

**USD 470 Library Media Specialist Evaluation
Observation Record**

Name: _____ School: _____

Grade Level: _____ Subject: _____ Date: _____

Observer Name: _____ Position: _____

Component 2a: Creating an Environment of respect and rapport	Component 3a: Maintaining and extending the library collection in accordance with the school's needs and within budget limitations.
Component 2b: Establishing a culture for investigation and love of literature	Component 3b: Collaborating with teachers in the design of instructional units and lessons
Component 2c: Establishing and maintaining library procedures	Component 3c: Engaging students in enjoying literature and in learning information skills
Component 2d: Managing Student Behavior	Component 3d: Assisting students and teachers in the use of technology in the library/media center.
Component 2e: Organizing physical space to enable smooth flow	Component 3e: Demonstrating flexibility and responsiveness.