



**American Association of School Librarians (AASL)  
a division of the American Library Association (ALA)  
Independent Schools Section (ISS)**

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

Monday, June 27, 2005

All-Committee Meeting—AASL—Independent Schools Section

At 1:30 pm, Susan Williamson, Chair, called the meeting to order. The following members of ISS introduced themselves:

Susan Williamson, Chair of Section—Albuquerque Academy, Albuquerque, NM  
Linda Heinemann—George School, Newtown, PA  
Kathleen Ellis, liaison to the Board—Berkeley Carroll School, Brooklyn, NY  
Dorcas Hand, Immediate Past Chair of ISS—Annunciation Orthodox School, Houston, TX  
CD McLean—Berkeley Prep, Tampa, FL  
Linell W. Ela, Chair-elect—Trinity Preparatory School, Winter Park, FL  
Mary Hoeber—Keys School, Palo Alto, CA  
Doris Baron, Secretary of Section—St. Martin's Episcopal School, Metairie, LA

Laura Pearle and Steven Hofmann attended the meeting briefly.

- I. Informal discussion concerning hotels at the New Orleans conference.
- II. Susan stated that ISS needed two nominees: (1) vice-chair, chair-elect and (2) representative to the AASL Board. There is a September 1 deadline.

**COMMITTEE REPORTS**

**Program Committee**—Carolyn Hilles and Linda Heinemann reported on the program for the New Orleans Conference “Assessment of Information Literacy”.

- i. The introductory speaker is the Information Literacy Coordinator from UCLA. Dorcas Hand mentioned that she talked with Laura Pearle about putting this on the Website in order to reach a broader audience. Role of ETS?
- ii. Interactive—Group Work, breakout sessions and grade-level experience.
- iii. Close with speaker from ETS—pilot marketing k-12 schools.
- iv. Linell asked, Should it be 1 ½ or 2 hours long? Discussion ensued stating that Shelby Meyer could handle the timing and

schedule for the ISS Program, which has been submitted. Should request additional time. Post handouts to the website. Use this year's program for justification for expanding the length and bigger room. A big room would allow for tricky logistics. Start off at tables—designating grade levels at each, or a combination of each. Dorcas suggested 10 tables and additional chairs. Stephanie Presley (sp?) will work with Carolyn and Linda concerning finances.

- v. Equipment: Encourage participants to bring their own laptops because hotels charge up to \$200 per hour. Perhaps local schools could lend laptops. Julie Walker could possibly be of assistance.

### **Web Presence**

Notes from Carolyn—List of organizations control names is only issue. Contact groups in Mid-West for more participation in Survey.

Ellysa: Data Analysis—Info Literacy Analysis at Penn State.

Preliminary analysis from spreadsheets indicated 255 responses. The deadline has been extended until September 30, 2005. Elyssa will send messages out on e-mail to schools and these should be forwarded to libraries. Currently there is no database of Porter Sergeant schools, but NAIS has a link.

1. Posting ISS Events
  - i. Determine how collective data will/will not be posted; i.e. graphs, etc.
  - ii. Laura Pearle articles in School Library Media Review and Knowledge Quest
  - iii. ISS events for AASL Conference in October, 2005
  - iv. Communicate with Stephen Hofmann re **ISS Web** and taking advantage of enhanced features. Perhaps have a pre-conference in San Antonio Mid-winter. Discussion ensued: Joe Matthews Strategic Planning—Libraries Unlimited. Maureen??
  
1. Discussion ensued re ideas about Website. Steven Hawkins: online communities & threaded discussions to get the message to all ISS members. It's easy to over-communicate—decided not to put it in “hotlinks.” Steve suggested that single targeted messages are better than multi-faceted ones. We *can* send message out more than once. Within each community there should be a way to send internal messages. Official launch date—end of July. It should be promoted on the ISS Web page, and ALA will provide the information and explanation.
2. More discussion on how to notify people...ALA will globally notify (postcard, printed, & mailed) Dorcas commented on “embellished” e-mails—fonts, graphics, etc.—can't be done from desk-tops. Html e-mail would be more flexible.

## **Other topics**

“Libraries in Independent Schools” pamphlets are available in the ALA store.

Kathleen Ellis who wrote “Budget of School Libraries” in the August issue of American Libraries asked if ISS could be involved...maybe buy an ad announcing the survey, a 3-paragraph column, a snapshot of ISS information. Susan Williamson will handle it. It will be an announcement of the survey, not an analysis.

Independent School article on library skills assessment: Design rubrics for assessment; i.e. Curriculum-mapping. Dorcas will create blurb.

ISS will become a stronger group with additional committees.

Susan Williamson—Data Presentation—“Info Comments”—comparisons with public schools.

Kathleen Ellis, Board Rep, asked Dorcas to send her a report at the end of November or early December. On October 6, there is a networking reception for ISS at the AASL Conference in Pittsburgh.

Susan Williamson reported that meetings would probably be at the Windsor Court Hotel at the New Orleans Conference. She will notify members about data analysis upon completion of the survey. We need more input from Midwest and Southern California. Dorcas commented on migrating e-mail. Linell’s e-mail to new members will include survey.

Dorcas reported that the next AISL Conference will be in Atlanta in May, 2006. Eileen Keenan from the Spence School in NY and Jamie McCracken from Dallas will attend. Discussion ensued about the AISL Website not being functional.

Final question about survey: Bring it to the attention in writing about extension of time to Kathleen Ellis.

Have e-mail addresses available to all?? [board@iss.org](mailto:board@iss.org)  
The standard evaluation form for today’s ISS meeting was turned in.

The meeting was adjourned at 3:15 p.m.

Respectfully submitted,

Doris Solomon Baron, Secretary  
AASL-ISS