

Administrative Procedure 251 - Appendix

LIBRARY LEARNING COMMONS RESOURCES

Background

The Library Learning Commons is an inclusive, flexible learner-centered space, both physical and virtual, that fosters collaboration, inquiry, imagination, and play to expand and deepen student learning. As students acquire and apply information literacy skills, the Library Learning Commons becomes an essential resource, providing access to a variety of resources and spaces that support and enhance instructional programming. In its commitment to meeting the educational and developmental needs of students, the Division ensures the Library Learning Commons offers a wide range of learning commons resources to empower students to become effective learners.

Collection Development and Management

1. Learning Commons resources include print and non-print materials that are age-appropriate, complement the curriculum, and cater to a wide range of interests. These resources enrich students' appreciation for learning and literature.
2. Library personnel will exercise professional judgment to evaluate and select resources in consultation with the School Administrator(s), certificated staff (teachers), and Division Librarian.
3. School Administrator(s) will ensure that:
 - 3.1 All staff understand the purpose of the learning commons and how it can support the achievement of competencies and student learning.
 - 3.2 Instruction within the Library Learning Commons program is facilitated by a teacher with the assistance of Library Learning Commons staff.
4. Learning commons resources will be held to a high standard of selection criteria including resources that:
 - 4.1 Support and enrich the curriculum and students' learning.
 - 4.2 Meet high standards in literary, artistic, and aesthetic quality; technical aspects; and physical format.
 - 4.3 Are appropriate for the subject area and the age, emotional development, ability level, learning styles, culture, and social, emotional, and intellectual development of the students for whom the resources are selected.
 - 4.4 Incorporate accurate and authentic factual content from authoritative sources.

- 4.5 Earn favorable reviews in standard reviewing sources and/or favorable recommendations based on preview and examination of resources by professional personnel in consultation with the School Administrator(s).
 - 4.6 Provide a global perspective and promote diversity by including resources by authors and illustrators of all cultures, especially those from minoritized communities.
 - 4.7 Include a variety of resources in physical and virtual formats, including print and non-print such as electronic and multimedia (including subscription databases and other online products, eBooks, educational games, and other forms of emerging technologies).
 - 4.8 Demonstrate physical format, appearance, and durability suitable to their intended base.
5. Learning Commons resources will present a variety of viewpoints on all topics, including sensitive issues. The selection of materials will prioritize principle over opinion and reason over prejudice, ensuring a comprehensive, high-quality collection appropriate for the school community.
 6. Acquisitions will balance needs with budget, avoiding waste or overlap of content through a planning system to ensure inventory and resources are regularly updated. Collections are to be assessed regularly, as outlined in the Weeding Guidelines and Procedures Manual, for dated materials and materials no longer relevant or appropriate to the curriculum.
 7. Resources available to students will also include those provided in cooperative collection development arrangements, such as database access provided by Alberta Education.
 8. Student and staff requests for Library Learning Commons resources are encouraged and given consideration by the School Administrator(s) / delegate.
 9. The Division has the discretion to accept gifts of Library Learning Commons resources and reserves the right to decide the disposition of gifts received. Donations will be accepted per the guidelines in the Library Learning Commons Operations Manual.
 10. The Division recognizes that various stakeholders in the school community are interested in the quality of Library Learning Commons resources available to students. The Division will formally review the selection of any resources upon receipt of a *Request for Reconsideration of Learning/Library Learning Commons Resource (Form 251-1)* following the procedures outlined in *Challenge to Learning/Library Learning Commons Resources (AP 251)*.