

8. Media Center / Library

Current Programming and How it is Delivered

Library programming is currently delivered primarily in the library, but the library frequently closes to permit the librarian to leave in order to co-teach in another location (classrooms, meeting spaces, cafeteria, etc.). Library materials are housed in a centralized location that features an archive, a presentation area, a makerspace, a Zoom room space, an office, and a library work area.

Current Staffing

The library is currently staffed by a certified school librarian. It has been intermittently supported/staffed by paraprofessionals and student interns.

An ideal WMHS library would be staffed ideally by a lead librarian, a library assistant/paraprofessional, and student interns. Having adjacency to the district technology office would also be greatly beneficial.

Current Hours, Scheduling of Use During School and Non-School Hours

Library Accessibility

School Hours: The library is generally accessible to students between the hours of 7:30 AM - 2:05 PM.

Non-School Hours: The library is available after school for scheduled student group meetings. The library is also available between 2:05-3:00 PM Monday through Thursday for students who need to study after school. This program is currently supervised by a paraprofessional and library reference/technology services beyond book checkout are suspended during this hour.

The library's digital research services are available during non-school hours (catalog, databases, streaming services, citation management tools, etc.).

Types of Educational Activities Anticipated

Educational Vision for the WMHS Library Program

In order to support the WMHS curriculum and our high expectations for student achievement, specifically students' ability to retrieve, evaluate, and use data, and to communicate effectively, to stimulate interest in reading for academic purposes and for personal enjoyment, and to prepare students to be lifelong learners, a renovated or new library space would need to have varied, flexible spaces and spatial adjacencies so that our current library program can continue to redefine education at WMHS. The library is decentralized from most of the building and is extremely difficult to manage with a single staff member. Instruction by the librarian with a class is consistently interrupted by students stopping by the library to print, check out books, ask research questions. In addition to well-defined, flexible library areas, having consistent access to another adult staff member in the library would improve student support services and would increase library accessibility throughout the day.

Students will:

- Access the library throughout the course of the day during their free periods (Academic Support Center blocks)
- Support district technology by volunteering at the student help desk
- Access makerspace materials to create products and design prototypes for project based learning
- Use the library as a performance space

- Book the library for afterschool clubs and tutoring sessions
- Visit the library with classes and gain assistance with research queries or educational technology (web-based technologies like citation management or databases; physical edu technology like 3-D printing; etc.).
- Benefit from the following services provided by the librarian.
- Use embedded small group rooms for collaborative work

The Librarian will:

- Co-teach lessons with classroom teachers, leading the implementation of technology integration to improve teaching and learning
 - Modeling of a new lesson, technology, or device
 - Co-teaching the technology with the teacher
 - Planning and debriefing with teachers using the technology with students (observations and assistance will be ongoing)
- Assist teachers with meaningful integration that aligns to the WPS core curriculum
- Order and process new books (along with ISP and volunteers)
- Oversee library organization, databases, volunteers
- Present book talks to enhance staff and student knowledge of materials
- Provide standards-based instruction on research and information literacy skills as it applies to subject area curriculum projects, such as information retrieval, source evaluation, etc.
- Provide assistance in the planning, instruction, and evaluation of research projects alongside classroom teachers
- Provide one-to-one, group, and full staff professional development to support classroom use of technology and digital resources
- Provide resources for parents to support digital learning
- Work with small groups of students for enrichment purposes in technology and literacy
- Providing bookable blocks of time for teachers to sign up for the librarian's time (this time could be for technology introduction, assistance with current resources, discussion of future project collaboration, etc.)

Media Center Responsibilities

- A mini-tutorial on information access (OPAC, physical or virtual library services)
- A hands-on research or literacy lesson with an assessment to inform SMARTIE goals
- Use of Chromebooks/devices to enhance the curriculum
- Collaborative, co-taught instruction planned by the Media Specialist and subject-area teacher as a stand-alone lesson or broader instructional unit with aspects of research, technology integration or both
- Media Specialist serving as a go-to resource for students and staff when seeking readers' advisory, reference, and technology assistance
- Media Specialist, library aide or library paraprofessional, and volunteers share the task of circulation and processing

Resource Creation and Development

- Providing a resource request system where teachers can easily request technology resources desired for lessons and projects (interactive lessons, software, subscription services, videos, etc.)
- Develop resources/material lists for teachers to enhance curriculum and units of instruction
- Maintain and create digital resources and media for staff and student access

Community Engagement

- Setting a vision for the district libraries and leading its implementation
 - Collection Development Policy, space policies, etc.
 - Long-Range Plan
 - Curriculum Mapping
- Serve on decision-making teams, school improvement, and accreditation
- Promote a love of reading and lifelong learning through:
 - Regular communication about new titles
 - Dynamic displays
 - Engaging programming
- Opportunities for distance learning
- Author talks
- Book celebrations
- Oversee summer reading program
- Maintain the Media Center website

Library Aide / Paraprofessional will:

- Assist students to make photocopies/scans and using library computers
- Provide regular assistance for students at the circulation desk - including checking books in and out
- Shelf books
- Helps assist the librarian to catalog/process books for circulation (cover with mylar, stamp, select genre area, etc.).
- Serve as the point person when the librarian is engaged in direct instruction with a class
- Provide adult supervision for students entering/exiting the library
- Provide access to the library in the librarian's absence
- Help manage student and/or parent volunteers
- Assist librarian to design creative displays to increase book circulation- highlighting particular aspects of the library collection

Library Student Volunteers/Interns will:

- Assist students/faculty with technology questions according to their ability
- Assist Library Aide to shelf books and to perform deselection tasks under the guidance and instruction of the librarian
- Perform regular inventory scans
- Shelf books and pull holds for patrons
- Help library aide to design attractive book displays
- Perform all other duties as assigned

The library will continue to support the WMHS curriculum through the curation of ample, diverse print materials, communal access to educational technology, and the stewardship of communal learning environments such as the Meghan S. Burnett Makerspace and the Gov. John A. Volpe Archives.

Meghan S. Burnett Library Makerspace

In 2017, the staff of the Gov. Volpe Library redesigned a former library workroom to create a multi-purpose library makerspace. In 2018, Meghan S. Burnett, a member of the Class of 2018 tragically passed away shortly after graduation. Meghan regularly used the library makerspace to help prepare instructional materials for her Diversity course, including visits in peer classrooms, and for Anti-Defamation League conferences. Meghan was a shining light and was involved in many activities in our school community. Meghan lived her life with a sense of profound wonder and a dedication to making a difference in the world. As such, in 2019, the WMHS Library Makerspace was named in her honor.

Our library makerspace is a flexible, multipurpose instructional room where students can create, discover, improve, plan, change, and make a difference in their school community and the world around them. The library makerspace differs from an engineering space or a project room in that it allows an adjacency to library research materials and enables the librarian to co-teach and assist with educational technologies embedded throughout the WMHS interdisciplinary curricula. While there may be some intersectionality with a STEM lab or engineering classroom, unlike STEM project rooms or discipline-specific makerspaces, our library makerspace can be used by all disciplines, faculty, and students. The Edu-technology and consumables housed in the makerspace are curated to the needs of the school building and student body as a whole and not for a specific curriculum. Additionally, this space and its contents are intended to be accessible at any time throughout the day and after school.

The Burnett Makerspace is a “room of requirement”, a term borrowed from JK Rowling’s Harry Potter series, in that no matter what a student or staff member requires throughout the course of the day, “it is always equipped for the seeker’s needs.” While the main library houses physical and digital reading and research materials, the library makerspace is a library of things- tangible items that can be borrowed by all staff and students to create products for classes and/or comfort items that can enable the WMHS school community to put their best foot forward. Flexible furniture enables it to be used for group meetings, classes that require crafting/prototyping consumables or educational technology, individual project work, as well as . As a smaller, semi-secluded area, it is frequently used for staff and student convocations and celebrations. Additionally, our makerspace functions as a care closet and provides materials and access to students in need (e.g. provides poster boards to underserved students; distributes care packages with essentials like socks, toothbrushes, deodorant from a space that is neutral, quiet, and semi-private; distributes t-shirts and other free/donated clothing items for students who may need a clean shirt due to difficult home life or a spill/stain on clothes from a messy activity in a class; provides secondary access in the building to necessities like hair elastics/hairpins, stain sticks, mints, an iron/ironing board/steamer, safety pins, feminine hygiene products, etc.).

The library makerspace stores and enables library staff to distribute technology such as spare chargers for student computers, DVD drives for faculty, remote learning tools like wide-angle cameras, etc. An adjacency to our technology office and the technology inventory room would alleviate us of having to staff this particular service and storage need- or at least might provide us with some synergy of purpose between the two service providers.

In addition to the aforementioned uses, our makerspace continues to function as a library workroom where library materials are cataloged, covered in mylar, and processed for circulation. Additionally, we use our makerspace to house seasonal decor and some of our archival materials (e.g., yearbooks).

Due to its multifunctionality, the makerspace is accessed consistently throughout each school day and is one of our most utilized and appreciated resources by students and staff. As a result of the abundance of shared materials in a single space, the makerspace increases budget efficiency for department areas, reduces waste of consumables, and provides an opportunity for interdisciplinary learning and collaboration.

The makerspace is managed by the librarian, library assistant, student interns, and by any teachers who have reserved the instructional space for a period of time (particularly for projects that may need to dry overnight or will need to be worked on for multiple days/weeks). The librarian is able to support any of the materials/services that are provided in the scope of inventory below and manages a budget that provides consumables for all classes to use. Training is provided to student interns and to student interns as needed.

The makerspace is accessible to all discipline areas and all students. It can be utilized by student groups, classes with a teacher, classes with a teacher and the librarian as a co-teacher, etc. Student groups and individual students are able to access the makerspace during school hours at any time and after school when after school library programming is staffed/funded. In particular, the library makerspace seeks to provide access to consumables and educational technology to underserved students in a quiet, neutral, and respectful environment. Students are trained as needed to use more complex library tools and materials that require supervision or extensive training are stored when use is untenable or unsafe. Students can borrow some makerspace materials and use them outside of the school when deemed appropriate. All items that can be lent out to students are barcoded and inventoried on the library catalog.

A sample of our makerspace materials include: portable and stationary greenscreens; crafting materials (yarn, sewing kits, sewing machines, markers, modeling clay, and sculpture tools); 3D printers; overhead transparency projectors (for murals); foam board and foam cutting materials; hand tools and power tools; reusables/repurposed donations like cardboard and scrap materials; whiteboards/whiteboard tables; board games; presentation screen and/or television; a laminator; desktop cutting machines (Silhouette Cameo); adhesive vinyl; color printer; steamer/iron/ironing board/stain sticks; props and costumes for student presentations and videos; podcasting equipment; Apple Computers to edit videos/podcasts; Edutech consumables (wires, batteries, soldering equipment).

The Governor Volpe Archives

Gov. John A. Volpe was raised in Wakefield, MA. He had many political appointments including his governorship in the Commonwealth of Massachusetts, serving as transportation secretary under President Nixon, and as an ambassador to the Vatican. The library at Wakefield Memorial High School was named in his honor in 1993, and the school maintains an archive of his papers and effects. It was archived and cataloged by a former librarian and the collection was previously housed at the Lucius Beebe Public Library in Wakefield. The collection is utilized by local historians and entities like the Public Broadcasting Station (PBS) for its primary source materials (photographs, gifts, letters, etc.). The physical archive space is a highly attractive room that is most frequently used for small group meetings, video/production, as a podcast studio, etc. It has comfortable seating and a large attractive table that provides visitors with a sense of both grandeur and privacy.