

Cayuga-Onondaga BOCES SLS

FIVE YEAR LIBRARY SYSTEM PLAN OF SERVICE (School Library Systems) 2021-2026

SECTION 1 - GENERAL INFORMATION

July 1, 2021 - June 30, 2026

- 1.1 Name of System Cayuga-Onondaga BOCES School Library System
- 1.2 Street Address 1879 West Genesee Street Road
- 1.3 City Auburn
- 1.4 Zip Code 13021
- 1.5 Four Digit Zip Code N/A
Extension (enter N/A if unknown)
- 1.6 Telephone Number (315) 255-7609
(enter 10 digits only)
- 1.7 Fax Number (enter 10 digits only) (315) 252-8757
- 1.8 Name of System Penny Sweeney
Director
- 1.9 E-Mail Address of the psweeney@cayboces.org
System Director
- 1.10 System Home Page <https://www.cayboces.org/Page/96>
URL
- 1.11 URL of Current <https://libguides.cayboces.org/Homepage/SLSCouncil>
Membership List
- 1.12 Date of Establishment 7/1/1985
- 1.15 Square Mileage of 744
System Service Area
- 1.16 Population of System N/A
Service Area
- 1.17 Type of System SLS

SECTION 2 - SYSTEM GOVERNANCE AND MEMBERSHIP BYLAWS

- 2.1 URL of Current <https://libguides.cayboces.org/Homepage/SLSCouncil>
Governing Bylaws

APPOINTMENT/ELECTION OF SYSTEM BOARD/SYSTEM COUNCIL

- 2.2 System Board /
System Council
Appointment/
Election - Indicate
whether the
System Board /
System Council
Members are
appointed or
elected (select
one). A - System Board / System Council Members are appointed
- 2.3 Indicate by whom the
System Board /
System Council
Members are
appointed/elected. Council members will be appointed by individual school Superintendents.

ADVISORY GROUPS

2.4 Advisory Groups - Indicate the groups that advise the System Board / System Council. (check all that apply):

- a. Members Directors' Organization / SLS Advisory Council No
- g. Communications Coordinators Group Yes
- h. CO-SERS Advisory Committee No
- i. Cooperative Collection Development Committee No
- j. Other (specify using the note) No

SECTION 3 - PLANNING

NEEDS ASSESSMENT AND DEVELOPMENT OF THE PLAN OF SERVICE

- 3.1 Provide a summary describing the processes used to assess member needs in the development of the Plan of Service. The SLS director used several methods to assess needs in the development of the Plan of service. First, an end of year survey was conducted over the summer. Next, each librarian was asked to complete a modified SLP rubric and create a Member Plan, to include short and long term goals that the librarians shared with district admin. From these, a Plan OF Service was created and sent out virtually to all members for feedback. Finally, time was used during the March Council/Communication Coordinator meeting for final feedback and approval.
- 3.2 Identify the groups involved in development of the Plan of Service and each group's role. All Council members, Communication Coordinators, as well as all librarians in the region, were involved in developing the Plan of Service. Members were encouraged to provide feedback virtually, as well as in person at a combined Council/Communication Coordinator meeting.
- 3.9 Provide the URL of the 2021-2026 Member Plan template https://docs.google.com/document/d/1YXK0HiB3rTpzDqkJze_sRRrPbm0y9zyHC1G1IUN_jH4/edit
- 3.10 Provide the URL of the 2021-2026 Cooperative Collection Development Plan <https://libguides.cayboces.org/Homepage/CCDPlan>

EVALUATION

- 3.12 Describe the information to be collected in order to evaluate and determine members' satisfaction with the system's services. End of year survey ILL/SCOOLS statistics/reports Analysis of CCD and purchase data Analysis of participation of professional development Analysis of workshop attendance and evaluations Review of number of emails, phone calls, and personal visits Review of newsletter views Turn key training from grant recipients Survey results of interest in yearbook digitization Communication Coordinator and Council meetings Data collection from newsletter viewings Data collection from messaging program Participation and evaluation data for shared events and services Annual cost analysis of shared events and services
- 3.13 Provide the URL for the evaluation form(s) used by members. https://docs.google.com/forms/d/e/1FAIpQLSdJ825VHrJ5YH3oGA7epUfQJKW_gNUvK0NcJ1ikVhmaYWxw/viewform?usp=sf_link

- 3.14 Describe how the information on customersatisfaction will be used toshape the system's plan in the next year or in the following planning cycle.
- Each year, in the fall Council/Communication Coordinator meeting, data from the end of year survey will be presented. Additionally, the library director will compile evaluation data from workshops, ILL reports, newsletter viewings, and cost analysis that will be shared at the fall Council/Communication Coordinator meeting. The minutes and presentation will be posted for future reference. With this information, the members and library director will create more specific plans for the year.

REVISION PROCESS

- 3.15 Describe theprocess for revising the system's Plan of Service for submission to the New York State Education Department/New York State Library.
- Librarians were given an end of year survey as well as developed their 5 year member plans. Using these and the previous 5 year Plan of Service, I created a new plan of service. This was given out to all librarians and council members for feedback. The POS and feedback was evaluated together at March council meeting. Council voted to accept the POS with the changes recommended by Council and from member feedback. The POS will be reviewed and updated as needed at each winter meeting of the Council.

SECTION 4 - GOALS/RESULTS

- 4.1 The Library System's Mission Statement (The Instructions include thedefinition of the mission statement.)
- Mission: The mission of the Cayuga Onondaga BOCES School Library System is to provide coordination of library services, professional development and training to member libraries and librarians that enables them to better serve their patrons. The SLS assists member libraries to develop lifelong learning practices in students and educators through coordinated resource sharing and technology support, and through its membership in the statewide library network that ensures free and open access of information to all citizens of New York State.

Minimum Requirement for questions 4.2 through 4.6, 4.8 through 4.12, 4.14 through 4.16 - complete one repeating group for each topic of every element.

4.2 Element 1 - RESOURCE SHARING

Cooperative Collection Development

- 1 Goal Statement Provide competitive consortium pricing for print and non-print resources Develop and support collection development by providing oversight and guidance to librarians for building and sharing collections and the systems to distribute materials Create libguide of CCD class set collections
- 2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)
- | | |
|------------|-----|
| Year 1 | Yes |
| 2b. Year 2 | Yes |
| 2c. Year 3 | Yes |
| 2d. Year 4 | Yes |
| 2e. Year 5 | Yes |
3. Intended Result(s) Access to cost-effective resources Access to specialized resources to support instructional and literary needs in the region Access to lists of classroom resources
4. Evaluation Method(s) Analysis of collection development and purchase data Annual survey- section on CCD satisfaction SCOOLES report on ILL

4.3 Element 1 - RESOURCE SHARING Union Catalog

1. Goal Statement Provide equitable access to updated quality resources by maintaining current local and regional Union Catalogs.
- 2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)
- | | |
|------------|-----|
| Year 1 | Yes |
| 2b. Year 2 | Yes |
| 2c. Year 3 | Yes |
| 2d. Year 4 | Yes |
| 2e. Year 5 | Yes |

3. Intended Result(s) Increased equitable access to collections in the union catalog Ease and efficiency of searching
4. Evaluation Method(s) Measure ILL statistics Annual survey- section on determining member satisfaction will ILL services and the Union Catalog
1. Goal Statement Upload titles two times each school year and have them verified by the vendor.
- 2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)
- | | |
|------------|-----|
| Year 1 | Yes |
| 2b. Year 2 | Yes |
| 2c. Year 3 | Yes |
| 2d. Year 4 | Yes |
| 2e. Year 5 | Yes |

3. Intended Result(s) Increased equitable access to collections in the union catalog Ease and efficiency of searching
4. Evaluation Method(s) Measure ILL statistics Annual survey- section on determining member satisfaction will ILL services and the Union Catalog
1. Goal Statement Work with SCOOLES to pursue a search that allows for class sets
- 2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)
- | | |
|------------|-----|
| Year 1 | Yes |
| 2b. Year 2 | Yes |
| 2c. Year 3 | Yes |
| 2d. Year 4 | Yes |
| 2e. Year 5 | Yes |

3. Intended Result(s) Increased equitable access to collections in the union catalog Ease and efficiency of searching
4. Evaluation Method(s) Measure ILL statistics Annual survey- section on determining member satisfaction will ILL services and the Union Catalog
1. Goal Statement Work with MITINET to clean up records
- 2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)
- | | |
|------------|-----|
| Year 1 | Yes |
| 2b. Year 2 | Yes |
| 2c. Year 3 | Yes |
| 2d. Year 4 | Yes |
| 2e. Year 5 | Yes |

3. Intended Result(s) Increased equitable access to collections in the union catalog Ease and efficiency of searching
4. Evaluation Method(s) Measure ILL statistics Annual survey- section on determining member satisfaction will ILL services and the Union Catalog

4.4 Element 1 - RESOURCE SHARING

Delivery

1. Goal Statement Coordinate delivery of resources as quickly and efficiently as possible.
- 2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)
- | | |
|------------|-----|
| Year 1 | Yes |
| 2b. Year 2 | Yes |
| 2c. Year 3 | Yes |

- 2d. Year 4 Yes
- 2e. Year 5 Yes
- 3. Intended Result(s) Fast, efficient and accurate transfer of resources that facilitates resource sharing
- 4. Evaluation Method(s) Annual survey- section rating their level of satisfaction with the ILL delivery service

4.5 Element 1 - RESOURCE SHARING Interlibrary Loan

- 1. Goal Statement Increase access to resources through the ILL System, thereby ensuring cost savings to members.
- 2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)
 - Year 1 Yes
 - 2b. Year 2 Yes
 - 2c. Year 3 Yes
 - 2d. Year 4 Yes
 - 2e. Year 5 Yes
- 3. Intended Result(s) Equitable, easy access to ILLs as needed Reduced expense to members Increased access for students and teachers to materials not otherwise available in each school.
- 4. Evaluation Method(s) Measure ILL statistics Annual survey- section on member satisfaction with ILL services and an opportunity for comments and suggestions
- 1. Goal Statement Provide opportunities for ILL professional development in increasing local resources through ILL that support learning standards and curricula.
- 2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)
 - Year 1 Yes
 - 2b. Year 2 Yes
 - 2c. Year 3 Yes
 - 2d. Year 4 Yes
 - 2e. Year 5 Yes
- 3. Intended Result(s) Equitable, easy access to ILLs as needed Access for students and teachers to materials not otherwise available in each school.
- 4. Evaluation Method(s) Measure ILL statistics Annual survey- section on member satisfaction with ILL services and an opportunity for comments and suggestions

- 1. Goal Statement Provide expected arrival time from SCOOLES request

- 2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)
 - Year 1 Yes
 - 2b. Year 2 Yes
 - 2c. Year 3 Yes
 - 2d. Year 4 Yes
 - 2e. Year 5 Yes
- 3. Intended Result(s) Equitable, easy access to ILLs as needed Access for students and teachers to materials not otherwise available in each school.
- 4. Evaluation Method(s) Measure ILL statistics Annual survey- section on member satisfaction with ILL services and an opportunity for comments and suggestions

4.6 Element 1 - RESOURCE SHARING Digital Collections Access

- 1. Goal Statement Increase accessibility to quality digital resources (including but not limited to databases, ebooks, streaming media) from

Cosers, NOVELNY, SLS regional purchases and SCLRC

- 2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)
- | | |
|------------|-----|
| Year 1 | Yes |
| 2b. Year 2 | Yes |
| 2c. Year 3 | Yes |
| 2d. Year 4 | Yes |
| 2e. Year 5 | Yes |
3. Intended Result(s) Equitable access to quality, age-appropriate, culturally responsive resources that meet curricular needs
4. Evaluation Method(s) Usage statistics Annual survey- section on digital collections to determine member needs and levels of knowledge and satisfaction with SLS service in this area.
1. Goal Statement Purchase resources regionally as needed
- 2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)
- | | |
|------------|-----|
| Year 1 | Yes |
| 2b. Year 2 | Yes |
| 2c. Year 3 | Yes |
| 2d. Year 4 | Yes |
| 2e. Year 5 | Yes |
3. Intended Result(s) Equitable access to quality, age-appropriate, culturally responsive resources that meet curricular needs
4. Evaluation Method(s) Usage statistics Annual survey- section on digital collections to determine member needs and levels of knowledge and satisfaction with SLS service in this area.

4.7 Element 1 - RESOURCE SHARING

Other (Optional)

1. Topic Cooperative Collection Development
2. Goal Statement Aid librarians in gaining awareness and skill at building and sharing collections successfully through the CCD coser
- 3a. Indicate year(s) during which the system will be addressing this goal (check all that apply)
- | | |
|------------|-----|
| Year 1 | Yes |
| 3b. Year 2 | Yes |
| 3c. Year 3 | Yes |
| 3d. Year 4 | Yes |
| 3e. Year 5 | Yes |
4. Intended Result(s) Provide shared access to collections purchased by member schools Ensure the continued quality/quantity of resources to support curricular needs.
5. Evaluation Method(s) Annual survey-section on the CCD coser Evaluation of purchasing statistics
1. Topic Cooperative Collection Development
2. Goal Statement Explore ways that the CCD coser may be expanded to include digital resources (i.e. ebooks)
- 3a. Indicate year(s) during which the system will be addressing this goal (check all that apply)

- Year 1 Yes
- 3b. Year 2 Yes
- 3c. Year 3 Yes
- 3d. Year 4 Yes
- 3e. Year 5 Yes

4. Intended Result(s) Provide shared access to collections purchased by member schools Ensure the continued quality/quantity of resources to support curricular needs.

5. Evaluation Method(s) Annual survey-section on the CCD coser Evaluation of purchasing statistics

4.8 Element 2 - SPECIAL CLIENT GROUPS

- 1. Topic Special Client Groups
- 2. Goal Statement Provide equitable access to appropriate resources that supports all special client groups (to include but not exclusive to SWDs, ELLS, gifted, POC, SEL, LGBTQIA)

3a. Indicate year(s) during which the system will be addressing this goal (check all that apply)

- Year 1 Yes
- 3b. Year 2 Yes
- 3c. Year 3 Yes
- 3d. Year 4 Yes
- 3e. Year 5 Yes

4. Intended Result(s) Resources for students and staff that meet all special needs System members can meet the information, environmental, and access needs of all students

5. Evaluation Method(s) Annual survey- section on special client groups. Collection development analysis Analysis of participation in professional development

1. Topic Special Client Groups

2. Goal Statement Provide training and professional development resources that supports all special client groups (to include but not exclusive to SWDs, ELLS, gifted, POC, SEL, LGBTQIA)

3a. Indicate year(s) during which the system will be addressing this goal (check all that apply)

- Year 1 Yes
- 3b. Year 2 Yes
- 3c. Year 3 Yes
- 3d. Year 4 Yes
- 3e. Year 5 Yes

4. Intended Result(s) Resources for students and staff that meet all special needs System members can meet the information, environmental, and access needs of all students

5. Evaluation Method(s) Annual survey- section on special client groups. Collection development analysis Analysis of participation in professional development

4.9 Element 3 - PROFESSIONAL DEVELOPMENT AND TRAINING

1. Goal Statement Assess the professional development and continuing education needs of members

2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)

- Year 1 Yes
- 2b. Year 2 Yes
- 2c. Year 3 Yes
- 2d. Year 4 Yes

- 2e. Year 5 Yes
3. Intended Result(s) Professional development that meets the needs of members
4. Evaluation Method(s) Workshop attendance Workshop evaluation Annual survey- section on professional development services offered by SLS and to suggest future topics of interest.
1. Goal Statement Provide timely, high quality and targeted learning opportunities.
- 2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)
- Year 1 Yes
- 2b. Year 2 Yes
- 2c. Year 3 Yes
- 2d. Year 4 Yes
- 2e. Year 5 Yes
3. Intended Result(s) Professional development that meets the needs of members Developing stronger skill set in teaching, co-teaching, leadership, program management, A varied professional development that will increase members knowledge
4. Evaluation Method(s) Workshop evaluation Annual survey- section on professional development services offered by SLS and to suggest future topics of interest.
1. Goal Statement Collaborate with others in providing high quality professional development
- 2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)
- Year 1 Yes
- 2b. Year 2 Yes
- 2c. Year 3 Yes
- 2d. Year 4 Yes
- 2e. Year 5 Yes
3. Intended Result(s) Professional development that meets the needs of members Developing stronger skill set in teaching, co-teaching, leadership, program management, A varied professional development that will increase members knowledge Access to knowledgeable support team
4. Evaluation Method(s) Workshop evaluation Annual survey- section on professional development services offered by SLS and to suggest future topics of interest.
1. Goal Statement Provide support to new librarians
- 2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)
- Year 1 Yes
- 2b. Year 2 Yes
- 2c. Year 3 Yes
- 2d. Year 4 Yes
- 2e. Year 5 Yes
3. Intended Result(s) Professional development that meets the needs of members Developing stronger skill set in teaching, co-teaching, leadership, program management, A varied professional development that will increase members knowledge Access to knowledgeable support team Building leadership skills, along with gaining more immediate and accessible training support
4. Evaluation Method(s) Annual survey- section on professional development services offered by SLS and to suggest future topics of interest.
1. Goal Statement Increase awareness and access to expertise within our own region

- 2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)
- | | |
|------------|-----|
| Year 1 | Yes |
| 2b. Year 2 | Yes |
| 2c. Year 3 | Yes |
| 2d. Year 4 | Yes |
| 2e. Year 5 | Yes |
3. Intended Result(s) Developing stronger skill set in teaching, co-teaching, leadership, program management, A varied professional development that will increase members knowledge Access to knowledgeable support team Building leadership skills, along with gaining more immediate and accessible training support Developing stronger skill set in giving professional development
4. Evaluation Method(s) Workshop evaluation Annual survey- section on professional development services offered by SLS and to suggest future topics of interest.
1. Goal Statement To develop leadership capacity of members
- 2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)
- | | |
|------------|-----|
| Year 1 | Yes |
| 2b. Year 2 | Yes |
| 2c. Year 3 | Yes |
| 2d. Year 4 | Yes |
| 2e. Year 5 | Yes |
3. Intended Result(s) Access to knowledgeable support team Building leadership skills, along with gaining more immediate and accessible training support Developing stronger skill set in giving professional development
4. Evaluation Method(s) Workshop evaluation Annual survey- section on professional development services offered by SLS and to suggest future topics of interest.

4.10 Element 4 - CONSULTING AND DEVELOPMENT SERVICES

1. Goal Statement Provide technical support of automation systems and databases
- 2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)
- | | |
|------------|-----|
| Year 1 | Yes |
| 2b. Year 2 | Yes |
| 2c. Year 3 | Yes |
| 2d. Year 4 | Yes |
| 2e. Year 5 | Yes |
3. Intended Result(s) Customized assistance through in person visits, phone, email and online support.
4. Evaluation Method(s) Annual survey- section on effectiveness of SLS consultations Review of number of emails, phone calls, and personal visits Review of newsletter views
1. Goal Statement Provide support in budgeting and purchasing
- 2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)
- | | |
|------------|-----|
| Year 1 | Yes |
| 2b. Year 2 | Yes |
| 2c. Year 3 | Yes |

- 2d. Year 4 Yes
- 2e. Year 5 Yes
3. Intended Result(s) Customized assistance through in person visits, phone, email and online support. Greater buying power Personalized growth and development
4. Evaluation Method(s) Annual survey- section on effectiveness of SLS consultations Review of number of emails, phone calls, and personal visits
Review of newsletter views
1. Goal Statement Offer advocacy, professional development and grant opportunities
- 2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)
- Year 1 Yes
- 2b. Year 2 Yes
- 2c. Year 3 Yes
- 2d. Year 4 Yes
- 2e. Year 5 Yes
3. Intended Result(s) Customized assistance through in person visits, phone, email and online support. Greater buying power Personalized growth and development
4. Evaluation Method(s) Annual survey- section on effectiveness of SLS consultations Review of number of emails, phone calls, and personal visits
Review of newsletter views

4.11 Element 5 - COORDINATED SERVICES FOR MEMBERS Virtual Reference

1. Goal Statement Explore collaborating with local public libraries in developing a virtual reference desk for student use
- 2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)
- Year 1 Yes
- 2b. Year 2 Yes
- 2c. Year 3 Yes
- 2d. Year 4 Yes
- 2e. Year 5 Yes
3. Intended Result(s) On-line, synchronous help-desk that meets the needs of students and staff outside of school hours.
4. Evaluation Method(s) Annual survey will include questions to evaluate virtual reference services and coordinated services by all SLS members.

4.12 Element 5 - COORDINATED SERVICES FOR MEMBERS Digitization Services

1. Goal Statement Provide information to all members regarding the availability of digitization services provided by South Central Regional Library Council (SCRLC)
- 2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)
- Year 1 Yes
- 2b. Year 2 Yes
- 2c. Year 3 Yes
- 2d. Year 4 Yes
- 2e. Year 5 Yes
3. Intended Result(s) System members will be aware of the availability of digitization services provided by SCLRC. Members will have access to contact information with SCLRC for these services.
4. Evaluation Method(s) Annual survey

1. Goal Statement Explore grant writing with SCLRC to digitize yearbooks
- 2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)

Year 1	Yes
--------	-----
- 2b. Year 2 Yes
- 2c. Year 3 Yes
- 2d. Year 4 Yes
- 2e. Year 5 Yes
3. Intended Result(s) System members will be aware of the availability of digitization services provided by SCLRC. Members will have access to contact information with SCLRC for these services.
4. Evaluation Method(s) Annual survey Survey results of interest in yearbook digitization

4.13 Element 5 - COORDINATED SERVICES FOR MEMBERS

Other (Optional)

1. Topic
2. Goal Statement
- 3a. Indicate year(s) during which the system will be addressing this goal (check all that apply)

Year 1	No
--------	----
- 3b. Year 2 No
- 3c. Year 3 No
- 3d. Year 4 No
- 3e. Year 5 No
4. Intended Result(s)
5. Evaluation Method(s)

4.14 Element 6 - AWARENESS AND ADVOCACY

1. Goal Statement Promote awareness (to others) of the role of school libraries and school library systems
- 2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)

Year 1	Yes
--------	-----
- 2b. Year 2 Yes
- 2c. Year 3 Yes
- 2d. Year 4 Yes
- 2e. Year 5 Yes
3. Intended Result(s) Having increased recognition as key participants in the education community Working with and learning from others how to advocate for school library programs
4. Evaluation Method(s) Annual survey-section on library advocacy efforts

1. Goal Statement Promote awareness and participation (of members) in local, regional, state, and national library advocacy programs
- 2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)

Year 1	Yes
--------	-----
- 2b. Year 2 Yes
- 2c. Year 3 Yes
- 2d. Year 4 Yes
- 2e. Year 5 Yes
3. Intended Result(s) Having increased recognition as key participants in the education community Working with and learning from others how to advocate for school library programs

4. Evaluation Method(s) Annual survey-section on library advocacy efforts

1. Goal Statement Collaborate with other library systems and statewide organizations of library advocacy programs.

2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)

- Year 1 Yes
- 2b. Year 2 Yes
- 2c. Year 3 Yes
- 2d. Year 4 Yes
- 2e. Year 5 Yes

3. Intended Result(s) Having increased recognition as key participants in the education community Working with and learning from others how to advocate for school library programs

4. Evaluation Method(s) Annual survey-section on library advocacy efforts

1. Goal Statement Provide documentation to districts on grant recipients training received and given

2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)

- Year 1 Yes
- 2b. Year 2 Yes
- 2c. Year 3 Yes
- 2d. Year 4 Yes
- 2e. Year 5 Yes

3. Intended Result(s) Having increased recognition as key participants in the education community Working with and learning from others how to advocate for school library programs

4. Evaluation Method(s) Annual survey-section on library advocacy efforts

1. Goal Statement Provide student, staff and family fluidity between school, public and academic libraries.

2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)

- Year 1 Yes
- 2b. Year 2 Yes
- 2c. Year 3 Yes
- 2d. Year 4 Yes
- 2e. Year 5 Yes

3. Intended Result(s) Having increased recognition as key participants in the education community Working with and learning from others how to advocate for school library programs

4. Evaluation Method(s) Annual survey-section on library advocacy efforts

1. Goal Statement Provide members with local, state and national advocacy efforts

2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)

- Year 1 Yes
- 2b. Year 2 Yes

- 2c. Year 3 Yes
- 2d. Year 4 Yes
- 2e. Year 5 Yes

- 3. Intended Result(s) Members will have information about local, state and national advocacy on their behalf.
- 4. Evaluation Method(s) Annual survey-section on library advocacy efforts

4.15 Element 7 - COMMUNICATIONS AMONG MEMBERS

- 1. Goal Statement Provide multiple ways for timely, valuable information to flow from SLS to members and from members to SLS (to include but not exclusive of CC/Council meetings, emails, newsletters, 1:1 meetings)

- 2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)

- Year 1 Yes
- 2b. Year 2 Yes
- 2c. Year 3 Yes
- 2d. Year 4 Yes
- 2e. Year 5 Yes

- 3. Intended Result(s) Access to relevant information and answers to their questions in timely, varied formats Shared support and collaboration among members Continued access to information and training to refer back to as needed

- 4. Evaluation Method(s) The annual survey- section on communication among members. Communication Coordinators meetings Data collection from newsletter viewings Data collection from messaging program

- 1. Goal Statement Provide an effective method for members to communicate amongst themselves

- 2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)

- Year 1 Yes
- 2b. Year 2 Yes
- 2c. Year 3 Yes
- 2d. Year 4 Yes
- 2e. Year 5 Yes

- 3. Intended Result(s) Access to relevant information and answers to their questions in timely, varied formats Shared support and collaboration among members Continued access to information and training to refer back to as needed

- 4. Evaluation Method(s) The annual survey- section on communication among members. Communication Coordinators meetings Data collection from newsletter viewings Data collection from messaging program

- 1. Goal Statement Host all pertinent information virtually

- 2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)

- Year 1 Yes
- 2b. Year 2 Yes
- 2c. Year 3 Yes
- 2d. Year 4 Yes
- 2e. Year 5 Yes

- 3. Intended Result(s) Access to relevant information and answers to their questions in timely, varied formats Shared support and collaboration among members Continued access to information and training to refer back to as needed

- 4. Evaluation Method(s) The annual survey- section on communication among members. Communication Coordinators meetings Data collection from newsletter viewings Data collection from messaging program

4.16 Element 8 - COLLABORATIVE EFFORTS WITH OTHER LIBRARY SYSTEMS

- 1. Goal Statement Develop partnerships, promote resources and PD with other library systems to include, but not exclusive of: Public libraries SCLRC Academic libraries Other SLSA Directors SCOOLS system BOCES

 - 2a. Indicate year(s) during which the system will be addressing this goal (check all that apply)
 - Year 1 Yes
 - 2b. Year 2 Yes
 - 2c. Year 3 Yes
 - 2d. Year 4 Yes
 - 2e. Year 5 Yes
- 3. Intended Result(s) Improved and increased access to high-quality professional development, webinars, databases, electronic and print resources, and advocacy Improved fiscal efficiency
 - 4. Evaluation Method(s) The annual survey- section for SLS cooperative efforts Participation and evaluation data for shared events and services Annual cost analysis of shared events and services

4.17 Element 9 - OTHER (Optional) - If there are other elements in the System's Plan of Service not listed above, complete one repeating group for each element.

- 1. Element Cooperative Efforts with other Education Systems

 - 2. Topic Cooperative Efforts with other Education Systems

 - 3. Goal Statement Develop partnerships, promote resources and PD with other educational agencies to include, but not exclusive of: EMTA WCNY Educational Services Advisory Committee NYALS

 - 4a. Indicate year(s) during which the system will be addressing this goal (check all that apply)
 - Year 1 Yes
 - 4b. Year 2 Yes
 - 4c. Year 3 Yes
 - 4d. Year 4 Yes
 - 4e. Year 5 Yes
- 5. Intended Result(s) Improved and increased access to high-quality professional development, webinars, databases, electronic and print resources, and advocacy Improved fiscal efficiency
 - 6. Evaluation Method(s) The annual survey- section for SLS cooperative efforts Participation and evaluation data for shared events and services Annual cost analysis of shared events and services

ASSURANCE

- 4.18 The Library System's Plan of Service was developed in accordance with provisions of Education Law and the Regulations of the Commissioner and the requirements of the New York State Library, and was reviewed and approved by the Library System Council on (date - mm/dd/yyyy) 03/23/2021

APPROVAL - For NYSL Use Only

4.19 The Library System's
Plan of Service was
reviewed and 06/22/2021
approved by the New
York State Library on
(date - mm/dd/yyyy)

REVISION ASSURANCE

4.20 The Library
System's Plan of
Service was
revised in
accordance with
provisions of
Education Law
and the
Regulations of
the
Commissioner
and the
requirements of
the New York
State Library,
and was
reviewed and
approved by the
Library System
Council on (date
- mm/dd/yyyy)

REVISION APPROVAL

4.21 The Library
System's revised
Plan of Service
was reviewed
and approved by
the New York
State Library on
(date -
mm/dd/yyyy)