

**Vancouver School Board - General Brock Elementary School
Library Learning Commons SWOT Analysis**

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Summary

Brock Library Program has a wonderful space with a lot of potential. There are many aspects of the program that need professional attention and care to meet provincial library learning commons standards. With time the Brock Library will be vibrant and supporting student learning fully.

Facilities

Main Library Space

Strengths	Weaknesses	Opportunities	Threats
<ul style="list-style-type: none"> - Welcoming and large space - Centrally located - Plenty of outlets and in convenient locations - Distinct spaces for fiction and nonfiction collections - Excellent shelving design for picture books with dividers - Appropriate shelving heights throughout space - Comfy and clean furniture for reading - Good proximity to computer lab 	<ul style="list-style-type: none"> - Poor signage - Isolated from classrooms by virtue of being in a separate building - Visually dated - Curtains in poor condition - Spinners impacting visibility and overfull - No real return bin 	<ul style="list-style-type: none"> - Better book display - Create better signage - Purchase a return bin - Repaint - Replace curtains 	<ul style="list-style-type: none"> - Cost

Work Room Area

Strengths	Weaknesses	Opportunities	Threats
<ul style="list-style-type: none"> - Good shelving - Working sink - Standing-height counters 	<ul style="list-style-type: none"> - Too full and disorganized, looks like mostly used as long-term storage - Dirty - Some cabinets hard to open - Shelves difficult to adjust height 	<ul style="list-style-type: none"> - Can be better utilized as work room! - Clean up & organize - Ask engineer to help repair specific issues with cabinets/shelves 	<ul style="list-style-type: none"> - Time - Restrictions of aged cabinets (whether they can actually be repaired or made easier to open)

Book Room (Incomplete evaluation at this time)

Strengths	Weaknesses	Opportunities	Threats
	<ul style="list-style-type: none"> - Underutilized, some book sets being stored in library instead of book room 		

Equipment

Strengths	Weaknesses	Opportunities	Threats
<ul style="list-style-type: none"> - Dymo label printer - Fast, functional circulation computer - Fast, functional TL laptop? - Colour printer - Two working barcode scanners - An iPad projector cart - Smartboard 	<ul style="list-style-type: none"> - Extremely old, awkward book carts - Slow and old desktop computers for student use - Several older pieces of technology not in use but still around (extra projector cart, barcode scanners, old laptop, digital cameras) 	<ul style="list-style-type: none"> - Catalogue search machines - Better computer station setup - Swap monitors - Updated projection system for smartboard - Computer for workroom - Set of student headphones for computer stations - Technology kits or software to encourage digital literacy learning through play 	<ul style="list-style-type: none"> - Cost - Time/energy/proficiency to set up and learn any new equipment - Some tasks will require help from the Technology Department

		<ul style="list-style-type: none"> - Receipt printer for circulation machine for holds processing - Additional barcode scanner? - Self-checkout? - Laminator? 	
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Program (Difficult to evaluate existing/previous program accurately)

Strengths	Weaknesses	Opportunities	Threats
<ul style="list-style-type: none"> - History of regular classroom book exchanges - Successful book fairs in past - Home reading program to promote love of reading - Cute bulletin board displays promoting reading 	<ul style="list-style-type: none"> - Limited time for collaboration - Poor evidence of proper collection maintenance - No existing program plan or scope & sequence - No stated program goal 	<ul style="list-style-type: none"> - Develop program goal - Develop program plan - Increase collaboration with teachers - Work towards flexible scheduling to encourage “right time” use of resources 	<ul style="list-style-type: none"> - Limited staffing (and therefore time) - Time needed to develop relationships with teachers for successful collaboration - A current & relevant collection needed to support student inquiry and instruction

Collection

Strengths	Weaknesses	Opportunities	Threats
<ul style="list-style-type: none"> - Large collection of English materials - New collection of Indigenous stories - Some good newer fiction - Several good databases and digital resources 	<ul style="list-style-type: none"> - No French materials to support intensive French program - Many materials damaged and dated, needs thorough “weeding” or deselection. - Outdated reference collection - Dated professional collection 	<ul style="list-style-type: none"> - Large-scale weeding project - Conduct full collection mapping to identify resource gaps - Create a collection policy to guide purchasing and deselection based on the stated goals for the library program - Protect covers of most popular fiction to extend book lifespan 	<ul style="list-style-type: none"> - Budget limitations - Time for large collection management projects - Time for cataloguing and processing new materials

	<ul style="list-style-type: none"> - Physical locations not reflected/communicated in catalogue in all cases - Small graphics collection - Average age of collection is 21 years - No audiobooks - No popular ebook collection 	<ul style="list-style-type: none"> - Explore more digital resource opportunities 	
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Systems

Strengths	Weaknesses	Opportunities	Threats
<ul style="list-style-type: none"> - Good library management software - System in place for discarding materials - System in place for cataloguing new materials at board office 	<ul style="list-style-type: none"> - The recent migration to new library management software resulted in loss of statistical data that aids in collection management decisions - No obvious policy documents (lending, collection management, censorship, privacy) - No use of holds - No local procedures for copy cataloguing and processing new books 	<ul style="list-style-type: none"> - Automate circulation more - Create policies - Create documentation of procedures - Discuss systems with other VSB elementary TLs and possibly share workload and standardize some of the policies and procedures 	<ul style="list-style-type: none"> - Automation would require investment in equipment - TL time

Website

Strengths	Weaknesses	Opportunities	Threats
<ul style="list-style-type: none"> - Hours posted clearly - Matches style of school/district website 	<ul style="list-style-type: none"> - Confusing page title “Learning Commons/Library” - Link to online catalogue search is difficult to find - Too few images/icons - Outdated information - Passwords for paid resources posted publicly in violation of agreements - This is a webpage, not a Virtual Learning Commons 	<ul style="list-style-type: none"> - Update information - Include more information about purpose of library program - Include invitation for community volunteers - Create true Virtual Learning Commons (VLC) with meaningful tools and interaction 	<ul style="list-style-type: none"> - Time - Inexperience with the prescribed web platform - Getting editing privileges for webpage

Staffing

Strengths	Weaknesses	Opportunities	Threats
<ul style="list-style-type: none"> - Qualified and experienced Teacher-Librarian running program 	<ul style="list-style-type: none"> - TL position is two days per week - No onsite clerical/paraprofessional staff 	<ul style="list-style-type: none"> - Invite community volunteers to help - Invite UBC library students to volunteer 	<ul style="list-style-type: none"> - Time/capacity

School Community Perceptions & Expectations (unknown at this time)

Strengths	Weaknesses	Opportunities	Threats