



2016-2021 Five Year Plan of Service

Element 1 - Resource Sharing									
Element	Goal	Intended Results	Evaluation	17	18	19	20	21	
4.3 Union Catalog	<ul style="list-style-type: none"> To maintain and update a union catalog of member holdings in order to improve access to regional resources 	<ul style="list-style-type: none"> Easier/more efficient searching for ILL resources Increased access to library resources 	<ul style="list-style-type: none"> Number of participating school libraries submitting updated records 	X	X	X	X	X	
4.4 Delivery	<ul style="list-style-type: none"> To improve information access by facilitating the delivery of materials in both physical and virtual mediums 	<ul style="list-style-type: none"> Increase availability of regional resources Expand student access to information through timely delivery 	<ul style="list-style-type: none"> Feedback about the courier system on annual survey 	X	X	X	X	X	
	<ul style="list-style-type: none"> To look for efficiencies that may lead to improved delivery service 	<ul style="list-style-type: none"> Increase availability of regional resources 	<ul style="list-style-type: none"> Actions taken based on feedback 	X	X	X	X	X	
4.5 Interlibrary Loan	<ul style="list-style-type: none"> To clearly communicate procedures for ILL within the system and outside 	<ul style="list-style-type: none"> For all librarians to be aware of how the interlibrary loan system works 	<ul style="list-style-type: none"> Presentation or documents used to communicate ILL procedures 	X	X	X	X	X	
	<ul style="list-style-type: none"> To evaluate ILL procedures 	<ul style="list-style-type: none"> Better understanding of the ILL process and its functionality 	<ul style="list-style-type: none"> Completed evaluation 	X	X	X	X	X	
	<ul style="list-style-type: none"> To create an awareness of the organizations that are part of our ILL network beyond the SLS 	<ul style="list-style-type: none"> Increase availability of regional resources 	<ul style="list-style-type: none"> ILL statistics 	X	X	X	X	X	
4.6 Digital Collection Access	<ul style="list-style-type: none"> To provide member librarians with access to shared digital collections (may include, but 	<ul style="list-style-type: none"> Access to SLS digital collections 	<ul style="list-style-type: none"> Access information emailed to all member librarians at the beginning 	X	X	X	X	X	

	not limited to, eBooks and databases)		of the year, when a new resource is purchased, and upon request					
4.7 Other (Optional)								

Element 2 - Special Client Groups

Element	Goal	Intended Results	Evaluation	17	18	19	20	21
4.8 Special Client Groups	<ul style="list-style-type: none"> To identify resources that are available to meet the needs of special client groups 	<ul style="list-style-type: none"> All students are provided with resources that are appropriate and accessible 	<ul style="list-style-type: none"> Resources listed on website 	X	X	X	X	X
	<ul style="list-style-type: none"> To create awareness of best practices to identify and assist special client groups 	<ul style="list-style-type: none"> Recognition that all students have unique qualifications and deserve equitable access to library services Support is provided to librarians in meeting the needs of all students and the school community 	<ul style="list-style-type: none"> Best practices listed on website 	X	X	X	X	X
	<ul style="list-style-type: none"> To foster relationships among Questar III departments that provide services to special client groups 	<ul style="list-style-type: none"> Utilize the expertise of Questar III departments to provide students with needed supports in the library 	<ul style="list-style-type: none"> Attendance by SLS staff at Questar III department meetings Presentations by Questar III departments at SLS meetings 	X	X	X	X	X

Element 3 - Professional Development and Training

Element	Goal	Intended Results	Evaluation	17	18	19	20	21
4.9 Professional Development and Training	<ul style="list-style-type: none"> To identify areas of focus for professional development 	<ul style="list-style-type: none"> Provide professional development that will strengthen the skills of member librarians 	<ul style="list-style-type: none"> Annual survey 	X	X	X	X	X
	<ul style="list-style-type: none"> To provide professional development and learning opportunities 	<ul style="list-style-type: none"> Strengthen the skills of member librarians, teachers, and administrators 	<ul style="list-style-type: none"> Attendance at professional development 	X	X	X	X	X
	<ul style="list-style-type: none"> To collaborate with others to provide high quality professional development 	<ul style="list-style-type: none"> Strengthen the skills of member librarians, teachers, and administrators Members will recognize the value of participation in professional organizations Offer grant opportunities for attendance at PD and conferences 	<ul style="list-style-type: none"> Attendance at professional development 	X	X	X	X	X
	<ul style="list-style-type: none"> To provide support to new librarians 	<ul style="list-style-type: none"> Strengthen the skills of new librarians Provide information about SLS services and local library-related professional organizations 	<ul style="list-style-type: none"> Log of visits to new librarians Annual survey 	X	X	X	X	X
	<ul style="list-style-type: none"> To increase awareness and access to our collective expertise 	<ul style="list-style-type: none"> Leverage the strengths of member librarians Provide professional development facilitated by member librarians 	<ul style="list-style-type: none"> Annual survey Creation of a spreadsheet documenting members self-identified 	X	X	X	X	X

			strengths					
Element 4 Consulting and Development Services								
Element	Goal	Intended Results	Evaluation	17	18	19	20	21
4.10 Consulting and Development Services	<ul style="list-style-type: none"> To provide support to member libraries 	<ul style="list-style-type: none"> Support members as they adapt the library program to meet the needs of their school community Identify resources that meet the needs of our members Connect members to professional organizations that provide needed services beyond those offered by the SLS 	<ul style="list-style-type: none"> Annual survey 	X	X	X	X	X
Element 5 Coordinated Services								
Element	Goal	Intended Results	Evaluation	17	18	19	20	21
4.11 Virtual Reference	<ul style="list-style-type: none"> To investigate the feasibility and value of offering virtual reference to students and staff 	<ul style="list-style-type: none"> Explore future possibilities of virtual reference Understand the needs of member libraries 	<ul style="list-style-type: none"> Findings on potential benefits of virtual reference for schools Annual survey to determine interest 	X	X			
	<ul style="list-style-type: none"> To provide virtual reference to member librarians through the SLS listserv 	<ul style="list-style-type: none"> Support librarians in their information needs 	<ul style="list-style-type: none"> Activity on listserv 	X	X	X	X	X
4.12 Digitization Services	<ul style="list-style-type: none"> To increase awareness of and access to digitized collections and services 	<ul style="list-style-type: none"> Students will have virtual access to primary source materials 	<ul style="list-style-type: none"> Available resources added to website 	X	X	X	X	X

4.13 Other (Optional)	<ul style="list-style-type: none"> To coordinate system wide purchases with the intent to build a shared collection 	<ul style="list-style-type: none"> To provide increased access to innovative resources 	<ul style="list-style-type: none"> Record of purchases 	X	X	X	X	X
-----------------------------	--	---	---	---	---	---	---	---

Element 6 - Awareness and Advocacy

Element	Goal	Intended Results	Evaluation	17	18	19	20	21
4.14 Awareness and Advocacy	<ul style="list-style-type: none"> To promote the impact of school librarians on student achievement 	<ul style="list-style-type: none"> School-wide understanding that school librarians are essential to student learning 	<ul style="list-style-type: none"> Toolkit of resources that librarians can use to advocate for strong library programs 	X	X	X	X	X
	<ul style="list-style-type: none"> To advocate at the district, regional, and state level for all students to have access to a certified school librarian 	<ul style="list-style-type: none"> Student access to a certified school librarian Collaboration with other library systems to achieve results 	<ul style="list-style-type: none"> Record of advocacy efforts 	X	X	X	X	X

Element 7 - Communications Among Member Libraries

Element	Goal	Intended Results	Evaluation	17	18	19	20	21
4.15 Communications Among Member Libraries	<ul style="list-style-type: none"> To maintain effective communication using a variety of strategies and tools 	<ul style="list-style-type: none"> Members are aware of SLS services and supports Information is shared between member librarians 	<ul style="list-style-type: none"> Annual survey Newsletter Listserv 	X	X	X	X	X
	<ul style="list-style-type: none"> Minutes from Communications Coordinators meetings will be shared with all librarians 	<ul style="list-style-type: none"> All school librarians will have information about SLS programs and initiatives 	<ul style="list-style-type: none"> Minutes posted on website 	X	X	X	X	X

