

**NANAIMO LADYSMITH PUBLIC SCHOOLS
STRATEGIC DIRECTIONS COMMITTEE
PUBLIC MEETING
INFORMATION SHEET**

DATE: April 9, 2025
TO: Strategic Directions Committee
FROM: Kerri Steel, Director of Instruction
SUBJECT: Administrative Procedure 223 – Learning Resources

Background

As part of our ongoing review and updating of Administrative Procedures, staff have reviewed procedures associated with learning resources/materials.

Discussion

Administrative Procedure 223 – Learning Resources (the AP) has been updated and amalgamated with the following Administrative Procedures:

- AP 223 – Selection of Learning Resources
- AP 244 – Reconsideration of Learning Materials
- AP 515 – Withdrawal and Disposal of Learning Resources

The revised document is in alignment with the Ministry of Education and Child Care Learning Resources Policy and reflects current curriculum and pedagogy. It now includes resources for Library Learning Commons, which were not part of previous APs. It was revised in collaboration with the elementary and secondary Teacher Librarians.

Definition of Learning Resources

Learning Resources are any person(s) or any material (whether acquired or locally produced) with instructional content or function that is used for formal or informal teaching/learning purposes. Learning resources may include, but are not limited to, print and non-print materials; audio, visual, electronic, and digital hardware/software resources; and guests (e.g. visiting authors).

Purpose

This AP provides specific guidance related to classroom learning resources, Library Learning Commons resources and the use of commercial digital resources. It includes procedures for:

- Selecting learning resources that align with the curriculum and meet the selection criteria for use in schools.
- Withdrawing learning materials that do not align with the curriculum.
- Selecting resources for the Library Learning Commons
- Challenging the use of a learning resource used in the district educational system.