

Section 5: Mission Statement, Goal Statements, Activities and Intended Results

Mission Statement	The Hamilton-Fulton-Montgomery BOCES School Library System provides benefits to schools and students by coordinating the sharing of materials among member libraries and serving as a conduit for accessing the resources of other information providers. The School Library System Office maintains the shared automation system and collects records for system and regional databases. The School Library System provides staff development for member media specialists and is the clearinghouse for professional information. The System investigates cutting edge technologies and leads in introducing new information resources to member districts.
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Element 1

RESOURCE SHARING: COOPERATIVE COLLECTION DEVELOPMENT

YEAR	GOAL STATEMENT	INTENDED RESULTS	EVALUATION METHOD
2006-2007	Member schools will assess their collection to designate concentration area(s)	Every school library media center will choose a concentration area to improve their collection	A new list of school concentration areas will be generated
2007-2008	Schools will utilize monetary allocation to purchase materials in their concentration area	Middle and High Schools will improve their collections in their concentration area	A list of titles purchased will be generated
2008-2009	Schools will utilize a monetary allocation to purchase materials in their concentration area Revise CCCD Plan	Elementary schools will improve their collections in their concentration area Increased resource sharing	A list of titles purchased will be generated Annual ILL statistics
2009-2010	Schools will utilize a monetary allocation to purchase materials in their concentration area	Middle and High Schools will improve their collections in their concentration area	A list of titles purchased will be generated
2010-2011	Schools will utilize a monetary allocation to purchase materials in their concentration area	Elementary schools will improve their collections in their concentration area	A list of titles purchased will be generated

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2006-2011

Element 1
RESOURCE SHARING: DELIVERY

YEAR	GOAL STATEMENT	INTENDED RESULTS	EVALUATION METHOD
2006-2007	Improve efficiency of the exchange of resources	Provide consistent, smooth delivery of shared resources and mail	User satisfaction survey
2007-2008	Improve efficiency of the exchange of resources	Provide consistent, smooth delivery of shared resources and mail	User satisfaction survey
2008-2009	Improve efficiency of the exchange of resources	Provide consistent, smooth delivery of shared resources and mail	User satisfaction survey
2009-2010	Improve efficiency of the exchange of resources	Provide consistent, smooth delivery of shared resources and mail	User satisfaction survey
2010-2011	Improve efficiency of the exchange of resources	Provide consistent, smooth delivery of shared resources and mail	User satisfaction survey

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2006-2011

Element 1

RESOURCE SHARING: INTERLIBRARY LOAN

YEAR	GOAL STATEMENT	INTENDED RESULTS	EVALUATION METHOD
2006-2007	Revise Interlibrary Loan Handbook to promote the exchange of resources	Increase awareness of available resources	Annual ILL statistics
2007-2008	Explore possibilities of electronic ILL	Data gathered from member libraries will determine feasibility	Surveys of member libraries
2008-2009	Implement pilot electronic ILL program	Increase in ILL	Annual ILL statistics
2009-2010	Assess the pilot electronic ILL project	Strengths and weaknesses will be identified to plan for future expansion	Surveys and annual ILL statistics
2010-2011	Expand the electronic ILL project	Greater access will be available to resources	Surveys and annual ILL statistics

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2006-2011

Element 2
TECHNOLOGY SERVICES: UNION CATALOG

YEAR	GOAL STATEMENT	INTENDED RESULTS	EVALUATION METHOD
2006-2007	Migrate HFM unautomated school-MARC records from WSWHE BOCES services to HFM server	Create a truly local union catalog	A small group of members will test the functionality of the catalog
2007-2008	Educate SLMS on the availability and use of the HFM catalog	The non-automated schools will make use of the HFM Union Catalog.	Survey use by all schools
2008-2009	Maintain and update collection	Access to greater number of resources	User survey
2009-2010	Maintain and update collection	Access to greater number of resources	User survey
2010-2011	Maintain and update collection	Access to greater number of resources	User survey

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2006-2011

Element 2
TECHNOLOGY SERVICES: UNION LIST OF SERIALS

YEAR	GOAL STATEMENT	INTENDED RESULTS	EVALUATION METHOD
2006-2007	Provide CDLC with HFM Union List of Serials	HFM holdings will be available in the regional union catalog	Holdings will appear in CaDiLaC Online
2007-2008	Investigate options for circulation and statistical routines	Appropriate data will be gathered	Information will be gathered and reported to automated schools
2008-2009	Automated schools will determine feasibility of automated Union List of Serials	A decision will be made by automated schools	Results of automated schools vote
2009-2010	Maintain and update Union List of Serials	There will be an accurate reflection of holdings	Annual SLS evaluation survey
2010-2011	Maintain and update Union List of Serials	There will be an accurate reflection of holdings	Annual SLS evaluation survey

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2006-2011

Element 2
TECHNOLOGY SERVICES: INTEGRATED LIBRARY SYSTEM

YEAR	GOAL STATEMENT	INTENDED RESULTS	EVALUATION METHOD
2006-2007	Fine tune Horizon automated system	Member concerns will be addressed	Member satisfaction survey
2007-2008	Investigate options for circulation and statistical routines	Appropriate data will be gathered	Information will be gathered and reported to automated schools
2008-2009	Automated schools will determine feasibility of automated Union List of Serials	A decision will be made by automated schools	Results of the automation schools vote
2009-2010	Automate one school	Increase real time access to resources	Anecdotal survey
2010-2011	Automate one school	Increase real time access to resources	Anecdotal survey

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2006-2011

Element 3
SPECIAL CLIENT GROUP NEEDS

YEAR	GOAL STATEMENT	INTENDED RESULTS	EVALUATION METHOD
2006-2007	Create a special client web page for the SLS web page	Subject heading list will be updated and loaded onto web page	Page counter on web page
2007-2008	Enhance special client web page	Recommended sites will be added	Page counter on web page
2008-2009	Market the special client web page to the special education community	Increase awareness of the special client web page	Page counter on web page
2009-2010	Market the special client web page to guidance and general faculty	Increase awareness of the special client web page	Page counter on web page
2010-2011	Identify new special clients	ICAD committee will survey member and develop a new plan of action	Member survey

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2006-2011

Element 4
CONTINUING EDUCATION AND TRAINING

YEAR	GOAL STATEMENT	INTENDED RESULTS	EVALUATION METHOD
2006-2007	Provide workshops and cluster meeting for slms	SLMS will remain informed and effective professionals	Workshop evaluation forms
2007-2008	Provide workshops and cluster meeting for slms	SLMS will remain informed and effective professionals	Workshop evaluation forms
2008-2009	Provide workshops and cluster meeting for slms	SLMS will remain informed and effective professionals	Workshop evaluation forms
2009-2010	Provide workshops and cluster meeting for slms	SLMS will remain informed and effective professionals	Workshop evaluation forms
2010-2011	Provide workshops and cluster meeting for slms	SLMS will remain informed and effective professionals	Workshop evaluation forms

HFM BOCES SLS
2006-2011

Element 5

CONSULTING AND TECHNICAL ASSISTANCE SERVICES

YEAR	GOAL STATEMENT	INTENDED RESULTS	EVALUATION METHOD
2006-2007	Meet member library needs through individual consultation and referrals	The member libraries will be able to provide better services to their constituents due to support from the SLS	Annual SLS Evaluation and anecdotal data
2007-2008	Meet member library needs through individual consultation and referrals	The member libraries will be able to provide better services to their constituents due to support from the SLS	Annual SLS Evaluation and anecdotal data
2008-2009	Meet member library needs through individual consultation and referrals	The member libraries will be able to provide better services to their constituents due to support from the SLS	Annual SLS Evaluation and anecdotal data
2009-2010	Meet member library needs through individual consultation and referrals	The member libraries will be able to provide better services to their constituents due to support from the SLS	Annual SLS Evaluation and anecdotal data
2010-2011	Meet member library needs through individual consultation and referrals	The member libraries will be able to provide better services to their constituents due to support from the SLS	Annual SLS Evaluation and anecdotal data

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2006-2011

Element 6

COORDINATED SERVICES

YEAR	GOAL STATEMENT	INTENDED RESULTS	EVALUATION METHOD
2006-2007	Continue coordinated services, such as database purchasing serials routing and printing purchasing, for member libraries and exploration of new possible services	More effective use of time and money will benefit the member libraries	Annual SLS Evaluation Number of subscribers to each of the coordinated services
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2008-2009	Continue coordinated services, such as database purchasing serials routing and printing purchasing, for member libraries and exploration of new possible services	More effective use of time and money will benefit the member libraries	Annual SLS Evaluation Number of subscribers to each of the coordinated services
2009-2010	Continue coordinated services, such as database purchasing serials routing and printing purchasing, for member libraries and exploration of new possible services	More effective use of time and money will benefit the member libraries	Annual SLS Evaluation Number of subscribers to each of the coordinated services
2010-2011	Continue coordinated services, such as database purchasing serials routing and printing purchasing, for member libraries and exploration of new possible services	More effective use of time and money will benefit the member libraries	Annual SLS Evaluation Number of subscribers to each of the coordinated services

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2006-2011

Element 7

AWARENESS AND ADVOCACY

YEAR	GOAL STATEMENT	INTENDED RESULTS	EVALUATION METHOD
2006-2007	Acquaint administrators with the benefits of collaboration as per the NYS standards Showcase the SLS services and accomplishments	Hold a breakfast presentation with administrators and library media specialists Invite the public (especially teachers, administrators and parents) to reception and presentations at new BOCES facility	More administrative support and time for teachers and LMS to collaborate Increased use of services and public support of the systems
2007-2008	Continue to encourage collaboration between SLMS and teachers to support the NYS Standards	Hold a workshop highlighting collaboration, inviting LMS to bring a teacher with them.	Greater awareness of SLMS as an instructional leader
2008-2009	Develop partnerships between administrators and their library media specialists	Hold a breakfast presentation with administrators and library media specialists	Measurable financial and library program support
2009-2010	Continue to encourage library media specialists to advocate for library programs at local, state and national levels	Showcase school library media center services and activities to local Boards of Educations, State legislative and federal agencies	Increased use of services and public support of school library media programs
2010-2011	Reacquaint library media specialists with the roots of the Hamilton-Fulton-Montgomery SLS culture	Invite media specialists to participate in a retreat	Participation in and understanding of SLS will increase

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2006-2011

Element 8
COMMUNICATION AMONG MEMBERS

Individual member libraries and centralized SLS staff routinely communicate through the use of email, fax, telephone and daily courier service.

Liaisons meet semiannually and disseminate information to the other library media specialists in their districts.

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2006-2011

Element 9

COOPERATIVE EFFORTS WITH OTHER LIBRARY SYSTEMS

The SLS Director attends regional system meetings to plan cooperative events. She is a member of the CDLC Board of Trustees and involved in program planning for regional workshops; the SLS also participates in CDLC's regional courier service for interlibrary loan. The SLS partners directly with regional public libraries and the community college.

5 year plan 6-11.xls