

**Broome-Tioga BOCES
School Library System**

Cooperative Collection Development Plan

- I. **Definition** - Cooperative Collection Development is an effort to acquire and maintain collections of resources which can be shared among the Broome-Tioga BOCES libraries in a cost efficient manner.

- II. **Scope**
 - a. All school library system members may participate
 - b. Schools agree to circulate materials under the system's interlibrary loan guidelines

- III. **Goals**
 - a. Ensure that resources necessary for research are available to students and teachers served by the School Library System, in accordance with the Interlibrary Loan Policy
 - b. Conserve storage space through cooperative planning
 - c. Cooperatively plan purchase of lesser used resources to expend funds cost-effectively

- IV. **School Library System Responsibilities**
 - a. Provide the means for data collection
 - b. Provide information for the Cooperative Collection Development Committee of the School Library System Council
 - c. Continually update and make available the SCOOLES database of print and non-print resources owned by participating school libraries and BOCES
 - d. Order and process resources that will be shared among component school libraries under the Cooperative Collection Development Plan

- V. **Participating School Responsibilities**
 - a. To assume professional responsibility for participating in Cooperative Collection Development.
 - b. Continue to maintain a basic collection for the use of their students and teachers.

- c. To select materials based upon the professional judgment of the librarian, accepted current professional literature, faculty recommendations, subject area journals, and current curriculum/standards.
- d. Provide information on resources held and possible purchases as necessary
- e. To make the collection available to other libraries through interlibrary loan.
- f. To notify the School Library System of any changes within the district affecting their CCD collection/collecting capability.
- g. To communicate with the CCD committee regarding the process and collection

VI.

- a. **Resources Purchased Cooperatively**
 - i. The Cooperative Collection Development committee will survey existing school library collections and the needs of the schools
 - ii. The Cooperative Collection Development committee will select subject areas where needs exist
 - iii. BOCES will include Cooperative Collection Development in a cooperative service narrative and submit it to the State Education Department
 - iv. The Cooperative Collection Development service will be placed on the BOCES list of services.
 - v. Collectively, representatives from participating school districts will preview, evaluate, and make selections of resources to be purchased.
 - vi. BOCES will order the resources.
 - vii. Identification will be placed on each item to specify BOCES cooperative ownership.
 - viii. The resources will be included in the BOCES School Library System database.
 - ix. The resources will be shared among school library media centers.

VII. Evaluation

- a. The Coordinated Cooperative Collection Development Plan will be evaluated periodically or as needed by the CCCD committee.

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