

Library/Media Specialist Evaluation
February 24, 2020

Criteria:

- Yes
- No
- Growth Needed-mirror the teacher evaluation tool with a drop-down menu
- Not Applicable

These will be indicated per item without an overall satisfactory/unsatisfactory designation.

1. Planning and Preparation

- Demonstrating knowledge of current trends in library/media practice, literature, and resources.
- Demonstrating knowledge of library standards and curriculum both as a teacher-librarian and instructional partner.
- Establishing goals for the library/media program appropriate to the setting and the students served, including a reflective plan to assess goal progress.

2. Environment

- Creating an engaging environment of respect, rapport, and inclusion.
- Establishing a culture that fosters a love of literature, inquiry, and learning.
- Establishing and maintaining library procedures including effective student management techniques.
- Organizing physical space to create a welcoming and safe learning environment.

3. Delivery of Service

- Assisting the school community with the use of resources in the library/media center.
- Collaborating with teachers in the design and delivery of instructional units and lessons utilizing best practices.
- Maintaining a relevant library collection in accordance with the school's needs and budget.

4. Professional Responsibilities

- Follows District Policy, rules, and procedures including Intellectual Freedom and Library Bill of Rights.
- Maintains professional relationships with the following people: a. Students b. Parents c. Colleagues d. Administration e. Community.
- Participates in a collegial professional community, including reflective practice and engaging in professional development.