

Franklin-Essex-Hamilton 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 Franklin-Essex-Hamilton BOCES School Library System
- 1.2 Street Address North Franklin Educational Center, 23 Husky Lane
- 1.3 City Malone
- 1.4 Zip Code 12953
- 1.5 Four Digit Zip Code Extension (enter N/A if unknown) 2413
- 1.6 Telephone Number (enter 10 digits only) (518) 483-1697
- 1.7 Fax Number (enter 10 digits only) (000) 000-0000
- 1.8 Name of System Director Karie Doelger
- 1.9 E-Mail Address of the System Director kdoelger@fehb.org
- 1.10 System Home Page URL <https://yoi.fehb.org/bin/home>
- 1.11 URL of Current Membership List <https://yoi.fehb.org/bin/home>

1.12 Date of Establishment 7/1/1985

1.15 Square Mileage of System Service Area 2,499

1.16 Population of System Service Area N/A

1.17 Type of System SLS

SECTION 2 - SYSTEM GOVERNANCE AND MEMBERSHIP BYLAWS

2.1 URL of Current Governing Bylaws <https://drive.google.com/file/d/0B0jwECqdUFDueG8wZlpfeHFQNWM/view?usp=sharing>

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). O - Other (specify using the note)

2.3 Indicate by whom the System Board / System Council Members are appointed/elected. The council collaborates and works together to ensure fair representation of the system members and the profession. Annually at our last meeting, we vote on the finalized list for the next school years' council members' list.

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) Yes

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. Feedback from members at meetings, findings on studies within the field, and current issues/topics such as pandemic response plans.
- 3.2 Identify the groups involved in development of the Plan of Service and each group's role. The elements are provided by NYS Library and NYSED for us to gauge our services on; however, our council and the liaisons collaborate to ensure the Plan of Service is addressing our needs while providing the same types of services as our statewide partners.
- 3.9 Provide the URL of the 2021-2026 Member Plan template <https://drive.google.com/file/d/1CZ4AiB0kkLEHV-y94cUhASke2sIOSHhF/view>
- 3.10 Provide the URL of the 2021-2026 Cooperative Collection Development Plan https://drive.google.com/file/d/1ZAw6aRILeAvlYP7_oo95UWKYeTWz4zcG/view

EVALUATION

- 3.12 Describe the information to be collected in order to evaluate and determine members' satisfaction with the system's services. We provide a system evaluation annually to all members and ask for feedback on all aspects of our program that are aligned with the Plan of Service and current needs/issues. My office provides an annual services report to each district for each of our CoSer's and for the various other services offered/provided.

3.13 Provide the URL for the evaluation form(s) used by members. https://drive.google.com/file/d/1pzPXCmCh5eozBxJJu_SgsjoIslvfGsYV/view

3.14 Describe how the information on customer satisfaction will be used to shape the system's plan in the next year or in the following planning cycle. As a director in a field that provides certain services, knowing I am meeting the needs of our customers is important to ensuring a successful program with valued relations within the organization. The information pulled from the evaluation allows me to review the services offered and to look at how to best implement the necessary agents of change.

REVISION PROCESS

3.15 Describe the process for revising the system's Plan of Service for submission to the New York State Education Department/New York State Library. The council will continue to visit the elements within the Plan of Service with each year to address any upcoming changes or possible revisions.

SECTION 4 - GOALS/RESULTS

4.1 The Library System's Mission Statement (The Instructions include the definition of the mission statement.) The Mission of the School Library System Association of New York State is to strengthen, support and advocate for its members as they foster quality school library programs. Intended Results: Improve upon services provided and shared with component districts and their school library programs with a plan kept current to support NYS Next Generation Learning Standards. Evaluation Methods: • Annual SLS evaluation • Annual Member Plans Activities: • Maintain open lines of communication on services and resources available • Assist and promote advocacy with system members

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 To continue building collections that meet the needs of each component district as well as the region as a whole.

- 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) 4.2 (1) - The CCD program will be facilitated and kept current to support the NYS Next Generation Learning Standards. 4.2 (2) - CCD materials will be: Current, Available for ILL, Relevant to building curriculum/student needs, and Visibly stamped with a CCD property stamp
4. Evaluation Method(s) 4.2 (1) Annual SLS evaluation Co-Ser commitment forms for CCD services Three-year review and updates of the CCD plan currency 4.2 (2) Annual SLS evaluation Anecdotal evidence from CC/Liaison meetings/SLS evaluation Three-year review of the CCD plan currency Activities for both (1) and (2) include: Coordinate selection of in-depth CCD topics at liaison meetings, Explore other areas of CCD collaboration, Promote CCD in newsletters, meetings, and webpage, Provide advice on acquisition weeding of CCD collections, CCD in 852X, Property stamp all materials •

4.3 Element 1 - RESOURCE SHARING

Union Catalog

1. Goal Statement The SLS will update and maintain the Union Catalog.
- 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) 4.3 (1) - The Union Catalog will accurately reflect the holdings within each member library. 4.3 (2) - The Union Catalog will be readily available online through online automation and interlibrary loan platforms.
4. Evaluation Method(s) 4.3 (1) Statistics for MARC records added to and deleted from Union Catalog. Ongoing conversion of records, if needed. 4.3 (2) Union Catalog accessible from link in district catalogs. District holdings available in online regional interlibrary

loan catalog. Activities include: 4.3 (1) Collect MARC records for new acquisitions from online catalogs, Use Union Catalog and online sources to convert uncataloged materials to MARC format, On a quarterly basis export complete collections from members' catalogs and reimport into Union Catalog, Clean up Union Catalog as time permits, Provide access to MARC records through various platforms. 4.3 (2) Contribute records to regional interlibrary loan catalog, Publish and distribute Union Catalog on the internet

4.4 Element 1 - RESOURCE SHARING

Delivery

- | | | |
|-----|--|---|
| 1. | Goal Statement | The SLS will coordinate delivery of ILL materials. |
| 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) | 4.4 (1) - Delivery of ILL materials will be facilitated between member libraries and other ILL members. |
| 4. | Evaluation Method(s) | 4.4 (1) Review ILL policies and guidelines, Ill platform reporting, Annual SLS evaluation Activities: Provide courier delivery of ILL materials between BOCES Centers and CVES SLS; U.S. Library Mail for outside BOCES Courier; Provide guidelines on system/out-of-system resource-sharing by sending to members via email annually or as needed, and posting on webpage. |

4.5 Element 1 - RESOURCE SHARING

Interlibrary Loan

- | | | |
|-----|--|---|
| 1. | Goal Statement | The SLS will promote and encourage the use of interlibrary loan through the online platform provided to member 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) 4.5 (1) - Interlibrary loan resources will be updated as appropriate. 4.5 (2) - Online access will be efficient and effective in providing supplement resources to support the NYS Next Generation Learning Standards. 4.5 (3) - Librarians will have access to professional resources.

4. Evaluation Method(s) Review of ILL procedures and guidelines; Minutes from CC/Liaison Meetings; Review of ILL Statistics; Review of NNYLN reporting to SLS; Annual SLS evaluation; Anecdotal evidence from school library staff members; Acquisitions report for SLS professional development collection; Circulation & usage statistics for professional materials. Activities: Distribute and review interlibrary loan procedures; Revise interlibrary loan procedures as needed; Review/update system contact information annually; Make sure system information updated annually; Facilitate point-to-point participation in regional ILL; Provide training as needed; Monitor ILL online platform statistics; Continue development of SLS professional collection materials that support this goal; provide digital subscriptions to professional serials

4.6 Element 1 - RESOURCE SHARING

Digital Collections Access

1. Goal Statement The SLS will promote equity of access to information resources in digital format.

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

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

3. Intended Result(s) 4.6 (1) - SLS members will have equitable access to a variety of print and nonprint resources that support the NYS Next Generation Learning Standards.

4. Evaluation Method(s) Lists of databases purchased - Component Districts - SLS - NOVELny Provide statistics for usage with - SLS - NOVELny Activities: Continue providing online resources to SLS members, as funds allow; Promote CCD materials; Promote SLS, NNYLN, NOVELny state-provided online resources; Promote use of SEARCHfor Success; Participate in system-wide consortiums.

4.7 Element 1 - RESOURCE SHARING

Other (Optional)

1. Topic N/A

2. Goal Statement N/A

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

Year 1	No
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- 3b. Year 2 No

- 3c. Year 3 No
- 3d. Year 4 No
- 3e. Year 5 No
- 4. Intended Result(s) N/A
- 5. Evaluation Method(s) N/A

4.8 Element 2 - SPECIAL CLIENT GROUPS

- 1. Topic As a small rural region, the SLS works directly with district LMS's on an "as-needed" basis, and our work deals with all the ways to identify students that fall within the Special Client Groups. Special Client groups include students with hearing and visual impairments, behavioral issues, and students in special education and ELL's.
- 2. Goal Statement The SLS will work with members to identify and meet the needs of special client groups.
- 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) 4.8 (1) - The needs of special clients will continue to be identified and addressed.
4.8 (2) - The SLS will provide equitable access to information for all students.
- 5. Evaluation Method(s) Anecdotal information from school librarians; Analysis of special needs survey; Acquisitions report for SLS professional development collection; Circulation/usage statistics; Anecdotal evidence from school librarians. Activities: Help school librarians identify special needs clients through survey/discussion and provide resources, as available; Continue development of professional collection materials that support this goal; Help provide access to needed resources, online or otherwise; Project ENABLE; H2C w/NNYLN (High School to College); Ensure digital resources have features to support special client groups and provide training to system members as needed.

4.9 Element 3 - PROFESSIONAL DEVELOPMENT AND TRAINING

- 1. Goal Statement The SLS will continue to provide professional development opportunities and materials, contingent upon sufficient funding.
- 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) 4.9 (1) - Professional development needs of librarians will be addressed, especially those required to support the NYS Next Generation Learning Standards. 4.9 (2) - Library Media Specialists will work toward becoming education/technology collaborators in their schools: - Identify stakeholders - Build collaborative relationships - Develop cross-curricular projects through partnerships
4. Evaluation Method(s) Workshop survey results; Acquisitions report for SLS professional development collection; Circulation and usage statistics for SLS professional library materials; List of professional development programs offered; List of professional development programs offered; Annual SLS evaluation; Anecdotal evidence from school librarians. Activities: Survey librarians as needed to identify areas of training desired and work to plan requested professional development training; Continue development of professional collection materials that support this goal; Encourage members to participate in professional library organizations - SLNNY - NYLA/SSL - ALA/AASL Electronic access to professional serials; Provide professional development as appropriate and funding allows; Provide webinars on SLS webpage; Provide access to OCLC Web Junction on SLS webpage.

4.10 Element 4 - CONSULTING AND DEVELOPMENT SERVICES

1. Goal Statement FACILITIES PLANNING: Upon request, the SLS will provide assistance in school library facilities planning.
- 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) 4.10 (1) - Appropriate resources will be available for school districts planning library renovations.
4. Evaluation Method(s) Acquisitions report for SLS professional development collection; Circulation and usage statistics for SLS professional library materials. Activities: Collect professional materials and other information on school library facilities use and planning; Communicate with school districts on availability of resources and expertise; Annual Service Reports.

1. Goal Statement INFORMATION SKILLS CURRICULUM - The SLS will provide assistance/guidance in the area of a system-wide information skills curriculum by promoting and implementing the Empire State Information Fluency Continuum (ESIFC).
- 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) 4.10 (3) - School librarians will have a current information skills curriculum to guide their instructional program and integrated to the NYS Next Generation Learning Standards.
4. Evaluation Method(s) Acquisitions report for SLS professional development collection; Circulation and usage statistics for SLS professional library materials; Anecdotal evidence from CC/liaisons. Activities: Implement and monitor the ESIFC, a school library K-12 information skills curriculum; Provide training on ESIFC as needed.

1. Goal Statement MENTORING PROGRAM - The SLS will provide a mentoring program for new/nearly new school librarians as necessary and upon request from component district or member LMS.
- 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) 4.10 (4) - Upon request school librarians will have mentoring partners to guide them in their professional roles.
4. Evaluation Method(s) Mentoring Program documents/planning; Anecdotal evidence from school librarians; Acquisitions report for SLS professional development collection; Circulation and usage statistics for SLS professional library materials. Activities: Recruit veteran school librarians to be mentors; Canvas new school librarians to be mentees; Provide structured opportunities for interaction; Provide opportunities for sharing information between mentoring partners and/or other school librarians/SLS; Evaluate effectiveness of program; Collect professional materials of use to mentoring partners.

1. Goal Statement GRANT FUNDING - The SLS will provide information on available grant funding.
- 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) 4.10 (5) - School librarians will be informed about available grant funding.
4. Evaluation Method(s) Minutes of CC/liasion meetings; SLS annual evaluation. Activities: Send alerts about grants as information is received by SLS; Maintain a list of available grant funding sources to share with members via SLS webpage and email notifications.

4.11 Element 5 - COORDINATED SERVICES FOR MEMBERS

Virtual Reference

1. Goal Statement The SLS will assist with each school library's automation system providing technology-based information services.
- 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) 4.11 (1) - Libraries will continue to maintain online automation providing access to resources supporting the NYS Next Generation Learning Standards. 4.11 (2) - Libraries will obtain appropriate information technologies and reports for the NOVELny Ready Libraries program.
4. Evaluation Method(s) Library automation updates in Council and CC/liasion minutes; Annual SLS evaluation; Minutes from Council and CC/liasion meetings; List of professional development programs offered; Annual SLS evaluation; All of the above will be maintained on the SLS webpage. Activities: Continue to support school library automation through telephone and onsite or virtual assistance, training, guidelines, manual updates, etc. Upon request, facilitate nonpublic school library automation; Provide technical support; Survey libraries for technology in place; Maintain records of district technology level for NOVELny Ready Library reporting; Attend meetings and workshops related to new technologies and arrange demos of technologies that seem educationally relevant.

1. Goal Statement ONLINE RESOURCES - The SLS will oversee the Co-Ser for online information resources.

- 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) 4.11 (3) - Libraries will have access to a wide range of quality online resources at consortium prices through the 502 Co-Ser.

4. Evaluation Method(s) 502 Co-Ser commitment forms for online resources; Reports provided to members at liaison meetings regarding costs and statistics for all district-purchased resources; Statistics provided to members on SLS-purchased and NOVELny resources.
 Activities: Work with regional and statewide library systems to provide electronic access to commercial indexes and full text databases; Work with school librarians and database vendors to expand and refine the online information resources service; Ensure all electronic resources are in compliance with Education Law 2D.

4.12 Element 5 - COORDINATED SERVICES FOR MEMBERS

Digitization Services

1. Goal Statement N/A

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

Year 1	No
2b. Year 2	No
2c. Year 3	No
2d. Year 4	No
2e. Year 5	No

3. Intended Result(s) N/A

4. Evaluation Method(s) N/A

4.13 Element 5 - COORDINATED SERVICES FOR MEMBERS

Other (Optional)

1. Topic SERVICE REPORTS

2. Goal Statement The SLS will provide members with an annual service report.

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) 4.13 (1) - The SLS will work to maintain open communications regarding services provided.

5. Evaluation Method(s) Tabulated data on all 502 services; Statistical analysis and costs; Contacts with district-purchased service providers. Activities: Prepared and shared annually; LMS's received prepared usage reports at each liaison meeting.

4.14 Element 6 - AWARENESS AND ADVOCACY

1. Goal Statement The SLS will participate in regional, statewide, 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) The SLS will assist librarians with advocacy efforts.

4. Evaluation Method(s) Review of SLS newsletters; Minutes of Council and CC/liasion meetings; Acquisitions report for SLS professional development collection; Circulation and usage statistics for SLS professional library materials. Activities: Encourage members to participate in professional library organizations; Encourage members to participate in regional advocacy workshops, meetings, and initiatives; Continue development of professional collection materials that support this goal; Advocacy links from ALA and New York Library Association (NYLA) will be shared electronically and posted to the SLS webpage.

4.15 Element 7 - COMMUNICATIONS AMONG MEMBERS

1. Goal Statement The SLS will promote communication among members and participants.

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) 4.15 (1) - The SLS will communicate frequently and effectively with constituents. 4.15 (2) - System members will be able to evaluate SLS services and impact future services. 4.15 (3) - New librarians will understand their role in the SLS and services available to them as members.

4. Evaluation Method(s) • SLS electronic newsletter • Council and CC/liaison minutes • Annual SLS evaluation • Member Plans • Annual SLS evaluation summary • Council and CC/liaison minutes • Anecdotal evidence from school librarians • Orientation agenda and meeting packet • School visits upon requests/needs • Publish system newsletter • Hold CC/liaison and council meetings • Continue distribution of information via most effective format of communication (email, webpage, PLC, etc.) • Post minutes and newsletters on SLS webpage • Encourage use of listservs, PLC, social media, etc. for exchange of library information and news • Continue to distribute annual evaluation of programs and services to all participants • Use results of annual evaluation as a guide to improve system communications • Provide orientation for librarians new to the SLS • Provide mentoring and guidance

4.16 Element 8 - COLLABORATIVE EFFORTS WITH OTHER LIBRARY SYSTEMS

1. Goal Statement The SLS will collaborate with other libraries, library systems and organizations to provide services as well as program enhancements.

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) 4.16 (1) - The SLS will organize cooperative ventures with other library systems.

4. Evaluation Method(s) Documentations of North Country Regional SLS Director meetings; ILL statistics; Anecdotal evidence on ILL success; Book Review Program statistics and documentation; CC/liaison meeting minutes. Activities: Collaborate with regional systems for discussion on new common topics of interest and professional

development opportunities; Maintain point-to-point interlibrary loan with regional library systems; Coordinate a Book Review Project; Encourage participation in SLNNY (School Librarians of Northern New York), a NYLA/SSL regional affiliate that encompasses the St. Lawrence-Lewis and Franklin-Essex-Hamilton SLS regions; Explore ways to improve school-public and school-academic library cooperation; Sustain an alliance with New York Alliance of Library Systems (NYALS); Share CEFLS Trail Blazer with members highlighting services available and share link on SLS webpage.

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 | 4.17 Element 9 "other" |
| 2. | Topic | CRISIS PLANNING |
| 3. | Goal Statement | The SLS will collaborate with other libraries, library systems, and library organizations to establish a plan for situations such as pandemics. |
| 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) | 4.17 (1) - The SLS will help LMS's be better prepared for unprecedented events. |
| 6. | Evaluation Method(s) | Council/Liaison Review for relevancy. Activities: Develop guidelines; Publish a plan; Update/Review annually; Evaluate electronic resources to best facilitate remote instruction. |

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)

03/24/2021

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)