

AP 213-2

Criteria for Deselection of Resources from the Library Learning Commons (LLC)

Objective

The following criteria for the deselection of LLC resources is intended to guide LLC teachers and library technicians when choosing print, visual or electronic resources to remove from the LLC collection.

Considerations for LLC Resource Deselection

Weeding (deselection) is the removal of materials from an LLC collection in a systematic and deliberate way and is an important component of LLC management. LLC staff are responsible for identifying resources to be weeded from the collection based on a set of criteria relevant to the school community that aligns with the Collection Development Policy of the District.

Regular weeding will ensure the Library Learning Commons collection:

- is reliable and current
- offers opportunities to create space for displays
- has space for new resources
- reflects current thinking and attitudes
- makes it easier for students and staff to locate resources
- provides an opportunity to identify gaps in the collection

Learning Commons Resource Weeding Criteria	Criteria	Elaboration
Misleading or inaccurate	The resource contains inaccurate information, stereotypes, or is an outdated edition.	Critically review and consider weeding resources containing: <ul style="list-style-type: none"> • stereotypical images and views of Black, Indigenous and People of Colour (BIPOC), Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, Asexual (LGBTQIA+), Neurodiverse, disabled people and the elderly; • gender and racial biases; • books that are not ‘own voices’. Pay special attention to areas where information has changed recently or where it changes rapidly, like in medicine and travel.

Unattractive and Unhealthy	The resource is worn out, dirty, unable to mend.	
Superseded by newer copy/edition	The resource can be replaced by a newer copy or superior book.	<ul style="list-style-type: none"> • Newer edition is part of the collection; • Better book is available and can be added to the collection.
Inconsequential or Irrelevant to your collection	The resource is of no discernible literary or scientific merit, or it contains content that was of passing interest.	<p>Critically review and consider weeding resources that are:</p> <ul style="list-style-type: none"> • lesser quality books of temporary popularity; • older titles that were of fleeting interest or are about outdated popular culture; • feature trademarked characters from media that are no longer popular.
Old and/or unused	The resource has not circulated in the past 3-5 years.	<p>Critically review and consider:</p> <ul style="list-style-type: none"> • displaying the resources in case they do circulate; • weeding duplicate copies of past bestsellers if interest has waned, beginning by discarding the most worn copies; • discarding older fiction that has not circulated in the past 2-3 years; • possible ways the resource might be used.

Inventory

Every two to three years the team of Library Technicians and/or the LLC teacher will conduct a thorough inventory of the school library collection. The inventory can be used to weed the collection, determine gaps that need to be filled, and ensure the resources available are reflective of the student and school community.

The practices and criteria for the deselection of resources will be reviewed regularly as our collective understanding of unconscious racial bias, inclusion, and diversity evolves.

Disposal of School LLC Resources

Resources that have been carefully weeded from the collection need to be discarded properly. The library technician will remove the book from Destiny, then:

Discarded school library books (weeded, damaged, etc.) are to be boxed and sent to Facilities. The books will go into a special book bin for shredding and the contents are used for animal bedding and landscape fill.

Pack the books into sturdy boxes and place a work order for Facilities to pick up the books to be discarded.

Do not include coil bound books or CDs in the boxes of books for disposal.

On rare occasions, a discarded resource will be of use to a classroom teacher or student at home. You must remove the barcode label and cross off the school property stamp. To alleviate deleted books from returning to the library, put a label over the barcode.