

## **Sample BCTLA Chapter Year End Report Questions - FOR REFERENCE ONLY!**

To be completed by Chapter Councillor of the local chapter, or other executive member of the local chapter. Filling out a year-end report is an expectation that must be met in order to be reimbursed for attending the fall AGM and for your chapter to receive an annual \$200 chapter grant. FORM DUE JUNE 15th. Thanks for giving us a fuller picture of the great work our chapters are doing throughout the province!

\* Indicates required question

1. Email \*

### **Basic Information**

2.Name of person submitting the report. \*

3.School district name. \*

4.School district number. \*

5.Local chapter name and acronym. \*

6.Name of local chapter president. \*

7.Name of local chapter treasurer. \*

8.Name of local chapter secretary.

9.If you have an Instagram handle for your local, please share, so that the BCTLA can connect with you.

10.If you have a Facebook group/page for your local chapter, please share so that the BCTLA can connect with you.

### **Year Review**

Please enter the following information to the best of your ability and based on what generally represents your local chapter of the BCTLA. The school year is represented from September -June. This information will be kept by the BCTLA in order to track trends and to advocate for teacher-librarians in schools. Use point form or paragraphs.

11.How was your chapter involved in advocacy for school libraries this year? ex. DEAR \*

12.How was your chapter involved in connections with the community or Public Relations? ex. Battle of the Books \*

13.If you had speakers, workshops, or conferences for Teacher-Librarians, please describe them here. \*

14.How do you utilize information technology in your district? ex: databases or other digital subscriptions. \*

15.Tell us about any other highlights from your local BCTLA chapter this year. \*