

**School Library System Plan of Service 2006-2011**  
**Section 5-Mission Statement, Goal Statements, Intended Results, Evaluation**

**Mission Statement:**

The Schuyler-Steuben-Chemung-Tioga-Allegany (SSCTA) BOCES School Library System (SLS), representing component school districts, facilitates excellence in library service. Through leadership, partnerships and professional growth opportunities, we provide strategies and skills to prepare the school community for the challenges of today and tomorrow.

Elements	SSCTA Goals	Intended Results	Evaluation
<p><b>1. Resource Sharing</b></p> <p>a. Cooperative Collection Development</p> <p>b. Delivery</p> <p>c. Interlibrary loan</p> <p>d. Other (optional)</p>	<ul style="list-style-type: none"> <li>□ Provide equitable access to information in all formats through cooperative programs.</li>   <li>□ School libraries will actively support Cooperative Collection Development (CCD).</li>           <li>□ Provide efficient delivery system to maximize reliability and minimize time for all System participants.</li> </ul>	<ul style="list-style-type: none"> <li>□ All users will have equitable access to specialized collections of library resources.</li>   <li>□ All System participants will have an opportunity to participate in CCD abiding by the CCD policy approved by Council.</li>     <li>□ All System participants and administrators are aware of the cost effectiveness of CCD.</li>   <li>□ School library print and non-print collections are improved through CCD.</li>   <li>□ Delivery will be provided to all System participants on a regular basis using traditional methods (courier, commercial services) and electronic means.</li>   <li>□ All System participants will have online access to the regional South Central Organization of (School) Library Systems (SCOLS) catalog to coordinate electronic ILL transactions.</li> </ul>	<ul style="list-style-type: none"> <li>□ ILL statistics</li> <li>□ Annual SLS Evaluation data</li>   <li>□ # of participants in CCD</li> <li>□ # of participants in CCD Co-Ser</li> <li>□ Annual SLS Evaluation data</li> <li>□ Interviews (Informal)</li>   <li>□ # of participants in CCD Co-Ser</li> <li>□ Annual SLS Evaluation data</li> <li>□ Interviews (Informal)</li>   <li>□ # of new holdings added to SCOLS catalog</li>   <li>□ Annual SLS Evaluation data</li> <li>□ Interviews (Informal)</li>   <li>□ Interviews (Informal)</li> <li>□ Technical assistance visits</li> <li>□ Annual SLS Evaluation data</li> </ul>

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	<ul style="list-style-type: none"> <li data-bbox="520 77 1014 167">□ Provide all System participants with fast, efficient and effective interlibrary loan (ILL) using current technologies.</li>   <li data-bbox="520 289 940 349">□ Maintain and update local and regional catalogs.</li>   <li data-bbox="520 443 932 500">□ Participate in and advocate for statewide catalog.</li> </ul>	<ul style="list-style-type: none"> <li data-bbox="1068 77 1451 102">□ Increased ILL transactions.</li>   <li data-bbox="1068 139 1604 256">□ Partnerships with OCLC, SCRLC, BARC (Bibliographic and Reference Center) and other ILL resource contacts will increase number of filled requests.</li>   <li data-bbox="1068 293 1566 350">□ All users will have access to updated holdings both regionally and locally.</li>   <li data-bbox="1068 443 1583 532">□ Upon implementation of statewide catalog all holdings for SSCTA BOCES SLS are included.</li> </ul>	<ul style="list-style-type: none"> <li data-bbox="1642 77 1864 102">□ ILL statistics</li>   <li data-bbox="1642 139 1864 164">□ ILL statistics</li>   <li data-bbox="1642 293 1864 318">□ ILL statistics</li> <li data-bbox="1642 321 1990 378">□ Annual SLS Evaluation data</li>   <li data-bbox="1642 443 1976 532">□ # of holdings added &amp; deleted in local and regional catalog</li> <li data-bbox="1642 535 1976 652">□ # of holdings added in catalog for SSCTA BOCES System participants</li> </ul>



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	<ul style="list-style-type: none"> <li data-bbox="520 142 1010 201">□ The System will maintain the ULS on SLS website.</li>   <li data-bbox="520 386 1010 477">□ The System will continue to support current library automation services to school libraries.</li>                 <li data-bbox="520 1089 1031 1148">□ Explore new technologies and services for SLS participants.</li> </ul>	<ul style="list-style-type: none"> <li data-bbox="1071 142 1472 201">□ ULS on website will increase access/usage.</li> <li data-bbox="1071 233 1482 292">□ ULS will be available to entire educational community.</li>   <li data-bbox="1071 386 1598 444">□ All School Library Media Specialists will receive technical support and training.</li>   <li data-bbox="1071 570 1598 628">□ All School Library Media Specialists will be aware of changing technologies.</li>   <li data-bbox="1071 753 1598 844">□ All School Library Media Specialists will receive latest upgrades to automation software.</li>   <li data-bbox="1071 937 1545 995">□ Workshops and trainings will be available to all System participants.</li>   <li data-bbox="1071 1089 1577 1208">□ All System participants will have the most current information and relevant training in library information technology.</li>   <li data-bbox="1071 1365 1503 1456">□ Library staff will integrate new information to share with school community.</li> </ul>	<ul style="list-style-type: none"> <li data-bbox="1642 142 1969 201">□ Periodical Circulation Statistics</li> <li data-bbox="1642 233 1961 292">□ Interviews (Informal)</li> <li data-bbox="1642 266 1955 324">□ ULS link on SSCTA BOCES web site</li>   <li data-bbox="1642 386 1955 444">□ # of workshops held</li> <li data-bbox="1642 418 1913 477">□ # of technical assistance visits</li> <li data-bbox="1642 477 1986 535">□ # of technical assistance phone calls</li>   <li data-bbox="1642 570 1955 628">□ # of workshops held</li> <li data-bbox="1642 596 1913 654">□ # of technical assistance visits</li> <li data-bbox="1642 654 1986 712">□ # of technical assistance phone calls</li>   <li data-bbox="1642 753 1955 812">□ # of workshops held</li> <li data-bbox="1642 786 1913 844">□ # of technical assistance visits</li> <li data-bbox="1642 844 1986 902">□ # of technical assistance phone calls</li>   <li data-bbox="1642 937 1955 995">□ # of workshops held</li> <li data-bbox="1642 963 1976 1021">□ Workshop evaluations</li>   <li data-bbox="1642 1089 1902 1115">□ System records</li> <li data-bbox="1642 1115 1892 1141">□ # of workshops</li> <li data-bbox="1642 1141 1881 1167">□ # of workshop participants</li> <li data-bbox="1642 1167 1913 1193">□ # of technical assistance visits</li> <li data-bbox="1642 1193 1986 1219">□ Annual SLS Evaluation data</li> <li data-bbox="1642 1219 1766 1245">□ data</li>   <li data-bbox="1642 1365 1850 1391">□ Self reports</li> <li data-bbox="1642 1391 1934 1417">□ Member Plan data</li> <li data-bbox="1642 1417 1986 1443">□ Annual SLS Evaluation data</li> <li data-bbox="1642 1443 1766 1469">□ data</li> </ul>



<b>Elements</b>	<b>SSCTA Goals</b>	<b>Intended Results</b>	<b>Evaluation</b>
	<ul style="list-style-type: none"> <li data-bbox="520 147 1010 233">□ The System will support the NOVEL Ready Initiative to provide users with access to electronic resources.</li> <li data-bbox="520 269 953 297">□ Develop SSCTA SLS web page.</li> </ul>	<ul style="list-style-type: none"> <li data-bbox="1071 147 1591 233">□ All System participants will enhance or maintain their current NOVEL Ready status.</li> <li data-bbox="1071 269 1591 328">□ Web page current and accessible to all System participants.</li> </ul>	<ul style="list-style-type: none"> <li data-bbox="1644 147 1906 175">□ System records</li> <li data-bbox="1644 180 1856 207">□ Self reports</li>   <li data-bbox="1644 269 1965 328">□ Web page posted on SSCTA BOCES site</li> </ul>





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	<ul style="list-style-type: none"> <li data-bbox="520 358 995 415">□ Continue Mandarin and Alexandria training and support at all levels.</li>   <li data-bbox="520 756 1020 841">□ Create an orientation program for new SSCTA School Library Media Specialists.</li> </ul>	<ul style="list-style-type: none"> <li data-bbox="1071 175 1598 261">□ All School Library Media Specialists will have opportunities to begin or continue the collaborative process with teachers.</li>   <li data-bbox="1071 358 1598 477">□ All School Library Media Specialists will have the most current and up-to-date information to enhance their knowledge of specific automation programs.</li>   <li data-bbox="1071 573 1520 597">□ Access to resources is improved.</li>   <li data-bbox="1071 756 1556 841">□ All new System participants will be aware of the role and function of the SLS.</li>   <li data-bbox="1071 937 1598 993">□ Awareness of print and non-print resources purchasing through Co-Sers.</li>   <li data-bbox="1071 1122 1577 1179">□ Increased interest and participation in SLS meetings and activities.</li> </ul>	<ul style="list-style-type: none"> <li data-bbox="1644 175 1961 261">□ Member Plan data</li> <li data-bbox="1644 199 1961 224">□ Interviews (Informal)</li> <li data-bbox="1644 232 1856 256">□ Self reports</li>   <li data-bbox="1644 358 1961 383">□ # of workshops held</li> <li data-bbox="1644 391 1913 448">□ # of technical assistance visits</li> <li data-bbox="1644 456 1877 480">□ # of technical</li> <li data-bbox="1644 488 1986 513">□ assistance phone calls</li>   <li data-bbox="1644 573 1990 630">□ Annual SLS Evaluation data</li> <li data-bbox="1644 638 1856 662">□ Self reports</li> <li data-bbox="1644 670 1864 695">□ ILL statistics</li>   <li data-bbox="1644 756 1982 875">□ # of new System participants in SSCTA SLS orientation program</li>   <li data-bbox="1644 937 2003 993">□ # of participants in CCD Co-Ser</li> <li data-bbox="1644 1002 1990 1058">□ Annual SLS Evaluation data</li> <li data-bbox="1644 1066 1961 1091">□ Interviews (Informal)</li>   <li data-bbox="1644 1122 1940 1179">□ Attendance at SLS meetings</li> <li data-bbox="1644 1187 1940 1243">□ Attendance at SLS events &amp; activities</li> </ul>

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<p><b>5. Consulting and technical assistance services</b></p>	<ul style="list-style-type: none"> <li>□ SLS System will provide consulting and technical assistance services to all System participants.</li> </ul>	<ul style="list-style-type: none"> <li>□ All System participants will receive consulting and technical assistance services in a timely and efficient manner.</li>   <li>□ All System participants will receive correspondence which will assist them in making timely and cost effective decisions.</li> </ul>	<ul style="list-style-type: none"> <li>□ Annual SLS Evaluation data</li> <li>□ Site visits</li> <li>□ # of technical assistance calls</li>   <li>□ System records</li> <li>□ Annual SLS Evaluation data</li> <li>□ Interviews (Informal)</li> </ul>



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<p><b>7. Awareness and advocacy</b></p>	<ul style="list-style-type: none"> <li>□ Promote awareness of local and state educational priorities and initiatives which impact on programs and services offered by the SSCTA SLS.</li>   <li>□ Build lifelong relationships with public libraries.</li>           <li>□ School Library Media Specialists recognize the importance of professional organizations.</li>           <li>□ Increase awareness of the school library's role in educational institutions.</li> </ul>	<ul style="list-style-type: none"> <li>□ Consistent and up-to-date information is disseminated to all School Library Media Specialists.</li>   <li>□ School Library Media Specialists are aware of changes impacting School Library Media programs.</li>     <li>□ School Library Media Specialists and public librarians work collaboratively to increase awareness among students of public library services.</li>   <li>□ Students become lifelong readers and users of libraries.</li>     <li>□ Membership and participation in professional organizations increase.</li>   <li>□ Increased opportunities for professional development and networking.</li>   <li>□ Public is aware that strong library programs improve student achievement.</li> </ul>	<ul style="list-style-type: none"> <li>□ System records</li> <li>□ Member Plan data</li> <li>□ Annual SLS Evaluation data</li>   <li>□ Member Plan data</li> <li>□ Annual SLS Evaluation data</li> <li>□ # of workshops &amp; trainings held</li> <li>□ Evaluations of workshops &amp; trainings</li> <li>□ Attendance at workshops &amp; trainings</li>   <li>□ Self reports</li> <li>□ Annual SLS Evaluation data</li> <li>□ Member Plan data</li>   <li>□ Self reports</li> <li>□ Annual SLS Evaluation data</li> <li>□ Member Plan data</li> <li>□ Observation</li>   <li>□ Annual SLS Evaluation data</li> <li>□ Member Plan data</li> <li>□ Self reports</li>   <li>□ Self reports</li> <li>□ Annual SLS Evaluation data</li> <li>□ Member Plan data</li>   <li>□ Annual SLS Evaluation data</li> <li>□ Member Plan data</li> <li>□ Test scores</li> </ul>

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	<ul style="list-style-type: none"> <li>□ Create an awareness of services and resources available outside the school library.</li> </ul>	<ul style="list-style-type: none"> <li>□ System-wide promotional materials (brochures, Power Point presentation, bookmarks) are developed and distributed which can be adapted by System participants.</li> <li>□ Collaborate with various service agencies on workshops and speakers.</li> <li>□ Collaborate with public, academic and special libraries.</li> <li>□ All users of school libraries will have access to increased resources and information.</li> </ul>	<ul style="list-style-type: none"> <li>□ System records</li> <li>□ Annual SLS Evaluation data</li> <li>□ Observation</li> <li>□ Self reports</li> <li>□ Annual SLS Evaluation data</li> <li>□ Member Plan data</li> <li>□ Self reports</li> <li>□ Annual SLS Evaluation data</li> <li>□ Member Plan data</li> <li>□ Self reports</li> <li>□ Annual SLS Evaluation data</li> <li>□ Member Plan data</li> <li>□ ILL statistics</li> <li>□ # of databases purchased through Co-Ser</li> <li>□ # of materials purchased through CCD Co-Ser</li> </ul>

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<p><b>8. Communication among member libraries</b></p> <p>a. Describe communications among members (school districts and non-public schools) and participants (buildings), and the role of communication coordinators/coordinators.</p> <p>b. Provide the URL for the member Plan.</p>	<ul style="list-style-type: none"> <li>□ Maintain an accurate, timely, and efficient communication system for promoting SLS programs, services, and needs.</li> <li>□ Communication coordinators will promote awareness of System services and resources.</li> <li>□ Council will appoint standing committees directly related to the Elements of the POS.</li> <li>□ Continue relationships with non-public members.</li> <li>□ Newsletter will be developed for SSCTA SLS.</li> </ul>	<ul style="list-style-type: none"> <li>□ More efficient use of System services and programs through improved communication.</li> <li>□ Improved communication among System participants and the school community.</li> <li>□ All System participants will have an opportunity to serve on at least one committee.</li> <li>□ Standing committees may include but not be limited to: Resource Sharing/Coordinated Services, Technology, Special Needs Groups, Continuing Education/Training and Advocacy.</li> <li>□ Non-publics have a continued interest in participating in services and programs of SSCTA SLS.</li> <li>□ Newsletter will be distributed electronically at least two times per year.</li> <li>□ Newsletter will be a useful communication tool.</li> </ul>	<ul style="list-style-type: none"> <li>□ System records</li> <li>□ Annual SLS Evaluation data</li> <li>□ Self reports</li> <li>□ Annual SLS Evaluation data</li> <li>□ Member Plan data</li> <li>□ Total # of SLS participants serving on committees</li> <li>□ Committees formed and meeting as necessary</li> <li>□ # of non-public participants serving actively in services and programs</li> <li>□ # of newsletters distributed annually</li> <li>□ Annual SLS Evaluation data</li> </ul>



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	<ul style="list-style-type: none"> <li>□ Continue collaboration on regional union catalog.</li> </ul>	<ul style="list-style-type: none"> <li>□ Adequate resources will be available for all students in the System.</li> <li>□ Students and staff will have access to the most current resources.</li> <li>□ Increased availability of resources to a broader constituency.</li> </ul>	<ul style="list-style-type: none"> <li>□ # of holdings in SCOOLES catalog</li> <li>□ Member Plan data</li> <li>□ Annual SLS Evaluation data</li> <li>□ Member Plan data</li> <li>□ ILL statistics</li> <li>□ Annual SLS Evaluation data</li> <li>□ Member Plan data</li> <li>□ ILL statistics</li> </ul>