maintained TappedIn online page for posting affiliate information.

What AASL Regional or State activities have occurred to advance AASL initiatives? For example @your library programs, IP2 activities, etc.

All state affiliates are actively pursuing the advancement of AASL initiatives by:

- creating committees (i.e. standards, assessments, advocacy, IF, and legislative).
- sending members to the AASL Fall forum in Dallas, Texas.
- updating the websites providing links to AASL materials.
- encouraging application for AASL awards.
- assisting the state departments of education with best practices for slmp.
- providing scholarships to promote entrance into the profession.

- developing membership incentives.

What are major issues concerns, or accomplishments in your region?

Concerns:

- NCLB – The terminology of “highly qualified” does not include library media specialists.
- Staffing and funding inadequacies hinder the functioning of exemplary library media programs.
- National professional organizations do not recognize and support library media program goals and initiatives.
- The image of the school librarian/school library media center is *not* advocated in the national media market.
- Professional development and growth in the school library profession is unavailable through higher education recertification classes.

Accomplishments:

- Large affiliate representation at the AASL Fall forum in Dallas, Texas.
- Increased visibility of lms and slmp in each state.

Region reports are due 30 days prior to every midwinter meeting and annual conference.

Please send the completed form to: AASL Reports, 50 E. Huron, Chicago, IL 60611

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**American Association of School Librarians
Regional Director Report Form**

Region: Region V (Georgia, Alabama, Florida, Louisiana, Mississippi)

Director: Melissa P. Johnston

What have you done to represent AASL in each State in your region? Include activities that publicize AASL, help AASL presence expand in the region, and give service to the Affiliates.

- Member of school library media listservs for each state.
- Sent out monthly hotlist and news from AASL
- Publish articles in newsletters
- Presented at and attended the Georgia annual conference
- Provided @your school library training
- Spoke at GLMA board meetings
- Email communication with each state’s president
- Region V listserv
- Publicized the AASL NCLB brochure
- Held AASL Q & A forum at Ga. annual conference
- Gathered data for AASL strategic planning workshop
- AASL membership drive in Ga. – expanding to other states.
- Served on the Georgia Book Award Selection Committee as AASL representative.
- Serve as AASL Liaison for GLMA Board.

What AASL Regional or State activities have occurred to advance AASL initiatives? For example @your library programs, IP2 activities, etc.

- @your school library training – Ga., Ala., Fla., La.
- Developing information literacy standards based on IP2 – Ga., Ala., Fla., La.
- First Friday Sessions – sessions to promote best practice in school library media (a variety of topics)
- Annual conferences held in all states
- Florida’s study “Making the Grade – the Status of School Library Media Centers in the Sunshine State and How They Contribute to Student Achievement”
- Web sites for each state promote AASL, the advocacy campaign and IP2
- Library Legislation Day
- Sent representative to the AASL Fall Forum “Collaboration and Reading to Learn @Your Library”
- Georgia beginning study similar to the one done in Florida.

What are major issues concerns, or accomplishments in your region?

Concerns:

- Lack of knowledge among pre-service, practicing teachers, and administration of the role of the school media specialist and the impact on student achievement
- Title – media specialist is not indicative of what we do – the word teacher needs to be in our title.

Region reports are due 30 days prior to every midwinter meeting and annual conference. Please send the completed form to: AASL Reports, 50 E. Huron, Chicago, IL 60611

American Association of School Librarians
Regional Director Report Form

Region: Seven

Director: Jo Ellen Priest Misakian

What have you done to represent AASL in each State in your region? Include activities that publicize AASL, help AASL presence expand in the region, and give service to the Affiliates.

Arizona
California: a. All communications emanating from AASL pertinent to California School Library Association (CSLA) members is forwarded via the CSLA Listserv. This serves to inform members of AAL activities, thereby encourages members to join the association. b. AASL is discussed at the annual state conference memberships breakfast. CSLA members are invited to join ALA/AASL.
Hawaii
Nevada: Brochures have been shared with members at State Library Association functions.
Utah

What AASL Regional or State activities have occurred to advance AASL initiatives? For example @your library programs, IP2 activities, etc.

Arizona
California: California continues to offer workshops and concurrent sessions on activities built around IP2. One area in CA produced a <i>Newspapers in Education</i> publication which included activities centered around the SLMC
Hawaii: A session on the @your library campaign was conducted at a preconference before the annual conference.
Nevada
Utah

What are major issues concerns, or accomplishments in your region?

Arizona
California <ul style="list-style-type: none"> a. CSLA has just published <i>Standards and Guidelines for Strong School Libraries</i> a document that provides both quantitative and qualitative measures for building school library programs, based on a matrix defined as: Exemplary, Making Progress, At-Risk. b. California's major concerns are the elimination of library professional and paraprofessional positions at all levels, lack of adequate and consistent funding for school library resources, and the misunderstanding of the library media teacher's role in student learning.
Hawaii <ul style="list-style-type: none"> a. One of our biggest issues arises from Act 51 which give priority to principal, SASA, and classroom teachers. All other positions are negotiable--mainly our librarians, counselors and technology coordinators. We are now not a given and must make sure we are advocating for our school positions because faculties can decide whether our positions are worth the expense. b. The toolkit which was developed by a team from our University of Hawaii-Manoa Library and Information Sciences Program, Department of Education School Library Services and Hawaii Association of School Librarians will be rolled out at our Spring conference in February. This toolkit consists of a folder with advocacy ideas and a CD. The intended audience is our administration and legislators. The focus is how libraries impact students. The folder will also include an @your library slogan focusing on advocacy. c. A sad event happened two weeks ago to our University Library and Information Sciences Program. The university had an awful flood and wiped out the library school. (nothing is left) Professors lost all their work, research, and class resources. The walls caved in leaving everything unusable. They have relocated offices and classes and are plugging along but not without stress and anxiety. We are all trying to help out. Other parts of the main University library were also damaged and presently there is a clean up crew trying to salvage whatever they can.
Nevada: School librarians are continuing to look for ways to support curriculum and stay relevant in the school systems and within the Nevada Library Association.
Utah

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American Association of School Librarians
Regional Director Report Form

Region: VIII

Director: Jan Weber

What have you done to represent AASL in each State in your region? Include activities that publicize AASL, help AASL presence expand in the region, and give service to the Affiliates.

1. After the ALA Annual Conference in Orlando, I mailed copies of AASL meeting minutes and other handouts to the AkASL and WLMA presidents. In Orlando, the OEMA President and I shared information over dinner. All 3 affiliates are kept aware of publications and materials, scholarships, and other services available from AASL.
2. I am a member of AkASL, OEMA, and WLMA and receive their publications and electronic discussions in order to keep informed about their activities, concerns, and issues.
3. When appropriate, I forward AASL communications to the affiliate list serves to raise awareness of the services AASL provides for all of us.
4. I contacted the OEMA and WLMA presidents prior to Fran Roscello's visits to both their fall conferences, where Fran facilitated discussions about questions related to the AASL Strategic Plan. I hosted Fran's session at the WLMA conference.
5. Input from presidents of the 3 affiliates is included in this report.

What AASL Regional or State activities have occurred to advance AASL initiatives? For example @your library programs, IP2 activities, etc.

Alaska:

1. Continued advocacy programs in an ongoing effort to raise the visibility of school libraries and librarians. At the Alaska State Principals' Conference, staffed a booth to hand out bookmarks and note cubes; raffled off donations from vendors; hosted a librarian-principal team sectional to discuss how principals can help promote collaboration within the school. Will also advocate school libraries at the Alaska State Superintendents' Conference.
2. First annual Leadership Academy in summer of 2004 provided leadership training for school librarians. A second week-long institute is planned for summer of 2005 in Anchorage.

Oregon:

1. Workshops at the fall conference and spring regional conferences related to AASL initiatives.
2. Summer Institute provided two days of information and insights into how to build an influential library program.
3. President and Immediate Past President presented about OEMA at a hot topics table at the Oregon School Board Association conference in November.
4. OEMA is working collaboratively with the Oregon Library Association to spread the word

about school libraries and librarians. OEMA is conducting training of ESD trainers on using OSLIS (Oregon School Library Information System) and K-12 databases.

Washington:

1. Workshops at the fall conference related to AASL initiatives.
2. Nine more Washington school librarians earned National Board Certification this year.
3. The K-12 School Library Initiative is in the third year, with the focus on improving curriculum development, collaboration, technology resources, leadership, advocacy, and evaluation among school librarians. It will also provide the tools and systems to collect and use data related to school library programs. The information collected sets the foundation for program advocacy and provides a focus for goal setting and decision-making at building, district, community, and state levels.
4. WLMA Culminating Project Committee continues to encourage school library media specialists to be proactive and provides resources to help the SLMS become involved in this Washington State school reform requirement.

What are major issues concerns, or accomplishments in your region?

Alaska:

1. Celebration of 20 years of the Battle of the Books, a statewide motivational reading program.
2. Concern about the lack of financial support for school libraries. School districts that used to have a certified or library endorsed librarian in every school now have half-time high school librarians and as many as 4 elementary schools sharing one librarian. Library assistant support is being cut.
3. Concern that the certification process no longer requires school librarians to have a teaching certificate – a step backwards.
4. Concern that the Alaska State Library has suffered a 25% cut in budget over the past few years resulting in reduction of hours and staff.

Oregon:

1. Every school in the state now has free access to the EBSCO databases through OSLIS (Oregon School Library Information System), thanks to the Oregon State Library and the Oregon Department of Education. The OSLIS website has been expanded and improved.
2. OSLIS Citation Maker was included in the *School Library Journal* Librarian's Internet column by Gail Munion-Metz in July 2004.
3. Concern about the significant disinvestment in school library services in Oregon schools that has been occurring for the past two decades. In 1980 Oregon schools employed 818 certified library media specialists, equivalent to one librarian for every 547 students. In 2003 there were only 461 certified library media specialists working in Oregon schools, equivalent to one librarian for every 1,196 students.

Washington:

1. OSPI (Office of Superintendent of Public Instruction)/WLMA Library Survey results were published in October. This data shows correlations between school library support and high performing schools, broken down into elementary, middle and high school levels.
2. Progress has been made on the issue of keeping language about school librarians and libraries in the Washington Administrative Code.
2. Concern about the lack of requirements for a "highly qualified" librarian has prompted

creation of a WLMA Task Force to work on this issue.

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American Association of School Librarians
Regional Director Report Form

Region: IX (Kansas, Nebraska, North and South Dakota, Montana, Wyoming, Colorado

Director: Joanne Proctor

What have you done to represent AASL in each State in your region? Include activities that publicize AASL, help AASL presence expand in the region, and give service to the Affiliates.

- Used the Region IX listserv to gather and disseminate information.
- Represented AASL at KASL council as liaison, reporting on AASL matters
- Represented AASL at KASL District Workshop, reporting on AASL matters
- Represented AASL at the North Dakota Library Association Conference, speaking on the Future of Librarianship and Advocacy.
- Conducted survey for AASL to help with strategic planning

What AASL Regional or State activities have occurred to advance AASL initiatives? For example @your library programs, IP2 activities, etc.

- KASL is beginning an advocacy campaign as a result of AASL training and information. Because of state legislature school regulation issues KASL will not be using "@yourlibrary" as its main logo although it will be used within the materials.
- The School Library section of the North Dakota Library Association passed a resolution encouraging their members to join ALA/AASL in order for their Association to become an AASL affiliate.

What are major issues concerns, or accomplishments in your region?

- As a result of the surveys conducted on behalf of AASL in order to prepare for the Strategic Planning Workshop to be held at Midwinter, two main issues emerged.

FUNDING : In Kansas this is a major concern because of inaction taken by our state legislature last year, which will probably recur this year, to provide funding for schools. As a result schools are cutting all kinds of programs and staff.

STAFFING : Staffing issues include cuts in staff due to budget cuts, schools being closed or consolidated, consolidation of library services, and retirements with positions not being refilled. Additionally there are concerns in some states in the region about libraries being staffed with non-certified personnel.

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**AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS
SECTION REPRESENTATIVE
REPORT FORM**

SECTION: INDEPENDENT SCHOOL SECTION

REPRESENTATIVE: KATHLEEN V. ELLIS

SUMMARY OF ACTIVITIES:

ISS Secretary Resigned:

Polly Gilbert, the elected secretary, was unable to complete her term because of family medical obligations and had to resign.

The Section's Subcommittee on Data will design and implement survey tools to be approved by the Executive Committee and post the results of these surveys appropriately for the profession

During Year I, the committee plans to design a survey tool intended for publication on our own ISS website.

This Fall the committee has sought the cooperation of NAIS to help create and send out a survey tool, using the data list that members of ISS contributed to this past spring.

Web Presence Committee

Basic template for new website has been posted and await publication as of 12/10/04.

Proposed Program for June 2005 Conference:

Designing the School Library of the 21st Century: Best Practices

A panel representing diverse points of view will provide new ideas and advice for designing school libraries for the 21st century.

- steps for the planning process for new or renovated libraries
- recent trends in design.
- the process of using student focus groups to determine user needs..
- the process of working with an architect

School Tours are being planned for June 2005 Conference:

The University of Chicago Laboratory School Libraries.

The Cristo Rey Jesuit (Catholic) High School

Action Needed:

- None
- Staff follow-up
- Board Motion (Complete Board Motion form and turn in with your report)

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**American Library Association
Midwinter Meeting, Boston, MA
Skeleton Schedule
January 14-19, 2005**

Day/Date	8:00am 9:00am	9:00am 10:30am	11:00am 12:30pm	12:30pm 2:00pm	2:00pm 4:00pm	4:30pm 5:30pm	5:30pm - 7:30pm
Thursday 1/13/2005						ALA Exec Bd.Executive Committee	
Friday 1/14/2005	Registration Open - 8:30am - 7:00pm						
	ALA Office Open		Exec Bd Mgt. Briefing Noon-1:00pm	Exec. Bd 1 1:15pm - 4:45pm		Exhibits Ribbon Cutting 5:15pm - 5:30pm	Exhibits Open/ All Conf. Recept. 5:30pm - 7:30pm
Saturday 1/15/2005	Registration Open 7:30am-5:00pm						
	Exhibits Open 9:00am - 5:00pm						
	Council Orientation 8:30am - 10:30am		ALA Pres.Candidate s' Forum 11:00am - 12:00pm		BARC/PBA to 3:30pm		No/low conflict meeting time 3:30- 5:00pm
Sunday 1/16/2005	Registration Open 7:30am-5:00pm						
	Exhibits Open 9:00am - 5:00pm						
	Council/Ex Bd/Memb Information Session 9:00am - 10:00am				ALA Presidents Program. 3:00pm - 5:00 pm		No/low conflict meeting time 2:00- 3:30pm
	ALA-APA Information Session 10:00-10:30						
Monday 1/17/2005	Registration Open 7:30am - 12:00pm						
	ALA Council I - 10:00 - 11:15am		Exec Bd Cand Forum	ALA Executive Board, 1:30pm 2:30pm & 3:15pm- 4:30pm			
	No/low conflict meeting time 9:00-10:30am			ALA-APA Executive Board of Dirs. 2:35pm - 3:05pm			
	Exhibits Open 9:00am - 2:00pm (Tech. Showcases)						
Tuesday 1/18/2005	ALA-APA Council I 8:30am - 9.30am						
	ALA Council II 9:45am - 12:15pm						
Wednesday 1/19/2005	ALA Council III 8:00am - Noon					ALA Exec Bd 3	
	ALA Office Closes Noon				Actual time depends on Council 3 end time		

American Library Association
Annual Conference Skeleton Schedule
June 23-29, 2005
Chicago, IL

Day/Date	Before 8:00am	Block 1 8:00am- 10:00am	Block 2 10:30am- Noon	Lunch Noon - 1:30pm	Block 3 1:30pm - 3:30pm	Block 4 4:00pm - 5:30pm	5:30pm 7:30pm	Block 5 7:30pm - evening
Thursday 6/23/05		Registration Open	8:30am - 7:00pm			Exec Board Executive Committee		
Friday 6/24/2005		Registration Open 8:30am - 8:30pm	ALA Exec Board I (8:30am start)		BARC/PBA	BARC/Divisions		
Saturday 6/25/2005		Registration Open 7:30am - 5:00pm	Ribbon Cutting (8:45); Exhibits Open 9:00am - 5:00pm		Track 2 Exhs. Only Track progs.	All Tracks - Progs Membership I (until 5:00pm)	Opening Gen'l Session Start 5:30pm	
Sunday 6/26/2005		Registration Open 7:30am - 5:00pm	Exhibits Open 9:00am - 5:00pm		Track 5 Exhs. Only Tracks Progs	Track progs		
		Track 3 Exhibits Only Track Progs	Track 4 Exhibits Only Track progs		ALA Council/Exec Board/Member Info Session, 9:00-10:00am ALA-APA Info Session, 10:00-10:30am ALA Council I, 10:45am-12:15pm	ALA President's Program 3:00pm - 5:00pm		Scholarship Bash
Monday 6/27/2005		Registration Open 7:30am - 5:00pm	Exhibits Open 9:00am - 5:00pm		Track 9&10 Exh. Only Track Progs.	Track Progs		
		Track 6 Exhibits Only Track Progs	Track 7 & 8 Exhibits Only Track progs					
			Membership II 11:00am -12 noon		ALA Exec Board II (1:30pm - 4:30pm)			
Tuesday 6/28/2005		Registration Open 7:30am - Noon	Exhibits Open 9:00am -2:00pm				Awards Reception & Inaugural Banquet	
		Final Speaker(s) 8:00-9:00am						
		ALA-APA Council I, 9:15-10:15am ALA Council II, 10:30am-12:45pm						
Wednesday 6/29/2005		ALA Council III			ALA Executive Board III (Start time depends on end time of Council III)			

AASL Board of Directors

**2005 ALA Midwinter Meeting
Boston, Massachusetts
January 14-19, 2005**

Topic: Fall Forum Evaluations

Background: Just under 350 school library media specialists, reading teachers and other educators spent the weekend of October 1-3, 2004 immersed in strategies to increase their students' abilities to "read to learn" at the American Association of School Librarians (AASL) Fall Forum in Dallas.

The weekend began with a dessert reception followed by a preview of the stirring movie, "I am David," produced by Walden Media.

On Saturday, the group was divided into two sections. Those with a primary interest in the lower grades spent the morning with Peter Afflerbach, professor and director of the Reading Center at the University of Maryland College Park. Attendees who focus on older students participated in a session led by Donna Ogle, professor of reading and language at National-Louis University. These speakers were followed by Stephen Krashen, emeritus professor of education at the University of California, who was the keynote speaker.

At the Saturday afternoon luncheon there was a "Reading Round Table" discussion. Afflerbach, Ogle, Krashen and afternoon speaker, Gail Bush, considered questions posed by the audience. Gail Bush, director, School Library Media Program, and associate professor, Graduate School of Library and Information Science at Dominican University, led the last session of the day.

Late Saturday afternoon, attendees divided into working groups to apply what they had learned by designing a lesson plan that threaded both information literacy skills and reading strategies together.

On Sunday morning, groups resumed work on their projects. By mid-morning, the Poster Session commenced, and members from each of the 30 work groups rotated through the room to view and discuss the work represented on the posters. Bush facilitated a final session that featured several posters and opportunities for the audience to ask questions and make comments.

Attendees were asked to evaluate both the overall institute and each individual segment. The compilation of those evaluations are included for your information.

The AASL Fall Forum is a national institute held during AASL non-conference years.

Action Required: None

Fall Forum Session Evaluations

The following scale was used to evaluate each session presented at the AASL Fall Forum. Numbers are based on a scale from 1 – 4: Excellent – 4; Good – 3; Fair – 2; Poor – 1.

	General Session How to Encourage Reading	Elementary Reading for Understanding Workshop	Secondary Reading for Understanding Workshop	Collaboration Workshop	Poster Session
Quality of session content.	3.89	3.44	3.57	3.47	3.22
Presenter's knowledge of the material presented.	3.94	3.93	3.89	3.80	3.28
Presenter's ability to clearly and effectively communicate information.	3.93	3.66	3.62	3.62	3.21
Session time allocated to cover topic.	3.67	2.95	2.59	3.47	3.82
Value of the session to your school/job responsibilities	3.77	3.28	3.31	3.45	3.21
Based upon the session description provided, rate how well the session met your expectations.	3.82	3.26	3.38	3.33	3.12
Overall quality of the session.	3.86	3.34	3.45	3.48	3.19
Rate the level of the session content. Too Advanced = 1 Just Right = 2 Too Basic = 3	1.97	2.03	1.82	2.43	1.89

Overall Conference Evaluation

The following scale was used to evaluate each session presented at the AASL Fall Forum. Numbers are based on a scale from 1 – 4: Excellent – 4; Good – 3; Satisfactory – 2; Unsatisfactory – 1.

	Rating
General Conference Information/Communication	3.49
Preliminary Program	3.44
Online Registration Form	3.56
Hard Copy Registration Form	3.47

AASL Board of Directors

**2005 ALA Midwinter Meeting
Boston, Massachusetts
January 14-19, 2005**

Topic: Update on Partnership for 21st Century Learning

Background: The Partnership for 21st Century Skills, a public/private partnership between the Department of Education and a number of technology companies, released its initial report at NECC in June of 2003. Given the visibility of their work, its alignment with AASL's information literacy standards and the interest it has created in the school library community, the Executive Committee voted in spring of 2004 to become a "partner" under the terms of their newly expanded partnership.

P21 held two meetings in Washington, DC this fall for potential new partners. Executive Director Julie Walker was unable to attend either one due to scheduling. She will attend the Board meeting of the Partnership in late January as an observer.

Current work of the partnership can be viewed at the link below.
<http://www.21stcenturyskills.org/>

Action Required: None

AASL Board of Directors

**2005 ALA Midwinter Meeting
Boston, Massachusetts
January 14-19, 2005**

Topic: Memorandum of Agreement with NEA

Background: Based on conversations with John Wilson, Executive Director of NEA, had by both Fran Roscello and Julie Walker, NEA has expressed interest in formalizing a relationship with ALA/AASL. The agreement came about largely due to the efforts of Emily Sheketoff, Executive Director of the ALA Washington Office. AASL Executive Director Julie Walker met with NEA representatives on Nov. 8th to brainstorm specific joint activities.

Action Required: None

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is between the National Education Association (NEA), the American Library Association (ALA), and ALA's division, the American Association of School Librarians (AASL) (50 East Huron Street, Chicago, IL 60611.) AASL is the 10,000+ member national organization which advocates excellence, facilitates change, and develops leaders in the school library media field. AASL works to ensure that all members of the school library media field collaborate to participate as active partners in the teaching/learning process and connect learners with ideas and information while preparing students for life-long learning, informed decision-making, a love of reading, and the use of information technologies. NEA (1201 16th Street NW, Washington, DC 20036) is the nation's largest professional employee organization, representing nearly 2.7 million elementary and secondary teachers, higher education faculty, school library media specialists, education support personnel, school administrators, retired educators, and students preparing to become teachers.

The parties agree as follows:

- NEA and ALA/AASL will collaborate on planning for major gatherings such as annual meeting, regional conferences, selected state conferences, conventions and other continuing education events. Activities resulting from this collaboration may include:
 - ✓ conducting education issues sessions or workshops;
 - ✓ providing panelists and speakers for issue sessions, workshops and/or plenary sessions;
 - ✓ disseminating NEA public education advocacy materials and ALA/AASL @your library® and other advocacy materials; and,
 - ✓ networking between key NEA, ALA/AASL leaders and staff.
- NEA and ALA/AASL will collaborate on writing and reviewing articles of mutual interest in their respective newsletters and journals. These would include, but not be limited to, topics such as literacy, reading, information literacy, technology literacy, and school library media programs.
- NEA may offer technical assistance and resources through its various public education advocacy programs - devoted to highlighting the positive impact that quality school library media programs with certified school library media specialists have on student achievement and the importance of highly qualified school library media specialists. Areas for assistance and resources could include:
 - ✓ Dissemination of information about successful school library media programs and their impact on student learning and achievement;
 - ✓ Co-sponsorship (possibly with PTA) of model programs in urban school settings that emphasize minority community outreach and family literacy;

- ✓ Highlighting the role of school library media programs and school library media specialists in existing NEA literacy programs.
- The web sites of the NEA and AASL will be linked to provide direct access to each other's web site to glean policy and other information.
- A joint effort will be initiated to encourage and facilitate collaboration between AASL Affiliates and respective NEA state and local affiliates on public education advocacy initiatives.

ALA, AASL and the NEA agree to review the Memorandum of Understanding after the first year of collaboration to assess its effectiveness.

Mary Ghikas, Senior AED (?)
American Association of School Librarians

Reg Weaver, President
National Education Association

DATE

DATE

Keith Michael Fiels, Executive Director
American Library Association

DATE

AASL Board of Directors

**2005 ALA Midwinter Meeting
Boston, Massachusetts
January 14-19, 2005**

Topic: Publication Strategy

Background: At the 2004 Annual Meeting, Julie, Dawn and Nancy Miller worked together to propose a new function for the Publications committee.

Charge: To develop a proposed publications program for AASL, inclusive of serial publications; to review manuscripts for consideration for publication. (No Change)

Function: (New)

- Identify topics that are relevant for library media specialists that could be brief publications (3 categories) and/or available on the web.
 - “Bottom Line” – length or type documents (up to 50 pages).
 - “Brief” publications (8-12 pages) for sale or as free downloadable PDFs.
 - “Brochures” that can be purchased (shorter yet 2-6 pages, trifold, etc.).
 - Any of above could be made available in print and online versions.
- Define what each type of document should cover (topic, length, purchase/free)
- Coordinate with web advisory concerning the information to be made available on the web site.

Action Required: None

AASL Board of Directors

**2005 ALA Midwinter Meeting
Boston, Massachusetts
January 14-19, 2005**

Topic: Committee on Legislation Retreat

Background: Ruth Toor, a former AASL president, is serving on the ALA Committee on Legislation. She attended their annual retreat in Washington, DC and volunteered to prepare a summary for AASL. That report is included for your information.

Action Required: None

A Report to AASL on the ALA Committee on Legislation Retreat

The ALA Committee on Legislation, of which I am a member, held a retreat in Washington, DC on December 3-4. I raised the question of the plight of school media specialists and how to get more funding for us and have information that may shed some light on the subject.

As members are well aware, school media centers have taken a big hit since ESEA died and No Child Left Behind (NCLB) took its place. Much of our funding has disappeared. Many jobs are less safe since the new legislation does not consider us “highly qualified” which makes it easier for administrators to dismiss us and possibly close the media center.

Emily Sheketoff, Executive Director of the ALA Washington Office, is working hard to get language for making us “highly qualified” written into NCLB. However, her message is that all library media specialists must also:

1. Think of how to make the case, describing ways we can be part of/contribute to the success of NCLB.
2. Partner with organizations like the State School Boards Association, and the Principals’ and Superintendents’ associations, educating them on our value to students.
3. Attend National Library Legislative Day in Washington, DC on May 3 and 4 sponsored by the ALA Washington Office to visit our congressmen and senators telling them why we need *their* support in the form of more funds for collections and programs in our media centers. (Although I repeated to the Washington Office that it is much more difficult for us to get out of school for a day than it is for public librarians to attend, the feeling is that we **must** do this and speak to our

elected officials to help get more funding.) If we can't get out to attend, we need to get someone from our district, or our supervisor, or even parent supporters from the PTA to go and make our case!

4. Register for the PreConference on Advocacy on Friday, January 14 if attending ALA Midwinter in Boston. Although not specifically for school media specialists (more of these are planned for specific groups in the future), participants will leave there with lots of help on how to lobby for dollars.
5. Apply for any federal grants out there, even when there is not much money available, to help convince those doling out the dollars that a lot more is needed.
6. Check the ALA Washington Office web site or look for alerts posted regularly by Steven Hofmann on the AASL Forum or News asking members to write letters or send them electronically through *Capwiz*, something that takes very little time, as bills or appropriations important to us come up for a vote. In addition, I'm on a new State Outreach Task Force, a subcommittee looking for people in every state to be in charge as these alerts/messages are received and ensure that librarians respond quickly to them.

The ball is in our court. If we want more money for our media centers, complaining doesn't help. We have to take these steps – as many as we can-- to help ourselves and our colleagues get more funding. Emily Sheketoff believes that if every school contacted its congressional delegation, we could ultimately receive a much larger authorization. Now's the time to get started! Feel free to contact me at 908 766 7234, 973 635 2614 – fax, or rootbr@optonline.net with questions, suggestions, or comments.

Ruth Toor

Save the Date!
31st Annual
National Library Legislative Day
Tuesday & Wednesday May 3 & 4, 2005

**Tell Senators and Representatives about the great programs
and activities taking place @ your library!**

May 3

Legislative Briefing Day

Holiday Inn on the Hill

415 New Jersey Ave., N.W. * Washington, D.C. * 20001

phone: 202-638-1616 or 800-638-1116

May 4

National Library Legislative Day

Capitol Hill, Washington DC

Walk the halls of Capitol Hill and bring important messages from the library community to Members of Congress. A congressional reception will follow your hill visits from 5-7 p.m.

For More Information:

visit www.ala.org/washoff/legislateday.html

National Library Legislative Day is sponsored by District of Columbia Library Association, American Library Association, participating state library and media associations, and other contributing organizations.

AASL Board of Directors

**2005 ALA Midwinter Meeting
Boston, Massachusetts
January 14-19, 2005**

Topic: Data Collection by State BOE's or State Libraries

Background: The new Director of the ALA Office for Research & Statistics, Denise Davis, prepared the following report for ALA Executive Director Keith Michael Fiels and also forwarded to me. I asked her permission to share this overview of state data collection as I thought it would be of interest to you. It points up the continuing challenge of being unable to provide consistent, comprehensive data on school libraries and school librarians.

Action Required: None

Data about School Libraries and Staffing as Reported by State Board's of Education or State Libraries

28 State DOE's report nothing about SLMCs

	Board of Education Site - School	SLMC Data on DOE website
Alabama	http://www.alsde.edu/html/school_info2.asp	no
Alaska	http://www.educ.state.ak.us/stats/	no
Arizona	http://www.ade.az.gov/srcs/main.asp	no
Arkansas	http://www.arkansas.gov/education.php	http://adedata.k12.ar.us:8080/FY03_04/Personnel/Statewide%20Counts_Cl assified%20Personnel_report.ADE?order=job_code%20ASC&current_page=0&results_per_page=40
California	http://www.ed-data.k12.ca.us/welcome.asp	no
Colorado	http://www.cde.state.co.us/index_stats.htm	http://www.cde.state.co.us/cdereval/download/pdf/2002Staff/2002hdcollprep.pdf
Connecticut	http://www.csde.state.ct.us/public/der/schools/index.htm	http://www.csde.state.ct.us/public/der/coe/coe_2001_02.pdf
Delaware	http://www.doe.state.de.us/info/reports/	http://www.doe.state.de.us/edstats/0203/Staff_03.pdf
Florida	http://www.firn.edu/doe/eias/eiaspubs/reports.htm	gross numbers, no break out by SLMC
Georgia	http://techservices.doe.k12.ga.us/admin/datacollect/datacollect.htm	salary data, but not broken out by SLMC
Hawaii	http://doe.k12.hi.us/reports/index.htm	financial data - allocations by funding source, expenditures 1999-present not itemized by library (coded as instructional support)
Idaho	http://www.sde.state.id.us/admin/statistics/	gross figures on expenditures and staffing
Illinois	http://www.isbe.net	no
Indiana	http://www.doe.state.in.us/asap/data.html	http://mustang.doe.state.in.us/SEARCH/search.cfm can ID staff credentials for nonteaching staff roster, general data about expenditures by school
Iowa	http://www.state.ia.us/educate/reports.html	http://www.state.ia.us/educate/fis/sft/car/index.html gross figures; need to determine category for librarian
Kansas	http://www.ksbe.state.ks.us/Welcome.html	http://www.kerc-ks.org/ SLMC standards info; http://www.ksde.org/k12/k12.html provides detailed info about schools, some indicate presence of school library, no data
Kentucky	http://www.education.ky.gov/KDE/Administrative+Resources/Data+and+Research/default.htm	media technician and library media clerk codes; gross data reported about FTE only
Louisiana	http://www.doe.state.la.us/lde/misc/pub.asp	requests for book materials form http://www.doe.state.la.us/lde/uploads/5207.pdf ; Guidelines for Library Media Programs In Louisiana Schools http://www.doe.state.la.us/lde/misc/pub.asp ;
		FTE and salaries most current year http://www.doe.state.la.us/lde/pair/108

Maine	http://www.state.me.us/education/texthomepage.htm#Data	http://thor.dafs.state.me.us/pls/doi/eddev.profiles.find_school gross data about staffing
Maryland	http://www.marylandpublicschools.org/MSDE	staffing needs http://www.marylandpublicschools.org/NR/rdonlyres/FCB60C1D-6CC2-4270-BDAA-153D67247324/3168/TEACHERSTAFFING.pdf ; certification; technology resources http://www.marylandpublicschools.org/MSDE/programs/technology/instructional_technology.htm
Massachusetts	http://www.doe.mass.edu/infoservices/data/	no
Michigan	http://www.michigan.gov/cepi/0,1607,7-113-986--,00.html	could not locate SLMC data
Minnesota	http://education.state.mn.us/html/intro_admin_services.htm	no
Mississippi	http://www.mde.k12.ms.us/	http://www.mde.k12.ms.us/public.htm School library media guide, no data sets
Missouri	http://www.dese.state.mo.us/schooldata/	great tool, no data on libraries; http://dese.mo.gov/planning/profile/scales.html questionnaire and response text on school library only
Montana	http://www.opi.state.mt.us/	reports on students, nothing on school libraries
Nebraska	http://ess.nde.state.ne.us/DataCenter/DataInformation/Default.htm	http://ess.nde.state.ne.us/DataCenter/DataInformation/Downloads/0304/StatsFacts.pdf gross staffing numbers certified staff; data collection form http://ess.nde.state.ne.us/Forms/0405/FPR/ParaFPRManual.pdf
Nevada	http://www.nde.state.nv.us	http://www.doe.nv.gov/admin/deptsuper/fiscal/research.html research bulletin has tab on staffing, incl degrees; does not delineate librarian
New Hampshire	http://www.ed.state.nh.us/education/data/index.htm	no
New Jersey	http://www.state.nj.us/njded/data/	gross expenditures; no staffing data including library
New Mexico	http://www.ped.state.nm.us/div/ais/data/dcrfactsheets.html	staffing, certification, salary data http://www.ped.state.nm.us/div/ais/data/fs/24/02.03.pers.exp.sal.pdf
New York	http://usny.nysed.gov/prekadult/repstat.html	higher ed only
North Carolina	http://www.dpi.state.nc.us/reportstats.html	gross figures http://www.ncpublicschools.org/vol2/rsds2002/index.html
North Dakota	http://www.dpi.state.nd.us/	credentialing info; no stats SLMC
Ohio	http://www.ode.state.oh.us/data/	gross data FTE and salaries
Oklahoma	http://www.ed-stats.state.ok.us/Reports.htm	no
Oregon	http://www.ode.state.or.us/sfda/reportprofiles.htm	staffing http://www.ode.state.or.us/sfda/reports/r0072Select.asp ; expenditures http://www.ode.state.or.us/sfda/reports/r0048Select.asp

Pennsylvania	http://www.pde.state.pa.us/k12statistics/cwp/view.asp?a=3&Q=70724	gross data FTE and salaries
Rhode Island	http://www.ridoe.net/	no
South Carolina	http://www.myscgov.com/SCSGPortal/static/education_tem1.html	no
South Dakota	http://www.state.sd.us/deca/Finance/Data/stats/statbook.htm	staffing and salary http://www.state.sd.us/deca/Finance/Data/03digest/StaffInfoSchServSpecialists.pdf
Tennessee	http://www.k-12.state.tn.us/asr0203/	Table 3_2.xls Assignment of Teachers, Administrators & Members of Boards of Education
Texas	http://www.tea.state.tx.us/data.html	librarian salary totals state, district, school level http://www.tea.state.tx.us/adhocrpt/adbep04.html
Utah	http://www.usoe.k12.ut.us/schoolinfo.htm	salary data, http://www.usoe.k12.ut.us/data/ar/2003/LicensedFTE&Salary2003.htm
Vermont	http://www.state.vt.us/educ/new/html/maindata.html	no
Virginia	http://www.pen.k12.va.us/VDOE/Publications/	no
Washington	http://www.k12.wa.us/DataAdmin/default.aspx	staffing http://www.k12.wa.us/DataAdmin/publications/personnel/R1807H0503.pdf
West Virginia	http://wvde.state.wv.us/data/	no
Wisconsin	http://www.dpi.state.wi.us/dpi/stats.html	ethnicity http://www.dpi.state.wi.us/dpi/dltcl/lbstat/newasr.html
Wyoming	http://www.k12.wy.us/reports.asp	gross data only
rev 11.2.04		

Data about School Libraries and Staffing as Reported by State Board's of Education or State Libraries

	<i>41 StLAs report nothing about SLMCs</i>	
	State Library Site	SLMC Data on StLib website
Alabama	http://www.apls.state.al.us/webpages/services/Stats/StatisticsInfoPage.html	only report PL data on virtual library, even though schools participate in the program
Alaska	http://library.state.ak.us/index/index.html	PL data only
Arizona	http://www.lib.az.us/extension/apls.cfm	PL data only
Arkansas	http://www.asl.lib.ar.us/	no
California	http://www.library.ca.gov/html/electronicDBs.cfm	The State Library annually publishes California Library Statistics, a compilation of statistical data from public, academic, special, and county law libraries throughout the state.
Colorado	http://www.cde.state.co.us/cdelib/slrindx.htm and http://www.lrs.org/	The Library Research Service generates library statistics and research for library and education professionals, public officials, and the media. LRS reports and analyzes statistics on school, public, and academic libraries, and conducts studies on major library issues that are reported in the Fast Facts and Closer Look series. A topic of continuing interest to the LRS and its clients is the impact of school librarians on student achievement.
Connecticut	http://www.cslib.org/opraforms.htm#Publications	PL stats only
Delaware	http://www.state.lib.de.us/	PL only, no stats
Florida	http://dlis.dos.state.fl.us/index_Librarians.cfm	directory info for SLMC, PL data
Georgia	http://www.georgialibraries.org/lib/publications.html	PL only
Hawaii	http://www.librarieshawaii.org/about/index2.htm	PL stats only
Idaho	http://www.lili.org/forlibs/pub-lib-stats/index.htm	PL data only
Illinois	http://www.cyberdriveillinois.com/departments/library/what_we_have/statistics.html	http://eli.sls.lib.il.us/ terrific site, staffing info, no data
Indiana	http://www.statelib.lib.in.us/www/isl/howeare/datacenter.html	Indiana State Data Center housed here; no school data located; lots of census and economic indicator data
Iowa	http://www.silo.lib.ia.us/specialized-services/datacenter/index.html	PL data only; also state data center incl economic indicators
Kansas	http://www.skyways.org/KSL/	none
Kentucky	http://kdla.ky.gov/libsupport/statistics.htm	PL and StLA data
Louisiana	http://test.state.lib.la.us/la_dyn_templ.cfm?doc_id=116#Statistics	
		PL stats only
Maine	http://www.maine.gov/msl/for_libs/statistics.htm	PL stats only

Maryland	http://www.sailor.lib.md.us/MD_topics/lib/_sta.html	school websites http://www.sailor.lib.md.us/MD_topics/lib/_sch.html ; MSDE has PL data only
Massachusetts	http://www.mlin.lib.ma.us/advisory/statistics/index.php	yes; annual
Michigan	http://www.michigan.gov/hal/0,1607,7-160-17451_18668_18688-53573--,00.html	Impact study (Lance) http://www.michigan.gov/hal/0,1607,7-160-18835_18894_25587---,00.html
Minnesota	http://education.state.mn.us/html/intro_library_communities.htm	PL stats only
Mississippi	http://www.mlc.lib.ms.us/dev-svcs/statistics.htm	PL stats only
Missouri	http://msl.state.mo.us/lld/Statistics/Stats.html	PL stats only
Montana	http://msl.state.mt.us/	directory info for SLMC, PL data
Nebraska	http://www.nlc.state.ne.us/Statistics/LibraryDataServices.html	PL and academic stats only
Nevada	http://dmla.clan.lib.nv.us/docs/nsla/sdc/stat.htm	gross figures NEVADA PUBLIC SCHOOL LIBRARIES' STATISTICS, 2003-2004 SCHOOL YEAR, SCHOOL DISTRICT ENROLLMENT SEPT 2003, NUMBER OF SCHOOLS, CERTIFIED LIBRARY STAFF(FTE), VOLUMES HELD 2002-2003
New Hampshire	http://www.state.nh.us/nhsl/lcss/stats.html	PL stats only
New Jersey	http://www.njstatelib.org/Research_Guides/US_Government/Statistics.php	PL stats only
New Mexico	http://www.stlib.state.nm.us/services_more.php?id=P360_0_13_0_C	nothing
New York	http://www.nysl.nysed.gov/libdev/lib/	http://www.nysl.nysed.gov/libdev/slssap/index.html , includes technology survey; PL stats only
North Carolina	http://statelibrary.dcr.state.nc.us/iss/ncdataresources.html	nothing
North Dakota	http://ndsl.lib.state.nd.us/Publications.html	nothing
Ohio	http://winslo.state.oh.us/publib/stats.html	PL stats only
Oklahoma	http://www.odl.state.ok.us/	PL directory only; site under construction
Oregon	http://www.osl.state.or.us/home/libdev/index.html	PL and AL stats; school stats report in development
Pennsylvania	http://www.statelibrary.state.pa.us/libraries/site/default.asp?q=0	PL stats only; school library development
Rhode Island	http://www.lori.ri.gov/publications/default.php#rep	PL stats only
South Carolina	http://www.state.sc.us/scsl/lib/stats/	PL stats only
South Dakota	http://www.sdstatelibrary.com/sdfacts/rankings.htm	PL stats only
Tennessee	http://www.state.tn.us/sos/statelib/	no
Texas	http://www.tsl.state.tx.us/ld/libraries/index.html	school library standards only
Utah	http://library.utah.gov/statisticspublib.html	PL stats only

Vermont	http://dol.state.vt.us/gopher_root5/libraries/stats/slstats01-02.pdf	annual data, 2002 latest reported
Virginia	http://www.lva.lib.va.us/whatwedo/ldnd/stats/	PL stats only
Washington	http://www.secstate.wa.gov/library/	no
West Virginia	http://www.librarycommission.lib.wv.us/	PL and academic stats only
Wisconsin	http://www.dpi.state.wi.us/dpi/stats.html	tech planning http://www.dpi.state.wi.us/dpi/dlcl/imt/techsurvey.html
Wyoming	http://www-wsl.state.wy.us/	no

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AASL Board of Directors

**2005 ALA Midwinter Meeting
Boston, Massachusetts
January 14-19, 2005**

- Topic:** Letter From the National Institute for Literacy (NIL)
- Background:** Early in the fall, AASL recommended that Stephen Krashen be considered for appointment to the NIL's Commission on Reading Research. This letter advising AASL that nominees have been notified is included for your information.
- Action Required:** None
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December 10, 2004

American Association of School Librarians

50 E. Huron

Chicago, IL 60611

Dear Ms. Walker

On behalf of Sandra Baxter and the National Institute for Literacy, we are pleased to let you know that the Partnership for Reading has notified candidates that they have been nominated to serve on the Commission on Reading Research.

As you know, the Institute's Partnership for Reading is establishing the commission to continue the important process of assessing the current status of research-based knowledge, including the effectiveness of various approaches to teaching reading. The commission will build on the work of the National Reading Panel in identifying and reporting research evidence that can enhance the practice of reading instruction for students in kindergarten through grade 12.

To carry out its mandate under No Child Left Behind to disseminate findings from scientifically based reading research for adults, youth, and children, the Institute has provided support for three other national panels. After the National Reading Panel finished its work in 2000, the Institute assumed responsibility for disseminating the final report and also developed publications based on the report's findings, such as Put Reading First: The Research Building Blocks for Teaching Children to Read, K-3.

In collaboration with the National Center for the Study of Adult Learning and Literacy, the Institute also convened a panel of experts on adult reading research and practice, the Reading Research Working Group. The panel identified and evaluated existing research in adult literacy reading instruction and made its findings available in Research-Based Principles for Adult Basic Education Reading Instruction.

The Institute funded a literature review that became the impetus for the National Literacy Panel on Language Minority Children and Youth, funded by the Institute for Education Sciences. This panel has conducted a comprehensive, evidence-based review of the research literature on the development of literacy among language minority children and youth.

In addition, the Institute has partnered with the Head Start Bureau of the U.S. Department of Health and Human Services to fund the National Early Literacy Panel, which is currently conducting a synthesis of the research on young children's acquisition of literacy skills.

Representatives of the Partnership for Reading federal partner agencies - the US Department of Education, the National Institute of Child Health and Human Development, the US Department of Health and Human Services, and the Institute for Education Sciences - will select the commission members, all of whom will be researchers. The Institute expects to have the roster of commission members finalized in winter 2005.

Thank you for your candidate recommendations. We appreciate your ongoing support and contribution to the establishment of the commission.

On behalf of:

Sandra Baxter, Ed.D.
Interim Director, The National Institute for Literacy
Director, The Partnership for Reading

Best regards,

Margaret Simon

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AASL Board of Directors

**2005 ALA Midwinter Meeting
Boston, Massachusetts
January 14-19, 2005**

Topic: Executive Director's Goals

Background: According to ALA policy 6.4.1 ("The Operating Agreement"), "Each Division's Board of Directors shall annually review the performance of the Division's Executive Director based upon a single set of goals and objectives as agreed upon by the Division Board, Associate Executive Director, Member Programs and Services, and Division Executive Director."

Each fall the Executive Director presents to the AASL Executive Committee a copy of proposed yearly goals structured according to the ALA Performance Management System. At the spring Executive Committee meeting, the Executive Director provides an update on progress toward these goals. Following Annual Conference, the AASL Board provides input on the Executive Director's performance to the Senior Associate Executive Director of ALA.

2004-2005 goals are included for your information.

Action Required: None

FY05 TARGET GOALS

AMERICAN LIBRARY ASSOCIATION

PLEASE COMPLETE THE FOLLOWING STEPS TO DOCUMENT YOUR GOALS:

- STEP 1** GOAL STATEMENT - DEFINE THREE TO FIVE SMART GOAL STATEMENTS THAT CONCISELY DESCRIBE WHAT NEEDS TO BE ACHIEVED. GOALS SHOULD BE REFLECTIVE OF THE FOUR ORGANIZATIONAL/OPERATIONAL GOAL CATEGORIES-FINANCIAL PERFORMANCE, EFFICIENCY AND IMPROVEMENT, MEMBER/CUSTOMERS/PARTNERS, AND PERSONAL LEARNING. IT IS ANTICIPATED THAT A UNIT'S OR DIVISION'S STRATEGIC PLAN MAY EXPAND BEYOND THE FOUR ORGANIZATIONAL/OPERATIONAL GOALS.
- STEP 2** ACCOUNTABILITIES – DESCRIBE SOME SPECIFIC ACTIONS THAT ARE NECESSARY FOR THE GOAL TO BE ACHIEVED. HOW WILL EACH GOAL BE MET?
- STEP 3** PERFORMANCE MEASURES – DESCRIBE SPECIFIC CRITERIA THAT WILL BE USED TO DETERMINE IF THE ACCOUNTABILITY HAS BEEN MET. WHEN/HOW OFTEN/HOW WELL MUST THE ACCOUNTABILITY BE PERFORMED?
- STEP 4** WEIGHT – ASSIGN A WEIGHT TO EACH GOAL. THE SUM OF ALL WEIGHTS MUST EQUAL 100%.
- STEP 5** TARGET PERFORMANCE FOR EACH GOAL IS "2"- PERFORMING, AS INDICATED IN EACH TARGET RATING BOX.
- STEP 6** DETERMINE EACH GOAL'S TARGET VALUE BY MULTIPLYING THE GOAL'S WEIGHT BY THE TARGET RATING AND ENTER THIS PERCENTAGE IN THE TARGET VALUE BOX. (FOR EXAMPLE: GOAL WEIGHT = 30%; TARGET RATING = 2; TARGET VALUE = .60 (2 * 30%.) THE TOTAL TARGET VALUE OF ALL GOALS MUST EQUAL 2.0 (100%).
- Step 7** EMPLOYEE AND SUPERVISOR MEET TO REVIEW GOALS AND DOCUMENT AGREEMENT BY SIGNING AND DATING THIS FORM.

Goal Statement 1: By August 31, 2005, AASL will have three new publications in the pipeline	Weight 35	Target Rating 2	Target Value 70
ACCOUNTABILITIES		PERFORMANCE MEASURES	
Set-up and facilitate an ALA Editions advisory group Communicate quarterly with the editor assigned by ALA Editions Reassign publications responsibility within the unit Work with editor to create a "Bottom Line" pub based on Fall Forum	Unit PCD's Archive of Editions Advisory discussion list Publications		
Goal Statement 2: By August 31, 2005, AASL will have two highly visible collaborations with external organizations in place.	Weight 35	Target Rating 2	Target Value 70

ACCOUNTABILITIES	PERFORMANCE MEASURES
Attend January Board meeting of P21 Identify potential projects with the Partnership for 21 st C Skills Complete one joint project/initiative with P21 Meet three times with NEA staff Develop a workplan for implementation of the MOU with NEA Complete one joint project with NEA	Meeting minutes Evidence of project (-s) Calendar Workplan

Goal Statement 3: By March 1, 2005, AASL will have implemented three methods to increase member satisfaction with AASL's response time or accuracy.	Weight 10	Target Rating 2	Target Value 20
ACCOUNTABILITIES	PERFORMANCE MEASURES		
Make staff aware of new ALA protocols Implement protocols appropriate to the unit Develop plan to use customer service template Utilize CS template for major events, mailings & initiatives	Staff meeting agendas Protocols adapted for unit use Templates		
Goal Statement 4: By August 31, 2005, I will have developed a personal learning plan focused on strategic planning and have engaged in three learning activities identified in the plan.	Weight 20	Target Rating 2	Target Value 40
ACCOUNTABILITIES	PERFORMANCE MEASURES		
Read widely in association management literature about the topic Read two monographs related to strategic planning Develop staff accountabilities in relation to the new strategic plan Attend CEO Symposium Attend Digitalnow	Person Learning forms Reading logs Management documents related to SP		
TOTAL	100%	2	2.0

Employee Signature/Date

Supervisor Signature/Date

Unit Manager Signature, as applicable/Date

Department Head Signature/Date