

School Librarian Evaluation Instrument (SLEI)

Sample Documentation



Documentation should be items that library media specialists use regularly and also show evidence of their work.

Budget Tracking Sheet

- SLEI Standard 6: Program Planning and Administration
- SLEI Standard 8: Collection Development
- SLEI Standard 9: Professionalism

Collection Analysis

- SLEI Standard 6: Program Planning and Administration
- SLEI Standard 8: Collection Development
- SLEI Standard 9: Professionalism

Email Collaboration

- SLEI Standard 1: Instructional Partnership
- SLEI Standard 3: Information and Technology Literacy
- SLEI Standard 5: Effective Practices for Research
- SLEI Standard 10: Communication

Mid-Year Formative Request for Data

- All 10 SLEI Standards

Library Media Specialist Blogs

- All 10 SLEI Standards

Library Media Specialist Social Media

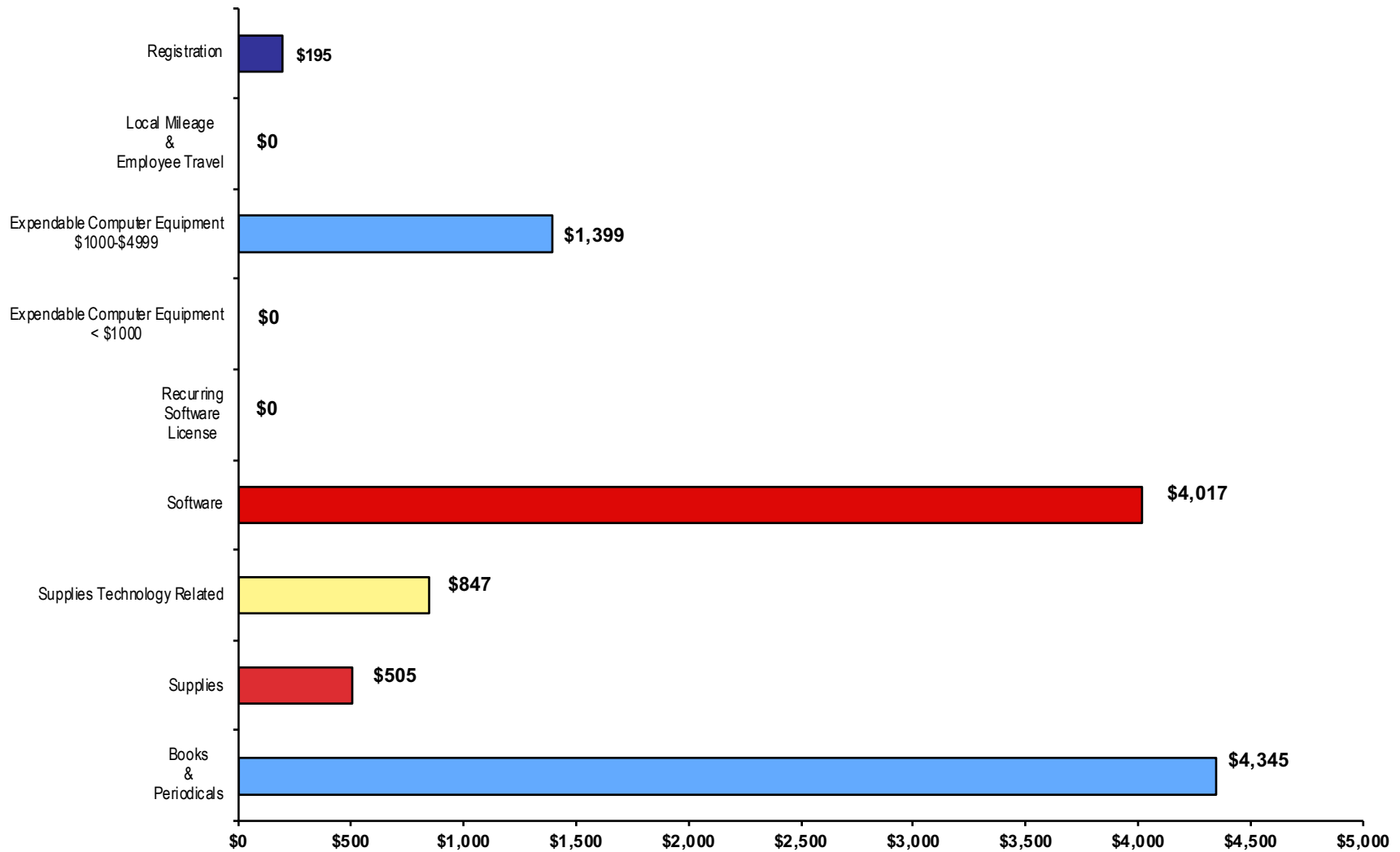
- All 10 SLEI Standards



8/8/17

				Books & Periodicals	Supplies	Supplies Technology Related	Software	Recurring Software License	Expendable Computer Equipment < \$1000	Expendable Computer Equipment \$1000- \$4999	Local Mileage & Employee Travel	Registration	PO Total	Balance	% Spent
Date	Vendor	PO #	Description	6421	6101	6111	6121	6122	6161	6165	5801 - 5804	8102	PO Total		
														\$11,165	
7/31	WT Cox	Procurement Card	Magazines	\$283.56									283.56	\$ 10,881.44	2.54%
7/31	Databases						\$4,016.68						4,016.68	\$ 6,864.76	38.52%
8/8	Printer-virtucom		Printer for circ desk							\$1,399.18			1,399.18	\$ 5,465.58	51.05%
8/9	Demco	P card	Library supplies/chair for Gresh		\$505.36								505.36	\$ 4,960.22	55.57%
8/22	Follet	P card	Library books	\$1,451.34								\$195.00	1,646.34	\$ 3,313.88	70.32%
1/4	UGA	P card	Conference										0.00	\$ 3,313.88	70.32%
1/29	Follet	P card	Library books	\$2,207.84									2,207.84	\$ 1,106.04	90.09%
1/29	Scholastic	P card	iPad Listening centers	\$50.00	returned-paid shipping								50.00	\$ 1,056.04	90.54%
1/29	School library video	P card	DVD replacements			\$142.25							142.25	\$ 913.79	91.82%
1/29	Amazon	P card	ipad tripods			\$144.95							144.95	\$ 768.84	93.11%
2/12	Amazon	P card	headphone splitters			\$39.95							39.95	\$ 728.89	93.47%
2/12	Sphero	P card	Spheros			\$519.96							519.96	\$ 208.93	98.13%
3/21	Follet	Pcard	2018 HRRB books-Difference paid with local funds	\$352.16									352.16	\$ (143.23)	101.28%
													0.00	\$ (143.23)	101.28%
													0.00	\$ (143.23)	101.28%
													0.00	\$ (143.23)	101.28%
													0.00	\$ (143.23)	101.28%
													0.00	\$ (143.23)	101.28%
													0.00	\$ (143.23)	101.28%
													0.00	\$ (143.23)	101.28%
													0.00	\$ (143.23)	101.28%
	Total by Object Code			\$4,344.90	\$505.36	\$847.11	\$4,016.68	\$0.00	\$0.00	\$1,399.18	\$0.00	\$195.00	11,308.23		

Library Media Budget Expenditure Analysis



[Return to:](#)[Settings](#) | [Diagnostics](#)[School Library Collection](#)[Print & Audiovisual](#)[eBooks & Digital](#)[Prepared by](#)

School Library Collection

Grades K–5; 574 Students

MAY 20, 2019

Items in collection

13,714

Average age

2000

Items per student

23.8

99.6% [Recognized Call Numbers](#)
97.1% [Matched in Titlewave](#)

99.7% [Recognized Publication Years](#)

SACS: 10 ITEMS

Print, Audiovisual & Digital

Resource-rich school libraries play a key role in promoting both information literacy and reading for information and inspiration.

Physical vs. digital resources

99%
Print

AVG. AGE: 2000

1%
Digital

AVG. AGE: 2012

Fiction & Nonfiction

Reading comprehension requires more than just decoding and knowing the meanings of words — background knowledge is essential.

Literary vs. informational texts

36%
Fiction

AVG. AGE: 2003

64%
Nonfiction

AVG. AGE: 2001

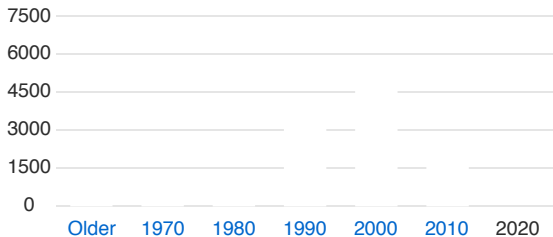
[Compare recommended balance by Dewey](#)

Collection by Dewey classification

[All Dewey Classes](#)[Age-Sensitive Areas](#)

Dewey		Avg. Age	Items
000	Computer Science, Information & General Works	2005	98
100	Philosophy & Psychology	2000	83
200	Religion	1995	93
300	Social Sciences	1997	998

Collection by year



	Dewey	Avg. Age	Items
400	Language	1999	71
500	Science	2001	1,625
600	Technology	2003	641
700	Arts & Recreation	2004	530
800	Literature	1996	349
900	History & Geography	2001	883
		2001	5,371

Dig into the Dewey divisions by 10s

Aged titles

61%

8,395 ITEMS

2014 and newer

8%

1,053 ITEMS

Collection by interest level



Fiction, Reference, Biography & other classifications

Classification	Avg. Age	Items
General Fiction	2003	2,967
Reference	2003	105
Biography	2002	633
Professional	2000	274
Story Collection	—	—
Paperback	—	—
Easy	1998	4,099
A/V	1985	3
Foreign Language	1996	62
Parent Resource	1999	138
Reference	2012	9
	2000	8,290

Reading Levels

Match students to texts that can be read with success, thus assisting them to grow as readers.

Average reading level by program

O

GUIDED READING/F&P

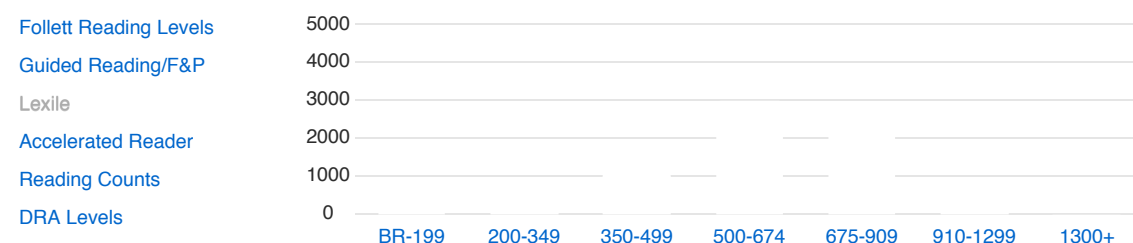
650

LEXILE

4

ACCELERATED READER

Collection by reading level



Average reading level

3rd grade

Get help using Titlewave — searching, working with lists, or analyzing your entire collection:

Contact our Titlewave Support Specialists by [email](#), or call **888.511.5114 x7** (708.884.5051)

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[Let us know how we're doing.](#)

This sample documentation includes emails that a library media specialist sent to teachers, and shows evidence of SLEI Standards 1, 3, 5, and 10.

Hey...,

First, I want to thank you for being such great customers! I really miss having my fifth graders so I appreciate you sharing yours with me! I have attached a SMART file I converted. I got this information from...in the SS dept. The file has some great teaching points for getting kids to think historically. I know Karen mentioned that you have to do RBQs or DBQs, and they will all have to do them next year. I would be happy to take them through this and practice with documents relevant to your SS standards. Used to love doing this with Civil War docs, but it can be done with anything. The Say, Mean, Matter document is awesome for helping students construct evidenced based responses.

Hey...,

I have a NearPod lesson for a lot of the information in their standards. Tomorrow, I will go through the Cherokee clans, clothing, and daily life. Throughout I have activities with fill in the blank, comparing their lives/homes/clothes to those of the Cherokee. The next section is on Sequoyah, and the last on the Creek. We will see how far we can get. ... is letting me borrow iPads again, so we should have enough for the class.

Hi...,

Here's a collection I curated for the lesson. I will find more resources and edit as I go along. The new Destiny interface is like Pinterest for resources. Yes, the sub will be fine. I am very excited, this is what I live for and it gives me the opportunity to act like my old 5th grade teacher self! Love 5th grade standards!

Hi...,

Sure, I can do that. I do the lesson. Are they familiar with APA? Middle and High school use MLA, so just want to be sure you want APA. Do you want print and web resources? I can create a collection in Destiny Discover that they can use.

Hey...,

... asked me to provide you some idea of things I have done with first grade. Here is a list of some of the things. I am always happy to meet with you and hear what you have in your mind's eye and then coming up with a plan to make it happen. I am awaiting a set of iPads so that I can come into classes with mine and using yours, the whole class will be able to have one to work with. Please let me know if you would like me to come to planning sometime to discuss any of this, or if you would like to meet individually that would be great too. Working in your classroom with teachers and the kids is the thing I love best.

MyStory app to create ebooks. Students type in text, illustrate, and narrate their work. Can be done with any published piece. Last year our K.5 class used MyStory to publish their animal projects. First grade used it to publish their narratives.

Touchcast – Create green screen videos to present projects.

Adobe Spark – Create video presentations using pictures, text, and narration. First grade used this for many activities, but the kids had a lot of fun creating book reviews/trailers. Also used this for poetry. Students illustrated a poem based on what imagery they thought of, typed in text, and narrated. Good for speaking standards.

Skitch – Take a photo and mark it up. Used this with first grade for labeling continents and oceans, nonfiction text features, creating how to images etc.

ChatterPix – Can use to take a picture of a character in the text and have them retell their side of the story. Used with fractured fairy tales with 1st grade last year.

Thinglink – Students take a picture and then embed links that explain details of the picture. They create an interactive image. Example: make a collage of their SS people and then recorded how things were different then compared to now. A recording for each person. (Example of what it looks like. Used this for 5th grade science <https://www.thinglink.com/scene/743868695205380098>)

Explain Everything – Basically an interactive whiteboard that kids can use to diagram, solve, etc and then explain their thinking. Had kids take a picture of a math model and then label and explain their thinking.

Padlet – An online post-it board. Pose questions; students respond with their thinking. It populates on an online bulletin board. Fun, engages the kids. Good for hooks with introducing content. Can embed pictures and links.

Kahoot – Great review and formative assessment tool that is a game like format.

NearPod – Created learning activities that engage the kids because they all have their own iPad to respond on. Can have questions embedded, they can draw, write, etc. Can be teacher or student paced. The program gathers the data so you can use it for centers and the kids are accountable because you can see what they have done. Good also for whole group to keep students focused on mini-lesson or in small group situations. Used a lot in math and science. Have a special subscription with virtual reality.

ReCap That – Another accountability program. Teachers create video lessons, journeys, and questions. Students respond through recording, video, selecting answers.

Mid-Year Formative

In this example, the headers are information that was requested by the evaluator for the mid-year formative assessment and conference. The bullet points are items that the library media specialist wanted to discuss and provide evidences of, if needed.

Lessons you've taught

- Sphero introduction with 5th grade
- Book emoji/book tasting/book talks/walks
- Bee bots (work with the math teachers)
- Sight word search K/1
- CDL research resources/groups and databases 3rd-5th
- Green screen lessons and used for small groups (5th)/Bald Eagle research (K)
- 3rd grade lunch bunch/ and adding 5th grade bookclub for boys

Collaboration process with teachers

- Attend team meetings and PLC meetings
- Via E-mail
- Use/toss method to entice
- Spread word of mouth 4th, 5th, etc.
- Meeting before and after school
- Going into classrooms when my space isn't available

Thoughts for future lessons and moving learning commons forward

- Small group focus (bookclub format moving forward)
- More informal booktalks/reading promotions
- Physical space still in the process (moving the teaching space and reading area)
- Small group/patron number checks

Anything else you would like to discuss.

- Budget: maker items?
 - o Makerspace concentration?
 - o Green screen area?
 - o Broadcast room/IPTV
- Goal: numbers of lessons (10% increase 266, last year 242)
 - o Currently: 154 as of December
- More PD opportunities with staff: similar to lunch and learn
- Professionalism: GAETC and Children's conference, BLT, School Council, mentor media specialist, MLT (media leadership team member), CCALMS (Cobb County Association of Library Media Specialists) President
- Genrefication stats compare to last year
- Beginning chapter book section?

SLEI Documentation: Blog

<http://www.cobblearning.net/charpin/>

Harpin's Biblio-Techa

Take a look, its in a book! (or on a website...)

[Resources-Students](#) [Presentation Tools](#) [Resources-Teachers](#) [Calendar](#) [Resources-Parents](#) [Wish Lists](#) [MakerSpace](#) [Maverick Makers](#)

FOLLOW:

MAV BLOCK / PHOTO EDITING

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MORE

NEXT STORY


6th Grade Website Evaluation

>

PREVIOUS STORY

Mav Block Valentines Digital Breakouts

<




Destiny Discover Library Catalog

Use the link above to access the McClure Middle School Destiny Library Catalog. At home, you will need your student ID number & password (0365 password) in order to gain access to these resources.


Mav Block Photo Editing

BY MRS. HARPIN · FEBRUARY 26, 2019

Option 1 (no green screen needed)



How to Virtually Place Yourself in Front of Any Landmark With




2019 Reading Challenge

C has read 20 books toward their goal of 36 books.

36 (55%)

view books

C's bookshelf: read



Genesis Begins Again

by Alicia D. Williams

★★★★★

This book broke my heart and

SLEI Documentation: Social Media

Twitter: @embrown1621



Emily Brown
603 Tweets

Following

Media Specialist at Baker Elementary School, Microsoft Innovative Educator, Nearpod Pioneer and Certified Trainer, Certified BrainPOP educator

 Joined August 2012

251 Following 305 Followers

 Followed by OverdueLibTalk, Kathleen Hodges, and 47 others you follow

Tweets

Tweets & replies

Media

Likes



Emily Brown @embrown1621 · 23h

Our first blue ticket winner!! He checked out two books yesterday and each book had a little note from me! @bakerelembears #learnGROWlead #cobbLMS



  1  12 