

DLA Performance Rubric

Access the DLA Guidebook online here: <https://www.dallasisd.org/excellenceinitiatives>

Domain I: Culture of Literacy

The librarian supports learning experiences and an environment that promotes the love of reading, writing, and learning. Reading is valued and evident throughout the school. It encompasses the key elements guided by the Standards of Services.

CORE ACTIONS & EXAMPLES:

1.1 The librarian collaborates with students and teachers to plan and implement diverse experiences that promote a love of reading and lifelong learning.

Ex. Organizes book clubs, encourages students to read through customized recommendations, implements reading programs with incentives, welcomes authors and local guest speakers. Creates diverse book displays, highlights and supports cultural celebrations and Heritage Months, hosts read-alouds and storytimes, student-led book talks, collaborative reading projects, and incorporate hands-on learning zones.

1.2 The librarian promotes literacy through engaging library activities and programs.

Ex. Supports reading incentive programs and promotions. Students, teachers and parents have opportunities to participate in book clubs, oratory events, literary contests, poetry slams, read-ins and other reading events. Story time is dynamic, builds vocabulary and supports the curriculum.

1.3 The librarian advocates for self-selected reading that supports student voice and choice.

Ex. Library is open for circulation, classes, and independent student use. Librarian offers ongoing readers' advisory to guide students to self-select books. Circulation reports reflect strong use of the library. The collection is diverse and reflects student interest and supports curriculum.

1.4 The librarian maintains an up-to-date virtual presence on the campus website and/or social media providing timely information and equitable access to databases, services, and programs.

Ex. Library website and/or social media channels promote current library events, online catalog, new books, location and instructions on access. Site is updated regularly and consistently accessed as a source of credible information.

1.5 The librarian provides a safe, clean, accessible, and respectful space that promotes a positive learning climate with innovative zones to meet students' needs & interests to optimize instructional impact.

Ex. Areas for large group instruction, quiet areas for small group instruction or independent use, and collaboration areas for group work and technology-rich zones are available. Engaged learning is evident across the school with active learning observed in the library. Structured conversations and reading and writing activities are encouraged to expand vocabulary. The library is inclusive, welcoming and supports student empowerment and ownership.

Domain II: Literacy Instruction

The librarian acts as an instructional partner who teaches, trains, models and supports the development of reading through standards-based curricular planning, instruction, resources, and literacy activities. The librarian supports the development of early language skills and helps build reading and language skills at the elementary grades. At the secondary level, the librarian motivates students to read, write, and discuss literature.

CORE ACTIONS & EXAMPLES

2.1 The librarian provides student-centered, inquiry-based lessons using diverse media formats and technology.

Ex. Supports foundational listening, speaking, reading, and writing skills and expands vocabulary through structured conversations and interactive read alouds and lessons. Trains students on using the online catalog to find print books, ebooks and digital resources.

2.2 The librarian stays informed about district-level curriculum to support and drive instruction.

Ex. Provides resources to teachers that support TEKS and PK Guidelines and connects books and resources across disciplines. Helps select and provide mentor texts and multimodal texts to support instruction. Aligns with district IPCs.

2.3 The librarian collaborates with teachers to design and implement targeted instruction incorporating literature, research skills, information literacy, and technology.

Ex. Supports the TEKS and PK Guidelines (as applicable) through impactful library programming. Supports content instruction through enrichment activities such as virtual field trips and guest speakers.

2.4 The librarian partners with teachers to deliver inquiry-based lessons focusing on multiple literacies, digital citizenship, and critical thinking.

Ex. Teaches/co-teaches the inquiry & research process, the ethical use of information, social media, and student digital footprint.

2.5 The librarian supports students in developing reading and writing skills.

Ex. Promotes reading with student-created book talks, book trailers, and book reviews. Provides writing and reading activities and opportunities. Supports and advises teachers in building a classroom library.

2.6 The librarian designs and delivers tailored professional development for teachers and staff in the use of digital resources.

Ex. Provides PD on how to locate and access high-quality, district-purchased instructional materials such as Gale, BrainPop, Sora, Learning Express Library, and TexQuest resources to support student learning.

2.7 The librarian educates students about copyright, fair use, digital citizenship, and the responsible use of technology, including AI (artificial intelligence).

Ex. Trains students on the responsible use of digital tools and resources for classroom projects and research projects. Supports digital citizenship including the responsible use of iPads, Chromebooks, and other technology tools. Teaches students about media balance, online privacy, digital footprint, cyberbullying, and media literacy.

2.8 The librarian attends professional learning communities (PLCs) and/or district library meetings to align library resources with curriculum standards.

Ex. Establishes regular cadence for attending campus PLCs to collaborate with teachers to design lessons that support the curriculum. Regularly attends LMS PLCs to learn and implement district-level programs, projects, and stay current on instructional practices.

2.9 The librarian collects, analyzes, and reports library usage data to improve instruction and demonstrate program impact on student achievement.

Ex. Supports the campus literacy goals and uses campus performance data to tailor services, programs, and the library collection to the campus needs. Shares 9 Week library report and data with administrators.

Domain III: Inquiry & Innovation

The librarian focuses on student voice and choice, the innovative use of library space, zones, and activities. Provides opportunities for inquiry, critical thinking, creation, and problem solving.

CORE ACTIONS & EXAMPLES

3.1 The librarian implements learning zones/stations incorporating emerging technologies in the library to support inquiry, critical thinking, creation, and problem-solving connecting the school with the global learning community.

Ex. Implements the use of learning zones to support TEKS inquiry standards. Extends learning by connecting classroom lessons to activities in the zones/stations. As applicable, supports robotics, coding, and augmented reality including broadcasting to global audiences through podcasts and other video creation tools.

3.2 The librarian facilitates access to resources and technology (beyond student 1:1 student devices) for students to engage in innovative projects and challenges.

Ex. Designs makerspace challenges and incentives that allow students to problem-solve with innovative tools and technology. Provides areas in the library that support multimedia and/or technology projects and creation.

3.3 The librarian provides students with opportunities for inquiry that develops research skills and critical thinking in the learning process including instruction in the use of library online resources.

Ex. Teaches students to find reliable resources for learning and evaluating source credibility for scholarly writing. Creates learning spaces that support collaborative learning.

Domain IV: Family & Community Partnerships

The school librarian extends learning opportunities for families through community-centered activities with extended hours and campus-wide training for students, teachers, and families.

CORE ACTIONS & EXAMPLES:

4.1 The librarian provides library resources to families and the learning community, including occasional access during extended hours.

Ex. Provides resources to families during open houses or PTA events, supports parent learning workshops, community partnerships, multilingual resources, social emotional resources, parents book clubs, service projects, and technology training.

4.2 The librarian collaborates with community liaisons, counselors, and other departments to provide resources/ support for families.

Ex. Seeks opportunities to partner with school personnel to support social emotional learning, providing access to resources beyond the school day, and utilizes the library space for school events that support families after hours.

4.3 The librarian seeks community partnerships, including grants and funding, to support library programs and resources. Partners with the Dallas Public Library to extend learning opportunities to students.

Ex. Offers learning opportunities to families through community-centered activities. Seeks grants and support with community partners, organizes family nights and events to promote literacy and STEM, and supports family-centered school events.

Domain V: School Library Administration

The librarian manages, maintains, and develops systems and processes that support the library.

CORE ACTIONS & EXAMPLES

5.1 The librarian regularly conducts inventory and removes outdated & irrelevant materials (weed) according to the department guidelines.

Ex. Informs administration of yearly library inventory date(s). Uses collection development reports to evaluate the collection to conduct ongoing weeding (deselection of books) of materials that need replacing, are no longer relevant, contain culturally insensitive content, misinformation, or do not align with Board Policy.

5.2 The librarian develops and maintains a diverse, inclusive, and age-appropriate library collection that follows Board Policy (EF Local) and meets the needs & interests of students, teachers, and families.

Ex. Selects print and digital resources that are age-appropriate, follows instructional materials selection criteria in Board Policy, and represents diverse cultures, backgrounds, and experiences. Seeks school community input when selecting books and materials and uses professional tools, published lists and reliable recommendations to create orders.

5.3 The librarian prepares and manages the library budget in alignment with program goals, adhering to department and/or district guidelines, and maintaining accurate records.

Ex. Identifies program goals and priorities to serve as a foundation for budget planning, considers student/teacher needs and requests, and ensures responsible use of funds. Spends library budget by LMS deadline to meet the short term needs and long-term collection development goals

5.4 The librarian evaluates and sets goals for professional growth and development in school librarianship.

Ex. Sets and meets goals to engage in targeted professional learning opportunities, such as attending LMS PLCs, webinars, TLA or conferences on topics supporting our Standards of Service including Culture of Literacy, Literacy Instruction, Inquiry and Innovation, and Family and Community Partnerships.