

**Putnam/Northern Westchester BOCES
School Library System
Cooperative Collection Development Plan**

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Mission Statement

The Putnam/Northern Westchester BOCES School Library System promotes Cooperative Collection Development in the interest of sharing information resources among the 96 school library system members.

Introduction

As we welcome the curriculum rich resources and enhanced digital opportunities available in this twenty-first century, we, as information professionals and educators, reaffirm our commitment to support teaching and instruction by providing our students and teachers with access to a broad base of information in print, non-print, and electronic formats. We recognize that the resources of any single library collection exist as a foundation and entry point to the vast wealth of information that is truly available to students. To fully meet the needs of our students and teachers, it is incumbent upon the participants of the School Library System to extend our local holdings by sharing resources in a mutually beneficial fashion. Implementing a multi-faceted cooperative collection development process is a means to this end.

Definition

Cooperative Collection Development as defined by the American Library Association's [A Guide to Coordinated and Cooperative Collection Development Among Libraries](#) is, *"Cooperation, coordination, or sharing in the development and management of collections by two or more libraries making an agreement for this purpose."*

Belief Statements

We believe that each member library will develop and maintain a balanced core collection of resources to meet the identified needs of that library's students and faculty. We recognize that such a collection is a reflection of the curriculum as it is interpreted and taught by the educators within each school.

We believe that each member library's collection, selected to support the curriculum needs of its own instructional program, has within it, areas of strength and uniqueness. This plan celebrates these collections and invites sharing of print, non-print and electronic resources for the benefit of all.

We believe that the School Library System can coordinate efforts to assess library collections, establish policy and procedures, and manage joint purchases and resource sharing among members. Such a plan for Cooperative Collection Development:

- Allows the consortium to allocate financial resources to the advantage of all members.
- Enables members to maximize their own resources.
- Depends upon a clearly delineated Interlibrary Loan Plan.

We believe that the plan must be flexible to accommodate changes within the library collections of participants. We recognize the need to reassess this plan on a regular basis, as areas of strength and uniqueness change.

Areas of Coordination and Cooperation

Print Resources

The Putnam Northern Westchester BOCES School Library System Information Portal located at <http://pnwboces.org/library/default.htm> provides a Union Catalog of print and non-print resources.

Serials and Periodicals

Member libraries have access to the Union List of Databases made available through the School Library System. Access to the BOCES Professional Library periodical collection is available to participating school districts and member school libraries.

The School Library System Association negotiates pricing and the PNW BOCES School Library System coordinates access to periodical databases such as Proquest Academic, and the many offerings available through Gale, EBSCO, and specifically the NOVEL Databases that are available to school library system members through the New York State Library. Library Media Specialists are trained annually in the use of these databases.

Professional Resources

The Professional Library at Putnam/Northern Westchester BOCES SLS provides educators, teaching professionals, and pre-service teachers from member school districts with a collection of resources including access to database and ebook subscriptions, journals, print books, and DVDs.

Under the direction of the School Library System Coordinator, the Professional Library/Information Center will be maintained and continually updated.

Responsibilities

Cooperative Collection Development Committee

- Reviews and revises the Cooperative Collection Development Plan.
- Reports to the School Library System Council.
- Establishes and maintains the Directory of Resources for member libraries.

Member School Libraries

- Identify, on a voluntary basis, areas of strength and uniqueness in library collection. Communicate this information to the Cooperative Collection Development Committee for inclusion in Directory.
- Provide access to resources through Interlibrary Loan. Follow ILL guidelines.
- Contribute statistical records for inclusion in summary reports.

School Library System

The School Library System, as an agency, acts on behalf of its constituent members to maintain and coordinate the updating of the Union Catalog and the Union List of Databases, negotiate contracts with vendors, coordinate and manage Interlibrary Loan for the BOCES region, and manage the Professional Library/Information Center collection.

Budget

A portion of the BOCES Professional Library Budget is dedicated to Cooperative Collection Development. Each school may allocate additional funds to a BOCES CCD Coser to further enhance the collection.

Evaluation

- The Cooperative Collection Development Committee reports to the School Library System Council on a regular basis.
- The School Library System solicits feedback from member libraries on usage and participation issues.
- The School Library System records and reports statistical data for circulation, ILL, and participation of member libraries.

CCD Planning Committee

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