

# Georgia Media Specialist Evaluation Instrument

## Optional Teacher Survey Summary

**Media Specialist's Name:** \_\_\_\_\_ **School Year:** \_\_\_\_\_

**Number of Surveys:** \_\_\_\_\_ **Location:** \_\_\_\_\_

| Question Number | Subdimension                                                                | Service Provided When Asked | Service Not Provided When Asked | Have Not Asked for Service | Service Provided Without Your Asking | Evaluator's Comments |
|-----------------|-----------------------------------------------------------------------------|-----------------------------|---------------------------------|----------------------------|--------------------------------------|----------------------|
| 1               | IIA4.<br>Seeks staff input about needs                                      |                             |                                 |                            |                                      |                      |
| 2               | IIC2.<br>Inspects, maintains, and weeds                                     |                             |                                 |                            |                                      |                      |
| 3               | IIIA1.<br>Plans with school staff for information access skills instruction |                             |                                 |                            |                                      |                      |
| 4               | IIIA2.<br>Assists with information access skills instruction                |                             |                                 |                            |                                      |                      |
| 5               | IIIA3.<br>Instructs students in use of media center                         |                             |                                 |                            |                                      |                      |
| 6               | IIIB1.<br>Assists in selection, location, and use                           |                             |                                 |                            |                                      |                      |
| 7               | IIIB4.<br>Plans with staff to incorporate resources into instruction        |                             |                                 |                            |                                      |                      |
| 8               | IIIB5.<br>Assembles materials for class topics                              |                             |                                 |                            |                                      |                      |
| 9               | IIIB6.<br>Serves as a resource for materials production                     |                             |                                 |                            |                                      |                      |

**Signatures:**

\_\_\_\_\_  
(Evaluator)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Date)

(Signature acknowledges receipt of form, not necessarily concurrence. Written comments may be provided and/or attached. If comments are attached, initial and date here. \_\_\_\_\_)

\_\_\_\_\_  
(Media Specialist)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(School Principal if other than evaluator)

\_\_\_\_\_  
(Date)