



Continuous Assessment and Continuous Improvement: A statewide series of workshops

Welcome to this project on continuous assessment and continuous improvement, supported in part through LSTA funding and managed by the NY3Rs. By now you will have received confirmation of your registration and we want to get you off to a good start for the first workshop with some additional information.

1. There is a web site that has up-to-date information <http://www.ny3rs.org/CIL.html>
2. The first workshops will be:
 - ✓ January 5, St John Fisher College, Rochester
Directions/parking Go to <http://www.sjfc.edu/campmaps/campmap.asp>
Park in Lot a or b on the map. The sessions will be in Building 12
 - ✓ January 6, Capital District Library Council, Albany
Directions/parking Go to <http://www.cdlc.org/cdlc/direction.html>
Parking is on the street. Do not park in private lots that look empty!
 - ✓ January 7, METRO office, New York City
Directions/parking Go to http://www.metro.org/ab_direc.html
3. The workshop hours will be:
 - 9am registration coffee
 - 9:30am workshop start (it will begin promptly!)
 - 3:30pm workshop stop
4. Light refreshments will be available at 9am each session and lunch will be provided as part of your registration at each workshop either delivered or within a very short walk. Vegetarian meals will be accommodated through the choices made available. You will be polled for other specialized dietary needs.
5. Each participant will receive a three-ring binder with print materials for the workshops as well as a CD ROM. There will also be registration lists with information about each of your fellow participants. In addition, each library team participating will receive two books. If funding permits, we may be able to purchase additional books later.
6. All participants will be subscribed to a discussion list improvement-1@lakenet.org This will be the primary way for all of us to communicate: a) messages from the project managers or project presenters to all of you and b) how all of you will discuss assessment or improvement issues with each other. You will learn more about b) during the workshops.

7. The web site noted above has a list of hotels you might want to use if you need to stay overnight. These costs are not included in the registration fee and remember to take your institutional tax exempt form (which can only be used if you also have an institutional credit card) to save a little money!
8. Snow days? We hope there will not be any but we may have to play this by ear. Our presenters are coming from Indiana and the schedule across the state is rather complicated. Some locations may have bad weather, some not etc. If there is any possibility that any particular location is going to have really bad weather and a workshop will be cancelled, we expect to be able to let you know the day before or you can check the following:

Albany: 518/438 2500 ext 24

Rochester: <http://www.sjfc.edu> or Rochester radio stations

New York City: 212/228-2320

Of course, if your county is closed, then you know the drill – stay home! We expect to be able to make up any cancelled workshops. But be prepared to be flexible between now and April.

9. Questions? Contact:

- ✓ Jean Currie, SCRLC 607/273-9106 jcurrie@lakenet.org
- ✓ Jean Sheviak, CDLC 518/438-2500 jsheviak@cdlc.org
- ✓ Tim Johnson, METRO 212/228-2320 tjohnson@metro.org
- ✓ Kathleen Jackson, SCRLC 607/273-9106 kjackson@lakenet.org

We look forward to working with you all on this workshop series and helping with your efforts toward significant improvements!

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