Resources to Help School Libraries Prepare for DESE's Recognition of Exemplary Library Programs

This document is intended as a guide to help school librarians find and sort through resources relevant to the indicators for DESE's recognition of exemplary school library programs. In addition to the resources linked on this document, DESE recommends that school librarians turn to the American Association of School Librarians' website and *National School Library Standards* publication along with articles in professional journals for further guidance. If you know of a helpful resource to share, please send your suggestion to library@dese.mo.gov.

Indicator Number	Indicator Text	Resources
Category: *Instruction*		
1	**Program regularly delivers differentiated instruction, either directly provided by the librarian or in collaboration with the classroom teacher**	
2	**Librarian has adequate planning time to curate, plan, and develop instruction and instructional resources**	
3	**Program addresses effective and ethical engagement in multiple types of literacy through instruction (examples of types of literacy: digital, media, technology, information, financial, traditional—among others)**	Missouri State Literacy Plan

4	**Program shows evidence of student growth through assessment**	
5	**Program supports student mastery of the essential academic learning requirements and state standards in multiple subject areas**	Missouri Learning Standards English Language Arts • English Language Arts K-5 • English Language Arts-Grade 6 • English Language Arts-Grade 7 • English Language Arts-Grade 8 • English Language Arts-Grades 9-10 • English Language Arts-Grades 11-12 Missouri Learning Standards Math • Math-Kindergarten • Math-Grade 1 • Math-Grade 2 • Math-Grade 3 • Math-Grade 4 • Math-Grade 5 • Math-Grade 6 • Math-Grade 7 • Math-Grade 8 • Algebra I • Algebra II • Geometry Missouri Learning Standards Science • Science K-5 • Science 6-12 Missouri Learning Standards Social Studies • Social Studies K-5 • Social Studies 6-12 English Language Development

		• WIDA 2012 English Language Development Standards Physical Education and Health • Missouri Physical Education Grade-Level Expectations (2016) • Missouri Health Education Grade-Level Expectations (2007) • National Health Education Standards (CDC.gov) • National Physical Education Standards (SHAPE America) Career and Technical Education • Agriculture Education Foundational Competencies • National Association of State Administrators for Family and Consumer Sciences Education • Family and Consumer Sciences Standards and Curriculum Frameworks • National Consortium for Health Science Education – National Health Science Standards • Business Education • Marketing Education

Category: *Leadership*		
6	**Librarian provides professional development to teachers, staff, and/or other librarians**	
7	**Librarian attends professional development opportunities for librarians at local, state, and/or national level**	Missouri Department of Elementary and Secondary PD Page for Librarians Missouri Association of School Librarians American Association of School Librarians International Society for Technology in Education Midwest Education Technology Community
8	**Librarian functions as an educational leader in the school campus and**	Missouri State Literacy Plan Developing Curriculum: Considerations and Applications

	district by serving on committees and/or cohorts	
9	Program regularly communicates and/or collaborates with building- and/or district-level administration concerning library resources, planning, etc.	
10	Program regularly communicates and establishes relationships with stakeholders in the community and beyond	
11	Program participates in implementation of the district's school improvement plan	MSIP 5 Comprehensive School Improvement Plan Guidance Handbook

Category: *Library Environment*

12	Program provides adequate physical space for the library, including flexible space for usage by multiple groups and/or fixed or flexible space for whole-class instruction	
13	Program offers a variety of programs and/or opportunities for all members of the library community in a safe and inclusive manner	

14	Program provides a variety of current technologies in the library, including means of remotely accessing library resources at any time	International Society for Technology in Education Midwest Education Technology Community

Category: *Library Management*

15	Program implements flexible scheduling to meet the authentic instructional needs of students	
16	Librarian regularly evaluates the library program	AASL School Library Evaluation Checklist (School librarians can use ideas from this checklist to create a series of surveys targeting input from a variety of stakeholder groups.) Guidance for Using Surveys in Evaluation
17	Program has a budget that is adequate to purchase books, materials, supplies, etc., to meet the library's strategic plan	
18	Program maintains a current, relevant, and diverse collection of print and/or digital resources that is responsive to the needs of the community and is tied to curriculum	
19	Program maintains policies, procedures, and practices as set by the local school board	DESE does not have a template for school library policies and procedures manuals. The examples here are simply to provide ideas for developing manuals tailored to the needs of individual schools. South Carolina Template

		Links to manuals used in Missouri schools ![PDF icon] JCSD Library Program Handbook.

Category: *Staffing*

20	**Program maintains an appropriate librarian-to-student ratio**	
21	**Program maintains an appropriate library support staff-to-librarian ratio**	