1. General System Information

Note: Please add annotations needed to satisfy edit checks in the State Note field of the Survey section, not the Local Note.

1.1 SEDCODE 049000000000
1.2 System Name Cattaraugus-Allegany-Erie-Wyoming BOCES School Library System
1.3 Beginning Reporting Year 07/01/2016
1.4 Ending Reporting Year 06/30/2017
1.5 Street Address 1825 Windfall Road
1.6 City Olean
1.7 Zip Code 14760
1.8 Four-Digit Zip Code N/A
1.9 Mailing Address 1825 Windfall Road
1.10 City Olean
1.11 Zip Code 14760
1.12 Four-Digit Zip Code Extension (enter N/A if unknown) 9333
1.13 Library System Telephone Number (enter 10 digits only and hit the Tab key) (716) 376-8206
1.14 Fax Number (enter 10 digits only and hit the Tab key) (716) 376-8459
1.15 System Home Page URL casls2.org
1.16 URL of the system's complete Plan of Service http://content.caboces.org/web/_AMMSAVAILABLE/331/14/Plan_of_Service2016_
1.17 Area Chartered to Serve (square miles) 2,159
1.18 County Cattaraugus
1.19 County (Counties) Served Allegany, Cattaraugus, Erie, Wyoming
1.20 School District Olean City School District

Please report information for the current system director (as of the date the report is being completed).

1.23 Title of System Director: (drop-down): Mr., Mrs., Ms., Dr. Mrs.
1.24 First Name of System Director Cecelia
1.25 Last Name of System Director Fuoco

1.26 - School Library System Director Administrative Certification: Indicate information about the certification currently held by the School Library System Director and the date of the certification. Write N/A for all that do not apply:
   a. School Administrator and Supervisor Certificate (SAS) - N/A
   b. School Building Leader (SBL) Certificate - Date of Provisional Certification 6/30/2017
c. School Building Leader (SBL) Certificate - Date of Professional Certification: N/A

d. School District Leader (SDL) Certificate - Date of Provisional Certification: N/A

e. School District Leader (SDL) Certificate - Date of Professional Certification: N/A

f. A Variance to Obtain Certification was Approved Through the Following Date: N/A

1.31 Telephone Number of the System Director, including area code and extension: (716)376-8206

1.32 E-Mail Address of the System Director: cecelia_fuoco@caboces.org

1.33 Fax Number of the System Director (enter 10 digits only and hit the Tab key): (716) 376-8459

1.35 Name of Current SLS Director's Supervisor: Amy Windus

1.36 Mailing Address: 1825 Windfall Road

1.37 City: Olean

1.38 Zip Code: 14706

1.39 Four-Digit Zip Code Extension (enter N/A if unknown): N/A

1.40 Telephone Number (enter 10 digits only and hit the Tab key): (716) 376-8285

1.41 E-Mail Address: Amy_Windus@caboces.org

1.42 Name of BOCES/Big 5 Cities District Superintendent: Lynda Quick

1.43 Mailing Address: 1825 Windfall Road

1.44 City: Olean

1.45 Zip Code: 14706

1.46 Four-Digit Zip Code Extension (enter N/A if unknown): N/A

1.49 For the reporting year, has the system experienced any unusual circumstance(s) that affected the statistics and/or information reported (e.g. natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? Indicate Y for Yes, N for N: N

2. Personnel Information
Note: Please add annotations needed to satisfy edit checks in the State Note field of the Survey section, not the Local No
2.2 FTE (Full-Time Equivalent Calculation)
The number of hours per work week used to compute FTE for all budgeted professional positions

2.3 FTE (Full-Time Equivalent Calculation)
The number of hours per work week used to compute FTE for all other budgeted staff positions.

BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS
(enter to two decimal places; enter decimal point)

2.6 School Library System
Director per CR 90.18 (a) (7) 1
- Filled Position FTE

2.7 School Library System
Director per CR 90.18 (a) (7) 0
- Vacant Position FTE

2.10 Librarians - Filled Position(s) FTE

2.11 Librarians - Vacant Position(s) FTE

2.14 Total Certified Librarians - Filled Position(s) FTE (total questions 2.6 + 2.10) 1.00

2.15 Total Certified Librarians - Vacant Position(s) FTE (total questions 2.7 + 2.11) 0.00

2.16 Total Other Professional Staff - Filled Position(s) FTE

2.17 Total Other Professional Staff - Vacant Position(s) FTE

2.18 Total Other Staff - Filled Position(s) FTE 1

2.19 Total Other Staff - Vacant Position(s) FTE

2.20 Total Paid Staff - Filled Position(s) FTE (total questions 2.14 + 2.16 + 2.18) 2.00

2.21 Total Paid Staff - Vacant Position(s) FTE (total questions 2.15 + 2.17 + 2.19) 0.00

SALARY INFORMATION

2.24 System Director FTE 1

2.25 System Director Current Annual Salary $66,000

3. System Membership, Outlets and Governance
Note: Please add annotations needed to satisfy edit checks in the State Note field of the Survey section, not the Local No

PUBLIC SERVICE OUTLETS
| 3.10 | Number of member public school districts | 22 |
| 3.11 | Number of member non-public schools | 3 |
| 3.12 | Total number of members (Total 3.10 + 3.11) | 25 |
| 3.13 | Number of participating school library media centers | 46 |
| 3.14 | Number of school library system participants (buildings) | 43 |
| 3.15 | Main Library/System Headquarters | 1 |

**BOARD /COUNCIL MEETINGS**

| 3.22 | Total number of school library system council meetings held during reporting year | 4 |

| 3.24 | Current number of voting positions on system board/council | 10 |

**SYSTEM BOARD/COUNCIL**

School Library Systems - enter information for the period July 1, 2017, through June 30, 2018

**President/Council Chair**

| 3.26 | Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant | Miss, The Reverend |
| 3.27 | First Name | Mary |
| 3.28 | Last Name | Zdrojewski |
| 3.29 | Institutional Affiliation | Scio Central School District |
| 3.30 | Professional Title | SLMS |
| 3.36 | Term Expires - Month or N/A | June |
| 3.37 | Term Expires - Year (YYYY) or N/A | 2019 |

Board/Council Member - complete one record for each Board/Council Member. For each vacant position, select "Vacant" in question 1 and enter N/A in questions 2-10 of the repeating group.
<table>
<thead>
<tr>
<th>1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant</th>
<th>Ms.</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. First Name</td>
<td>Michelle</td>
</tr>
<tr>
<td>3. Last Name</td>
<td>LaVoie</td>
</tr>
<tr>
<td>4. Institutional Affiliation</td>
<td>Olean Public Library</td>
</tr>
<tr>
<td>5. Professional Title</td>
<td>Director</td>
</tr>
<tr>
<td>6. Mailing Address</td>
<td>134 North 2nd St.</td>
</tr>
<tr>
<td>7. City</td>
<td>Olean</td>
</tr>
<tr>
<td>8. Zip Code (enter five digits only)</td>
<td>14760</td>
</tr>
<tr>
<td>9. Term Expires - Month or N/A</td>
<td>June</td>
</tr>
<tr>
<td>10. Term Expires - Year (YYYY) or N/A</td>
<td>2018</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant</th>
<th>Mrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. First Name</td>
<td>Nicole</td>
</tr>
<tr>
<td>3. Last Name</td>
<td>Norasethaporn</td>
</tr>
<tr>
<td>4. Institutional Affiliation</td>
<td>Genesee Valley Central School</td>
</tr>
<tr>
<td>5. Professional Title</td>
<td>SLMS</td>
</tr>
<tr>
<td>6. Mailing Address</td>
<td>1 Jaguar Drive</td>
</tr>
<tr>
<td>7. City</td>
<td>Belmont</td>
</tr>
<tr>
<td>8. Zip Code (enter five digits only)</td>
<td>14813</td>
</tr>
<tr>
<td>9. Term Expires - Month or N/A</td>
<td>August</td>
</tr>
<tr>
<td>10. Term Expires - Year (YYYY) or N/A</td>
<td>2018</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant</th>
<th>Mrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. First Name</td>
<td>Ann</td>
</tr>
<tr>
<td>3. Last Name</td>
<td>Tenglund</td>
</tr>
<tr>
<td>4. Institutional Affiliation</td>
<td>St. Bonaventure Univ.</td>
</tr>
<tr>
<td>5. Professional Title</td>
<td>Coordinator for library computer services and information literacy</td>
</tr>
<tr>
<td>6. Mailing Address</td>
<td>St. Bonaventure</td>
</tr>
<tr>
<td>7. City</td>
<td>Allegany</td>
</tr>
<tr>
<td>8. Zip Code (enter five digits only)</td>
<td>14778</td>
</tr>
<tr>
<td>9. Term Expires - Month or N/A</td>
<td>June</td>
</tr>
<tr>
<td>10. Term Expires - Year (YYYY) or N/A</td>
<td>2019</td>
</tr>
<tr>
<td></td>
<td>First Name</td>
</tr>
<tr>
<td>---</td>
<td>----------------</td>
</tr>
<tr>
<td>1</td>
<td>Sheryl</td>
</tr>
<tr>
<td>2</td>
<td>Candace</td>
</tr>
<tr>
<td>3</td>
<td>Karen</td>
</tr>
</tbody>
</table>
1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant
   Miss
2. First Name
   Amber
3. Last Name
   Cheladyn
4. Institutional Affiliation
   Allegany-Limestone Central School
5. Professional Title
   SLMS
6. Mailing Address
   3131 Five Mile Road
7. City
   Allegany
8. Zip Code (enter five digits only)
   14706
9. Term Expires - Month or N/A
   August
10. Term Expires - Year (YYYY) or N/A
    2019

1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant
   Vacant
2. First Name
3. Last Name
4. Institutional Affiliation
5. Professional Title
6. Mailing Address
7. City
8. Zip Code (enter five digits only)
9. Term Expires - Month or N/A
10. Term Expires - Year (YYYY) or N/A

5. System Services
   Note: Please add annotations needed to satisfy edit checks in the State Note field of the Survey section, not the Local No
TECHNOLOGY AND RESOURCE SHARING

UNION CATALOG OF RESOURCES

For this report, a union catalog is defined as a vehicle that can access member and/or non-member catalogs. It can be either print or online (virtual) format.

5.13 In what format(s) is the union catalog available? (Check all that apply)
   a. Print No
   b. Disc No
   c. Online (virtual catalog) Yes

5.14 How many libraries participate in (or submit records for) the union catalog? 44

5.15 Is the system's union catalog shared with any other library system(s)? (Enter Y for Yes, N for No) Y

5.16 Number of titles in the system's union catalog 428,869

5.17 Number of holdings in the system's union catalog 496,008

5.18 Number of new titles added in the last year 22,962

5.19 Number of holdings added in the last year 26,008

5.20 If the union catalog is online (virtual catalog), indicate the features of the system's virtual catalog (check all that apply):
   a. Non-member catalogs are included (if checked, please name non-member catalogs using the State note) No
   b. Non-library catalogs are included (if checked, please name non-library catalogs using the State note) No
   c. Patron-initiated ILL available and used through this catalog No

VISITS TO THE SYSTEM'S WEB SITE

5.24 Annual number of visits to the system's web site 22,000

SYSTEM INTERLIBRARY LOAN ACTIVITY

5.25 Total items provided (loaned) 2,763
5.26 Total items received (borrowed) 2,962
5.27 Total requests provided (loaned) unfilled 4,139
5.28 Total requests received (borrowed) unfilled 4,259
5.29 Total interlibrary loan activity
   (total questions 5.25 through 5.28) 14,123

DELIVERY

5.31 Indicate delivery methods used by the system (check all that apply):

Note: For questions which include a choice of "Other", please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

a. System courier (on the System's payroll) No
b. Other system's courier No
c. BOCES/Big 5 City courier Yes
d. Contracted service (paid by System - not on payroll) No
e. U.S. Mail Yes
f. Commercial carrier (e.g., UPS, DHL, etc.) Yes
g. Other (specify using the State note) Yes

5.32 Number of stops (pick-up and delivery sites per week) 112

CONTINUING EDUCATION/STAFF DEVELOPMENT
Workshops/Meetings/Training Sessions

Resource sharing (ILL, collection development, etc.)

5.33 Number of sessions 39
5.34 Number of participants 399
5.35 Number of contact hours 139

Technology

5.36 Number of sessions 11
5.37 Number of participants 148
5.38 Number of contact hours 38

Digitization

5.39 Number of sessions 2
5.40 Number of participants 9
5.41 Number of contact hours 16

Leadership

5.42 Number of sessions 6
5.43 Number of participants 96
5.44 Number of contact hours 17

Management & Supervisory

5.45 Number of sessions 14
5.46 Number of participants 83
5.47 Number of contact hours 29

Planning and Evaluation

5.48 Number of sessions 6
5.49 Number of participants 64
5.50 Number of contact hours 36

Awareness and Advocacy
| 5.51 | Number of sessions | 12 |
| 5.52 | Number of participants | 195 |
| 5.53 | Number of contact hours | 63 |

**Trustee/Council Training**
| 5.54 | Number of sessions | 4 |
| 5.55 | Number of participants | 33 |
| 5.56 | Number of contact hours | 4 |

**Special Client Populations**
| 5.57 | Number of sessions | 5 |
| 5.58 | Number of participants | 362 |
| 5.59 | Number of contact hours | 8 |

**Children's Services/Elementary Grade Levels**
| 5.60 | Number of sessions | 6 |
| 5.61 | Number of participants | 51 |
| 5.62 | Number of contact hours | 26 |

**Young Adult Services/Middle and High School Grade Levels**
| 5.63 | Number of sessions | 5 |
| 5.64 | Number of participants | 76 |
| 5.65 | Number of contact hours | 21 |

**Mentoring**
| 5.66 | Number of sessions | 4 |
| 5.67 | Number of participants | 1 |
| 5.68 | Number of contact hours | 4 |

**Teaching & Learning**
| 5.69 | Number of sessions | 11 |
| 5.70 | Number of participants | 133 |
| 5.71 | Number of contact hours | 51 |

**E-Resources**
| 5.72 | Number of sessions | 9 |
| 5.73 | Number of participants | 132 |
| 5.74 | Number of contact hours | 26 |

**Other:** Does the system provide other Workshops/Meetings/Training Sessions not listed above? Enter Y for Yes, N for No. If Yes, complete one record for each topic; if No, enter N/A for questions 1, 2, 3 and 4 of one repeating group.

1. Topic | N/A
2. Number of sessions | N/A
3. Number of participants | N/A
4. Number of Contact Hours | N/A

**Grand Total Sessions**
5.76 (total questions 5.33, 5.36, 5.39, 5.42, 5.45, 5.48, 5.51, 5.54, 5.57, 5.60, 5.63, 5.66, 5.69, 5.72 and total of question #2 of Repeating Group #5) 134

5.77 **Grand Total Participants**
(total questions 5.34, 5.37, 5.40, 5.43, 5.46, 5.49, 5.52, 5.55, 5.58, 5.61, 5.64, 5.67, 5.70, 5.73 and total of question #3 of Repeating Group #5) 1,782

5.78 **Grand Total of Contact Hours** (total questions 5.35, 5.38, 5.41, 5.44, 5.47, 5.50, 5.53, 5.56, 5.59, 5.62, 5.65, 5.68, 5.71, 5.74 and total of question #4 of Repeating Group #5) 478.00

**COORDINATED SERVICES**

5.79 Indicate which services the system provides (check all that apply):

Note: For questions which include a choice of "Other", please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

- a. Coordinated purchase of print materials Yes
- b. Coordinated purchase of non-print materials Yes
- c. Negotiated pricing for licensed electronic collection purchases (not purchasing) Yes
- d. Cataloging Yes
- e. Materials processing Yes
- f. Coordinated purchase of office supplies No
- g. Coordinated computer services/purchases Yes
- h. Virtual reference Yes
- i. Other (describe using the State note) No
- j. N/A No

**COSER SERVICES**

5.80 Names of COSERS managed by the SLS Director
Library Services, Library Automation, School Library System

**CONSULTING AND TECHNICAL ASSISTANCE SERVICES**

5.81 Number of contacts - Consulting with member libraries on grants, and state and federal funding 44
5.82 Number of contacts - Consulting with member libraries on funding and governance
233

5.83 Number of contacts - Consulting with member libraries on automation and technology
176

5.84 Number of contacts - Consulting with member libraries on physical plant needs
50

5.85 Number of contacts - Consulting with member libraries on personnel and management issues
73

5.86 Number of contacts - Providing information to local, county, and state legislators and their staffs
57

5.87 Number of contacts - Providing system and member library information to the media
1,200

5.88 Number of contacts - Providing website development and maintenance for member libraries
30

5.89 Does the system provide other Consulting and Technical Assistance Services not listed above? Enter Y for Yes, N for No. If Yes, complete one record for each topic; if No, enter N/A for questions 1 and 2 of one repeating group.
N

1. Topic
N/A

2. Number of contacts (all types)
N/A

5.90 **Total Other Contacts** (total of question #2 of Repeating Group #6)
0

5.91 **Total Number of Contacts** (total of questions 5.81 through 5.88 and 5.90)
1,863

REFERENCE SERVICES

5.92 Total Reference Transactions
2,100

SERVICES TO SPECIAL CLIENTS (Direct and Contractual)

5.93 Indicate services the system provides to special clients (check all that apply):

a. Services for patrons with disabilities
   Yes

b. Services for patrons who are educationally disadvantaged
   Yes
e. Services for patrons who are members of ethnic or minority groups in need of special library services: Yes  
i. Other: No  

5.94 Number of member libraries with Job/Education Information Centers or collections: 23  

5.95 Does the system provide other special client services not listed above? If yes, complete one record for each service provided; if no, enter N/A in questions 1 and 2 of one repeating group. N  

<table>
<thead>
<tr>
<th>1. Service provided</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Number of facilities/institutions served</td>
<td>N/A</td>
</tr>
</tbody>
</table>

5.96 Does the system charge fees for any program or service? Enter Y for Yes; N for No. If yes, briefly describe using the text box below; if no, enter N/A in Question 5.97. N  

5.97 Description of fees: N/A  

### 6. Operating Funds Receipts
**Note:** Please add annotations needed to satisfy edit checks in the State Note field of the Survey section, not the Local Note field.

#### State Aid

<table>
<thead>
<tr>
<th>6.32 RegionaBibliographic Data Bases (RBDB)Grant(s) from 3Rs</th>
<th>$0</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.33 School Library Systems Operating Aid</td>
<td>$99,585</td>
</tr>
<tr>
<td>6.34 School Library Systems Categorical Aid for Automation</td>
<td>$9,958</td>
</tr>
<tr>
<td>6.35 School Library System Supplementary Operating Aid</td>
<td>$47,215</td>
</tr>
<tr>
<td>6.36 Special Legislative Grants and Member Items</td>
<td>$0</td>
</tr>
</tbody>
</table>

6.42 Does the system receive state funding from other sources? Enter Y for Yes, N for No. (Report Special Legislative Grants and Member Items on Q 6.36). N

Complete one record for each grant. If the system does not receive other state aid, enter N/A on questions 1 and 2 of one repeating group.  

<p>| 1. Funding Source | N/A |</p>
<table>
<thead>
<tr>
<th>Question</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.43</td>
<td>Total Other State Aid (total question #2 of Repeating Group #9 above)</td>
<td>$0</td>
</tr>
<tr>
<td>6.44</td>
<td><strong>Total State Aid Receipts</strong> (total questions 6.32 through 6.36, and question 6.43)</td>
<td>$156,758</td>
</tr>
</tbody>
</table>

**FEDERAL AID**

<table>
<thead>
<tr>
<th>Question</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.45</td>
<td>Library Services and Technology Act (LSTA)</td>
<td>$0</td>
</tr>
<tr>
<td>6.46</td>
<td>Does the system receive any other Federal Aid (specify Act and Title) e.g., NEH, NEA, etc.? Enter Y for Yes, N for No.</td>
<td>N</td>
</tr>
</tbody>
</table>

Complete one record for each grant. If the system does not receive other federal aid, enter N/A on questions 1 and 2 of one repeating group.

<table>
<thead>
<tr>
<th>Question</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Funding Source</td>
<td>N/A</td>
</tr>
<tr>
<td>2.</td>
<td>Amount</td>
<td>N/A</td>
</tr>
<tr>
<td>6.47</td>
<td>Total Other Federal Aid (total questions #2 of Repeating Group #10)</td>
<td>$0</td>
</tr>
<tr>
<td>6.48</td>
<td><strong>Total Federal Aid</strong> (total questions 6.45 and 6.47)</td>
<td>$0</td>
</tr>
</tbody>
</table>

**CONTRACTS WITH LIBRARIES and/or LIBRARY SYSTEMS IN NEW YORK STATE**

<table>
<thead>
<tr>
<th>Question</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.49</td>
<td>Does the system contract with libraries and/or library systems in New York State?</td>
<td>N</td>
</tr>
</tbody>
</table>

Enter Y for Yes, N for No.

Complete one record for each contract. If the system does not contract, enter N/A on questions 1, 2 and 3 of one repeating group.

<table>
<thead>
<tr>
<th>Question</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Contracting Agency</td>
<td>N/A</td>
</tr>
<tr>
<td>2.</td>
<td>Contracted Service</td>
<td>N/A</td>
</tr>
<tr>
<td>3.</td>
<td>Total Contract Amount</td>
<td>N/A</td>
</tr>
<tr>
<td>6.50</td>
<td><strong>Total Contracts</strong> (total question #3 of Repeating Group #11 above)</td>
<td>$0</td>
</tr>
</tbody>
</table>

**COSER FUNDS**

<table>
<thead>
<tr>
<th>Question</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.51</td>
<td>COSER Receipts</td>
<td>$29,721</td>
</tr>
</tbody>
</table>

**MISCELLANEOUS RECEIPTS**

<table>
<thead>
<tr>
<th>Question</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.57</td>
<td>Does the system have other miscellaneous receipts in categories not listed in questions 6.51 through 6.55?</td>
<td>N</td>
</tr>
</tbody>
</table>

Enter Y for Yes, N for No. If Yes, enter source and amount in the State Note field.

Complete one record for each income category. If the system does not have other miscellaneous receipts, enter N/A on question of one repeating group.

<table>
<thead>
<tr>
<th>Question</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Receipt category</td>
<td>N/A</td>
</tr>
<tr>
<td>2.</td>
<td>Amount</td>
<td>N/A</td>
</tr>
</tbody>
</table>
6.58 Total Other Miscellaneous Receipts (total question #2 of Repeating Group #12 above) $0

6.59 Total Miscellaneous Receipts (total questions 6.51 and 6.58) $29,721

6.60 TOTAL OPERATING FUND RECEIPTS - Total State Aid, Total Federal Aid, Total Contracts, and Total Miscellaneous Receipts (total questions 6.44, 6.48 6.50, and 6.59) $186,479

6.66 TOTAL SLS ENDING BALANCE - OPERATING (as of July 1, 2016) $23,167

6.67 TOTAL SLS ENDING BALANCE - AUTOMATION (as of July 1, 2016) $24,838

6.68 GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS, AND BALANCE/ROLLOVER (School Library Systems - total questions 6.60, 6.66 and 6.67 - must agree with question 7.83) $234,484

7. Operating Fund Disbursements

Note: Please add annotations needed to satisfy edit checks in the State Note field of the Survey section, not the Local Note field.

STAFF EXPENDITURES

Salaries

7.1 System Director and Librarians $66,299

7.2 Other Staff $29,344

7.3 Total Salary and Wages Expenditures (total questions 7.1 and 7.2) $95,643

7.4 Employee Benefits Expenditures $52,324

7.5 Total Staff Expenditures (total questions 7.3 and 7.4) $147,967

COLLECTION EXPENDITURES

7.6 Print Materials Expenditures $800

7.7 Electronic Materials Expenditures $3,182

7.8 Other Materials Expenditures $111

7.9 Total Collection Expenditures (total questions $4,093 7.6 through 7.8)
## GRANTS TO MEMBER LIBRARIES

Cash Grants Paid From

<table>
<thead>
<tr>
<th>Question</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.15</td>
<td>Other State Aid/Grants (e.g., Special Legislative or Member Grants)</td>
<td>$0</td>
</tr>
<tr>
<td>7.16</td>
<td>Federal Aid</td>
<td>$0</td>
</tr>
<tr>
<td>7.17</td>
<td>Other cash grants paid from system funds</td>
<td>$0</td>
</tr>
<tr>
<td>7.18</td>
<td>Total Cash Grants (total questions 7.15 through 7.17)</td>
<td>$0</td>
</tr>
<tr>
<td>7.19</td>
<td>Book/Library Materials Grants</td>
<td>$0</td>
</tr>
<tr>
<td>7.20</td>
<td>Other Non-Cash Grants</td>
<td>$0</td>
</tr>
<tr>
<td>7.21</td>
<td><strong>Total Grants to Member Libraries</strong> (total questions 7.18 through 7.20)</td>
<td>$0</td>
</tr>
</tbody>
</table>

## CAPITAL EXPENDITURES FROM OPERATING FUNDS

<table>
<thead>
<tr>
<th>Question</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.24</td>
<td>Computer Equipment</td>
<td>$953</td>
</tr>
<tr>
<td>7.25</td>
<td>Furniture/Furnishings</td>
<td>$0</td>
</tr>
<tr>
<td>7.27</td>
<td><strong>Total Capital Expenditures from Operating Fund</strong> (total questions 7.24 through 7.25)</td>
<td>$953</td>
</tr>
</tbody>
</table>

## MISCELLANEOUS EXPENSES

<table>
<thead>
<tr>
<th>Question</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.37</td>
<td>Office and Library Supplies</td>
<td>$1,000</td>
</tr>
<tr>
<td>7.38</td>
<td>Telecommunications</td>
<td>$0</td>
</tr>
<tr>
<td>7.39</td>
<td>Binding Expenses</td>
<td>$0</td>
</tr>
<tr>
<td>7.40</td>
<td>Postage and Freight</td>
<td>$0</td>
</tr>
<tr>
<td>7.41</td>
<td>Publicity and Printing</td>
<td>$395</td>
</tr>
<tr>
<td>7.42</td>
<td>Travel</td>
<td>$7,593</td>
</tr>
<tr>
<td>7.43</td>
<td>Fees for Consultants and Professionals - Please include a State Note with the consultants' or vendors' names and a brief description of the service(s) provided.</td>
<td>$9,210</td>
</tr>
<tr>
<td>7.44</td>
<td>Membership Dues - Please include a State Note listing Professional Organization Memberships for which dues are being paid.</td>
<td>$896</td>
</tr>
<tr>
<td>7.45</td>
<td>Indirect Costs paid to BOCES or Big 5 Cities (same as Question 13.1.16)</td>
<td>$6,265</td>
</tr>
<tr>
<td>7.46</td>
<td>Does the system have other miscellaneous expenses in categories not listed in questions 7.37 through 7.45? Enter Y for Yes, N for No. If Yes is answered, please add a State Note describing these Other Miscellaneous Expenses.</td>
<td>N</td>
</tr>
</tbody>
</table>

Complete one record for each expense category. If the system does not have other miscellaneous expenses, enter N/A on questi
<table>
<thead>
<tr>
<th>Question</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
<td>Expense category N/A</td>
</tr>
<tr>
<td>N/A</td>
<td>Amount N/A</td>
</tr>
<tr>
<td>7.47</td>
<td>Total Other Miscellaneous Expenses (total question #2 of Repeating Group #13 above) $0</td>
</tr>
<tr>
<td>7.48</td>
<td>Total Miscellaneous Expenses (total questions 7.37 through 7.45 and 7.47) $25,359</td>
</tr>
<tr>
<td><strong>CONTRACTS WITH LIBRARIES and/or LIBRARY SYSTEMS IN NEW YORK STATE</strong></td>
<td></td>
</tr>
<tr>
<td>7.49</td>
<td>Does the system contract with libraries and/or library systems in New York State? N</td>
</tr>
<tr>
<td><strong>Complete one record for each contract. If the system does not contract, enter N/A on questions 1 through 3 of one repeating group.</strong></td>
<td></td>
</tr>
<tr>
<td>1.</td>
<td>Contracting Agency (specify using State note) N/A</td>
</tr>
<tr>
<td>2.</td>
<td>Contracted Service (specify using State note) N/A</td>
</tr>
<tr>
<td>3.</td>
<td>Total Contract Amount N/A</td>
</tr>
<tr>
<td>7.50</td>
<td>Total Contracts (total question #3 of Repeating Group #14 above) $0</td>
</tr>
<tr>
<td>7.56</td>
<td>TOTAL DISBURSEMENTS - Total Staff Expenditures, Total Collection Expenditures, Total Grants to Member Libraries, Total Capital Expenditures, Total Miscellaneous Expenses and Total Contracts (total questions 7.5, 7.9, 7.21, 7.27, 7.48, and 7.50) $178,372</td>
</tr>
<tr>
<td>7.62</td>
<td>TOTAL DISBURSEMENTS (total question 7.56) $178,372</td>
</tr>
<tr>
<td>7.82</td>
<td>TOTAL SLS Ending Balance (as of June 30, 2017) $56,112</td>
</tr>
<tr>
<td>7.83</td>
<td>GRAND TOTAL DISBURSEMENTS &amp; ENDING BALANCE (total questions 7.62 and 7.82) $234,484</td>
</tr>
<tr>
<td><strong>Complete one record for each financial account</strong></td>
<td></td>
</tr>
<tr>
<td>1.</td>
<td>Name of bank or financial institution N/A</td>
</tr>
<tr>
<td>2.</td>
<td>Amount of funds on deposit N/A</td>
</tr>
<tr>
<td>7.87</td>
<td>Total Bank Balance (total question #2 of Repeating Group #15 above) $0</td>
</tr>
</tbody>
</table>
12. Projected Annual Budget For Library Systems
School Library Systems Budget for July 1, 2017 - June 30, 2018

12.1 Total Operating Fund
Receipts (include COSER Funds, State Aid, Federal Aid, $156,829 Contracts and Miscellaneous Receipts)

12.4 Total Ending Balance from the Previous Fiscal Year. $56,112

12.5 Grand Total Operating Fund Receipts, Budget Loans, Transfers and Ending Balance $212,941 (total questions 12.1 through 12.4)

PROJECTED OPERATING FUND - DISBURSEMENTS

12.6 Total Operating Fund Disbursements (include Staff Expenditures, Collection Expenditures, Grants to Member Libraries, Capital Expenditures from Operating Funds, Miscellaneous Expenses, Contracts with Libraries and Library Systems in New York State) $212,941

12.8 Ending Balance in Operating Fund at the end of the current fiscal year (For School Library Systems, ending balance as of June 30, 2018) $0

12.9 Grand Total Operating Fund Disbursements and Ending Balance (total questions 12.6 and 12.8) $212,941

13. State Formula Aid Disbursements
SCHOOL LIBRARY SYSTEMS OPERATING AID AND SUPPLEMENTAL AID

Statutory Reference (Basic Aid): Education Law § 284
Commissioners Regulations 90.18

Statutory Reference (Supplemental): Education Law § 273 (12)
Commissioners Regulations 90.18

School Library Systems are reporting on disbursements for Operating Aid (Basic & Supplemental Aid)
Note: Please add annotations needed to satisfy edit checks in the State Note field of the Survey section, not the Local No

13.1.1 Professional Salaries: Indicate total FTE and salaries for the system director and for each professional system employe complete one record for each employee.

1. Title
   School Library System Director

2. Total Full-Time Equivalents (FTE)
   0.8

3. Expenditure
   $53,039
13.1.2 Total Expenditure - Professional Salaries: $53,039

13.1.3 Other Staff Salaries: Indicate total FTE and salaries for all other system employees, include all support staff; complete record for each employee.

1. Title Keyboard Specialist
2. Total Full-Time Equivalents (FTE) 1

13.1.4 Total Expenditure - Other Staff Salaries $29,344

13.1.5 Employee Benefits: Indicate the total expenditures for all system employee fringe benefits.


13.1.6 Purchased Services: Did the system expend funds for purchased services? Enter Y for Yes, N for No.

Y

If yes, complete one record for each applicable category; if no, enter N/A for questions 1, 2 and 3 of one repeating group.

1. Expenditure Category Consultant fees/professional fees/per diem
2. Provider of Services MAX WEISS
3. Expenditure $250

1. Expenditure Category Consultant fees/professional fees/per diem
2. Provider of Services ANNE DALTON
3. Expenditure $2,500

13.1.7 Total Expenditure - Purchased Services $2,750

13.1.8 Supplies and Materials: Did the system expend funds for supply items, postage, library materials, or equipment and furnishings with a unit cost less than $5,000? Enter Y for Yes, N for No.

N

If yes, complete one record for each applicable category; if no, enter N/A for questions 1 and 2 of one repeating group.

1. Expenditure Category N/A
2. Expenditure N/A

13.1.9 Total Expenditure - Supplies and Materials $0

13.1.10 Travel Expenditures: Did the system expend funds for travel? Enter Y for Yes, N for No.

Y

If yes, complete one record for each applicable category; if no enter N/A for questions 1 and 2 of one repeating group.

1. Type of Travel System staff
2. Expenditure $7,593

13.1.11 Total Expenditure - Travel $7,593
13.1.12 **Equipment and Furnishings:** Did the system expend funds for equipment and furnishings with a unit cost of $5,000 or more and having a useful life of more than one year? Enter Y for Yes, N for No.

If yes, complete one record for each applicable category; if no, enter N/A for questions 1, 2, 3, and 4 of one repeating group.

1. Type of item N/A
2. Quantity N/A
3. Unit Cost N/A
4. Expenditure N/A

13.1.13 **Total Expenditure - Equipment and Furnishings:** $0

13.1.14 **Grants to Member Libraries:** Did the system expend funds for grants to member libraries? Enter Y for yes, N for no.

If yes, complete one record for each grant; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

1. Recipient N/A
2. Allocation N/A
3. Project Description (no more than 300 words) N/A

13.1.15 **Total Expenditure - Grants to Member Libraries** $0

**Indirect Cost:** Computed annually for the Big 5 Cities (New York City, Buffalo, Rochester, Syracuse, and Yonkers) and each by the New York State Education Department for administrative costs charged to Operating Aid only. BOCES and Big 5 Cities their approved Department indirect cost rate (supplied by the New York State Library) when applying it to the school library program.

13.1.16 **Total Indirect Cost** (same as Question 7.45) $6,265

13.1.17 **Purchased Services with BOCES:** Did the system expend funds to purchase services from or cross-contract with a BOCES or a school library system other than the applicant agency? Enter Y for Yes, N for No.

If yes, complete one record for each allowable expenditure; if no, enter N/A for questions 1, 2 and 3 of one repeating group.

1. Description of Services N/A
2. Name of BOCES N/A
3. Expenditure N/A

13.1.18 **Total Expenditure - Purchased Services with BOCES** $0

13.1.20 Balance at the Opening of the Fiscal Year
NOTE: The opening balance must be the same as the closing balance of the previous year. $23,167

13.1.21 Total Allocation from 2016-2017 State Aid $146,800

13.1.22 Balance at the End of the 2016-2017 Fiscal Year. $26,481

13.1.23 Budget Narrative: Provide a brief narrative, no more than fifteen hundred (1500) words, describing the major activities carried out with these State Aid Funds. State funds were used primarily for salary and benefits, while other funds helped to bring in knowledgeable experts who contributed to professional development, instructional practice and collaboration, and ethical use of information.

13. State Formula Aid Disbursements Cont.

SCHOOL LIBRARY SYSTEMS CATEGORICAL AID FOR AUTOMATION

<table>
<thead>
<tr>
<th>Statutory Reference</th>
<th>Education Law § 284 (1) (g)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Automation Aid):</td>
<td>Commissioners Regulations 90.18</td>
</tr>
</tbody>
</table>

School Library Systems are reporting on disbursements for their Automation Aid

**Statutory Reference**

13.2.1 Professional Salaries: Indicate total FTE and salaries for the system director and for each professional system employee; complete one record for each employee.

<table>
<thead>
<tr>
<th>1. Title</th>
<th>School Library System Director</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Total Full-Time Equivalents (FTE)</td>
<td>0</td>
</tr>
<tr>
<td>3. Expenditure</td>
<td>$0</td>
</tr>
</tbody>
</table>

**13.2.2 Total Expenditure - Professional Salaries:**

$0

13.2.3 Other Staff Salaries: Indicate total FTE and salaries for all other system employees; complete one record for each employee.

<table>
<thead>
<tr>
<th>1. Title</th>
<th>Keyboard Specialist</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Total Full-Time Equivalents (FTE)</td>
<td>0</td>
</tr>
<tr>
<td>3. Expenditure</td>
<td>$0</td>
</tr>
</tbody>
</table>

**13.2.4 Total Expenditure - Other Staff Salaries:**

$0

13.2.5 Employee Benefits: Indicate the total expenditures for all system employee fringe benefits.

| 1. Title | $0 |

**Purchased Services:**
13.2.6 Does the system expend funds for purchased services? Enter Y for Yes, N for No.

If yes, complete one record for each applicable category; if no, enter N/A for questions 1, 2 and 3 of one repeating group.
1. Expenditure Category Consultant fees/professional fees/per diem
2. Provider of Services METAMETRICS
3. Expenditure $6,460

13.2.7 Total Expenditure - Purchased Services $6,460

13.2.8 Supplies and Materials:
Does the system expend funds for supply items, postage, library materials, or equipment and furnishings with a unit cost less than $5,000? Enter Y for Yes, N for No.

If yes, complete one record for each applicable category; if no, enter N/A for questions 1, and 2 of one repeating group.
1. Expenditure Category N/A
2. Expenditure N/A

13.2.9 Total Expenditure - Supplies and Materials $0

13.2.10 Travel Expenditures: Did the system expend funds for travel? Enter Y for Yes, N for No.

If yes, complete one record for each applicable category; if no, enter N/A for questions 1 and 2 of one repeating group.
1. Type of travel N/A
2. Expenditure N/A

13.2.11 Total Expenditure - Travel $0

13.2.12 Equipment and Furnishings: Does the system expend funds for equipment and furnishings with a unit cost of $5,000 or more and having a useful life of more than one year? Enter Y for Yes, N for No.

If yes, complete one record for each type of item purchased; if no, enter N/A for questions 1, 2, 3, and 4 of one repeating group:
1. Type of item N/A
2. Quantity N/A
3. Unit Cost N/A
4. Expenditure N/A

13.2.13 Total Expenditure - Equipment and Furnishings $0

13.2.14 Grants to Member Libraries: Did the system expend funds for grants to member libraries? Enter Y for yes, N for no.

If yes, complete one record for each grant; if no, enter N/A for questions 1, 2, and 3 of one repeating group.
1. Recipient: N/A
2. Allocation: N/A
3. Project Description (no more than 300 words): N/A

13.2.15 **Total Expenditure - Grants to Member Libraries**

13.2.16 **Purchased Services with BOCES:** Did the system expend funds to purchase services from or cross-contract with a BOCES or a school library system other than the applicant agency? Enter Y for Yes, N for No.

If yes, complete one record for each allowable expenditure; if no, enter N/A for questions 1, 2 and 3 of one repeating group.

1. Description of Services: N/A
2. Name of BOCES: N/A
3. Expenditure: N/A

13.2.17 **Total Expenditure - Purchased Services with BOCES**

13.2.18 **Total Expenditure (total 13.2.2, 13.2.4, 13.2.5, 13.2.7, 13.2.9, 13.2.11, 13.2.13, 13.2.15, and 13.2.17)**

13.2.19 **Balance at the Opening of the Fiscal Year**

NOTE: The opening balance must be the same as the closing balance of the previous year.

13.2.20 **Total Allocation from 2016-2017 State Aid**

13.2.21 **Balance at the End of the 2016 - 2017 Fiscal Year**

13.2.22 **Final Narrative:** Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds.

**State Aid was used to assist with travel expenses for professional development and activities related to library leadership and advocacy; membership dues for ALA, AASL, NYLA, and ASCD.**

14. **Summary of Library System Accomplishments**

Using the goals from Section 5 in the approved 2011-2016 System Plan of Service briefly describe the final results of each element for Year 4 (2015-2016)

14.1 **Element 1: Resource Sharing - Results**

Training on the Union/Online Catalog took place for two new librarians, and those needing or requesting additional training. Resources continue to be updated annually and sharing libraries remains strong. Statistics are shared at the system's annual dinner which include highlighting the library that shared the most, and the library that borrowed the most. Delivery goals were met 100%: on time and correct material.

Outreach and training was made available to private schools. Focus continues to be str...
Element 2: Special Client Groups - Results

meeting the needs of ESL/ESS/and students with special needs. The Cooperative Collection focused its efforts on purchasing electronic audiobooks to complement classroom sets available in print. Training was ongoing for resources that offered translations, read-al-lexile level search, font size increase/decrease, and dyslexic fonts. Closed captioning videos have been, and will continue to be, highlighted. Advocated for resources offered through State Library for the visually impaired.

Element 3: Professional Development and Continuing Education - Results

This year focused on becoming more involved with curriculum coordinators by co-facilitating workshops and sharing resources that support the curriculum. This effort included two workshops that featured fiction and non-fiction books in grades K-6 that support the science and social studies curricula. Approx. 45 teachers attended; Three sessions with seven teachers to build graphic novel kits around Maus I, Romeo & Juliet, and Macbeth. Kit developing using Moodle; and three eTextile sessions with five teachers to support tech and STEAM. All librarians were invited to attend these sessions with a teacher.

Element 4: Consulting and Development Services - Results

To assist librarians in writing to obtain grants, information was routinely published on CASLS' weebly page. Grants were written by several librarians to attend NYLA/SSL, and the SSL's Leadership Institute. Consultation and assistance with weeding was provided; two libraries switching from a manual catalog to an online system. A grant was provided to assist with costs related to becoming automated.

Element 5: Coordinated Services - Results

CA BOCES has increased efforts to coordinate services with other BOCES and the Western NY Library Resource Council. Results include: Two trainings on automation software copyright workshop with Anne Dalton, One makerspace workshop, and several technology workshops on Microsoft Word and PowerPoint.

Element 6: Awareness and Advocacy - Results

Meetings occurred with legislators and participation in Advocacy Day helped influence accomplishment with the library budget. As a member of SLSA, I drafted a letter to the President of the United States and to federal representatives at the state level to advocate IMLS funding. The president of SLSA posted these letters for other members to use. Members of the School Library System were also encouraged to participate in advocacy efforts. Efforts continue to create a mentoring program within CASLS' library system.

Element 7: Communication among Member Libraries and Library Systems - Results

An up-to-date email listserv was regularly maintained to facilitate communication among members and was used approximately 25 times to receive specific answers from members. This method of communication has been reduced due to the efficiency of the union catalog and the dissemination of information on the CASLS' weebly page and the Library System's page. As a result, listserv communication has become more meaningful.

Element 8: Cooperative Efforts with Other Library Systems - Results

Cooperative efforts include improving SCORE's website and negotiating with vendors to save money, and informing new vendors of SCORE. Within the past year, attended an event sponsored by Erie 1 and the Western NY Library Resource Council incoming college freshman lack in library skills and how this can be addressed. I am the Western NY Lib. Resource Council for Shared Resources and work closely with public and academic librarians to share services.

Element 9: Other Goal(s) - Results

One active goal for me is to continue education others - superintendents, principals, educators, community members, etc. - about the importance of accessible library resources and skilled librarians. I believe strongly in intellectual freedom, patron privacy, and keeping others informed about copyright/fair use. Conversations around these topics occur frequently throughout the year.

PARTICIPANT'S EVALUATION OF SYSTEM SERVICES

URL of System's Blank Evaluation Form

http://caboces.org/iss/resources/school-library-system/casl-forms

URL of the Tabulated Results of the System's Evaluation Form

http://caboces.org/iss/resources/school-library-system/casl-forms
CONTACT INFORMATION

15.1 Contact name (person completing report) Cecelia Fuoco

15.2 Contact telephone number (enter 10 digits only and hit the Tab key) (716) 376-8206

15.3 Contact e-mail address cfuoco@caboces.org

ASSURANCE

15.4 The Library System operated under its approved Plan of Service in accordance with the provisions of Education Law and the Regulations of the Commissioner, and assures that this "Annual Report" was reviewed and accepted by the System Board/Council on (date - mm/dd/yyyy) 09/21/2017

APPROVAL (for New York State Library use only/not a required field)

15.5 The Library System's Annual Report was reviewed and approved by the New York State Library on (date - mm/dd/yyyy)

Suggested Improvements

Library System Cattaraugus-Allegany-Erie-Wyoming BOCES SLS

Name of Person Completing Form Cecelia Fuoco

Phone Number and Extension (enter area code, telephone number and extension only): 716-376-8206

Please share with us your suggestions for improving the Annual Report. Thank You!