

LIBRARY ACTION PLAN

2023-2028

K-12 Library Department Goal 1: Literacy & Collection Management

Library Media Services Department Goal 1: *The Wausau School District libraries will provide a wide range of library materials at varying levels of difficulty, with diversity of appeal and the presentation of different points of view to meet the needs of students and teachers. All school libraries will leverage an understanding of school and community needs to identify and invest in both print and digital resources.*

Standards Alignment:

The libraries will focus on the shared foundation of “Curate” within the AASL National School Library Standards framework.

AASL Standards Framework for Librarians:

IV. Curate

A. In accordance with district policy, the school librarian develops and maintains a diverse collection of resources appropriate to the curriculum, the learners, and the teaching styles and instructional strategies used within the school community.

Implementation Strategies

Objective: Librarians will establish and maintain a collection of reading and information materials in various formats that support the diverse developmental, cultural, social, and linguistic needs of the range of learners and their communities.

Activity	Timeline	Resources	Budget	Outcome
Collection Analysis	2023-2028	<ul style="list-style-type: none"> Follett Titlewise Analysis Circulation Statistics 	N/A	Titlewise reports highlighting data such as average age of the collection, percentage between print and digital, reading level, etc. will be submitted annually.
Weeding/Deselection Utilizing CREW (Continuous Review, Evaluation, and Weeding)	2023-2028	<ul style="list-style-type: none"> Titlewise Analysis Circulation Statistics CREW Guidelines 	N/A	<p>A report of weeded books will be submitted annually.</p> <p>Average age of collection will meet CREW guidelines per Titlewise Analysis.</p>
Curate and evaluate available and relevant additions (replacement	2023-2028	<ul style="list-style-type: none"> Professional Review Sources (SLJ, Kirkus, Booklist, etc.) 	<ul style="list-style-type: none"> CSF Allocations 	Report of new title additions through the PO process.

titles, new publications, etc.) to the current collection		<ul style="list-style-type: none"> Professional Organizations (CCBC, NoveList, Follett, JLG, etc.) 		
Purchase and process materials	2023-2028	<ul style="list-style-type: none"> Various Vendors (Follett, Gale, Gumdop, Permabound, Janke, etc.) 	<ul style="list-style-type: none"> CSF Allocations Building supply budget 	<p>MARC records are created and/or uploaded to Follett Destiny catalog.</p> <p>Materials are accessible to students and staff</p>
Display and promote materials	2023-2028	<ul style="list-style-type: none"> ALA Cricut Machine Display stands 	<ul style="list-style-type: none"> Building supply budget Color print budget 	Monthly displays highlighting diversity, themes, lessons, etc.
Digital Resources (eBooks, Audiobook, Subscription Databases, etc.)	2023-2028	<ul style="list-style-type: none"> SORA Digital Subscriptions Follett Destiny WILS (Databases) 	<ul style="list-style-type: none"> CSF Allocations Building budgets 	<p>Continuous 24/7 access</p> <p>Usage statistics of digital resources included in annual library narratives.</p>

K-12 Library Department Goal 2: Makerspaces

Library Media Services Department Goal 2:

The K-12 library media department will create engaging makerspace environments in each library that foster creativity, innovation, collaboration, and problem-solving skills amongst students.

Standards Alignment:

The libraries will focus on the shared foundation of “Explore” within the AASL National School Library Standards framework.

[AASL Standards Framework for Learners:](#)

V. Explore: “Discover and innovate in a growth mindset developed through experience and reflection.”

Implementation Strategies

Objective: The K-12 library media specialists will identify common materials, develop guidelines, and establish procedures for Makerspace learning in the WSD library media centers.

Activity	Timeline	Resources	Budget	Outcome
Identify materials and resources	2023-2024	<ul style="list-style-type: none"> Department Collaboration Time 	<ul style="list-style-type: none"> N/A 	Material inventory completed throughout the course of the school year by each LMS. K-12 Makerspace Inventory
Develop common cataloging practices regarding Makerspace Materials	2023-2024 Benchmark Dates: June 30th, 2024	<ul style="list-style-type: none"> Department Collaboration Time 	<ul style="list-style-type: none"> Subs for small group time. Cataloging materials (Tech) 	Common practices developed and agreed upon. Process of implementation at all levels during the spring of 2024. Makerspace MARC Records
Identify common categories (robotics, coding, etc) for maker activities K-5, 6-8, 9-12	2024-2025 2nd Semester PD Days 2025	<ul style="list-style-type: none"> K-12 Makerspace Inventory Department Collaboration Time 	<ul style="list-style-type: none"> N/A 	Department-wide Makerspace Categories document
Develop purchasing guidelines (common items & building specific)	2024-2025 Benchmark Dates: 2nd Semester	<ul style="list-style-type: none"> Department Collaboration Time 	<ul style="list-style-type: none"> N/A 	A Department Purchasing Guideline policies document

	PD Days 2025			Purchases align with both district requirements and CSF allocation guidelines
Develop department sharing guidelines for maker materials	2024-2025 Benchmark Dates: Fall 2025 PD Days	<ul style="list-style-type: none"> Department Collaboration Time 	<ul style="list-style-type: none"> N/A 	Department Makerspace Sharing Guidelines document.
Purchase needed makerspace materials	2024-2028 Benchmark Dates: PD Days (compare purchases with grade level counterparts)	<ul style="list-style-type: none"> Vendors 	<ul style="list-style-type: none"> CSF & Building Funds District Technology Funds 	Common School Fund Goals and spending as identified in annual library narratives .

Objective: The K-12 library media specialists will offer both independent and guided opportunities for makerspace activities.				
Activity	Timeline	Resources	Budget	Outcome
Identify options/possibilities for makerspace activities (K-5, 6-8, 9-12)	2024-2025 Benchmark Dates: 2nd Semester PD Days 2025	<ul style="list-style-type: none"> K-12 Makerspace Inventory Department Collaboration Time 	<ul style="list-style-type: none"> N/A 	Draft form of outlined Makerspace scope and sequence (formal lessons & independent activities offered) K-5, 6-8, 9-12.
Develop common makerspace lessons and activities (scope & sequence) aligned to library standards	2025-2026 Benchmark Dates: Summer 2025 and/or PD Days 2025-2026	<ul style="list-style-type: none"> Department Collaboration Time 	<ul style="list-style-type: none"> Potential summer curriculum work 	Finalized Makerspace scope and sequence (formal lessons & independent activities offered) K-5, 6-8, 9-12 including linked lesson materials and standards alignment.
Establish routines and procedures for makerspace activities (K-5, 6-8, 9-12)	2025-2026 First Semester PD Days 2026	<ul style="list-style-type: none"> Department Collaboration Time 	<ul style="list-style-type: none"> N/A 	Common makerspace expectations & procedures documents K-5, 6-8, and 9-12.
Implement common makerspace lessons and activities	2026-2028	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> CSF & Building Funds District Technology Funds Curriculum Funds 	Media specialists deliver common makerspace instruction to students K-5, 6-8, and 9-12.

Evaluation Process

Assessment Purpose	Evaluation Tool	Timeline
<p>To ensure the vitality of current library media plan goals, objectives, and activities.</p>	<ul style="list-style-type: none"> ● The library media specialists will work collaboratively to create shared documentation that will identify and develop common materials, language, and procedures for makerspace activities. ● The library media specialists will create a shared scope & sequence outlining the implementation of common makerspace curriculum and activities. ● The library media specialists will annually reflect on and evaluate the success of the makerspace implementation to ensure that it is in alignment with both department goals and AASL Standards. Changes and revisions will be made as necessary. 	<ul style="list-style-type: none"> ● 2023-2025 ● 2025-2027 ● 2023-2028

K-12 Library Department Goal 3: Digital Literacy

Library Media Services Department Goal 3:

The K-12 library media department will create and implement an updated Digital Literacy curriculum that provides learners with the skills to actively participate in the digital world in a safe, respectful, and responsible manner.

Standards Alignment:

The libraries will focus on the shared foundation of “Engage” within the AASL National School Library Standards framework, The Curriculum Instruction, and Assessment pieces within the Future Ready Librarian Framework, as well as the “WSD Technology K-5 I Can Statements”.

[AASL Standards Framework for Learners:](#)

VI. Engage: “Demonstrate safe, legal, and ethical creating and sharing of knowledge products independently while engaging in a community of practice and an interconnected world.”

Future Ready Librarian Framework: [\(Digital Citizenship Curriculum \(Respect, Educate, and Protect\)\)](#)

Wausau School District: [“Technology K-5 I Can Statements”](#)

Implementation Strategies

Objective: The K-12 library media specialists will identify current digital literacy lessons and activities being taught. The K-12 library media specialists will develop an updated common curriculum focusing on digital literacy skills.

Activity	Timeline	Resources	Budget	Outcome
Identify current digital literacy learning targets and lessons (K-5, 6-8, 9-12) being taught	2023-2026 Benchmark Dates: K-5: Summer 2023 5th: Fall 2024 6-8: PD Days 2025-2026 9-12: PD Days 2025-2026	<ul style="list-style-type: none"> Department Collaboration Time AASL Standards Framework Future Ready Framework WSD K-5 Technology Statements 	<ul style="list-style-type: none"> Sub-time for small group work 	K-5: Scope & Sequence Semester 1 K-5: Scope & Sequence Semester 2 6-8: Scope & Sequence 9-12: Scope & Sequence
Collaborate on a formal scope and sequence for K-5, 6-8, & 9-12 to identify gaps & scaffolding as aligned to district “I Can” statements and/or Library Standards	2023-2026 Benchmark Dates: K-5: Summer 2023 5th: Fall 2024	<ul style="list-style-type: none"> Department Collaboration Time AASL Standards Framework Future Ready 	<ul style="list-style-type: none"> Sub-time for small group work Potential summer curriculum work 	K-5: Scope & Sequence Semester 1 K-5: Scope & Sequence Semester 2 6-8: Scope & Sequence

	6-8: Summer 2026 and/or PD Days 2026-2027 9-12: Summer 2026 and/or PD Days 2026-2027	<ul style="list-style-type: none"> Framework WSD K-5 Technology Statements 		9-12: Scope & Sequence (With an additional column indicating district I Can statement and/or standards alignment.)
Develop updated lessons guided by standards and learning targets and/or I Can statements	<p>Benchmark Dates:</p> <p>K-5: Summer 2023</p> <p>6-8: 2027-2028 PD Days & PLC Time</p> <p>9-12: 2027-2028 PD Days & PLC Time</p>	<ul style="list-style-type: none"> District provided technology Department Collaboration Time AASL Standards Framework Future Ready Framework WSD K-5 Technology Statements 	<ul style="list-style-type: none"> N/A 	<p>A common master Canvas Course will be created for K-5, 6-8, and 9-12 for future use and implementation.</p> <p>The Canvas courses will be reviewed annually and updated.</p> <ul style="list-style-type: none"> K-5 Update #1: Fall 2024

Objective: The K-12 library media specialists will implement an updated common curriculum focusing on digital literacy skills.				
Activity	Timeline	Resources	Budget	Outcome
Utilize the Canvas modules to deliver common instruction to students	K-5: Fall 2025-2028 6-12: Fall 2027-2028	<ul style="list-style-type: none"> Collaboration Time <ul style="list-style-type: none"> Department Tech Integrationist District LMS (Canvas) 	<ul style="list-style-type: none"> N/A 	Media specialists utilize Digital Citizenship Canvas courses to deliver common instruction to students K-5, 6-8, and 9-12.
Utilize the Canvas modules to monitor student progress toward learning targets and/or I Can statements	K-5: Fall 2025-2028 6-12: Fall 2027-2028	<ul style="list-style-type: none"> District LMS (Canvas) 	<ul style="list-style-type: none"> N/A 	Media specialists utilize Digital Citizenship Canvas courses to monitor and assess common Digital Literacy instruction to students K-5, 6-8, and 9-12.
Reflectively re-evaluate our collaborative definition of “digital	Benchmark Dates:	<ul style="list-style-type: none"> Department Collaboration Time 	<ul style="list-style-type: none"> N/A 	Department common Digital Literacy definition document

literacy” curriculum elements (“safe, respectful, and responsible manner”) based on the updated AASL and ITLS standards as technology will continue to change	Spring 2028 PD Days	<ul style="list-style-type: none"> • AASL Standards Framework • Future Ready Framework • WSD K-5 Technology Statements 		Curriculum reviewed and updated as needed.
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Evaluation Process

Assessment Purpose	Evaluation Tool	Timeline
To ensure the vitality of current library media plan goals, objectives, and activities.	<ul style="list-style-type: none"> • The library media specialists will create a K-12 scope & sequence outlining the WSD Digital Literacy Curriculum to use as a guide for the fidelity of implementation. • The library media specialists will annually reflect on and evaluate the success of the digital literacy skills curriculum implementation to ensure that it is in alignment with district and content standards. Changes and revisions will be made as necessary. 	<ul style="list-style-type: none"> • Spring 2028 • 2023-2028