

# School Library System Cooperative Collection Development Plan

## Education Laws and Regulations require the development of a Cooperative Collection Development (CCD) Plan

Education Law 283: Functions of school library systems

- (b) "developing a plan which will aid each participating school library in cooperative collection development"

Commissioner Regulations 90.18 School library systems

- (c) Plan of Service – (1) (ix) "the plan for cooperative collection development implementation."
- (e) Functions of the system coordinator - (3) "development and implementation of a cooperative collection development plan."

## Scope

- The School Library System (SLS) Cooperative Collection Development Plan is developed as part of the resource sharing component of the plan of service.
- The plan is an integral approach to maximizing resources for all participating libraries.
- A CCD Plan allows for leveraging funding, staffing, and space in order to expand accessibility to specialized resources for all participating school libraries.
- The CCD Plan is developed for materials that fall outside of the core curriculum collection maintained by each school library.
- School Districts and non-public schools may opt to participate in the plan.

## Creating the CCD Plan

- Form a CCD Plan Committee to assist the SLS Coordinator
- Select members from council membership, communication coordinators and general membership
- For support in creating the original plan:
  - Consult with other SLS Coordinators
  - Read professional publications
  - Contact Division of Library Development liaison

## Components of the CCD Plan

- Goal
  - ◆ to assist participating libraries in serving the resource sharing needs of the system
  - ◆ to identify subject specializations for resource sharing
- Responsibilities of each participating school library and the school library system in developing and maintaining a cooperative collection, which may include subject specialization, resource sharing and interlibrary loan, mutual notification, cost of materials
- Outcomes that measure the effectiveness of the plan

## **Periodically Review and Recommend Changes**

- Review collection needs of school libraries within system
- Evaluate each school library's participation in the plan
- Evaluate the value of the plan to the system and individual school libraries
- Respond to changing information and emerging technologies
- Incorporate CCD Plan goals and activities into the 5 year Plan of Service

## **The Cooperative Service Plan (Co-ser) Associated with the CCD Plan**

- BOCES-based SLS may offer a co-ser for purchase by member districts to cover the purchase of materials included in the CCD Plan.
- If a SLS has or develops a co-ser to include CCD materials, the co-ser must be consistent with the approved SLS Cooperative Collection Development Plan.

## **Suggested Components**

### **Plan A**

- 1. Statement of Purpose/Definition**
- 2. Scope (define participants)**
- 3. Goals**
- 4. School Library System Responsibilities**
- 5. Participating School Responsibilities**
- 6. Implementation**
- 7. Periodic Evaluation**

### **Plan B**

- 1. Goal**
- 2. Outcomes**
- 3. School Library System Responsibilities**
- 4. Participating School Responsibilities**
- 5. Chart to rate school library responsibilities**
- 6. Periodic Evaluation**