

LIBRARIES
SIX-YEAR INSTRUCTIONAL PLAN
June 9, 2008

ABSTRACT

In the implementation of the 6-year plan, the Library Program will:

- Develop K-6 curriculum guides based on the Library/Information Literacy Standards, Benchmarks and Performance Indicators.
- Develop and implement lessons (K-12) keyed to the Library/Information Literacy Standards, Benchmarks, Performance Indicators and K-6 Curriculum Guides.
- Collaborate with various curriculum areas to align Library/Information Literacy Standards, Benchmarks and Performance Indicators within their frameworks as appropriate.
- Develop and implement plan for using updated hardware/software technology in the library setting for all levels (elementary, middle school and high school).
- Increase parent and community support and use of libraries through various programs (recreational reading, Internet safety, public relations).

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Goal 1: <ul style="list-style-type: none"> ▪ Increase achievement of all students ▪ Reduce achievement gap 					
Students acquire 21st Century Information Literacy Skills.	→	→	→	→	→
Libraries K-12 incorporate library standards, benchmarks and performance indicators into their library programs.	<p style="text-align: center;">→</p> <p><i>School Board adoption of Library Performance Indicators, Fall 2007. Achieved)</i></p> <p><i>Review of K-6 lessons keyed to Library Information Literacy Standards, Benchmarks, and Performance Indicators. (Delayed)</i></p> <p><i>Develop website to post comprehensive, articulated K-12 lessons. Add lessons as they are reviewed and developed.</i></p>	<p style="text-align: center;">→</p> <p><i>Review of 7-12 lessons keyed to Library Information Literacy Standards, Benchmarks, and Performance Indicators. (Delayed)</i></p> <p><i>Create K-6 Curriculum Guides keyed to Library Information Literacy Standards, Benchmarks, and Performance Indicators.</i></p> <p style="text-align: center;">→</p>	<p style="text-align: center;">→</p> <p><i>Begin adding lesson plans, K-6, keyed to the Standards and Curriculum Guides.</i></p>	<p style="text-align: center;">→</p> <p><i>Create 7-12 Curriculum Guides keyed to Library Information Literacy Standards, Benchmarks, and Performance Indicators.</i></p> <p style="text-align: center;">→</p>	<p style="text-align: center;">→</p> <p><i>Begin adding lesson plans, 7-12, keyed to the Standards and Curriculum Guides</i></p>

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<p>Library/Information Literacy Standards align with 21st century information literacy skills and core content area standards.</p>	<p style="text-align: center;">—————></p> <p><i>Alignment of Library/Information Literacy Standards, 21st-Century Information Literacy Skills, and content curricula GLEs via credit courses, ad hoc committees, task forces or addenda. (Delayed to 08-09)</i></p> <p><i>Alignment with Language Arts and Social Studies. (Delayed 1 year)</i></p>	<p style="text-align: center;">—————></p> <p><i>Alignment of Library/Information Literacy Standards, 21st Century Information Literacy Skills, and content curricula GLEs via credit courses, ad hoc committees, task forces or addenda.</i></p> <p><i>Alignment with Science and Math. (Delayed 1 year)</i> <i>Alignment with Language Arts and Social Studies.</i></p>	<p style="text-align: center;">—————></p> <p><i>Alignment with Science and Math.</i></p>	<p style="text-align: center;">—————></p>	<p style="text-align: center;">—————></p>
<p>Libraries support, enhance and enrich adopted curricula.</p> <p><i>Librarians are represented on core content curriculum committees in the curriculum renewal cycle.</i></p>	<p style="text-align: center;">—————></p> <p style="text-align: center;">—————></p> <p><i>Librarians collaborate with content area specialists to create and update bibliographies of library media, educational technologies, supplemental materials, and books to support adopted curricula and GLEs. Updated bibliographies are available online.</i></p> <p><i>Bibliographies created for Language Arts and Social Studies, K-12.</i></p>	<p style="text-align: center;">—————></p> <p style="text-align: center;">—————></p> <p style="text-align: center;">—————></p> <p><i>Bibliographies created for Science and Math, K-12.</i></p>	<p style="text-align: center;">—————></p> <p style="text-align: center;">—————></p> <p style="text-align: center;">—————></p> <p><i>Review and enhance bibliographies.</i></p>	<p style="text-align: center;">—————></p> <p style="text-align: center;">—————></p> <p style="text-align: center;">—————></p>	<p style="text-align: center;">—————></p> <p style="text-align: center;">—————></p> <p style="text-align: center;">—————></p>

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	<p><i>Bibliographies created as part of curriculum adoptions in all content areas.</i></p>	<p>—————></p>	<p>—————></p>	<p>—————></p>	<p>—————></p>
<p>Students are assessed on 21st Century Information Literacy Skills.</p>	<p>—————></p> <p><i>Research available and emerging technologies and programs to assess students' 21st century information literacy skills. (This is being done by Ed Tech)</i></p> <p><i>Make selection for grades 9-12 and begin training high school librarians on use of program.</i></p>	<p>—————></p> <p><i><u>Library Curriculum Coordinator collaborates with Ed. Tech on an assessment tool for assessing students 21st century information Literacy skills.</u></i></p> <p><i>Make selection for middle school grades and begin training middle school librarians on use of program</i></p> <p><i>High school students are assessed on 21st century information literacy skills in order to guide instruction. Develop a plan for implementing instruction on <u>Media Literacy and Digital Citizenship at High School in collaboration with Ed Tech.</u></i></p>	<p>—————></p> <p><i>Make selection for elementary school grades and begin training elementary school librarians on use of program</i></p> <p><i><u>Implement instruction on Media Literacy and Digital Citizenship with 9th grade.</u></i></p> <p><i>Middle school students are assessed on 21st century information literacy skills in order to guide instruction</i></p>	<p>—————></p> <p>—————></p> <p><i>Elementary school students are assessed on 21st century information literacy skills in order to guide instruction.</i></p>	<p>—————></p> <p>—————></p>

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<p>Goal 2: Supportive and Effective Learning Environment</p>					
<p>Principals and teaching staff are aware of Library/Information Literacy Standards and collaborate with librarians on their implementation.</p>	<p style="text-align: center;">—————→</p> <p><i>Each year, librarians provide quarterly updates to principals and teaching staff on library issues through staff meetings and site-based inservices.</i></p>	<p style="text-align: center;">—————→</p> <p><i><u>Materials are developed and posted to the Website that can be used by librarians to facilitate updates and advocacy with staff and administrators at buildings.</u></i></p>	<p style="text-align: center;">—————→</p> <p style="text-align: center;">—————→</p>	<p style="text-align: center;">—————→</p> <p><i><u>Advocacy and informational materials are reviewed, updated and expanded by the Library Curriculum Committee.</u></i></p>	<p style="text-align: center;">—————→</p> <p style="text-align: center;">—————→</p>
	<p><i>Librarians, in collaboration with Educational Technology, provide at least two site-based inservices on 21st century information literacy skills to teaching staff at all sites via staff meetings. (trainings may be via other opportunities than staff meetings)</i></p>	<p style="text-align: center;">—————→</p>	<p style="text-align: center;">—————→</p>	<p style="text-align: center;">—————→</p>	<p style="text-align: center;">—————→</p>
<p>Librarians are aware and updated on curriculum issues and materials.</p>	<p><i>Library Coordinator disseminates information from curriculum coordinator meetings to elementary and secondary librarians concerning such information as content area books, materials and media</i></p>	<p style="text-align: center;">—————→</p>	<p style="text-align: center;">—————→</p>	<p style="text-align: center;">—————→</p>	<p style="text-align: center;">—————→</p>

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<p>Curriculum Coordinators collaborate and share via librarian meetings information about their content area.</p>	<p><i>technology related to curricular changes or adoptions.</i></p> <p>—————></p>	<p>—————></p>	<p>—————></p>	<p>—————></p>	<p>—————></p>
<p>All librarians know and apply the Library/Information Literacy Standards, Benchmarks and Performance Indicators and principles and practices of library administration.</p> <p><i>Mentor new ASD librarians.</i></p> <p><i>Credit courses taught by ASD librarians for library standards and for library management (collection development, budgeting, materials purchasing and processing procedures and all library automation).</i></p>	<p>—————></p> <p>—————></p> <p>—————></p>	<p>—————></p> <p>—————></p> <p>—————></p>	<p>—————></p> <p>—————></p> <p>—————></p>	<p>—————></p> <p>—————></p> <p>—————></p>	<p>—————></p> <p>—————></p> <p>—————></p>
<p>Librarians use best practices in educational technology application and integration in the library program.</p>	<p>—————></p> <p><i>TIE & TTL-trained librarians, In collaboration with Educational Technology, identify, design, and deliver professional development opportunities/courses for technology integration in the library program, and for the incorporation of 21st century information literacy skills.</i></p>	<p>—————></p> <p>—————></p>	<p>—————></p> <p>—————></p>	<p>—————></p> <p>—————></p>	<p>—————></p> <p>—————></p>

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<p><i>Librarians participate in the <u>TIE & TTL</u> programs sponsored by the Educational Technology Department. At least two librarians per year apply as part of a team for the annual grant, and the overall number of <u>TIE & TTL</u> librarians increases each year.</i></p>	<p>—————></p>	<p>—————></p>	<p>—————></p>	<p>—————></p>	<p>—————></p>
<p>All libraries have and employ updated technology.</p>	<p>—————></p> <p><i>Librarians work on Library Resources Committee to research and request proposals for library systems, equipment, and software refresh.</i></p>	<p>—————></p> <p><i>Librarians review proposals for updated software, hardware, and circulation system and make recommendations for purchase or lease.</i></p>	<p>—————></p> <p><i>All elementary, middle school, and high school libraries installed with uniform computer hardware, software and stations, on a five-year refresher.</i></p> <p><i>Librarians K-12 trained on updated operation systems and software, and new hardware and equipment through outsourced trainers, beginning fall semester FY 2009-2010.</i></p>	<p>—————></p>	<p>—————></p>
				<p><i>Training on new equipment and software to be provided for new librarians.</i></p>	<p>—————></p>
<p>District libraries provide access to digital resources appropriate to grade levels served and collaborate with teachers to integrate digital resources into the curriculum.</p>	<p>—————></p> <p><i>All district librarians receive training through inservices and elementary/secondary or area meetings on the use of current district library digital</i></p>	<p>—————></p> <p>—————></p>	<p>—————></p> <p>—————></p>	<p>—————></p> <p>—————></p>	<p>—————></p> <p>—————></p>

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<p>All district libraries provide access to current digital resources in the district through school websites or a centralized website.</p> <p>Provide professional development to teachers on accessing and using our wealth of digital resources to deliver curriculum.</p>	<p>resources.</p> <p>District librarians explore new digital information resources to enhance existing collections.</p>				
<p>Goal 3: Public Accountability</p>					
<p>Librarians involve students, parents, community members and library institutions in various awareness and promotional activities in K-12 libraries.</p> <p>Libraries sponsor activities such as Battle of the Books, Young Readers' Choice, author visits, and other individual school reading programs.</p> <p>Maintain over <u>95% or increase the current level of participation of schools in Battle of the Books.</u></p> <p>Maintain <u>or support</u> individual reading programs in 100% of ASD elementary schools.</p>					

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<p><i>Libraries are represented in school newsletters, web pages, site handbooks, curriculum guides and other materials for parents and community members; e.g., provide templates for newsletter inserts to librarians, suggest website formats to school technology coordinators, work with Curriculum Coordinators to include library programs in curriculum guides.</i></p> <p><i>Public relations campaign for students and community through a themed “@ your library” promotion may include a student bookmark contest and other activities. Information and/or products to be disseminated to school business partners and institutional libraries.</i></p> <p>At least half of libraries participate in <u>bookmark contest advocacy programs</u> each year.</p> <p>Every business partner of participating schools receives bookmarks or similar promotional materials.</p>	<p>→</p> <p>→</p> <p>→</p> <p>→</p>	<p>→</p> <p>→</p> <p>→</p> <p>→</p>	<p>→</p> <p>→</p> <p>→</p> <p>→</p>	<p>→</p> <p>→</p> <p>→</p> <p>→</p>	<p>→</p> <p>→</p> <p>→</p> <p>→</p>
<p>District librarians collaborate with community, state, and institutional libraries to enhance library services to the community.</p> <p><i>Librarians collaborate on such initiatives as Live Homework Help, summer reading program, UAA digital resources, library cards campaign.</i></p>	<p>→</p> <p>→</p>	<p>→</p> <p><i>Three credit classes offered in collaboration with AKASL, Alaska State Library and the California School Library Association during 2008-2009.</i></p>	<p>→</p> <p>→</p>	<p>→</p> <p>→</p>	<p>→</p> <p>→</p>

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<p>Students, parents and guardians know about Internet safety.</p> <p><i>Librarians are involved with Internet safety programs in collaboration with Educational Technology, principal, staff, and APD safety officers in grades 5-8.</i></p> <p>Schools provide Internet safety information for parents, e.g., through parent nights, open houses, PTA meetings, printed communication, web site information, with more schools providing Internet safety information for parents each year.</p>	<p>—————></p> <p>—————></p> <p><i>Librarians and Educational Technology Staff will explore and identify Internet safety programs available for Grades 5-8.</i></p> <p><i>Four core Internet safety lessons are identified for 7th grade, along with optional lessons and teacher resources. Selected iSafe lessons are included.</i></p> <p><i>Training will be given on new or updated programs to site librarians.</i></p> <p>More schools provide Internet safety information to parents, over the previous year.</p>	<p>—————></p> <p>—————></p> <p>7th grade core Internet safety lessons are published in hard copy form and on CDs for every middle school, and are posted on the ASD website’s Middle Link.</p> <p>—————></p> <p>Every elementary and middle school delivers an Internet safety program.</p> <p>More schools provide Internet safety information to parents, over the previous year.</p>	<p>—————></p> <p>—————></p> <p><i>Librarians and Educational Technology Staff will explore and identify updated Internet safety programs available for Grades 5-8.</i></p> <p><i>Training will be given on new or updated programs to site librarians.</i></p> <p>—————></p> <p>More schools provide Internet safety information to parents, over the previous year.</p>	<p>—————></p> <p>—————></p> <p>—————></p> <p>More schools provide Internet safety information to parents, over the previous year.</p>	<p>—————></p> <p>—————></p> <p>—————></p> <p>More schools provide Internet safety information to parents, over the previous year.</p>