

Clinton-Essex-Warren-Washington School Library System
 Five-Year Plan of Service
 2006-2011

The Clinton-Essex-Warren-Washington School Library System is committed to providing equitable access to information to all members and to supporting member libraries in their efforts to help students meet New York State standards.

	ELEMENT	GOAL STATEMENTS	INTENDED RESULTS	Evaluation Method
I	Resource Sharing 5.2 Cooperative Collection Development Plan	Use the Coordinated Cooperative Collection Development (CCCD) Co-ser and CCCD plan to make additional resources available to our members and coordinate new revisions as necessary.	Educators and students will use collections with in-depth subject strengths for curriculum support in the housing library and for loan among SLS membership.	-Annual School Library System (SLS) evaluation survey. -Review of services data at liaison and council meetings.
	5.3 Delivery	The SLS will facilitate delivery of materials between member libraries and members of the Franklin-Essex-Hamilton SLS and Clinton-Essex-Franklin public library system.	Member libraries will receive ILL materials in a timely and cost effective manner	-Annual SLS Evaluation Survey. -Review of services data at liaison and council meetings. -Anecdotal evidence at liaison and council meetings.
	5.4 Interlibrary Loan	Members have access to materials and resources beyond their own library collections.	Members will borrow resources to support curricular and personal needs of their students and staff.	-Annual SLS evaluation survey. -Anecdotal evidence at liaison and council meetings. -Statistics from the regional ICICILL interlibrary loan system and monthly data reports from members

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II	Technology Services 5.6 Union Catalog	The SLS will update and maintain both the Mandarin and OPALS union catalogs.	Users will have access to up-to-date holdings information of resources available in the School Library System.	-Annual SLS evaluation survey. -Data entry and deletion statistics.
	5.7 Union List of Serials	Members will have access to periodical resources beyond their library.	Members will borrow periodical resources as needed.	-Annual SLS evaluation survey. -Review of interlibrary loan statistics at liaison and council meetings.
	5.8 Integrated Library System	The SLS will provide access to an ILS via the Mandarin and OPALS automation systems.	Members will have improved access to and management of local resources.	-Annual SLS evaluation survey. -Review of data entry and deletion statistics. -Monitoring of libraries using each automation system.
	5.9 Online Databases	Cost effective online databases will be available to members via the SLS online database co-ser and other state and regional sources.	Students and staff of SLS members will use online information resources Including NOVEL and regionally available databases.	-Annual SLS evaluation survey. -Compilation and review of usage statistics. -Review of services data at liaison and council meetings.

	5.10 Web Page	Interactive, informative and pertinent instructional resources and information will be maintained on the SLS webpage	SLS members, their students and staff will have improved access to current information	<ul style="list-style-type: none"> -Annual SLS evaluation survey -Compilation and review of usage statistics -Review of services data at liaison and council meetings
	5.11 Electronic Communication	Email accounts will be offered to all member libraries and utilized daily	SLS members will access email daily to receive and send communication	<ul style="list-style-type: none"> -Annual SLS evaluation survey -Compilation of review of usage statistics -Review of services data at liaison and council meetings

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III	5.12 Special Client Groups:	The SLS will maintain a current and accurate list of regional services for special client groups within our districts. Resources shall be made available via interlibrary loan service.	The special needs committee will assist their colleagues in identifying resources for students with special needs and will work with the SLS to make materials available to member libraries.	<ul style="list-style-type: none"> -Annual SLS evaluation survey -Review of services data at council and liaison meetings -Statistics on materials borrowed via interlibrary loan
IV	5.13 Continuing Education & Training	The SLS will provide and encourage member participation in professional development opportunities and organizations	Library staff will maintain up-to-date skills and knowledge necessary to support the school's curriculum.	<ul style="list-style-type: none"> -Annual SLS evaluation survey. -Workshop evaluations. -Informal review of staff development at liaison and council meetings. -Annual attendance statistics compiled
V	5.14 Consulting and Technical Services	The SLS will provide information and technical expertise to members.	Members will receive timely and knowledgeable responses to their inquiries.	<ul style="list-style-type: none"> -Annual SLS survey. -Informal sharing at liaison and council meetings.
VI	5.15 Coordinated Services	The SLS will provide cost effective and time saving services for members.	<p>Students and staff will have access to additional resources.</p> <p>Library staff will have more time to work with students and staff.</p>	<ul style="list-style-type: none"> -Annual SLS evaluation survey. -Statistics on participation in cooperative purchases. -Review of data entry statistics.

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VII	5.16 Awareness & Advocacy	<p>The SLS will promote role of libraries, school library media specialists, and the School Library System in the educational process.</p> <p>The SLS will encourage members to participate in professional organizations.</p>	<p>Increased awareness of the importance of well funded and staffed libraries to student achievement.</p> <p>Members will model a commitment to their profession and to life-long learning.</p>	<p>-Annual SLS evaluation survey.</p> <p>-Informal sharing at liaison and council meetings.</p> <p>-Review statistics on organizational memberships and conference attendance.</p>
VIII	5.17 Communication Procedures Among Members and Participants	<p>The SLS will promote and maintain communications among members, participants and the School Library System.</p>	<p>Members and participants will have a better understanding and ownership of SLS projects and activities.</p> <p>Faster access to information while minimizing duplication of print materials.</p>	<p>-Annual SLS evaluation survey.</p> <p>-Informal anecdotes at liaison and council meetings.</p> <p>-Monthly newsletters.</p>
IX	5.18 Cooperative Efforts with Other Library Systems	<p>The SLS will maximize resources and services for members through intersystem cooperation.</p> <p>The SLS will assist members in acquiring new publications at no cost to the district through the Book Review Project</p>	<p>Member libraries will have access to increased staff development opportunities beyond their system boundaries.</p> <p>Students and staff of member libraries will have access to new resources for research and personal reading</p>	<p>-Annual SLS evaluation surveys.</p> <p>-Workshop evaluations.</p> <p>-Statistics counting number and value of reviewed books.</p>