



PCHS LIBRARY LEARNING COMMONS REPORT 2016

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THE BACKGROUND STORY

The library strives to meet the needs of our school's community by providing a safe and welcoming environment. Here, students and staff find the necessary resources to support inquiry-based learning and the expert assistance they seek for the development of information literacy.

PCHS was the proud beneficiary of a Lester B. Pearson School Board Library of the Future grant in 2015. The grant allowed for increased technology, new furniture, new signage, carpentry and painting, and MakerSpace supplies appreciated by the entire school community. The newly upgraded space was completed in September 2016 and launched our Library Learning Commons.

- serving approximately 750 students and 60 staff members
- print and digital resources
- over 18,000 books in three languages
- magazines in English and in French, in print and digital versions
- 7,500 sq. ft.

Our collection constantly changes in response to the programs offered at PCHS, the curriculum, and the vastly differing needs and abilities of our students.

Recommendation: The entrance to the PCHS LLC should reflect its new name and purpose.

REGARD DATABASE

The Library uses Regard, a GRICS product and a standard throughout the Lester B. Pearson School Board. The merged database for high schools makes it possible to share the combined knowledge of the Board's high school librarians. It also allows for inter-school loans. It is regularly updated. Contingency plans are in place when the database is inaccessible due to network failure.

TECHNOLOGY

ONLINE DATABASES

- available at school and at home via the library webpage & Single Sign On (SSO)
- an average \$1500.00 charged to the library's budget annually. \$500 paid by ESD in 2016
- password accessible
- include MLA Citations to help curb plagiarism
- currently offered as encyclopedias, media, news, research & curriculum: CPI.Q Infotrac , Encyclopaedia Britannica, Universalis, Edumedia + Scoop + Overdrive + more!

SMARTBOARD & LAPTOP

- convenient permanent installation in the library
- available to teachers & students with convenient meeting-style tables = increased use!
- practical, in demand addition to library learning commons bookings

HARDWARE & SOFTWARE

- 18 units equipped with Windows 7 and Google™ Apps, with built-in counters **NEW!**
- Microsoft Office Suite is no longer available **NEW!**
- 8 Chromebooks + charger
- Green screen kit
- Free password-accessible wi-fi access available to students **NEW!**
- headsets & disposable hygienic covers
- One-to-One laptop program in Secondary 1, 2 & 3
- **4512 computer sign-ins compared to 3874 last year. There is a noticeable increase in students' use of their own devices in the library.**

Recommendation

- Additional Chromebooks™ to complement the LBPSB switch to Google™
- upgrade or reconsider electrical configuration to minimize outages
- Consistent use of Google™ Apps must be encouraged throughout the school

SINGLE SIGN ON (SSO) & GOING GOOGLE™ **NEW!**

- all students & staff members have access to g-mail and electronic resources
- Google™ Apps For Education in place as of June 30th, 2015

Recommendation: A significant portion of our budget is spent on online resources. Students and teachers must continue to be taught to maximize use of this valuable investment. Teachers could consider embedding links to the databases in their assignments and projects.

E-READERS

- 12 KOBO Touch e-readers, 125+ uploaded titles. Max capacity 1000 titles each
- \$25.00 grant received from LBPSB Educational Services Department
- title selection is shared among 12 high school librarians

PRINTERS

- HP LaserJet 4050 - students pay 0.10 for each black-and-white page
- HP Colour Jet M452 – students pay 0.15 for each page **NEW!**
- teachers do not pay for prints

We may need to re-evaluate charges for printing to better reflect the rising costs of paper and ink. Students may be encouraged to submit their Google Docs electronically.

SCANNER

- HP ScanJet allows students to upload external images directly to their documents

PHOTOCOPIER

- Konica Minolta black-and-white photocopies cost 0.10 each to students **NEW!**
- teachers are asked to make use of the copy room

PCHS WEBSITE

- liaison with webmaster now managed by Vice-Principal L. Coretti
- **LIBRARY WEBPAGE**.. <http://pchs.lbpsb.qc.ca/>
- access to our catalogue, an assortment of databases, citation style guides and numerous useful web-links – a one-stop page for student homework & research needs

ACQUISITIONS

- 2015-2016 budget of \$10,556 for the purchase of books
- books, periodicals and periodicals database (code 421)
- specialized materials (code 420) are paid for by **school budget**
- **711 books were purchased, catalogued and processed**
- **some 600 french books previously on loan from ESD were donated to the LLC & are partially catalogued. The balance will be done in the new school-year.**
- selection is based on the curriculum, student needs and library usage
- extensive weeding of the collection, made necessary with annual purchases
- 2 meeting tables donated by Aquest Design increasing our total to 9 in that zone **NEW!**

COMMITTEES, CLUBS & EVENTS

LITERACY

- monthly reading themes chosen for book selection and displays
- computer literacy encouraged with the **Hour of Code Week** in December
- author & physicist Erin Bow spoke to about 100 students on October 28th **NEW!**
- weekly **Comic Book Club** with teacher A. Leiva. PCHS alumni are our current sponsors.
- compulsory library instruction & basic research methods for all Sec. 1 students
- offered numerous digital information literacy workshops upon teacher request
- increased Friendship, Love & Sexual Health (FLASH) resources – LGBTQ theme
- subject of 4 videos seen at QSLiN Library Hangouts <http://qslin.org/library-hangouts/> **NEW!**

BOOK SPINE POETRY CONTEST **NEW!**

- April challenge to all students – 107 entries!
- students created poetry from book spines, with photo entries submitted via email
- prizes awarded to Reanna Jalaluddin, Felicia Vieira, Josh Lloyd and Satrajit Chatterjee
- plans to include a French component next year due to popular demand

LEGO™ + MAKERSPACES **ONGOING!**

- expanded Comic Book Club resources to include art supplies & manga templates
- guest teacher-presenters invited to challenge students after school to “learn by making”
- **next year MakerSpaces will include jewelry making, take-apart days & more NEW!**

IB PERSONAL PROJECT & MENTORSHIP

- an on-going privilege to take part in the IB mentoring and judging process
- mentored 2 students in 2016 and assisted in students’ Personal Project research
- IB staff meetings take place in the library every Late Entry Day

VACCINATIONS

- 1 session scheduled in the Library resulted in its closure for that day

GOVERNING BOARD

- Support Staff representative & recording secretary for the tenth consecutive year
- monthly meetings are held in the library

PARENT WORKSHOPS

- the library hosted evening workshops organized by the PPO
- plans are underway to offer a workshop for parents “Digital Resources Offered by the PCHS LLC” for 2016-2017

BIBLIOMOBILE

- 600 French books donated by school board consultants
- the process of cataloguing and integrating the books into the collection is ongoing
- due to popular demand, 6 book bins will circulate to French classes in the new school-year

DIGITAL LIBRARY

- students and staff now have access to over 860 titles in OverDrive (e-books) through SSO
- details available on library webpage and <https://lbpsbqc.libraryreserve.com> **NEW!**

CLASSES BOOKED

- the library accommodated **372** classes compared to 314 last year during blocks 1, 2 and 4
- 2 lunch periods saw an estimated 150 students daily
- availability of bookings is subject to library closures

STUDENTS ON PASS

- **392** students were sent to the library by teachers during class time
- students using their Gold Pass require a date and signature from their teacher
- students who do not have independent work to complete are sent back to class
- students who choose to use the Atrium while on Pass are not supervised by the librarian
Their numbers are not reflected in these statistics.

PARENT VOLUNTEERS

- 1 parent volunteered an average of two hours per week

STATISTICS

Statistics indicate a constant use of library resources. **4879** books were borrowed this year, an increase despite a smaller student base. On-site consultations, while significant, are not documented. A subtle shift towards digital consultations is evident. The obvious increase in digital consultations and e-book use greatly affects the numbers. Those statistics are not available.

English Fiction	1808
Non-Fiction & Reference (Eng., Fr. & SPA)	1034
French Fiction	567
Graphica	1410
Other (non-book material)	60
TOTAL	4879

- all but 8 borrowed books have been returned & shelved
- all books purchased this year have been catalogued, processed and shelved

LOOKING AHEAD TO 2016-2017

- Continue to upgrade & increase technological resources
- pursue additional 21st Century Library concepts to enhance services to our community
- increase MakerSpace options with help from teachers
- offer additional workshops to staff, students and parents **ONGOING!**
- encourage greater student participation in community service work in the library **ONGOING!**
- promote Going Google™ & increase awareness/use of Single Sign On (SSO)
- prepare for upcoming IB evaluation accreditation