

*The 2014 KDE SBDM training season is now complete. Thank you to all of the hosting sites and to all of the participants who joined us. There were many great conversations, a lot of knowledge shared, and some great questions raised from all the groups. If anyone has questions following the trainings, please contact the KDE SBDM office for assistance.*

## SBDM elections

SBDM election season is coming up for most schools. KDE's new SBDM Election Handbook is available on the KDE [website](#), as well as on the flash drives that were distributed at the recent SBDM coordinator trainings. This handbook has been compiled using some of the issues and concerns schools have had in the past in the hopes of providing some answers before elections begin. KDE encourages you to review the handbook in preparation for your school's elections, particularly the areas of member eligibility and minority elections.

Trainers/Coordinators:

Keep these items in mind as your school's training season begins:

- Remember to retain all training documents for at least 1 year.
- Your training EILA numbers were included in the flash drives distributed at the KDE SBDM coordinator training. These are the numbers you need to use until June of this year. At that time, KDE will provide coordinators with new EILA numbers for the 2015 year.
- If council members are using an alternative training resource, the district SBDM coordinator is still responsible for ensuring appropriate training has occurred and uploading accurate information into the verification database.
- All training verifications for the 2014-2015 school year are due to KDE no later than Nov. 1.
- If a council requires an alternative SBDM model, the application can be found on the KDE [website](#). Reasons for an alternative model could include but are not limited to: a council having a chairperson other than the principal, a council is looking to change the number of parents/teachers on council, or a council would like to add another member to the council outside of those mentioned in statute.
- Trainers and coordinators looking for access to the KDE 2014 New Coordinator Training PowerPoint or the 2014 Experienced Coordinator Training PowerPoint can visit the KDE website or view the PowerPoints [here](#).
- The 2014 training modules were provided with the flash drives distributed at the KDE SBDM coordinator trainings. They can also be found on the KDE website or by following this [link](#). If you have any questions regarding the training modules, please contact the KDE SBDM office.

## Upcoming dates

A lot of schools are having elections before the end of school, although some schools will wait until the fall, which is fine. Whatever works best for the school and is written in the council bylaws is what the council should go by.

Now is the time for SBDM coordinators to be reviewing council policies and bylaws for the upcoming year with the focus being student achievement.

Updates to SBDM Verifications from the 2013-2014 school year are due by April 25. These verifications need to be accurate because this information will be displayed on the school report card.

All updates/changes need to be emailed to Sharma Aitken at [sharma.aitken@education.ky.gov](mailto:sharma.aitken@education.ky.gov).

Final Staffing Allocations are due to KDE no later than May 1

## Establishing and maintaining an effective school library media center

A school's library media center can be defined as a collection of sources of information and resources that are accessible and available for reference or borrowing. These resources can be physical and/or digital and may include a collection of books, periodicals, newspapers, maps, documents, CDs, DVDs, e-books, audiobooks and databases along with multiple other formats. A school's library media center is much more than that room where teachers take students for 30 to 45-minutes once a week. With that, a school's media librarian needs to be much more than that teacher who checks books in and out when students are assigned library time in the master schedule.

Each school must employ a school media librarian. This person must hold appropriate media library certification



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## Media Center

[KRS 158.102(2)(a)]. Within the same statute is the purpose for employing a certified media librarian for a school:

The board of education for each local school district shall establish and maintain a library media center in every elementary and secondary school to promote information literacy and technology in the curriculum, and to facilitate teaching, student achievement, and lifelong learning [KRS 158.102(1)].

In order to meet the intent in the statute, the school media librarian must be employed during the school year to work alongside teachers and students.

The school's media librarian, in order to be an effective school staff member, must be a collaborative partner with classroom teachers. How does your school media librarian:

- Develop joint lessons with teachers and departments?
- Instruct students in the appropriate use of technology?
- Reinforce reading strategies?
- Read aloud to students, conduct book-talks, assist in developing student-created book products, expose the school to authors and motivate learning through a variety of materials?

- Instruct students on how to access information in various formats?

- Participate actively as part of a professional learning community and in the improvement planning process?

Looking back at the purpose of a library media center from the statute, the biggest questions to ask principals, school councils and the teaching staff at any and all elementary and secondary schools is: Does your library media program promote information literacy and technology in the curriculum? Does your library media program facilitate teaching, student achievement and lifelong learning? If not, it may be time to rethink your school's library media program.

The Kentucky Department of Education (KDE) has developed a rubric to assist districts, schools, school principals and school councils in analyzing and in improving their library media programs. The Library Media Program Rubric is a planning tool for librarians, principals, and school councils to use together to move forward. It guides not only identification of areas for growth but helps set the goals for the program within the overall school's goals. The rubric is located on [KDE's Website](#).

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### KDE Revised Consolidated Compliance Plan for Non-Discrimination Available

Please be advised that the Kentucky Department of Education has revised its Consolidated Compliance Plan for Non-Discrimination. The revised plan has been posted on the Legal and Legislative Services page on KDE's website and includes a Discrimination Complaint Form that can be filled out by anyone alleging discrimination against KDE staff and/or KDE program areas.