

STEPS FOR LIBRARY MEDIA SPECIALIST

Educator _____ License _____ Experience _____

School _____ System _____

| School Year | Year 1 | Year 2 | Year 3 |
|--|-------------|-------------|-------------|
| Self Assessment (T) | (1) | (1) | (1) |
| EIR # 3 & 4 (T) | (1) | (1) | (1) |
| Lesson Plan (T) | (1 or more) | (1 or more) | (1 or more) |
| Observation Notes (E) Pre & Post Conference required (E & T) | (3) | (3) | (2) |
| Educator Conference Information Gathering Form (E but T can help) | (1) | (1) | (1) |
| Future Growth Plan (T& E) | (1) | (1) | (1) |
| Summative Report (E) | (1) | (1) | (1) |

Teacher's Responsibility (T)

Evaluator's Responsibility (E)