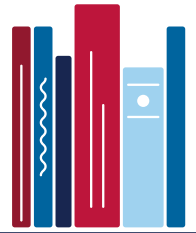


# Elementary Library *Snapshot*



## On the Walls:

- Reading Promotion
- Author Highlights
- Genre or Theme Displays
- Literacy Quotes and Inspirational Messages
- Student work
- Cultural Celebrations
- Culturally Relevant Book Displays

## On the Shelves:

- Clear and concise signage showing where to find what students are looking for
- Book displays highlighting new books
- Dynamic shelving (shelves should create interest)
- Diverse Voices and Perspectives
- Popular and Award-Winning Titles
- Titles that enhance student curriculum
- National Standards suggest 15-20 books per student

## In the Room:

- Seating available for Independent/collaborative learning arranged for the lessons of the day
- Games and manipulatives available when appropriate
- Makerspace materials to include craft/art supplies, STEAM based materials
- Technology available to increase student learning
- Adequate office/work space for Librarian to complete administrative/technical services
- Student/Staff tracking

## Scheduling/Programming:

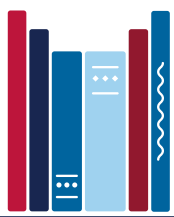
- Students visit Library as a class at least once per week
- Library Clubs (Book Club, Stem/Makerspace Club, Coding Club, etc.)
- Students working together in small groups
- Research skills using nonfiction books, internet
- Extended response/book discussions/project based learning in response to selected whole group reading

## Role of Staff:

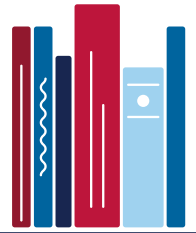
- Collaboration with teachers and LMS to support classroom learning taking place and encourage independent reading
- In collaboration with classroom staff monitor space while being used by students.
- Pull and display books relevant to grade level objectives throughout the month
- Curate a diverse collection that appeals to all readers across reading levels and interests.
- Ensure equitable access to library & resources
- Instruction which includes information literacy, media literacy, visual literacy and technology literacy
- Support reading literacy initiatives
- Advocate for Intellectual Freedom
- Promote academic achievement
- Deliver standards based, library aligned curriculum
- Process, shelve, inventory and check out books
- Participate in TBT and Department meetings

## Foundations for Lifelong Learning and Literacy:

- Assist Students in finding books according to their interests
- Read alouds/ book talks that spark student interest and encourage discussion and independent reading
- Promotion of books/reading materials for both enjoyment and classroom student work support
- Support and implement reading literacy programs such as book clubs, reading challenges, etc.
- School wide literacy programs to promote reading
- Deliver effective literacy instruction to empower students with the skills to locate, evaluate, and ethically use information
- Technology/multimedia presentations
- Teach students about responsible digital behavior, internet safety, online privacy, and
- Introduce Bookelicious and place book orders K-6



# Middle School Library *Snapshot*



## On the walls:

- Book Displays
- Reading Promotion
- Author Highlights
- Genre or Theme Displays
- Book Reviews and Recommendations (Student-generated book reviews when possible)
- Literacy Quotes and Inspirational Messages
- Student Artwork
- Cultural Celebrations

## On the shelves:

- Clear and concise signage showing where to find what students are looking for
- Book displays highlighting new books
- Dynamic shelving (shelves should create interest)
- Diverse Voices and Perspectives
- Popular and Award-Winning Titles
- Graphic Novels and Manga

## In the room:

- Desks arranged for the lessons of the day
- Makerspace, games, manipulatives, crafts available when appropriate
- Technology is available to increase student learning
- Equitable access to library resources and services for all students

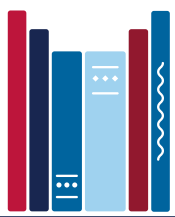
## Role of Staff:

- Collaboration with teachers to support classroom learning taking place and encourage independent reading
- Build a diverse and relevant collection of books, digital resources, and multimedia materials that reflect the interests and needs of middle school students.
- Regularly evaluate and update the collection to ensure it aligns with curriculum goals, supports a wide range of reading levels, and provides inclusive representation.
- Advocate for the value and impact of the school library program

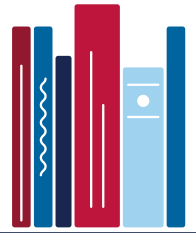
- Engage in ongoing professional development to stay abreast of current research, trends, and best practices in school librarianship. Attend conferences, participate in webinars, join professional organizations, and network with peers to enhance your skills, knowledge, and professional network.
- Develop and implement engaging literacy programs and initiatives to promote a culture of reading and writing.
- Teach students about responsible digital behavior, internet safety, online privacy, and ethical use of information

## Foundations for Lifelong Learning and Literacy:

- Spaces for students to read comfortably
- Students finding books according to their interests
- Displays that encourage diversity of reading
- Engage students through book talks, book clubs, reading challenges, and displays that highlight diverse genres and authors
- Deliver effective information literacy instruction to empower students with the skills to locate, evaluate, and ethically use information
- Extended constructed responses to books and discussions
- Evidence-based arguments and essays
- Research papers and projects
- Technology/multimedia presentations on project based learning to solve problems
- Form inquiries
- Students giving booktalks and leading discussions



# High School Library *Snapshot*



## On the walls:

- Book Displays
- Reading Promotion
- Author Highlights
- Genre or Theme Displays
- Book Reviews and Recommendations (Student-generated book reviews when possible)
- Literacy Quotes and Inspirational Messages
- Student Artwork
- Cultural Celebrations

## On the shelves:

- Clear and concise signage showing where to find what students are looking for
- Book displays highlighting new books
- Dynamic shelving (shelves should create interest)
- Diverse Voices and Perspectives
- Popular and Award-Winning Titles
- Graphic Novels and Manga
- Titles that enhance the curriculum

## In the room:

- Storage space available for the librarian to store class sets, supplies, etc.
- Independent and collaborative spaces
- Comfortable seating
- Track independent student movement/teacher and class in and out of the library
- Makers space, games, manipulatives, crafts
- Technology to increase student learning
- Equitable access to library resources and services for all students
- School events, college visits, club meetings, teacher usage
- Students collaborating in small groups
- Welcoming environment for students and staff

## Scheduling and Programming

- Open an adequate amount of time during the day (at least 5 of the 8 periods, including student lunch)
- Flexible scheduling
- Students may use library during lunchtime and study halls
- Teachers may sign up to use the library with their class
- Have SEL, Makerspace, and interactive activities

## Role of Staff:

- Monitor space during student usage, like lunchtime.
- Use and collect data of library usage
- Collaboration with teachers to support classroom learning taking place and encourage independent reading
- Build a diverse and relevant collection of books, digital resources, and multimedia materials that reflect the interests and needs of middle school students.
- Regularly evaluate and update the collection to ensure it aligns with curriculum goals, supports a wide range of reading levels, and provides inclusive representation.
- Advocate for the value and impact of the school library program and for the students' first amendment rights
- Engage in ongoing professional development to stay abreast of current research, trends, and best practices in school librarianship.
- Develop and implement engaging literacy programs and initiatives to promote a culture of reading and writing.
- Curate books for lessons and projects
- Student mentoring
- Manage student helpers
- Processing, shelving, and checking out books
- Assist in planning school events

## Foundations for Lifelong Learning and Literacy:

- Book clubs that provide extended discussions and of books
- Book talks to promote books
- School wide literacy programs to promote reading
- Deliver effective information literacy instruction to empower students with the skills to locate, evaluate, and ethically use information
- Extended constructed responses to books and discussions
- Evidence-based arguments and essays
- Research skills, like citations, and database usage
- Technology/multimedia presentations
- Teach students about responsible digital behavior, internet safety, online privacy, and ethical use of information