Cooperative Collection Development (CCD) Plan

**Definition:** CCD is an effort to acquire and maintain collections of resources that can be shared among the SSCTA BOCES school library participants for improved access to information.

**Scope:**

- All SLS participants may be included in the Plan.
- Schools agree to circulate materials under the System’s Interlibrary Loan (ILL) Policy.
- Funding will come through district library media budgets. Individual schools/libraries may also designate additional money for the Library Services Co-Ser for CCD materials.
- Access to new materials will be through the System’s Union Catalog within the school year purchased.

**Goals:**

- Insure that resources necessary for research are available to students and teachers served by the SLS, in accordance with the System’s ILL Policy.
- Cooperatively plan purchase of specialized collections in a cost effective manner.

**System Responsibilities:**

- Provide information to the Resource Sharing/Collection Development Committee of the SLS.
- Continuously update the Union Catalog with resources purchased under this plan.
- Maintain statistical data regarding participation and usage.

**Participating School Responsibilities:**

- Continue to maintain a basic school library media collection for use by students and teachers.
- Provide information to the Resource Sharing/Collection Development Committee as requested.
- Use a collection analysis tool that is designed to determine subject area strengths.
- Continue to develop collections along the System and district’s mutually agreed upon designated area(s) of specialization.
- Submit acquisitions and withdrawals to the SLS Office.
- Facilitate the dissemination of these materials through ILL in a timely manner.
Resource Sharing/Collection Development Committee Responsibilities:

- The committee will survey existing school library collections and the needs of the schools. Based on the results of the survey, the committee will make suggestions for areas to be added or deleted.
- Committee will review the CCD plan as a necessary component of the Plan of Service at least annually.

Evaluation:

- Qualitatively assess the effectiveness of collection development in subject area(s) of specialization and annually review requests for changes based upon the NYS Standards and the needs of individual schools.
- A three-year collection of subject area specialization is recommended.

SBW/lu
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CCD Plan