



Rationale

Prior to July 2016, Learning Resource Policies existed for Island Catholic Schools. On July 1, 2016, Independent School Authorities were required by the Office of the Inspector of Independent Schools for the Ministry of Education to develop policies and procedures on how learning resources were chosen for use in schools as well as how concerns or challenges would be addressed. Existing policies were reviewed and updated to meet Ministry requirements.

While the selection of learning resources should involve input from administrators, teachers, students and community persons (such as parent associations), the responsibility for coordinating the selection of learning resources is that of the Principal.

Policy

Legal responsibility for the selection of materials rests ultimately with the Board of Directors and the Catholic Independent Schools, Diocese of Victoria.

The Board of Directors delegates to the School Principal the responsibility to approve the selection of learning resources which are supportive and consistent with the goals and objectives of the CISDV, the Curriculum of the Ministry of Education, and the aims and objectives of the individual school.

Definition of Learning Resource

Learning Resources are texts, videos, software, and instructional materials that teachers use to assist students to meet the expectations for learning defined by provincial and local curricula.

Regulation

1. CRITERIA FOR SELECTION

Every effort should be made by school personnel to ensure that resources are selected for their strengths. The following criteria will be used as they apply:

- 1.1 Learning resources in various physical formats should meet high standards of quality in factual content, presentation, construction and organization.
- 1.2 Learning resources shall be appropriate for the age, emotional development, ability level, learning styles and social development of students for whom the materials are selected.



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- 1.3 Learning resources shall have aesthetic, literary and/ or social values and should assist students in making connections between what they learn in school and its practical application in their lives.
 - 1.4 Learning resources shall be selected to help students gain an awareness of our multicultural society as well as an understanding of the many important contributions made to our civilization by minority and ethnic groups.
 - 1.5 Preference should be given but not limited to learning resources which depict the roles of either sex in a non-stereotypical manner.
 - 1.6 Learning resources shall be selected to help motivate students and staff to examine their duties, responsibilities, rights and privileges as participating citizens in our society.
 - 1.7 Biased or slanted learning resources may be provided to meet specific curriculum objectives; for example, to recognize propaganda and its purpose in a given context or to balance an argument. Any such material should be used so as to promote the goals and objectives of the CISDV, the Curriculum of the Ministry of Education, and the aims and objectives of the individual school.
 - 1.8 The selection of learning resources on controversial issues will be directed towards maintaining a balanced collection representing various views (cf Policy #610).
 - 1.9 Emphasis will be placed on the selection of Canadian learning resources where appropriate.
 - 2.0 Learning resources used in the schools must meet the requirements set by copyright and privacy (PIPA) legislation.
 - 2.1 School personnel may use the services of Education Resource Acquisition Consortium (ERAC) and other reputable sources to assist them in choosing appropriate learning resources.
- 2. PROCEDURES FOR SELECTION OF LEARNING RESOURCES**
- 2.1 In selecting learning resources, professional personnel will evaluate available resources and curriculum needs and will consult reputable professional selection aids and other appropriate sources (print, media, software, etc.). The actual resource will be examined whenever possible.
 - 2.2 Administrators, Diocesan personnel, teachers, support staff, students, and community members are encouraged to make purchase recommendations. Responsibility for coordinating selection remains with the professional personnel of Island Catholic Schools.



3. PUBLIC PERFORMANCE LICENCES

3.1 All schools are covered under a Public Performance Licences that allows the staff (at any of the Island Catholic Schools) to show a feature length film that is produced by any of the studios/ distributors that the Licenses represent.

It is the responsibility of the staff member showing the film to:

- check that the film is covered by the licensor against a list of titles and studios/ distributors provided by licensor.
- ensure that the film shown is curriculum related (if shown during class time) or of appropriate general interest (if shown during recess time or school event)
- ensure all presentations occur within a non-profit environment and is within a strictly educational context.
- complete a listing of the film shown on the appropriate reporting form.

It is the responsibility of the designated School or Diocesan Office staff:

- to provide the reporting requirements and/ or format for staff members to complete.

3.2 Any videos/ material purchased and/ or shown by the schools must meet the criteria of the public performance license. Staff members are not allowed to show any films not covered by our licensors.

Reference:	Approved
	Date Approved: December 1994
Cross-reference: 610 - Controversial Issues And Materials 611- Challenge To Learning Resources	Date(s) Revised: October 2006, February 2014, June 6, 2017