



PCHS LIBRARY LEARNING COMMONS REPORT 2023

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CREATING A SENSE OF BELONGING

The PCHS Library Learning Commons (LLC) is flexible and adapts. Recovering from the effects of a global pandemic remains a top priority. It will take time.

The role of this LLC includes

- curating a dynamic collection that supports the curriculum
- promoting, developing and sustaining personal reading among students & staff
- advancing literacy skills to raise student achievement & success
- providing an **“Ask the Librarian”** online service

The “School Librarian” or Documentation Technician as known in our province, has contact with every student throughout their five years in high school. Overdue fines have been eliminated. Lunchtime detentions were held in the Library this year. This decision reduced student visits. Equity-informed Library selections and weeding take into consideration the recommendations of the LBPSB Task Force on Equity and Inclusivity. Every student in the school should be able to find a selection that meets their needs and their interests.

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. This platform is not available for “work-at-home”.

TECHNOLOGY

ONLINE DATABASES

- available at school and at home via the library webpage & libraries.lbpearson.ca
- SSO/Mosaik/Google accounts management provided by school librarian to all students
- an estimated \$1200.00 charged to the library's budget annually. + \$500 paid by ESD
- password accessible
- databases provide MLA Citations to help curb plagiarism
- Sora by Overdrive and Biblius e-books, Gale OneFile CPI.Q, Britannica, Universalis, Canadian Points of View Reference, NFB Education + so much more!

Recommendation: The Gale OneFile CPI.Q database is under-used. Efforts to encourage students and staff to use it have been largely unsuccessful. Subscription renewal is not advised.

PHOTOCOPIER

- updated Konica Minolta, black-and-white photocopies, yet **to be networked**
- teachers are asked to make use of the copy room

PCHS WEBSITE

- updated **LIBRARY WEBPAGE**... <http://pchs.lbpsb.qc.ca/>
- access to our catalogue, an assortment of databases, citation style guides and numerous useful web-links – an essential one-stop page for student homework & research needs

Recommendation: A switch to the board's DNN platform and website format should be considered in order to be in line with other LBPSB high schools.

ACQUISITIONS

- 2022-2023 budget of \$17940 for the purchase of books as per Ministry grants
- books, periodicals and periodicals database (code 421)
- specialized materials (code 420) are meant to be paid for by the school budget
- **639 books were purchased/donated, catalogued and processed**
- ever changing access to accredited bookstores impacted collection development
- book selection is based on the curriculum, student needs and LLC usage
- extensive weeding of the collection - discarded books were donated to students & staff
- a marked increase in cost impacted the selection of resource

LITERACY

- curated displays and project ideas (financial, digital, media, visual...)
- library instruction & basic research methods for students
- prepared thematic reading lists (Indigenous, BIPOC, FLASH, LGBTQ+, Mental Health +)
- an "Up & Coming Black Authors" collection
- collaborated with the PCHS Community Development Agent & EDDI Consultant
- emphasis on building & expanding a diverse collection

BOOKSHARE + CELA + DOLPHIN EASYREADER APP FOR PRINT DISABLED

- collaborated with The Learning Centre in managing this essential service for students

IB PERSONAL PROJECT & MENTORSHIP

- an on-going privilege to take part in IB students' Personal Project research
- a John Abbott College Information & Library Technologies student was not mentored this year at PCHS as per previous years
- numerous IB Service as Action and Leadership Community Service opportunities

DIGITAL LIBRARY

- students and staff have access to Sora by OverDrive & Biblius (e-books & audiobooks)
- details available on library webpage and <https://lbsbqc.libraryreserve.com>
- students are encouraged to subscribe to their local public library and to the BANQ

CLASSES BOOKED

- the LLC accommodated **269** classes compared to 339 last year
- masks and sanitizing individual work spaces were optional

STATISTICS

On-site consultations are not documented. The necessary shift towards digital consultations is evident. Statistics do not reflect database or online reading: Infotrac, Sora, Biblius, Bookshare, and so on.

English Fiction	965
Non-Fiction & Reference (Eng., Fr. & SPA)	452
French Fiction	143
Graphica, Bandes Dessinées, & Mangas	845
Other (non-book material & Chromebooks)	127
TOTAL	2532

- **8** books borrowed by students have not been returned and have been considered as lost
- 1 Chromebook, lost last year, was not replaced

LOOKING AHEAD TO 2023-2024

- continue to upgrade & increase digital resources
- pursue additional 21st Century Library concepts to enhance services to our community
- explore "Learning Lunches in the LLC" Several staff members have expressed interest!
- promote and strongly encourage library instruction for students and staff
- encourage greater student participation in community service work in the library
- encourage student use of research databases
- continue to encourage accurate, effective research skills among students
- expand resources based on current event themes
- promote innovation and leadership in the PCHS LLC

PCHS has a full-time, fully trained, experienced Library Technician whose duties include:

- Management of the library, and of the library's annual budget; scheduling class visits
- Collection development; book, database, and magazine purchasing
- Supporting diversity, equity, and inclusion in the LLC
- Cataloguing and classification of new books; physical processing of new books
- Library instruction, ie. guiding students in how to find and use print and online resources
- Reference services, ie. assisting students in finding appropriate resources, including effective Internet searching; promoting school board databases
- Computer and Google instruction
- Password management
- Creating a collaborative interaction between the Library Learning Commons, teachers & Resource
- Searching, co-planning, and gathering books on specific topics for teachers' class assignments
- Managing 2 student lunch-hours and animations daily (Junior & Senior)
- Developing library programs to support the curriculum, ex. Battle of the Books, Book-spine Poetry
- Planning and curating thematic bulletin board and book displays
- Library promotion programs & contests
- Circulation desk duties
- Overdue book tracking and notices
- Training student volunteers and JAC student-librarians in library duties
- Monitoring the regular functioning of the technical equipment; contacting computer technical staff as needed
- Library webpage updating and management as required
- Providing copyright advice
- Curating, and sharing appropriate resources from the Web
- Maintaining open communication with LBPSB library technicians
- Preparing Annual Reports to the PCHS community