

Plan of Service 2016-2021: Capital Region BOCES School Library System

Mission Statement: The School Library System actively promotes information literacy standards and skills through both print and current technology resources by providing a variety of purchasing options (including e-books) and professional development opportunities. We communicate with librarians, teachers and administrators about the importance of information literacy and the role that school librarians play in that. Our website links to information and tools applicable to librarians helping students learn and grow through an array of information fluency and technology skills.

Element 1: Resource Sharing	Goal Statement	Intended Results	Evaluation Method	2016-17	2017-18	2018-19	2019-20	2020-21
Delivery Direct access, training, LibGuide to include all catalogs	Member libraries and their communities will have improved methods of access to resources.	Streamlined access to resources from libraries independent of SLS automation.	Member survey will show increase in efficiency of ILL requests and delivery.	X	X	X	X	X
ILL Jackdaws, museum artifacts, connections with historical societies	SLS will encourage resource sharing among institutions.	Increase in primary sources and artifacts to share among institutions	Circulation statistics will show an increase in the availability of primary source/artifacts	X	X	X	X	X
Integrated Library System reviews	SLS will work with Follett Destiny to create enhancements to facilitate access to materials among institutions.	Ease of access to materials among institutions	Circulation statistics will show an increase in the variety of materials being exchanged between institutions.	X	X	X	X	X

Element 2: Special Client Group	Goal Statement	Intended Results	Evaluation Method	2016-17	2017-18	2018-19	2019-20	2020-21
Non-Public Schools, Students with Disabilities, Home-Schooled Students, and/or Homebound Students	SLS will offer support, guidance and advocacy to non-public schools	Non-public schools will continue to be included in professional development training and other services offered.	Statistics for numbers of workshop participants from non-public schools will be maintained.	X	X	X	X	X
ENL students	Create and grow ELC Core Novel collection for English Language Learners (i.e. novels in other languages)	Greater circulation and increase importance of online collection for special education and English Language Learners (ELL).	Circulation statistics and member survey will indicate increase in ENL students utilizing resources.	X	X	X	X	X

Capital Region BOCES School Library System, Plan of Service 2016-2021, Adopted by the SLS Council on (Date),
Submitted to State Ed on (Date)

Plan of Service 2016-2021: Capital Region BOCES School Library System

Element 3: Professional Development and Continuing Education	Goal Statement	Intended Results	Evaluation Method	2016-17	2017-18	2018-19	2019-20	2020-21
Developing Information Literacy Leaders Best practice sharing	SLS will offer professional development opportunities on emerging topics in a variety of formats to best suit librarians' needs.	Increased participation and sharing of professional development materials.	Survey will indicate that the number of participants attending and sharing about professional development increased.	X	X	X	X	X
Emerging Technologies SLS communication of technology related events	SLS will build awareness and familiarity with technology among the membership.	Increase in number of consultants providing instruction in utilization of new technology advancements.	Attendance records from My Learning Plan will show an increase in the number or attendees at technology related workshops.	X	X	X	X	X
Common Core, APPR and SLO's	SLS will support and visit schools to provide turnkey training in the implementation of Common Core, APPR, and SLO's.	Librarians will become knowledgeable liaisons to work with educators to modify existing lessons and resources to meet the challenges of the Common Core, APPR, and SLO's.	SLMPE Rubric and member survey will show growth in collaborative Common Core units.	X	X	X	X	X

Element 4: Consulting and Technical Development Service	Goal Statement	Intended Results	Evaluation Method	2016-17	2017-18	2018-19	2019-20	2020-21
Outreach Support	SLS will provide advice and support to member libraries through online support, personal outreach, consultation, and referrals.	Demonstrated competencies in providing services to member libraries.	Survey will indicate that member libraries are satisfied with the services provided.	X	X	X	X	X

Plan of Service 2016-2021: Capital Region BOCES School Library System

Element 5: Coordinated Services	Goal Statement	Intended Results	Evaluation Method	2016-17	2017-18	2018-19	2019-20	2020-21
Increased Participation of Online Database Purchases and Library Automation	SLS will communicate benefits of database usage and member of group School Library automation to librarians and administrators.	Continued increase in use of databases and districts opting to participate in group Library automation.	Statistics will indicate increase in number of databases purchased and number of districts opting into group Library automation.	X	X	X	X	X
Coordination of Mentoring and Partnering Among Members	SLS will offer opportunities for mentoring and partnering between member libraries.	SLS will provide opportunities for mentoring, peer support, and networking.	Survey will indicate satisfaction with mentor and partnership programs.	X	X	X	X	X

Element 6: Awareness and Advocacy	Goal Statement	Intended Results	Evaluation Method	2016-17	2017-18	2018-19	2019-20	2020-21
Local, Regional, State, and National Advocacy	Establish an extensive advocacy toolkit for librarians	Increased library recognition, increased advocacy efforts.	SLS web page will reflect advocacy efforts and opportunities.	X	X	X	X	X

Element 7: Communications Among Members	Goal Statement	Intended Results	Evaluation Method	2016-17	2017-18	2018-19	2019-20	2020-21
New Technologies	SLS will share new technologies (e.g., Slack) with members in workshops, online, and other means of communication.	Fostered sense of collaboration and support among members at point of need.	Increased use of apps reflected in EOY survey	X	X	X	X	X
Efficient Dissemination of Information	SLS will develop or forward communications on important issues to member libraries in a timely manner.	Members will be informed, empowered, and proactive within their building, district, and region.	Increased participation and response to issues as reflected in EOY survey.	X	X	X	X	X

Element 8: Cooperative Efforts with Other Library Systems	Goal Statement	Intended Results	Evaluation Method	2016-17	2017-18	2018-19	2019-20	2020-21
Collaboration with Other Library Systems and Types of Libraries	SLS will collaborate with other BOCES SLS, CDLC, public librarians, and academic librarians to bring opportunities for professional development to all librarians.	Collaborations for a variety of professional development workshops between regional BOCES SLS, CDLC, public libraries, and academic libraries.	Documents resulting from collaborative work will be distributed to member librarians and available online.	X	X	X	X	X

Capital Region BOCES School Library System, Plan of Service 2016-2021, Adopted by the SLS Council on (Date),
Submitted to State Ed on (Date)