

School Library Media Coordinator Summary Rating Form (Required)

This form is to be jointly reviewed by the school library media coordinator and evaluator or designee during the Summary Evaluation Conference conducted at the end of the year.

Name: _____
 School: _____ School Year: _____
 Evaluator: _____ District: _____
 Date Completed: _____ Evaluator's Title: _____

Standard 1: School library media coordinators demonstrate leadership.					
Element a. School library media coordinators lead in the school library media center and media program to support student success.	Not Demonstrated	Developing	Proficient	Accomplished	Distinguished
Element b. School library media coordinators lead in their schools.					
Element c. School library media coordinators advocate for effective media programs.					
Element d. School library media coordinators demonstrate high ethical standards.					
Overall Rating for Standard 1					
Comments:		Evidence or documentation to support rating:			
		<input type="checkbox"/> Staff development documentation <input type="checkbox"/> Newsletters <input type="checkbox"/> Conference documentation <input type="checkbox"/> Websites <input type="checkbox"/> School improvement and/or other leadership team documents <input type="checkbox"/> PLC and/or PLN documentation <input type="checkbox"/> Email <input type="checkbox"/> Informal communication with staff <input type="checkbox"/> Collaboration forms <input type="checkbox"/> Articles and presentation documentation <input type="checkbox"/> Professional Organization Activities <input type="checkbox"/> North Carolina School Library/Media Rubrics and Research			
Recommended actions for improvement:					
Resources needed to complete these actions:					

Standard 2: School library media coordinators build a learning environment that meets the instructional needs of a diverse population of students.					
Not Demonstrated	Developing	Proficient	Accomplished	Distinguished	
Element a. School library media coordinators establish a learning environment that facilitates access to resources and addresses the learning needs of all members of the school community.					
Element b. School library media coordinators provide appropriate resources, services, and instruction for learners at all stages of development.					
Overall Rating for Standard 2					
Comments:			Evidence or documentation to support rating:		
Recommended actions for improvement:			<input type="checkbox"/> Student-created content		
			<input type="checkbox"/> Usage data		
			<input type="checkbox"/> Assessment data		
			<input type="checkbox"/> Collection Management Plan		
			<input type="checkbox"/> Professional development plans		
			<input type="checkbox"/> Documentation of Professional/Electronic Learning Community Activities		
			<input type="checkbox"/> Reflective journaling		
Resources needed to complete these actions:			<input type="checkbox"/> Blogs		
			<input type="checkbox"/> Articles Written by School Library Media Coordinator		
			<input type="checkbox"/> Listservs		
			<input type="checkbox"/> Newsletters		

Not Demonstrated

Developing

Proficient

Accomplished

Distinguished

Element a. School library media coordinators establish a learning environment that facilitates access to resources and addresses the learning needs of all members of the school community.

Element b. School library media coordinators provide appropriate resources, services, and instruction for learners at all stages of development.

Overall Rating for Standard 2

Comments:

Evidence or documentation to support rating:

- ☐ Student-created content
- ☐ Usage data
- ☐ Assessment data
- ☐ Collection Management Plan
- ☐ Professional development plans
- ☐ Documentation of Professional/Electronic Learning Community Activities
- ☐ Reflective journaling
- ☐ Blogs
- ☐ Articles Written by School Library Media Coordinator
- ☐ Listservs
- ☐ Newsletters

Recommended actions for improvement:

Resources needed to complete these actions:

Standard 3: School library media coordinators implement a comprehensive 21 st Century library media program.		Not Demonstrated	Developing	Proficient	Accomplished	Distinguished
Element a. School library media coordinators develop a library collection that supports 21 st Century teaching and learning.						
Element b. School library media coordinators serve, promote and facilitate inquiry-based instruction and the effective use of information and technology.						
Overall Rating for Standard 3						
Comments:	Evidence or documentation to support rating:					
Recommended actions for improvement:	<input type="checkbox"/> Collection Management Plan <input type="checkbox"/> Library Media Center Schedule <input type="checkbox"/> Library Media Center Sign-Up Sheets <input type="checkbox"/> Collaboration Forms <input type="checkbox"/> Lesson Plans <input type="checkbox"/> Research <input type="checkbox"/> Documentation of Work with School Staff, Parents, and Other members of the School Community <input type="checkbox"/> Output Measures <input type="checkbox"/> Data Walls					
Resources needed to complete these actions:						

Element a. School library media coordinators develop a library collection that supports 21st Century teaching and learning.

Overall Rating for Standard 3	
-------------------------------	--

Comments:

Resources needed to complete these actions:

Evidence or documentation to support rating:

- ☐ Collection Management Plan
- ☐ Library Media Center Schedule
- ☐ Library Media Center Sign-Up Sheets
- ☐ Collaboration Forms
- ☐ Lesson Plans
- ☐ Research
- ☐ Documentation of Work with School Staff, Parents, and Other members of the School Community
- ☐ Output Measures
- ☐ Data Walls

