



TLMDA

Achievement of Library Excellence Award Application 2020

Section 10

Establish professional staff training to include training opportunities for staff at all levels.

Training is provided for all staff members at the Zula B. Wylie Public Library. Each year the library hosts a full-day Staff Development conference for the entire staff. This year our staff development day was held in August.

All city employees (including all library staff) were also required to take 3 virtual trainings regarding our workplace policies: TML: Sexual Harassment in the Workplace, TML: Ethical Behavior for Local Government, TML: Diversity in the Workplace and Red Flag Rule: Identify Theft Prevention.

Aranda Bell, Manager of Library Services, participated in the following professional development:

October 2019: City of Cedar Hill Director's Retreat and Training

October 2019: Texas Municipal League Conference, San Antonio

November 2019: IGNITE Business Leadership Conference

November 2019: John Maxwell 15 Laws of Growth Mastermind Group

December 2019: Public Library Administrators of North Texas End of Year Conference

January 2020: Youth Advisory Commissioner Leadership Conference

February 2020: Public Library Association Conference, Nashville, Tennessee

March 2020: COVID-19 Emergency Management Training

May 2020: SGR Servant Leadership Webinar

June 2020: TLA Equity, Diversity, and Inclusion Webinar

June 2020: Beanstack App Training

September 2020: Cedar Hill Chamber of Commerce Bold Conversations Webinar

Teri Nelson, Children's Services Coordinator, participated in the following professional development:

June 2020: Learning Naturally: Nature Explore Program and the Outdoor Classroom

June 2020: National Family Place Libraries: Virtual Services During Covid19

Travis Walvoord, Librarian, participated in the following professional development:

March 2020: TLA A-to-Z Webinars
April 2020: TLA Conference 2020 Virtual
May 2020: Computer Trainings through WebJunction
June 2020: Lynda.com: Cybersecurity Foundations Course
July 2020: Amigos Library Services: Know & Go
July-September 2020: TSLAC TX Center for the Book – Texas Book Chats

Kelsey Armistead, Marketing Coordinator, participated in the following professional development:

May 2020: Beanstack Team Lead Q & A Sessions
Beanstack 101 Training Webinar
Beanstack for Public Libraries Webinar: Interactive Administrator

Correne Constantino, Library Executive Secretary, participated in the following professional development:

October 2019: Leadership: Presence and Tone within an Educational Setting – Concordia University (Portland, OR)
Texas Library Support Staff Round Table Training
TLA-A to Z Webinar: The Big Picture: Crucial Roles for Library Specialists in 2020
November 2019: TLA- A to Z Webinar: Supervising, Managing, & Leading for Library Specialists
December 2019: TLA -A to Z Webinar: Critical Aspects of Communication in Today's Workplace
January 2020: Cedar Hill CityU: Administration and Building Maintenance.
TLA A to Z Webinar: Prevention, Handling, & Post-Response: Dealing with Difficult Situations.
February 2020: Cedar Hill CityU: Public Works
TLA A to Z Webinar: Children's and Youth Services
Wells Fargo P-card training
April 2020: Purchase Order Training
May 2020: Texas Notary Public Training and Commission
September 2020: SGR Extraordinary Customer Service (3 Sessions)

Irene Echavarria, Library Services Representative, participated in the following professional development:

December 2020: IPayments System

Brianne Rodgers, Library Services Representative, participated in the following professional development:

2020: TLA-A to Z Webinar: "The Big Picture: Critical Roles for Library Support Staff in 2020

Library Staff Development
Friday, August 14, 2020 @8:30am

8:30AM BREAKFAST / PURPOSE FOR THE DAY

9:00 ICEBREAKER / TEAM BUILDING ACTIVITY

9:30 HOME LIBRARY WORKSHOP

11:30 LUNCH

1:00 LIBRARY RESOURCES SCAVENGER HUNT

1:40 CUSTOMER SERVICE

BREAK

2:15 AROUND THE ROOM

2:50 MOMENTS OF GRATITUDE



Certificate of Completion

This is to certify completion of the course

TEXAS NOTARY PUBLIC TRAINING

on

July 07, 2020

Office of the Secretary of State



Certificate of Achievement

Presented to:
Theresa Brooks

*For attending the Texas Library Association Program
"The Big Picture: Critical Roles for Library Support Staff in 2020"*

This program carries 1 hour of Continuing Education Credit as recognized by both the Texas Library Association and the State Board of Educator Certification (provider 500383). More information is available at www.txla.org/CE

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Texas Library Association

hereby certifies that:

Attendee: **Theresa Brooks**
Institution: **Zula B Wylie PL**
City: **Cedar Hill, TX**

has successfully completed

1.00 hours - SBEC
1.00 hours - TSLAC

Continuing Professional Education (CPE) Credit for attending the:

WEBINAR A-Z:: The Big Picture: Crucial Roles for Library Specialists 2020

September 25, 2019

Patricia H. Smith
Executive Director
Certificate # CPE2019552-37143
Provider's SBEC number (500383)





CERTIFICATE
of COMPLETION

ONLINE TRAINING

This certificate is proudly presented to:

Aranda Bell

For completion of:

City of Cedar Hill TX Training Package - 2019

On 02/07/2020



Presented to:
Correne Constantino

*For successful participation in the A to Z webinar "Children and Youth Services"
This webinar carries 1 hour of Continuing Education credit*

Texas Library Association
Accreditation number 500383

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Mon 24th Feb 2020

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