



Policy: 7.09

Category: Curriculum & Instruction

Selection and Management of Learning Commons and Instructional Resources

BACKGROUND

The CAPE Charter Board believes that providing students access to a rich and appropriate collection of resources is an important part of meeting the school's charter goals of academic and personal excellence. Not only does such a collection support the meeting of instructional goals and the acquisition and strengthening of student skills in reading, observation, listening, and the communication of ideas, but it deepens and strengthens imagination and creativity.

The overarching objective is to ensure that all students have access to comprehensive, high-quality, and developmentally appropriate resources, while strictly adhering to legislative mandates regarding content.

POLICY STATEMENT

The CAPE Charter Board supports the use of high quality and appropriate Learning Commons and instructional resources that are consistent with the school's instructional program, will help students realize the learning objectives outlined in the school's charter, and which adhere strictly to the expectations outlined in Ministerial Order #034/2025.

DEFINITIONS

Learning Commons Collection: Materials that are catalogued and maintained in the centralized Learning Commons and are generally available for independent student borrowing and use.

Classroom Collection: Materials maintained within a specific classroom by a teacher for direct instructional support, which may include supplemental or transient resources not formally catalogued in the main learning resources system.

Explicit Visual Depiction of a Sexual Act: As per Ministerial Order #034/2025, this is the mandatory category for exclusion. It means content containing a detailed and clear illustration, photograph, or digital image of a sexual act.



Non-Explicit Sexual Content: Content containing a depiction of a sexual act that is not detailed or clear, such as written passages or general descriptions of a sexual act. While not subject to mandatory exclusion, these materials remain subject to rigorous review for developmental and instructional appropriateness.

Non-Sexual Content: Content that is not sexual in nature. This includes, but is not limited to, depictions of bodies, body parts, or physical contact related to medical conditions, examinations, or treatment; depictions related to biological functions; non-sexual intimate acts such as kissing or hand-holding; or, indirect references to sexual acts.

GUIDELINES

1. A wide range of materials should be selected that will:
 - a. Support and enrich the achievement of curricular objectives,
 - b. Take into consideration the varied interests, abilities, socioeconomic, ethnic, religious, and cultural backgrounds of the students served,
 - c. Affirm the importance of staff and student access to materials offering a broad range of viewpoints that are crucial for developing critical analysis skills and informed decision-making,
 - d. Reflect and are suitable for the maturity level, abilities, and learning styles of the school's students.
2. The Superintendent will ensure that:
 - a. A rigorous materials selection process is in place and that materials selected are appropriate and consistent with Ministerial Order #034/2025,
 - b. The school develops and maintains a comprehensive list of all Learning Commons materials and that this list is made readily available to the general public,
 - c. Provision is made for parents/public to be able to view classroom collections,
 - d. A clear process is in place for the reconsideration or challenge of materials in the event of parental/community concerns, and
 - e. Learning Commons and instructional materials are reviewed on a regular basis.

References:

Education act (2019)

CAPE Charter

Ministerial Order #034/2025

Adopted:

November 26, 2025

Motion: #2025-11-26-10.1