

Librarian: \_\_\_\_\_

Trained APPR Evaluator: \_\_\_\_\_

District \_\_\_\_\_

Observation or Review Date: \_\_\_\_\_ 1<sup>st</sup> Observation/review  2<sup>nd</sup> Observation /review

Librarian Observation Walkthrough Tool  
One of multiple measures that may be used to assess  
teacher-librarian effectiveness

Check the appropriate box, making notes where necessary of observation evidence					
Category & Points (Total of 100 points)	Easily Observed (2)	Observed (1.5)	Not Observed (.75)	Does Not Exist (0)	Notes, Comments & Evidence
<b>PROGRAM PLANNING &amp; KNOWLEDGE OF STUDENTS</b>					
Librarian is interacting with engaged learners involved in inquiry based research					
Students are active learners in a learning environment that sustains intellectual work					
Students are learning and using critical thinking and problem solving skills					
Instruction is differentiated to challenge and support all students					
Students respect and have a rapport with librarian and each other					
Librarian has instructional plans and useful handouts are available (graphic organizers, instructions, process guides, etc.)					
Librarian is teaching collaboratively with classroom teacher					
Instruction addresses target literacy skills in the context of content mastery					
Librarian models and develops higher level questioning and thinking					

Librarian is able to guide learners to appropriate texts and quality information					
Librarian instruction is planned to engage students and includes multiple media formats					
Lesson has opportunities for student choice, student voice					
Librarian can share instructional plan when asked					
Librarian has planned the use of instructional space and resources to meet students' cognitive, language, social, emotional and physical needs					
<b>LEARNING ENVIRONMENT</b>					
Librarian conferences and coaches with students to improve performance					
Librarian manages behavior in the library to foster a climate conducive to learning					
Librarian fosters active/participatory learning					
Librarian integrates technology into teaching and learning					
Librarian uses space and resources to reach a variety of learning styles					
Librarian maintains a safe climate of respect and rapport and communicates expectations for student behaviors when necessary					
Library collection is well managed, diverse, and current (not in need of weeding)					
Librarian expands access to quality resources through Interlibrary loan (ILL) when possible					
Students can seek reading suggestions and					

receive appropriate ideas					
<b>INSTRUCTIONAL PRACTICE: teaching for learning</b>					
Librarian instruction is well-planned and encourages critical thinking skills					
Librarian teaches using multiple media formats during instruction					
Students can identify, if asked, the Essential Question (EQ) driving their research process					
Librarian teaches information literacy, technological literacy, and research skills for knowledge creation and communication					
Students use multiple, quality information sources for research projects synthesizing key ideas and arguments					
Librarian models and teaches ethical, responsible, legal and safe use of information and technology-- including appropriate documentation of sources (intellectual property)					
Students use technology tools for citing sources					
Librarian communicates clearly to maximize understanding					
Librarian monitors student learning and adjusts instruction as necessary					
Librarian sets high expectations for college and career readiness and fosters intellectual rigor					
Librarian engages students (individuals, small groups, or whole classes) in active learning experiences					
Librarian fosters independent reading and promotes a summer reading program					

COLLABORATION					
Instruction is collaborative, inquiry-based, and aligned with NYS Learning Standards					
Librarian collaborates with teachers and administrators and communicates well with instructional colleagues					
Librarian communicates well with students and directions are easily understood					
Librarian communicate with caregivers, school community groups such as the PTA and provides newsletters or electronic blog for evidence of instructional integration					
ASSESSMENT FOR LEARNING					
Librarian lesson displays evidence of pre-assessment and assessment tools to inform instruction					
Librarian archives assessment data to capture students' achievement in library lesson (such as mind mapping, ticket to leave, closure)					
Librarian employs closure in lesson to assess student learning					
Student are encouraged to peer review, peer coach and share knowledge or ideas					
Librarian uses performance based assessment to inform instruction or record student achievement					
PROFESSIONAL RESPONSIBILITY & GROWTH					
Librarian seeks to grow and evolve library program for the benefit of all student learning					
Librarian shares instructional expertise of					

