

Library Information Specialist Evaluation Tool

Teacher's Name: _____ Date: _____

School: _____ Subject/Grade: _____

I. Teaching for Learning	Exemplary	Proficient	Basic	Deficient
A. Develops lessons and instruction that are aligned to local, state, and national standards				
B. Develops short- and long-range goals that guide the development of the library media program in alignment with school and district goals				
C. Assists students and teachers in locating and using information resources				
D. Utilizes current research, reading strategies, and instructional methods				
E. Collaborates with other teachers to use print and electronic resources and to integrate technology				
F. Promotes reading for enjoyment and personal growth				
G. Facilitates the use of emerging technologies				
H. Uses a variety of materials and strategies to stimulate and maximize student learning				
I. Develops a variety of formal and informal assessments to monitor student intellectual growth				
Comments				

Reflect: Comment on your instructional strengths and weaknesses, collaboration with other teachers, your use of technology in instruction, and your use of assessment to monitor student growth. Is the library media program meeting its instructional goals? How do you know?

II. Learning Environment	Exemplary	Proficient	Basic	Deficient
A. Maintains attractive and inviting physical and online spaces that promote participatory learning experiences and intellectual growth				
B. Evaluates and selects materials and technologies that support the school's philosophy and curriculum				
C. Provides equitable access to resources and information for both students and staff				
D. Develops, reviews periodically, and implements a board-approved collection development policy with special emphasis on selection, challenged materials, and procedures for weeding				
E. Follows and models established policies, laws (including copyright laws), principles of intellectual freedom, and ethical behavior				
F. Maintains an accurate catalog to facilitate access to library resources and conducts an inventory on a regular basis				
Comments				

Reflect: Comment on your use of both physical and virtual space and on student access to resources. Describe how policies and procedures have been implemented in your library.

III. Leadership	Exemplary	Proficient	Basic	Deficient
A. Advocates for, prepares, and oversees a library media program budget that reflects the priorities of the entire school community				
B. Evaluates library programs, services, facilities, and resources to ensure optimum use				
C. Acts as a catalyst to integrate information literacy standards into the school curriculum				
D. Promotes the library media program and its goals, services, and resources to all stakeholders				
E. Models the use of current and emerging technologies				

F. Communicates the library media program's role in teaching and learning to the administrators, board of education, and others				
G. Represents the library media program on school and district committees				
H. Participates in professional organizations and activities that relate to library programs and technology				
I. Provides professional development opportunities for other teachers				
Comments				

Reflect: Describe leadership roles that you have held and prospective leadership opportunities. How has the library met financial goals? What professional development opportunities have you participated in, led, or organized? Comment on advocacy initiatives.

IV. Local School Criteria

V. Additional Comments

Evaluator: _____
Signature

Date _____

School Library Information Specialist: _____
Signature

Date: _____