

Ernest Ward Middle School Library Advisory Committee

Minutes: September 20, 2022

Sherry Stallworth asks Tammi Watkins to take notes of today's meeting.

Sherry Stallworth calls the meeting to order at 8:30 am.

Sherry Stallworth welcomes Members and Visitors

Members present:

Media Specialist: Sherry Stallworth

Teachers: Toni Wilcoxon, Ashley Dunsford

Parents: Trinity Reisenberg

Community Members: Tammi Watkins

Sherry Stallworth leads the Pledge

Since this is the first LAC meeting, there are no minutes to read from a previous meeting.

Since this is the first LAC meeting, there is no old business from a previous meeting.

New Business:

Mission and vision of a school library- The Ernest Ward library media center serves as the information, research and cultural center of the school. Service to our patrons is the highest priority. The mission of the library media program is to actively support and advance the purpose, philosophy and goals of the school in academic, community and extracurricular activities. Mrs. Stallworth stated she wants the mission and vision to be reflective of not only the school but also the community.

We support programs such as A.R., Beanstack, and Caught Reading that foster the love of reading and the effective use of ideas and information by students and faculty.

Collection development policy The collection development policy serves as a tool to help the Library build a strong local collection in the areas that are central to Ernest Ward's programs of teaching, scholarship and research. This policy is not exhaustive, and library faculty reserve to the right to make necessary changes when needed.

Weeding is an important part of collection development and management of collections. Weeding, or deselection, is the careful elimination from the collection of damaged, obsolete, materials in need of repair or replacing, unwanted, or unnecessary materials that accumulate over

time. This is done not only to conserve valuable space, but more importantly to increase the value or usefulness of the collection.

Collection development analysis and development plan Sherri Stallworth completed an analysis of the EWMS from Mackin and shared a summary of the results. According to a Mackin collection analysis done on September 18, 2022, the average date of publication is 23 years old. The average age is 13 years older than recommended. We have 7,312 titles. The recommended number of titles is 10,000 and this leaves a shortage of 3,219 titles. The ratio of books per students is 14:1. My goal is to increase this to 20:1. The greatest deficits are in General Fiction, the 900s and Biography areas.

Budget- Our budget for the 22-23 school year is determined by the amount of district funds appropriated by the principal, Title I, Scholastic Book Fair points, and grants.

Professional reviews- Sherri Stallworth purchases a subscription to School Library Journal and Kirkus. The difference between professional reviews and crowd sourcing or social media posts:

Crowdsourcing involves seeking knowledge, goods, or services from a large body of people. These people submit their ideas in response to online requests made either through social media, smartphone apps, or dedicated crowdsourcing platforms. Some of those involved in crowdsourcing are paid freelancers, but depending on the nature of the knowledge or services requested, most people perform these tasks on a voluntary basis. A great example of crowdsourcing is online reviews. If you have ever reviewed a restaurant, gym, or bar on Google, you are a productive crowdsourcing contributor.

Difference between self-selected library books and instructional materials- Self-selected library books- students choose the books they want to read. Instructional materials- teachers choose specific books or materials and require students to read the materials.

The challenge process

Q. What happens if a parent/guardian does not want **their** student to read a specific book or a certain type of book?

A. The school's media specialist should have a conversation with the parent to make sure there is a clear understanding of the parent's request.

The request should be documented in Destiny on the Student's patron note section. **This information is private therefore DO NOT check "Display this note"**. The information included in the note should be communicated back to the parent and noted in Destiny.

A **separate** note should be entered "Check Out must be approved by the Media Clerk and/or Media Specialist." **This note will alert for approval therefore DO check "Display this note."**

The school should make sure everyone working at the circulation desk understands the notes and processes for approval.

Q. What should schools do if a parent or community member does not believe a library book should be available in a school library?

The school should follow the Challenge Policy which says... Procedures for Reconsideration of Materials Occasional objections to some materials may be voiced by the public despite the care taken in the selection process and despite the qualifications of persons selecting materials. If a complaint is made, the following procedures should be observed:

1. Inform the complainant of the selection procedures and make no commitments.
2. Invite the complainant to file his or her objections in writing and provide him or her with a copy of the form, Request for the Reconsideration of Educational Media, for submitting a formal complaint to the School Materials Review Committee.
3. The completed Request for Reconsideration of Educational Media form should be turned in to the Principal. Upon receipt of the form, the principal shall establish a School Materials Review Committee consisting of the following recommended individuals
 - a. principal and/or assistant principal
 - b. at least two teachers/faculty members, one of which may be the media specialist
 - c. at least one parent
 - d. the district Media Services coordinator
4. The Materials Review Committee will:
 - a. Re-examine the challenged material.
 - b. Survey evaluation documents on file and appraisals of the material in professional reviewing sources.
 - c. Determine the extent the materials support the curriculum.
 - d. Weigh merits against alleged faults to form opinions based on the materials as a whole and not on passages isolated from the context.
4. The final decision of the School Materials Review Committee shall be delivered to the complainant and staff members in writing.
5. If an agreement cannot be reached at the school level, the principal sends the form and the School Materials Review Committee recommendation to the District Materials Review Committee and Assistant Superintendent of Instruction and Curriculum Development for District review and final decision.

Sherri Stallworth passes out two wish lists titled "October 21" and "BoB Books 23." The lists include the title of books for the committee to review and an annotated description from Follett which shows the Reading level and interest level of all listed books. Mrs. Stallworth exclaim, if you determine any of the books on either of the lists to be inappropriate for students in our communities who range from 11-14 years old, please flag the book and let me know its title for further review.

Sherri Stallworth will send an email asking LAC members to identify specific books from the lists that need further review. To request further review, LAC members will email Sherri Stallworth with specific titles and a detailed reason for the request to review.

Sherry Stallworth opens the floor for discussion about scheduling the next meeting date. The members agree to schedule the next meeting on November 13, 2022 at 8:30 am.

Sherry Stallworth calls for a motion to adjourn. Mrs. Reisenberg makes the motion to adjourn the meeting; Mrs. Watkins seconds the motion. There was no further discussion and the meeting adjourns at 9:30am.