



### LEARNING COMMONS AND LIBRARY MATERIALS

#### Background

The Division is committed to providing students access to a Learning Commons, an integrated program with a wide range of curated learning resources to enhance instruction. In Catholic schools, learning resources can enhance and support an understanding of the Catholic worldview and the beauty of creation, community and the dignity of the human person.

#### Procedures

1. Learning Commons will be integrated to enhance and support the school's instructional program.
2. The Division will encourage the application of new technology, systems, and/or procedures for improving the efficiency and effectiveness of the school Learning Commons.
3. The Principal is responsible for ensuring the Learning Commons operates in a manner consistent with the established goals and objectives.
4. The selection and review of learning resources will satisfy the Alberta Education guidelines on controversial issues in the classroom as well as the Ministerial Order (034/2025) Standards for the Selection, Availability, and Access of School Library Materials.
  - 4.1 The selection of materials for individual teacher classroom collections and instructional materials should follow the same processes. Further guidance for teacher selection in curating classroom collections can be found in the [CCSSA Discernment Guide](#).
    - 4.1.1 For clarification, classroom collections curated by individual teachers must be available for review by parents and students, with any challenge to include materials subject to the same process described below.
  - 4.2 The principal must
    - 4.2.1 set out the process for the annual review of materials;
    - 4.2.2 set out responsibilities of staff supervising students' access to learning commons and classroom library materials throughout the school day, not limited to instructional hours;
    - 4.2.3 establish and maintain a publicly available listing of all school literary materials other than those contained in a classroom collection;



- 4.2.4 ensure that the parents of the children or students who have access to a classroom collection are informed of the school literary materials contained specifically in the classroom collection;
  - 4.2.5 clearly communicate the procedures to employees, students and parents.
5. The Principal and Learning Commons personnel, in cooperation with classroom teachers, shall plan together for the integration of learning resources from the Learning Commons with classroom instruction.
  6. A student, parent, school board employee or other member of the school community can request a review, change access to or availability of, reconsider, or remove specific school library materials in a particular school for reasons related to sections 2.a, 2.b. or 2.c. of the Ministerial Order (#034/2025) by following the guidelines set out in Administrative Procedure 205: Controversial Issues/Materials.

Reference: Section 3, 18, 33, 41, 52, 53, 55, 58, 196, 197, 222 Education Act  
Guide to Education ECS to Grade 12  
Ministerial Order (#034/2025)