

Whittier Elementary

Library Disclosure

Library Technology Teacher – Tiffany Pipkin

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Salt Lake City School District Library Mission Statement

The mission of the Library Learning Center is to ensure that students and staff are effective users of ideas and information. A strong Library Learning Center program, administered by a certified Library Technology Teacher, positively impacts student achievement. The Library Technology Teacher is a certified teacher, instructional partner, information specialist and program coordinator.

- As a **certified teacher**, the Library Technology Teacher collaborates with members of the learning community to analyze learning and information needs, to locate and use resources that will meet those needs, and to understand and communicate the information the resources provide.
- As an **instructional partner** and member of the educational team, the Library Technology Teacher promotes and models curriculum development and effective, collaborative teaching.
- As an **information specialist**, the Library Technology Teacher provides leadership and expertise in acquiring and evaluating information resources in all formats.
- As a **program coordinator**, the Library Technology Teacher works collaboratively with members of the learning community to define the policies of the library media program and to guide and direct all the activities related to it.

Salt Lake City School District Library Resource Selection and Use

The Library Learning Centers in the Salt Lake City School District exist to provide informational resources for teachers and students, assist students in developing literacy and research skills, and offer recreational reading opportunities. Our goal is to have a current, engaging, relevant, and diverse collection that provide information on a wide variety of topics geared to the ages of our students. When selecting books, we consider the needs of the core curriculum and the interests of our students. We strive to keep current informational materials and recreational reading titles as our budgets allow.

Parents are encouraged to take an active interest in their child's reading materials. They should have discussions with their child about what is, and what is not, appropriate for their child. Our library serves a broad age and interest range. Parents and students should realize that not every book in the library will be appropriate for each child in the school. If a parent feels that title is not appropriate for their child, she or he is encouraged to return it to the library as soon as possible and select a book that is a better fit. The Library Technology Teacher is happy to help your child find an appropriate book that meets his or her interests.

Library Class Description

Students in grades K-6 visit the library for weekly lessons. During weekly lessons, students learn technology skills, library and information skills. Students are exposed to a variety of children's literature that will foster a love of reading.

Library Goals and Objectives

The library program at Whittier Elementary follows the Library Media Core Standards approved by the Utah State Board of Education. The Core focuses on the following key areas: Reading Engagement, Information and Research, and Media Literacy. The Core Standards can be viewed at www.uen.org.

Library Books and Materials

A variety of materials are used to teach to teach the library curriculum. They include the following:

- Library books
- Magazines
- Utah's Online Library
- eBooks, computers
- Additional internet resources.

Library Policies

Hours of Operation

- Students may use the library during their weekly scheduled time and before school from 8:00-8:15.

Book Check-Out

- Kindergarteners will not be checking out books unless it has been requested by the teacher.
- First Graders may check out one book each week.
- Second, Third, and Fourth Graders may check out two books each week.
- Fifth and Sixth Graders may check out three books each week.

Grades 1 and 2 get their books for 1 week, grades 3-5 get their books for 2 weeks, and 6th grade students get their books for 3 weeks.

Overdue Books

- A student who has forgotten his/her library books on the regularly scheduled day for the class, may not check out until the overdue books are returned.
- Overdue fines will not be charged, however, students will not be able to check out new books until all books have been returned.

Lost or Damaged Books

- The student is responsible for the care of all books he or she has checked out. If a book is lost or damaged, the student must pay for the replacement cost of the book.