

Cattaraugus-Allegany School Library System

Cooperative Collection Development Plan

Approved by the Cooperative Collection Development Committee on 02/22/2021

Approved by the School Library System Council on 3/1/2021

- 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.
 - *From State CCD Scope* http://www.nysl.nysed.gov/libdev/slssap/ccd_plan.htm

Statement of Purpose

This plan mutually benefits all member districts by creating a special collection of free online or print resources that participating libraries can draw upon through the locally-maintained online portal *Insignia*. The focus of the Cooperative Collection Development plan is to develop and manage special collections of resources in a cost-effective and user-beneficial way. Librarians often spend a significant amount of time searching the Union Catalog or using limited financial resources to accommodate exceptional students and/or English Language Learners. The online portal provides curated collections of resources requested by members that support student learning and achievement.

Goal

To support the educational goals of member school libraries by offering a specially curated collection of resources through the School Library System's web portal.

Objectives

1. Members of the School Library System will access specially curated collections of educational resources through efficient searching via the School Library System's online portal.
2. The School Library System's CCD Plan will guide purchases for supporting exceptional learners through resources like large print books and audiobooks to support class sets.
3. To curate and promote instructional resources and casual reading material for ELLs/MLLs as requested by administrators, teachers, and students.

School Library System Responsibilities

1. Will promote, coordinate, and facilitate knowledge of educational resources via the School Library System's online portal.
2. Will establish a CCD Plan Committee from council members, communication coordinators and/or general School Library System membership.
3. Will survey member libraries for identifying areas of need.
4. Will coordinate planning, development, and evaluation of specially curated collections.

5. Will provide staff development for collection development, assessment and use of specially curated collections.

CCD Committee Responsibilities

1. Will establish procedures for CCD Plan implementation.
2. Will suggest topics for special collections that would address needs noted by the member libraries, or areas of interest for further development.
3. Will work in cooperation with the Council, Communication Coordinators and School Library System to establish guidelines for the evaluation and selection of resources in the Cooperative Collection.
4. Will annually review the progress of the CCD program and report to the Council.
5. Will annually evaluate the impact of the CCD project on the member schools and report to the Council.
6. Will communicate any changes in defined goals or priorities to member libraries.
7. Will actively promote and encourage the use of resources within the Cooperative Collection.

Participating Member Libraries' Responsibilities

1. Will assume professional responsibility for participating in the Cooperative Collection Development program.
2. Will assist with the development of new collections

3. Will notify the School Library System of any changes discovered on the online portal affecting access to specialized collections.
4. Will complete surveys upon request.

Evaluative Procedures

1. The School Library System's annual evaluation survey provides feedback on the status of the CCD plan, including topics of special collections; the increase or decrease of resources available in said collections; and the ease of locating resources on the School Library System's online portal.
2. The results of the annual survey related to the CCD plan will be reviewed and evaluated by the Cooperative Collection Development Committee and the SLS Program Administrator. The results and any recommendations will be presented to the Council.