Cayuga Onondaga BOCES
Five Year Plan of Service
2021-2026

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.

Element 1: Resource Sharing

Goal Statement Our goal is to:	Intended results Users will have the benefit of:	Timeline	Evaluation Methods We will evaluate through:
4.2 CCD URL: https://libguides.cayboces.org/c.php?g=603518 ● 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	● Access to cost-effective resources ● Access to specialized resources to support instructional and literary needs in the region ● Access to lists of classroom resources	2021-22 ✔ 2022-23 ✔ 2023-24 ✔ 2024-25 ✔ 2025-26 ✔	● Analysis of collection development and purchase data ● Annual survey- section on CCD satisfaction ● SCOOLS report on ILL
4.3 Union Catalog ● Provide equitable access to updated quality resources by maintaining current local and regional Union Catalogs. ● Upload titles two times each school year and have them verified by the vendor. ● Work with SCOOLS to pursue a search that allows for class sets ● Work with MITINET to clean up records	● Increased equitable access to collections in the union catalog ● Ease and efficiency of searching	2021-22 ✔ 2022-23 ✔ 2023-24 ✔ 2024-25 ✔ 2025-26 ✔	● Measure ILL statistics ● Annual survey- section on determining member satisfaction will ILL services and the Union Catalog
4.4 Delivery ● Coordinate delivery of resources as quickly and efficiently as possible.	● Fast, efficient and accurate transfer of resources that facilitates resource sharing	2021-22 ✔ 2022-23 ✔ 2023-24 ✔ 2024-25 ✔ 2025-26 ✔	● Annual survey- section rating their level of satisfaction with the ILL delivery service
4.5 ILL ● Increase access to resources through the ILL System, thereby ensuring cost savings to members. ● Provide opportunities for ILL professional development in increasing local resources through ILL that support learning standards and curricula.	● 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.	2021-22 ✔ 2022-23 ✔ 2023-24 ✔ 2024-25 ✔ 2025-26 ✔	● Measure ILL statistics ● Annual survey- section on member satisfaction with ILL services and an opportunity for comments and suggestions

● Provide expected arrival time from SCOOLS request			
4.6 Digital Collections Access ● Increase accessibility to quality digital resources (including but not limited to databases, ebooks, streaming media) from Cosers, NOVELNY, SLS regional purchases and SCLRC ● Purchase resources regionally as needed	● Equitable access to quality, age-appropriate, culturally responsive resources that meet curricular needs	2021-22 ✔ 2022-23 ✔ 2023-24 ✔ 2024-25 ✔ 2025-26 ✔	● 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 Other- Cooperative Collection Development ● Aid librarians in gaining awareness and skill at building and sharing collections successfully through the CCD coser ● Explore ways that the CCD coser may be expanded to include digital resources (i.e. ebooks)	● Provide shared access to collections purchased by member schools ● Ensure the continued quality/quantity of resources to support curricular needs.	2021-22 ✔ 2022-23 ✔ 2023-24 ✔ 2024-25 ✔ 2025-26 ✔	● Annual survey-section on the CCD coser ● Evaluation of purchasing statistics

4.8 Element 2: Special Client Groups

Goal Statement **Our goal is to:**	**Intended results** **Users will have the benefit of:**	**Timeline**	**Evaluation Methods** **We will evaluate through:**
● Provide equitable access to appropriate resources... ● Provide training and professional development resources... ...that supports all special client groups (to include but not exclusive to SWDs, ELLS, gifted, POC, SEL, LGBTQIA)	● Resources for students and staff that meet all special needs ● System members can meet the information, environmental, and access needs of all students	2021-22 ✔ 2022-23 ✔ 2023-24 ✔ 2024-25 ✔ 2025-26 ✔	● Annual survey- section on special client groups. ● Collection development analysis ● Analysis of participation in professional development

4.9 Element 3: Professional Development and Continuing Education

Goal Statement Our goal is to:	Intended results Users will have the benefit of:	Timeline	Evaluation Methods We will evaluate through:
1. Assess the professional development and continuing education needs of members 2. Provide timely, high-quality, and targeted learning opportunities. 3. Collaborate with others in providing high-quality professional development 4. Provide support to new librarians 5. Increase awareness and access to expertise within our own region 6. To develop leadership capacity of members	1. Professional development that meets the needs of members 2. Developing stronger skill set in teaching, co-teaching, leadership, program management, 3. A varied professional development that will increase members knowledge 4. Access to knowledgeable support team 5. Building leadership skills, along with gaining more immediate and accessible training support 6. Developing stronger skill set in giving professional development	2021-22 ✔ 2022-23 ✔ 2023-24 ✔ 2024-25 ✔ 2025-26 ✔	● Workshop attendance ● 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

Goal Statement Our goal is to:	Intended results Users will have the benefit of:	Timeline	Evaluation Methods We will evaluate through:
● Provide technical support of automation systems and databases ● Provide support in budgeting and purchasing ● Offer advocacy, professional development and grant opportunities	● Customized assistance through in person visits, phone, email and online support. ● Greater buying power ● Personalized growth and development	2021-22 ✔ 2022-23 ✔ 2023-24 ✔ 2024-25 ✔ 2025-26 ✔	● Annual survey- section on effectiveness of SLS consultations ● Review of number of emails, phone calls, and personal visits ● Review of newsletter views

Element 5: Coordinated Services

Goal Statement Our goal is to:	Intended results Users will have the benefit of:	Timeline	Evaluation Methods We will evaluate through:
4.11 Virtual Reference ● Explore collaborating with local public libraries in developing a virtual reference desk for student use	● On-line, synchronous help-desk that meets the needs of students and staff outside of school hours.	2021-22 ✔ 2022-23 ✔ 2023-24 ✔ 2024-25 ✔ 2025-26 ✔	● Annual survey will include questions to evaluate virtual reference services and coordinated services by all SLS members.
4.12 Digitization Services ● Provide information to all members regarding the availability of digitization services provided by South Central Regional Library Council (SCRLC) ● Explore grant writing with SCLRC to digitize yearbooks	● 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.	2021-22 ✔ 2022-23 ✔ 2023-24 ✔ 2024-25 ✔ 2025-26 ✔	● Annual survey ● Survey results of interest in yearbook digitization

4.14 Element 6: Awareness and Advocacy

Goal Statement Our goal is to:	Intended results Users will have the benefit of:	Timeline	Evaluation Methods We will evaluate through:
● Promote awareness (to others) of the role of school libraries and school library systems ● Promote awareness and participation (of members) in local, regional, state, and national library advocacy programs ● Collaborate with other library systems and statewide organizations of library advocacy programs. ● Provide documentation to districts on grant recipients training received and given ● Provide student, staff and family fluidity between school, public and academic	● Having increased recognition as key participants in the education community ● Working with and learning from others how to advocate for school library programs ● Members will have information about local, state and national advocacy on their behalf.	2021-22 ✔ 2022-23 ✔ 2023-24 ✔ 2024-25 ✔ 2025-26 ✔	● Annual survey-section on library advocacy efforts

libraries. ● Provide members with local, state and national advocacy efforts			

4.15 Element 7: Communication Among Member Libraries

Goal Statement Our goal is to:	Intended results Users will have the benefit of:	Timeline	Evaluation Methods We will evaluate through:
● 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) ● Provide an effective method for members to communicate amongst themselves ● Host all pertinent information virtually	● 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	2021-22 ✔ 2022-23 ✔ 2023-24 ✔ 2024-25 ✔ 2025-26 ✔	● The annual survey- section on communication among members. ● Communication Coordinators meetings ● Data collection from newsletter viewings ● Data collection from messaging program

4.16 Member Plan URL: https://docs.google.com/document/d/1YXK0HiB3rTpzDqkJze_sRRrPbm0y9zyHC1G1IUN_jH4/copy

4.17 Element 8: Cooperative Efforts With Other Library Systems

Goal Statement Our goal is to:	Intended results Users will have the benefit of:	Timeline	Evaluation Methods We will evaluate through:

● 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
	● Improved and increased access to high-quality professional development, webinars, databases, electronic and print resources, and advocacy
	
	● Improved fiscal efficiency
		2021-22 ✔
		2022-23 ✔
		2023-24 ✔
		2024-25 ✔
		2025-26 ✔
			● 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

4.18 Element 9: Cooperative Efforts with other Education Systems

Goal Statement Our goal is to:	Intended results Users will have the benefit of:	Timeline	Evaluation Methods We will evaluate through:

- Develop partnerships, promote resources and PD with other educational agencies to include, but not exclusive of:
  ○ EMTA
  ○ WCNY Educational Services Advisory Committee
  ○ NYALS
	- Improved and increased access to high-quality professional development, webinars, databases, electronic and print resources, and advocacy
	
	- Improved fiscal efficiency
		2021-22 ✔
		2022-23 ✔
		2023-24 ✔
		2024-25 ✔
		2025-26 ✔
			- 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