

# SCHOOL LIBRARY GUIDELINES

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## South Dakota

School libraries make a powerful difference in student achievement. Effective school libraries support the whole child by encouraging reading for academic and personal growth; by supporting the development of research strategies to create and share new knowledge; and by teaching ethical participation in an interconnected world. Exemplary school libraries are both physical and virtual places that offer exceptional programs and are led by highly qualified professionals.

When these guidelines are used in conjunction with the [South Dakota School Library Content Standards](#) stakeholders can be assured they are taking an important step toward ensuring South Dakota's students thrive in today's society.

The South Dakota School Library Guidelines are based on best practices from professional research and educational organizations. Find references and acknowledgments at [library.sd.gov](http://library.sd.gov) or scan the code. These guidelines were formally adopted in 2020 by the South Dakota Library Association and the South Dakota State Library Board.

For assistance implementing these guidelines, contact the SD State Library School Library Technology Coordinator at (605)773-3131.



# THE PROGRAM

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## Teaching & Learning

Mission: To provide all learners with a collaborative program for teaching and learning.

The school library program has the greatest impact when it:

- is guided by a mission with goals and objectives aligning with the overall mission of the school and district.
- collaborates, differentiates, and integrates across all content areas.
- promotes reading as fundamental in the library, across the school, and outside of school.
- provides learners with a current, relevant, diverse, and organized collection of physical and virtual resources to academic growth and personal growth.
- sponsors and promotes special events and programs that encourage reading, learning, creativity, inquiry, and making.
- utilizes various technologies as tools for learning and teaching.
- is supported fiscally by the educational community to achieve the mission of the school and district.



# THE PLACE

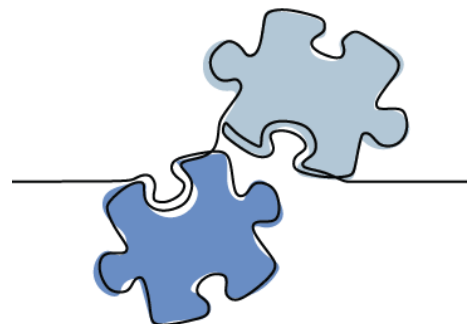
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## Physical & Virtual

Mission: To provide all learners with quality physical and virtual learning environments.

The school library has the greatest impact when it:

- provides a safe, welcoming physical space accessible for all learners.
- makes available designated spaces for independent patron use, instructional use, small and large group learning, makerspace activities, and programming events.
- offers an updated virtual library to support learners, families, and teachers during school hours and outside school hours.
- ensures equitable access to current technologies for all learners.
- provides both a physical and a digital collection of resources adequate in size and scope to meet curricular needs as well as learners' personal interests.
- is maintained by an annual budget allowing for stability and growth of the collection, space, and programs.
- is staffed with a certified school librarian.



# THE PROFESSIONAL

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## Leadership for Learning

Mission: To provide all learners access to a highly qualified professional for leadership to advance the program and the place.

School librarians have the greatest impact when they:

- are certified teacher-librarians and are supported by staff assistants as appropriate.
- design and deliver meaningful standards-based instruction related to textual literacy, information literacy, civic and ethical literacy, and other types of literacy.
- align instruction and resources with local curriculum, content standards, and national initiatives.
- work collaboratively with staff to accentuate content area learning, integrate school library content standards, and promote the love of reading.
- model, encourage, and celebrate a love of reading in the library and beyond.
- maintain a physical and a virtual library to support learners in school and out of school.
- utilize meaningful data and reflection strategies to inform the efficacy of library-related efforts and determine future goals.
- carry out all administrative responsibilities related to managing a school-wide program.
- demonstrate leadership and advocacy by participating in school, district, state, and/or national level curriculum and planning committees.
- are involved in library-related organizations and professional development opportunities as both presenters and participants.
- adhere to and update school board-approved library policies.
- develop and update strategic plans based on programming, statistics, and current and future needs.

