

*MEDICINE HAT PUBLIC BOARD OF EDUCATION OPERATES AS MEDICINE HAT PUBLIC SCHOOL DIVISION,
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SECTION 700 – Educational Program

**ADMINISTRATIVE PROCEDURE: LIBRARY LEARNING COMMONS
SERVICES**

<i>PROCEDURE CODE:</i>	<i>714 AP 002</i>
Policy Reference: 714 – Library Learning Commons	Exhibits: 714 E 002 – Library Learning Commons

GUIDELINES

1. Students and staff should have access to school library services that are an integrated and dynamic part of high-quality learning opportunities.
2. The library learning commons provides seamless access to school library services for all students; supporting literacy and inquiry activities that are connected with curriculum.
3. Library learning commons are interactive, engaging learning environments which promote and facilitate collaboration.
4. The School Division provides professional learning opportunities for library learning commons staff.

PROCEDURES

The teaching staff under the leadership of the principal in consultation with the library staff should:

1. Ensure new technologies are accessible and utilised to promote student and staff learning.
2. Select and acquire resources that support curriculum and individual interests with print and digital formats for diverse teaching and learning.
3. Support the mandated information literacy skills to help students expand their abilities to find, generate, evaluate and apply information.
4. Engage in collaborative learning opportunities with students, staff, and outside stakeholders to positively impact student learning.
5. Support the ongoing professional learning opportunities for library staff.
6. Develop a budget for the acquisition and provision of resources, equipment and services.

7. Evaluate and review the utilization of the library learning commons to ensure that it reflects the educational priorities of the school.

Approved: June 21, 2011

Revised: June 17, 2014

