

OSWEGO COUNTY SCHOOL LIBRARY SYSTEM 2016-2021 PLAN OF SERVICE

Mission Statement: The mission of the Oswego County School Library System is to provide vision, leadership, ideas and the development of our member librarians as well as efficient, high quality services that are responsive to their needs.

Goal Statement	Intended Results	Evaluation Methods	Years 1-5	Comments:
<p>Element 1 – RESOURCE SHARING</p> <p>4.2 Provide the URL of the 2016-2021 4.3 Element 1: RESOURCE SHARING 4.4 Element 1: RESOURCE SHARING 4.5 Element 1: RESOURCE SHARING 4.6 Element 1: RESOURCE SHARING 4.7 Element 1: RESOURCE SHARING</p>	<p>Cooperative Collection Development (CCD) Plan. Union/Online Catalog Delivery Interlibrary Loan Digital Collections Access Other (optional)</p>			
<p>4.2 CCD - Provide the URL of the 2016-2021 Cooperative Collection Development (CCD).</p>	<p>Intended Results</p>	<p>Evaluation Methods</p>	<p>Years 1-5</p>	<p>Comments:</p>
<p>4.3 Union Catalog The SLS will continue to maintain an accurate Union Catalog and its ILL capacity, and enhance holdings through additions of digital content that supports curriculum needs.</p>	<p>Union Catalog will accurately reflect the system holdings, thus component district staff and students will have access to a significantly larger collection of materials that support curriculum projects and a greater variety of titles for leisure reading through the regional catalog. It will also become a viable source for digital resources.</p>	<p>Analytics gathered through the report feature of OPALS, the open-source software that runs the union catalog, will be reviewed annually along with data and comments collected in the SLS annual librarian survey.</p>	<p>All five yrs</p>	
<p>4.4 Delivery The SLS will continue to provide resources via courier that will expedite delivery in a safe and timely manner, including use of the USPS when necessary to mail items between our schools and other NNYTLN libraries</p>	<p>Member librarians, teachers and staff will receive requested curriculum resources that are delivered promptly and in good condition.</p>	<p>Annual member survey along with customer service comments will be evaluated annually.</p>	<p>All five yrs</p>	
<p>4.5 ILL The SLS will continue to encourage and support the use of ILL among member libraries and other libraries.</p>	<p>Members will be full participants in resource sharing</p>	<p>Data analysis of annual statistics from Union Catalog and ICEPAC and comments from the annual survey will be used to plan better promotion and use of the ILL service.</p>	<p>All five yrs</p>	
<p>4.5 ILL The SLS will assist member libraries in obtaining resources not available through our regions ILL system (ICEPAC)</p>	<p>Members will have access to an expanded collection of resources from other areas of the country</p>	<p>Statistics from OCLC World Share ILL system</p>	<p>All five yrs</p>	
<p>4.6 Digital Collections Access The SLS will incorporate digital resources in the union catalog, and will train members in adding digital resources to their own collections.</p>	<p>Members will have access to bibliographic records for open source, or web-based K-12 resources</p>	<p>Statistics will be gathered from digital resources to track usage and data from annual survey will be used in planning and purchasing decisions</p>	<p>All five yrs</p>	

Element 2 - SPECIAL CLIENT GROUPS

Goal Statements	Intended Results	Evaluation Methods	Years 1-5	Comments:
<p>The SLS will work with members to identify special client groups (EILs, students with 504s and IEPs) within the K-12 population.</p>	<p>The needs of special clients will be identified and addressed.</p>	<p>Anecdotal information from school librarians, directors of special education and directors of English language learners and through the annual member survey.</p>	<p>All five yrs</p>	
<p>The SLS will identify electronic and print resources that enhance differentiated instruction. When possible these resources will be added to the union catalog.</p>	<p>School library system services to special client groups will be improved by understanding what resources provide the most effective accommodations. Update CCD plan to build a diverse print collection that meets the needs of special client groups.</p>	<p>Annual member library survey and circulation statistics.</p>	<p>All five yrs</p>	
<p>The SLS will coordinate training opportunities for the required skills that special client groups need to use assistive and adaptive technologies in conjunction with SESIS.</p>	<p>Knowledge of required skills by staff serving special clients will be improved.</p>	<p>Workshops evaluations and number of participants, and annual member library survey.</p>	<p>All five yrs</p>	

4.9 Element 3 PROFESSIONAL DEVELOPMENT AND TRAINING

Goal Statements	Intended Results	Evaluation Methods	Years 1-5	Comments:
The SLS will continue to offer an annual multi-system conference.	The professional development needs of the SLS members will be better met.	Workshop evaluations and registrations. Evaluation report share with Council.	All five yrs	
The SLS will continue to have professional development opportunities during Communication Coordinators meetings.	SLS members will become more knowledgeable.	Meeting evaluations and registrations. Evaluation and registration report will be shared regularly with the Council members.	All five yrs	
Promote the development of a continuing education and training committee.	PD Committee will be established.	Committee survey	All five yrs	
Promote continuing education opportunities and training provided by the SLS and in partnership with other systems and groups.	The number of opportunities for member libraries to enhance skills and participate in personal development will be increased.	Increased number of programs and activities shared with member librarians.	All five yrs	
Provide awareness and training in emerging technologies.	PD Committee will recruit librarians to showcase their integration of technology into their program.	Workshop evaluations and registrations.	All five yrs	
Increase NOVELLY participation through e-mail reminders, meeting discussions and website.	Participation in NOVELLY will increase to 100%. Training on databases with link back to curriculum and standards.	Workshop evaluations.	All five yrs	
Provide librarians training on NYS education initiatives.	Librarians will support implementation of NYS education initiatives in their buildings	Annual member library survey Development of a County-wide PD share site	All five yrs	

4.10 Element 4 - CONSULTING AND DEVELOPMENT SERVICES

Goal Statements	Intended Results	Evaluation Methods	Years 1-5	Comments:
The SLS will provide support to member libraries in the area of program content, budgets, professional development, technology and advocacy through supportive workshop, phone, email and printed documents.	School administrators and school librarians will have access to up-to-date information and assistance with issues relating to libraries, library curriculum and staffing. Librarians will be empowered so they may grow professionally.	Anecdotal information from administrators, the annual librarian's survey, and feedback from meetings will be used to evaluate the SLS staff's ability to assist schools.	All five yrs	
The SLS will assist member libraries with the most cost effective purchasing of print and non-print materials through consortium buying whenever possible.	Member libraries will realize a greater buying power with their funds.	Number of districts purchasing material through the SLS.	All five yrs	
The SLS will distribute information on available grants.	School librarians will know about available grant funding.	Review of weekly SLS newsletters and emails.	All five yrs	
The SLS will increase use of mobile technologies in instruction and independent reading.	Users will have 24-7 access to library materials anywhere.	Improved access to library resources. Review usage statistics for Overdrive and eBooks.	All five yrs	

Element 5 - COORDINATED SERVICES

- 4.11 Element 5 – COORDINATED SERVICES FOR MEMBERS Virtual Reference
- 4.12 Element 5 - COORDINATED SERVICES FOR MEMBERS Digitization Services
- 4.13 Element 5 - COORDINATED SERVICES FOR MEMBERS Other (optional)

Goal Statements	Intended Results	Evaluation Methods	Years 1-5	Comments:
4.11 Virtual Reference – Students and staff will have access to a wide & robust variety of digital research materials for use at school or home.	Students and staff will be able to complete assignments or personal research using relevant, vetted digital resources for accurate presentations and growth of personal knowledge. None	Statistics taken from SEARCH for Success, which is the single sign-on for digital resources in the service, will be analyzed and the VRL Committee will use results in deciding future purchases.	All five yrs	
4.12 Digitization Services Not seen as a need at this time.	None	None	none	

4.14 Element 6 – AWARENESS AND ADVOCACY

Goal Statement	Intended Results	Evaluation Methods	Years 1-5	Comments:
Local, regional, and state wide initiatives focusing on advocacy and awareness will be organized and attended.	Stakeholders will build their awareness and actions in support of library needs and services.	Feedback from the annual survey and evaluations from events will be used to develop ongoing advocacy initiatives.	All five yrs	
The SLS will work with LMSs to educate state and regional policy makers on the importance of school libraries' impact on student achievement. Including but not limited to: school boards, state and national legislators, district administrators, district parent Organizations	District, regional, and state policy makers will have pertinent information regarding the role and impact of school libraries in student achievement for making educated decisions about the future of school libraries and librarians.	Copies of letters, brochures, digital products, & calendar entries will be archived after distribution and the annual survey will be used to gather data on use of the PR materials.	All five yrs	

4.15 Element 7 – COMMUNICATION AMONG MEMBERS

4.16 Provide the URL for the Member Plan

Goal Statement	Intended Results	Evaluation Methods	Years 1-5	Comments:
Maintain and expand venues of communication using online programs and resources	LMSs will have virtual access to timely, relevant information on curriculum resources, SLS services, and overall LMS issues	Tracking recorded number of hits on websites and social media as well as the number of items posted and responses received. And through analyzing the professional content of postings as well as input from the annual survey	All five yrs	
SLS staff will serve a connecting role to encourage mentoring for less experienced LMSs by colleagues in the field	Through partnering with SLS Director and other certified colleagues in the field, less experienced LMSs will strengthen their skills in the areas of management, patron relations, collaboration, curriculum integration, and resource availability	Tracking connections between new LMSs and seasoned veterans through email, website, and anecdotal sharing at Communication Coordinator meetings.	All five yrs	

4.17 Element 8 – COLLABORATIVE EFFORTS WITH OTHER LIBRARY SYSTEMS

Goal Statement	Intended Results	Evaluation Methods	Years 1-5	Comments:
<p>Continue collaboration with CNY SLSA members to host and improve the annual Greater CNY SLSA Conference</p>	<p>LMS will acquire new skills and materials by attending the Greater CNY SLSA Conference.</p>	<p>Greater CNY SLSA Conference survey results, annual LMS survey results, anecdotal sharing at Communications Coordinators meetings</p>	<p>All five yrs</p>	
<p>Develop and improve shared events with NNYLN and NCLS Library System</p>	<p>Library System Directors share responsibilities for cost-effective offerings and improved collaborative services thus allowing LMS in the region access to a wider variety of events and resources</p>	<p>Calendar of events, list of shared services, event surveys, annual LMS survey, and anecdotal sharing at Communications Coordinators meetings will be used to steer continued collaborative efforts</p>	<p>All five yrs</p>	