

Amery School District

Library Plan: 2024-2026

Introduction:

What a school thinks about its library is a measure of what it thinks about education.

--Harold Howe, former U.S. Commissioner of Education

The Amery School District Library Media Plan for 2024-2026 provides a strategic roadmap for advancing our library media programs to maximize their impact on academic achievement. At the heart of these efforts is a strong library/media program led by qualified library media specialists who foster growth in students and staff through innovative instructional practices.

Library Vision/Mission Statement

The mission of the library program is to cultivate a love of reading for personal and academic growth while empowering students to become effective, ethical users of information, ideas, and technology. We aim to:

- Encourage students to explore deeply the world of reading.
- Provide an up-to-date collection with stories that ignite their imagination, foster empathy, and reflect their own experiences and the experiences of others.
- Support students pursuing personal and academic interests through reading and research.
- Provide learning experiences that develop students' technology, information literacy, digital citizenship, and 21st-Century skills.
- Ensure access to information in various formats that contribute to lifelong learning.
- Guide students to become discriminating users of information.
- Stimulate curiosity about the world around us.
- Supply materials that support curriculum goals and enhance student achievement.
- Extend and enhance classroom learning by creating space for research, exploration, learning, creativity, and collaboration.
- Promote technology and resources that make teaching and learning more effective and efficient.
- Design flexible learning environments equipped with tools for inquiry, creativity, critical thinking, communication, and collaboration.
- Equip students to become creators of information, not just consumers.

Future Ready Library Framework



Using the Future Ready Librarians Framework as a guide, the Amery School District Library Media Specialists have created a Library Plan as required by the Wisconsin Administrative PI 8.01 (2)(h). The Future Ready Librarian Framework is made up of focus areas, or "wedges," each of which is centered around literacy. Together they provide a comprehensive foundation for planning and improvement. To develop the Library Plan, the district's Library Media Specialists evaluated each wedge, along with current practices, and established goals for growth. The goals outlined in the Library Plan will be reviewed every three years.

Additionally, our Library Plan is guided by [Wisconsin's Information and Technology Literacy \(ITL\) Standards](#). These standards underscore our commitment to equipping students with skills for effective information management, digital citizenship, and critical thinking. Together, these frameworks enable us to foster a dynamic and inclusive library program that serves the evolving needs of all K-12 students.

LITERACY

Inspires and supports the reading lives of both students and teachers.

Current Practices:

- Curate and maintain a diverse, current, and equitable collection that supports all aspects of student learning, growth, and literacy development.
- Develop and maintain a virtual learning space that promotes reading, provides accessible resources, and engages the entire school community in library programs.
- Create and implement programs and opportunities that foster reading as a means for learning, personal growth, and enjoyment.
- Foster a literacy-rich culture by providing access to a wide variety of reading materials across platforms, genres, ability levels, perspectives, and formats.
- Offer personal choice reading materials based on students' interests, abilities, needs, and personal experiences.
- Equip students with tools and skills to independently discover, select, and enjoy reading materials aligned with their interests and learning needs.
- Promote and model a love of reading by engaging with and sharing insights on new and noteworthy titles in the library's collection.
- Enhance reading and literacy engagement through district and community partnerships, including collaborations with the public library and other community organizations and resources.
- Collaborate actively with teachers to meet curriculum needs, incorporate literature across disciplines, and support broader educational goals through tailored reading materials.
- Provide access to digital literacy tools (e.g. audiobooks) to increase accessibility and engagement for diverse learning preferences.
- Leverage library displays and digital content to spotlight diverse authors, genres, and topics, connecting students with materials that reflect a wide range of cultures, experiences, and voices.

USE OF SPACE AND TIME

Design Collaborative Spaces: Provides flexible spaces that promote inquiry, creativity, collaboration, and community.

Current Practices:

- Design flexible, collaborative spaces with adaptable furniture, interactive learning materials, and integrated technology to encourage inquiry, creativity, engagement, collaboration, and community.
- Implement makerspace programs for all grade levels to provide project-based experiences to emphasize creativity, innovation, critical thinking, problem-solving, personalized learning, and self-directed exploration.

- Develop and communicate procedures and policies to foster an environment of trust, respect, and responsibility within the library's learning space.
- Create collaborative workspaces for teachers and students.
- Update and adapt furniture and display areas as budget allows.
- Provide a range of analog learning tools that promote creativity, self-directed exploration, and community building.
- Offer flexible scheduling options for the library and makerspace areas, allowing teachers to book collaborative time and enabling open, student-led access when available.

CURRICULUM, INSTRUCTION, & ASSESSMENT

Builds Instructional Partnerships: Partners with educators to design and implement evidence-based curricula and assessments that integrate elements of deeper learning, critical thinking, information literacy, digital citizenship, creativity, innovation, and the active use of technology.

Current Practices:

- Collaborate with teachers to develop cross-curricular learning experiences that connect academic content with real-world applications.
- Co-plan and co-teach units grounded in inquiry, project-based, and problem-based learning models, promoting active engagement and real-world problem-solving.
- Partner with educators to design and implement inquiry, research, and technology skills that foster critical thinking, information literacy, digital citizenship, creativity, innovation, and problem-solving.
- Create a PBIS anchor chart and presentation for technology use and information literacy for the fall and re-teaching purposes.
- Design and co-teach makerspace lessons integrated into curricular units that encourage students to express their understanding creatively through hands-on activities, promoting deeper learning.

Goal #4: Integrate the new Wisconsin Standards for Information and Technology Literacy (ITL) into library and content areas (Question on the WI Digital Learning Survey)

- Collaborate with stakeholders to understand the importance of integrating standards into various content areas.
- Assess current practices to identify strengths and challenges in meeting ITL standards across k-12.
- Draft strategies and implementation frameworks for incorporating standards into curricula across grade levels and content areas.
- Establish a foundation for implementing ITL standards by the 2027-2029 Library Plan Cycle, ensuring readiness and alignment with district and school goals.

CURRICULUM, INSTRUCTION AND ASSESSMENT

Empowers Students as Creators: Encourages and facilitates students to become increasingly self-directed as they create digital products of their learning that engage them in critical thinking, collaboration, and authentic, real-world problem-solving.

Current Practices:

- Offer opportunities for growth mindset development through Makerspace tools and projects, encouraging resilience and adaptability.
- Continuously introduce and expand tools and learning experiences in makerspaces, fostering student autonomy as empowered learners, knowledge constructors, innovative designers, creative communicators, and computational thinkers.
- Provide lessons on new and emerging technologies, offering students a platform to share their learning with others.
- Incorporate student choice and voice in project selection and design, allowing students to pursue areas of personal interest and relevance.

CURRICULUM, INSTRUCTION AND ASSESSMENT

Curates Digital Resources and Tools: Leads in the selection, integration, organization, and sharing of digital resources and tools to support transformational teaching and learning and develop the digital creation skills of others.

Current Practices:

- Develop and maintain a webpage that provides comprehensive access to library resources, information literacy tools, and curated reading materials, fostering a culture of literacy across the school community.
- Teach students to manage their digital identity responsibly and protect their data privacy, emphasizing safe and ethical digital habits.
- Maintain a diverse collection of materials in various formats to support the developmental, cultural, social, and linguistic needs of all students.
- Leverage the Common School Fund budget to evaluate, purchase, and update digital resources and tools that enhance library programming and support classroom instruction.
- Collaborate with the IT department and technology committees to identify, recommend, and integrate digital tools that enable transformational teaching and learning.
- Provide professional development for staff to ensure effective integration of new technologies and digital resources into classroom practices.
- Facilitate, support, and integrate an e-learning platform that enables the distribution and collection of learning materials remotely.

PERSONALIZED PROFESSIONAL LEARNING

Facilitates Professional Learning: Leads professional learning to cultivate a broader understanding of the skills that comprise success in a digital age (e.g. critical thinking, information, literacy, digital citizenship, technology competencies, etc.)

Current Practices:

- Model the process of identifying, exploring, evaluating, and curating both print and digital resources to support effective learning and teaching.
- Deliver professional development opportunities in diverse formats (one-to-one coaching, self-paced online modules, in-person sessions) to meet varied learning preferences and schedules.
- Offer and advocate for personalized professional learning opportunities that meet learners at their point of need.
- Offer professional development on best practices and instructional strategies for 1:1 devices.
- Provide ongoing professional development on digital citizenship to equip staff with the knowledge to model and guide students in responsible digital behaviors.

ROBUST INFRASTRUCTURE

Ensures Equitable Digital Access: Provides and advocates for equitable access to connectivity, digital devices, information, resources, programming, and services to support the district's strategic vision.

Current Practices:

- Utilize makerspaces across buildings to provide tools and resources that enable personalized, participatory, and experiential learning for all students, regardless of background or ability.
- Support and sustain 1:1 device access in classrooms and libraries, ensuring students can access makerspaces, digital books, instructional tools, and online resources.
- Promote the use of MORE & Wiscat resources through interlibrary loan (ILL) to expand access to a broad range of information and materials.
- Teach students and staff how to access resources offline by using applications that download content for offline viewing, such as e-books and saved digital files, to support learning at home.
- Facilitate discussions on best practices for 1:1 device use, policies, procedures, and security/monitoring software to support safe, productive device use at school and home.
- Collaborate with the IT department to help make decisions on devices, instructional tools, data privacy, device and content monitoring, and infrastructure to ensure equitable access to digital tools and connectivity.

BUDGET AND RESOURCES

Invests Strategically in Digital Resources: Leverages an understanding of school and community needs to identify and invest in digital resources to support student learning.

Current Practices:

- Invest strategically in digital resources that align with school and community needs, including:
 - E-books and audiobooks
 - E-magazines and other periodicals
 - Apps for iPads, VR, and Chromebooks that support audio/video creation, robotics, coding, and makerspace projects.
 - Presentation and instructional tools to support more engaging, interactive learning experiences for students.
 - Comprehensive Digital Citizenship curriculum
 - Educational video streaming platform to enhance multimedia learning

COMMUNITY PARTNERSHIPS

Cultivates Community Partnerships: Cultivates partnerships within the school and local community (families and caregivers, non-profit organizations, government agencies, public and higher education libraries, businesses, etc.) to promote engagement and a lifelong learning process.

Current Practices:

- Develop and maintain reading initiatives to connect the Amery Schools and community through a love of reading.
- Collaborate with the public library on resource sharing, professional development sessions, book talks, and program highlights to enhance community literacy.
- Partner with local businesses (e.g., PowerUp - ES) to support educational initiatives and resources.
- Provide ongoing digital citizenship and online safety resources to parents and community members, fostering informed and responsible technology use.

Goal #1: Foster a dynamic learning environment by collaborating with educators, local organizations, and the community to bring in guest speakers, establish library resources, and promote lifelong learning through effective communication and joint initiatives.

- Coordinate with classroom teachers and administrators to invite guest speakers who can enhance students' understanding of various subjects and areas of interest.
- Engage with local businesses, public libraries, and non-profit organizations to explore collaboration opportunities that benefit students and the broader community.
- Create a dedicated section in the library that promotes lifelong learning resources, showcasing programs, workshops, and materials available to the community.
- Develop a communication plan to inform the school community about upcoming guest speaker events, partnerships, and collaborative projects.

- Utilize school newsletters, social media, and other communication channels to create awareness for upcoming guest speaker events, partnerships, and collaborative projects.
- Collaborate with the public library to create joint reading programs or literacy initiatives that encourage community participation and foster a love for reading.
- Host joint events, such as author visits or book clubs, to encourage a love for reading.

DATA & PRIVACY

Advocates for Student Privacy: Teaches and promotes student data privacy through their instruction and role as educational leaders.

Current Practices:

- Support intellectual freedom by providing developmentally appropriate resources while respecting patron privacy.
- Teach students how to safeguard their personal information online, emphasizing the types of data collected by various online tools and platforms.
- Instruct library staff and teachers on data privacy principles and practices to ensure a consistent approach across the educational environment.
- Facilitate discussions on best practices for student data privacy and the responsible use of new and emerging technologies.
- Create internal library procedures to protect student privacy based on:
 - School policies related to privacy and confidentiality of student data, especially student circulation records and the use of library resources in all formats.
 - Federal laws such as the Family Educational Rights and Privacy Act (FERPA), Children's Online Privacy Protection Act (COPPA), and state privacy laws regarding library records.
 - ALA and AASL policy statements, online tool kits and Q&A's, guidelines, and other resources provided by national and state library associations.

Goal #3: Develop and implement procedures to ensure the privacy, safety, and security of student data when using online instructional resources in the classroom.

- Create a verification procedure for online resources to ensure compliance with FERPA, CIPA, COPPA, and PPRA.
- Collaborate with teachers to ensure adherence to these procedures in their instructional practices.
- Establish a communication system to regularly remind students, staff, and families about best practices for privacy, safety, and security of student data.
- Work with students and teachers to understand ethical concerns like data privacy and bias, particularly when using artificial intelligence tools and other technologies.
- Provide professional development sessions for staff that cover the latest trends in data privacy, including updates on relevant laws and technologies.

COLLABORATIVE LEADERSHIP

Leads Beyond the Library: Participates in setting the district's vision and strategic plan for digital learning and fosters a culture of collaboration and innovation to empower teachers and learners.

Current Practices:

- Participate in building and district-level technology committees to contribute to the strategic vision for digital learning.
- Participate in professional learning communities such as: Cesa 11 LMS Network, TI Network, WEMTA Conference, and social media PLN's.
- Provides professional development training and resources to staff, promoting effective technology and literacy integration in teaching practices.
- Collaborate with the IT director and administrative team to develop a Digital Learning Plan that aligns with the Library Plan, and addresses the needs of the district.

Goal #2: Foster collaborative partnerships with teachers and district staff by sharing educational resources, aligning instructional materials with the Triple E Framework, and supporting district goals through thoughtful evaluation and strategic recommendations for technology purchases and integration.

- Design and distribute a newsletter to staff to engage teachers in the library and makerspace, providing tools and materials to support their instructional goals.
- Collaborate with the district to align the assessment and selection procedures for online instructional materials and digital tools with the Triple E Framework, ensuring that all tools actively engage, enhance, and extend learning.
- Create resources for teachers, students, and families on age-appropriate screen use, defining quality digital activities and healthy screen time practices.
- Investigate how the library can support virtual learning opportunities and work with stakeholders to integrate technology and implement resources.
- Collaborate with the IT department and administration team to fill out the digital learning plan, ensuring alignment between the Library Plan and the district's Digital Learning Plan goals.
- Educate students and teachers on how to effectively and ethically use AI tools, emphasizing responsible use, appropriate applications, and understanding ethical concerns such as data privacy and bias.
- Align library goals, resources, and budget with the district strategic plan to support a cohesive educational framework and maximize learning opportunities:
 - Increase the amount of time each student has access to the makerspace rooms and tools.
 - Evaluate current technologies' effectiveness and advise on future technology investments to support student engagement and learning outcomes.

AMERY SCHOOL DISTRICT LIBRARY PLAN 2023-2026 ACTION STEPS

Goal	Framework Wedge	Activities/Action Steps	Evidence/Outcomes:
<p>Goal #1</p> <p>Foster a dynamic learning environment by collaborating with educators, local organizations, and the community to bring in guest speakers, establish library resources, and promote lifelong learning through effective communication and joint initiatives.</p>	Community Partnerships	<ul style="list-style-type: none"> • Work with classroom teachers and administrators to invite guest speakers in to support students' understanding of various subjects and areas of learning. • Reach out to local businesses, public libraries, and non-profit organizations to explore collaboration possibilities. • Create a section in the library dedicated to promoting lifelong learning resources. • Develop a communication plan to inform the school community about upcoming guest speaker events, partnerships, and collaborative projects. • Utilize school newsletters, social media, and other communication channels to create awareness for upcoming guest speaker events, partnerships, and collaborative projects. • Work with the public library to create joint reading programs or literacy initiatives. • Host joint events, such as author visits or book clubs, to encourage a love for reading. 	<p>Increase co-hosted and co-promoted events.</p> <p>Increased selection of lifelong learning resources such as books and Makerspace tools.</p> <p>Share advertisements, newsletters, and social media posts with teachers and the community.</p>
<p>Goal #2</p> <p>Foster collaborative partnerships with teachers and district staff by sharing educational resources, aligning instructional materials with the Triple E</p>	Collaborative Leadership	<ul style="list-style-type: none"> • Design and distribute a newsletter to staff to engage teachers in the library and makerspace, providing tools and materials to support their instructional goals. • Collaborate with the district to align the assessment and selection procedures for online instructional materials and digital tools with the Triple E Framework, ensuring that all tools actively engage, enhance, and extend learning. 	<p>Share monthly and quarterly newsletters with staff to highlight library services and resources, makerspace tools, project ideas, and accessibility tools.</p> <p>Integration of the Triple E Framework into the selection</p>

<p>Framework, and supporting district goals through thoughtful evaluation and strategic recommendations for technology purchases and integration.</p>		<ul style="list-style-type: none"> • Create resources for teachers, students, and families on age-appropriate screen use, defining quality digital activities and healthy screen time practices. • Investigate how the library can support virtual learning opportunities and work with stakeholders to integrate technology and implement resources. • Collaborate with the IT department and administration team to fill out the digital learning plan, ensuring alignment between the Library Plan and the district's Digital Learning Plan goals. • Educate students and teachers on how to effectively and ethically use AI tools, emphasizing responsible use, appropriate applications, and understanding ethical concerns such as data privacy and bias. • Align library goals, resources, and budget with the district strategic plan to support a cohesive educational framework and maximize learning opportunities: <ul style="list-style-type: none"> ■ Increase the amount of time each student has access to the makerspace rooms and tools. ■ Evaluate current technologies' effectiveness and advise on future technology investments to support student engagement and learning outcomes. 	<p>process of digital learning tools.</p> <p>Continue ongoing work with the IT and Curriculum Departments to evaluate and implement technology tools and new resources for instruction.</p> <p>Meet with district stakeholders and successful programs around the state to help guide technology aspects and library resources needed for student success in an online school.</p>
<p>Goal #3</p> <p>Develop and implement procedures to ensure the privacy, safety, and security of student data when using online instructional resources in the classroom.</p>	<p>Data and Privacy</p>	<ul style="list-style-type: none"> • Create a procedure for verifying online resources comply with FERPA, CIPA, COPPA, and PPRA. • Work with teachers to comply with the procedures. • Provide professional development opportunities for staff to learn about FERPA, CIPPA, COPPA, and PPRA. • Create a communication system to remind students, staff, and families of best practices for privacy, safety, and security of student data. • Work with students and teachers to understand ethical concerns like data privacy and bias when using AI. 	<p>By 2026 we will implement a procedure for verifying online resources that comply with student data privacy laws.</p> <p>Information will be shared at in-service and team meetings to educate all stakeholders on the importance of maintaining data privacy and security</p>

			best practices.
<p>Goal #4:</p> <p>Begin the process to integrate the new Wisconsin Standards for Information and Technology Literacy (ITL) into content areas K-12.</p>	<p>Curriculum, Instruction, and Assessments</p>	<ul style="list-style-type: none"> • Collaborate with stakeholders to understand the importance of integrating standards into various content areas. • Assess current practices to identify strengths and challenges in meeting ITL standards across k-12. • Draft strategies and implementation frameworks for incorporating standards into curricula across grade levels and content areas. • Establish a foundation for implementing ITL standards by the 2027-2029 Library Plan Cycle, ensuring readiness and alignment with district and school goals. 	<p>We are planning to implement this goal during our 2027-2029 Library Plan, but we want to use this cycle to begin our initial brainstorming and work so we can start strong in 2027.</p> <p>Align ITL standards with the district curriculum through a scope and sequence document.</p>

COMMON SCHOOL FUND BUDGET GOALS			
<p>The Common School Fund, established by the Wisconsin Constitution in 1848, is the primary source of funding for school libraries in Wisconsin.</p> <p>Amery Common School Fund Budget Common School Fund Infographic</p>			
Goal	Framework Wedge	Activities/Action Steps	Evidence/Outcome
Goal #1: Increase community building, and self-directed learning opportunities.	USE OF SPACE AND TIME	<p>Increase board games and analog learning activities in the library to support the curriculum and 21st-century skills such as communication, collaboration, creativity, etc.</p> <p>Promote and advertise the collection of</p>	Purchase analog learning resources that promote creativity, collaboration, community, and self-directed learning. The Common School Fund Budget will show a 3-5 percent increase from previous years.

		<p>analog learning activities for classroom and individual use.</p> <p>Promote the use of library space and resources outside of library skills and checkout time.</p>	<p>Share advertisements and e-mails promoting new resources.</p> <p>Increased use of analog learning activities for self-directed learning and community-building activities within the library and classroom.</p> <p>Build a schedule with available work times to encourage students and staff to utilize the space outside of library skills and checkout.</p> <p>Advertise the different ways students and staff can use the library and resources in newsletters.</p>
Goal #2: Maintain a current and diverse collection.	LITERACY	<p>Research, evaluate, and purchase new print and electronic books.</p> <p>Evaluate and weed current collection.</p>	<p>Purchase orders and weeding logs.</p> <p>Statistics in Titlewave show a decrease in the age of our collections.</p> <p>Create Destiny Catalog lists for high-interest and diverse collections.</p>
Goal #3: Purchase books and makerspace tools to support classroom learning.	CURRICULUM, INSTRUCTION, AND ASSESSMENT LITERACY BUDGET AND RESOURCE	<p>Purchase books and digital resources to support the classroom curriculum.</p> <p>Meet with teachers bi-annually to evaluate needs.</p> <p>Update makerspace technology in need of replacement. Prioritize replacement based on factors like frequency of use, technological advancements, evolving instructional needs, and equipment performance.</p>	<p>Increase collaboration and use of resources.</p> <p>Design lesson plans that utilize library resources to support classroom curriculum.</p> <p>Provide professional development to help teachers utilize books, digital resources, and makerspace tools for class curriculum.</p> <p>Purchases to replace older makerspace equipment.</p>

		Purchase makerspace equipment to support collaborative group work and independent learning activities.	Addition of new tools.
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Common School Fund - Yearly Budget by Category

	Description	2022-2023	2023-2024
Amery Elementary School	Online Services & Subscriptions	0	
	Library Books	63.29%	84.84%
	Newspapers & Periodicals	0	
	Realia - Analog interactive and collaborative learning media	0	
	Makerspace & Technology Hardware	20.11%	15.15%
	Technology Software, Content, & Ebooks	16.60%	
Amery Intermediate School	Online Services & Subscriptions	0	
	Library Books	81.42%	66.96%
	Newspapers & Periodicals	0	
	Realia - Analog interactive and collaborative learning media	0	
	Makerspace & Technology Hardware	10.85%	33.04%
	Technology Software, Content & Ebooks	7.72%	
Amery Middle School	Online Services & Subscriptions	13.44%	5.5%
	Library Books	54.70%	42%
	Newspapers & Periodicals	0	
	Realia - Analog interactive and collaborative learning media	1.11%	10.7%

	Makerspace & Technology Hardware	24.05%	24.9%
	Technology Software, Content & Ebooks	14.12%	17%
Amery High School	Online Services & Subscriptions	16.19%	13.8%
	Library Books	43.40%	26.4 %
	Newspapers & Periodicals	0	0
	Realia - Analog interactive and collaborative learning media	0	4.4%
	Makerspace & Technology Hardware	23.86%	44.4%
	Technology Software, Content & Ebooks	16.56%	11%
Amery District (k-12)	Online Services & Subscriptions		
	Library Books		
	Newspapers & Periodicals		
	Realia - Analog interactive and collaborative learning media		
	Makerspace & Technology Hardware		
	Technology Software, Content & Ebooks		

LIBRARY PROCEDURES, GUIDELINES, AND POLICIES

Library Guidelines, Procedures, and Evaluations

- ❖ [Collection Development Guidelines](#)
- ❖ [Procedures for Challenged Books](#)
- ❖ [Library Media Specialist Future Ready Framework](#) / [EE Evaluations](#)

School Board Approved Library Policies

- ❖ [Confidentiality of Library Records - 823.2](#)
- ❖ [Parent or Guardian Request For Access to Their Child's Library Record](#) - 832.2 Exhibit

- ❖ [*Public Complaints About Instructional Materials/ Library Media*](#) - 871
- ❖ [*Procedures for Handling Public Complaints About Instructional Materials/Library Media*](#) - 871 Rule
- ❖ [*Citizen's Request for Reconsideration of Instructional Materials/Library Media*](#) - 871 Exhibit

CONTACT INFORMATION

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