

Artifact for Standard 4.1. Access.

It is the purpose of the teacher librarian to manage to develop the EHSLC in such a way as to benefit the largest portion of the school community. The end goal of the EHSLC is to serve the needs of the students, faculty, staff, administration, and parents if at all possible. This is to be done through curating resources that facilitate community engagement, support curricular goals, and expose students to new ideas and possibilities.

Hours

The library is open during normal school days as follows:

- Monday - Thursday 6:30 a.m. - 2:45 p.m.
- Friday 6:30 a.m. - 2:00 p.m.

The library is also available after hours by appointment.

Patron Code of Conduct

Patrons are expected to behave in a manner worthy of being a student at Eldorado High School: they are expected to act with kindness and respect. Should a patron not exhibit the expected behavior, that patron will lose access to the EHSLC until such a time that they have satisfactorily exhibited an ability to comport themselves in the required manner.

Facilities

Current Facilities

At present, the current facilities are in a state of disarray and are closed for student and class use. The roughly 3,000 square feet of collection space is roughly shaped like Texas: a long entry, bowing out into two side points and elongating down the middle; however, where Texas shapes to a point, the library flattens to a 60 foot wall. The floors are mostly grey utilitarian

carpet with one square section checkered in maroon and white vinyl. The ceiling T-panels and LED lighting. The left perimeter painted maroon; the back wall a greyish white; the right perimeter covered by inset light grey bookcases; the back wall not a wall, but, from left to right, a grey bookcase, a single door, another grey bookcase, and a windowed office that extends to the main entry hall.

Filling this space are over 58 double sided 5' x 3' wooden bookcases, over 29,000 volumes, 24 rectangular cafeteria tables, 60 plastic maroon stacking chairs, 4 massive maroon support columns, and one 80s style half circle circulation desk reminiscent of the transporter in Star Trek. In short, it is an uninviting cavernous space that is in no way ADA compliant. There are 10 Dell desktops along the maroon wall and 3 digital displays above the vinyl flooring. One photocopier and one pencil sharpener exist for student use.

Future Facilities

The poor state of the EHSLC facilities are already being remedied. The 58 bookcases, once ordered in rows, are in the process of being rearranged into 3 large carrels across the back wall. Presently, this space is only 10' across which does not allow for ADA compliance if furniture is include for group work and individual study. As such, this summer, post-weeding, the corrals will be enlarged to 12 ½' to accommodate the necessary clearance for wheelchairs. Additionally, in the reshelving of material, bottom and top shelves will be rearranged so that wheelchair bound patrons will have access to all volumes. Eventually, the collection will be marked in both English and Braille for our blind and visually challenged patrons.

In terms of future furniture purchases, all new pieces and their arrangement will be made with the goal of including all of our patrons. To achieve this, at least 5% of our furniture will

accommodate wheelchair access. EHSLC patrons include students who have difficulty navigating walking or sitting and rising from chairs; to include them, the teacher librarian will consult their teachers to see what type of chairs and tables would be best to provide in the EHSLC for them. General education teachers will also be consulted as to how they would like to be able to arrange the facility when they bring their classes in the 2023-2024 school year and their responses implemented as much as possible with ADA compliance in mind.

To remedy the lack of technology, the EHSLC has ordered 2 iMacs loaded with the software used by the magnet programs. 40 zSpace computers are also being acquisitioned at the request of our automotive, geoscience, biology, and chemistry teachers. Our chances of procuring these is high as they are in use at other campuses. At the suggestion of faculty, we are including a dedicated zSpace facility and, after discussion with one of our veteran biology teachers, space for 80 students so that all 3 biology teachers can utilize the facility for team instruction. and in use on other district sites. To facilitate this, a demonstration is happening tomorrow for faculty.

The EHSLC will be using district approved Machabee Design Company for interior redesign and furniture purchase. The teacher librarian will work closely with the company's district representative to create a vibrant, welcoming space that encourages all patrons — students, faculty, staff, administrators, parents — to enter and utilize the EHSLC to further their own learning in myriad subjects and in multiple modalities. Moreover, design will be considered with an eye toward preparing a space that, in keeping with and, where possible, exceeding ADA standards, thus creating a learning commons for every student regardless their physical abilities.

Technology

Current Technology

Current technology consists of 10 desktop Dell computers newly installed by the district, 2 iMacs purchased recently for student use but currently conscripted to the circulation desk for weeding and inventory, and a two-monitor Dell laptop set-up the district opted to provide every employee, replacing their desktops. This is regulated to faculty use. Further, 3 displays, once used for gaming in the library, are waiting to be replaced by district edict.

Additionally, one 4K HD camcorder and one 360° camera have been obtained for faculty and student use. Each item will have an online course that must be completed satisfactorily by the patron before use of the technology.

Future Technology

Future technology will include a minimum of 40 zSpace computers, all computers with Chemistry software, 30 with the Automotive specific software, kept in a dedicated zSpace area of the library with 2 mutual displays for teaching. The zSpace hub will be available to students on an individual basis when not in use by classes.

Faculty and students will have to complete zSpace training before use of the technology. Luckily purchase of the technology comes with training for up to 6 facilitators. The librarian will create, with interested faculty, a training session for students to complete in order to qualify for zSpace privileges. Faculty will need to sign up via the facilities form found in the library in analogue on a first come first serve basis. It will be the librarian's responsibility to make certain the space is not dominated by one teacher or subject. The Library Committee will monitor the

academic efficacy of the zSpace lab, providing annual reports for public review of the technological investment. The procedures for the collection and review of zSpace learning outcomes will be created by the current librarian and submitted to the required district and site personnel for approval. Most likely, a mixture of qualitative and quantitative data will be collected. Expected completion of the study parameters is November 2023 to coincide with expected delivery of the computers.

EHSLC Collection Responsibilities & Selection Procedures

The Eldorado High School Learning Commons strives to provide patrons with materials that will enrich and support the educational programs of the school. Budget and technology decisions are made by the teacher-librarian, as supported by the library committee and principal. Students and faculty members always have the opportunity to submit suggestions for library, media and technology purchases, and every effort is made to obtain those suggestions.

It is the responsibility of the teacher-librarian to provide a wide range of materials on different levels of difficulty, with diversity of appeal and representing different points of view. To do this, she follows the lead of other more experienced librarians by placing orders via Ingram's iPage that reflect recent purchases of her mentor librarian and of the district's lead librarian. The teacher-librarian places principle above personal opinion and reason above prejudice in the selection of materials, to ensure a comprehensive, inclusive collection. The inclusion of any item in a collection does not necessarily mean that the library or school advocates or endorses the contents of that item. The needs of the EHSLC are based on knowledge of the curriculum and the existing collection and the teacher-librarian has solicited

and will continue to solicit faculty input into collection procurement while assuring any biases are balanced by differing views. The EHSLC needs are given first consideration in the selection of materials used to enhance the classroom curriculum. The EHSLC adheres to the Clark County Board of Education's policy regarding selection of materials.

Selection Criteria

In addition to the guidelines outlined in the district's policy, the following criteria are a guide to selecting the best resources for the EHSLC:

- Overall purpose
- Timeliness or permanence
- Importance of the subject matter
- Quality of the writing/production
- Readability and popular appeal
- Authoritativeness
- Reputation and significance of the author, illustrator, or publisher
- Favorable reviews found in reputable, unbiased, professionally prepared selection sources, such as but not limited to
 - School Library Journal
 - Hornbook
 - H.W. Wilson
 - Kirkus Review
- Favorable recommendations by educational professionals
- Contribution to the diversity of the collection in presentation of different points of view

- Suitability for intended use in regards to the age, emotional development, ability level and social development of the students
- Format and price

Because the library strives to support the curriculum needs of the patrons, faculty members, students, and other school members will be annually encouraged to submit purchase requests and every effort will be made to honor them.

Collection Maintenance

Collection maintenance will be done by the teacher-librarian and her assistants and/or student aides. Selection is an ongoing process which also includes the removal of materials no longer appropriate and the replacement of lost or worn materials with continued educational value. Every attempt will be made to maintain a print collection that is up-to-date, accurate and inclusive. The library print collection shall be evaluated at least once a year by age, validity of information, usage statistics, appropriateness for the curriculum and student population, and historical value. Items that are deemed obsolete shall be weeded from the collection and replaced as funding allows.

Items that will require additional consideration before weeding include:

- Classics, award winners and titles that appear on core bibliographies
- Items which might be out of print and have historical significance
- Materials of local interest or local histories
- Materials in a unique format, content, or illustrative technique that hold historical value
- Resources that maintain balance in the collection; removal of these items might create a biased representation

- Items of high value

If an item is weeded because it is not aligned with the school's curriculum, but might be of educational value to a different district school's curriculum, every effort will be made to relocate the item to the other school. If the teacher-librarian is unsure about the item's value, the appropriate faculty member will be consulted in making the determination.

Gifts

Gifts of books will be accepted and evaluated for their adherence to the above selection criteria. When found to adhere to the above requirements, they will be processed for integration into the larger collection as normal with the addition of a bookplate stating by whom and when the volume was donated.