

School Library Media Programs  
**School Library Media Programs**

**A Quick Guide to Success**

by

**Brenda H. White**

**Hi Willow Quick Guide Series #1**

**Hi Willow Research & Publishing  
2004**

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Printed in the United States of America

ISBN: 0-931510-99-6

Closure date for information in this copy: 1 Feb 2004. All URLs were current on that date.

This book has a continuous revision policy because of the many URLs. The author will make various changes and provide updates without announcement. Copies with the same closure date for information will be identical.

Hi Willow Research & Publishing  
312 South 1000 East  
Salt Lake City UT 84102

Distributed by:  
LMC Source  
PO Box 131266  
Spring TX 77393  
800-873-3043 toll free in the U.S.  
URL: <http://www.lmcsource.com>

Dedication

**Dedication**

To Blanche  
with love and admiration

# Preface and Acknowledgements

## Preface and Acknowledgements

### **Preface**

These are times of significant change for education. The Information Age is upon us, which is difficult for those of us who have lived most of our lives in the Industrial Age. This age requires new ways of thinking, organizing and functioning. It is also a time of change for the profession with many experienced school librarians retiring, making way for new school library media specialists.

This book is intended to help the new practitioner as well as the experienced practitioner by providing easy access to resources. The format is designed for quick access to those resources. One or two pages are devoted to each topic, with a summary of the content and then a list of the best resources for that topic. There is usually space for you to add your own notes of your favorite resources.

The first section, "Introduction to the Profession," includes standards, major publications, statistics, important people, professional organizations and conferences, and certification and preparation. The second section, "Theory of the Field," summarizes thinking in the areas of the basis of school librarianship and research. "Operational Resources," the next section, covers topics of daily interest to the practitioner from automation systems to facilities, copyright to reading. These topics are listed alphabetically for ease of access. "Major Bibliographies" includes state publications, lists for education, reading and literature, school libraries and educational technology, and best web sites. Finally, "Assessment of Impact" points the way to methods of evaluating program effectiveness.

### **Acknowledgments**

This book would not have been possible without the help and support of David Loertscher, editor and publisher. I would also like to thank my colleagues who read and commented on portions of the work: Harriet Selverstone, Jerilyn VanLeer, John Crowley and Marielizabeth Crompton. Thank you all for your thoughtful reading and suggestions. Thanks also to the patience of my family for whom this project must have seemed never ending.

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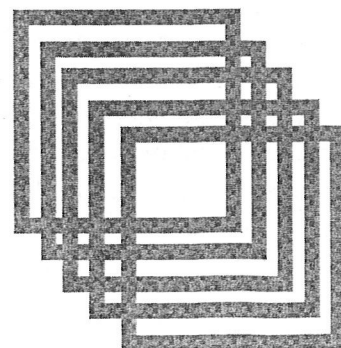
# Introduction to the Profession

## Introduction to the Profession

So you think you would like to be a school library media specialist? You are or have been a classroom teacher and have experienced the joy of working with other teachers in planning and delivering instruction. You love the extra dimension that these partnerships bring to teaching. You have learned that you enjoy working with adults as well as with children. Perhaps you have had the opportunity to provide some teacher training in an area of your expertise and you have learned how much fun that can be. Maybe you love to see a child's reaction to literature you have introduced. And you are comfortable in the world of technology. Most of all, you want to influence students beyond those you reach in your classroom. You want the whole school!

What does it take to be a successful library media specialist? It takes the ability to handle at least two tasks at once—and three is better; the willingness to talk through problems with friends and those not too friendly. It takes a burning desire to improve school and education for the sake of the kids, a desire that impels you to work long hours for the sake of the outcomes. A need to be at the center of change and hubbub, to make one's own thoughts heard. A willingness to share one's knowledge of instructional design, questioning skills, and lesson construction in cooperatively developed units of study that meet teaching and learning styles of the participants. A fondness for leading students and teachers to new books, new ideas. A desire to connect learners with quality Internet information and to teach students how to sort out what's good and what's not.

School librarianship has matured over the last fifty years, from book rooms to learning and hi-tech centers. A job that could have been done by a volunteer has evolved into one requiring a skilled professional, able to work with teachers, administrators and students. This section highlights some basics: standards, publications, people, organizations and certification requirements.

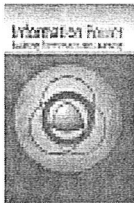


## National and State Standards



The school library media specialist position is unique. Few in schools understand the role and responsibilities. Standards and guidelines, while not law nor regulation, help define the work of the specialist. National associations and organizations as well as the federal government have created standards helpful to the school library media specialist. These provide models for service, ensuring that the individual school library media center is in the mainstream of thought and ideas about school librarianship. Many states also provide benchmarks and guidelines.

## National Standards and Guidelines



*Information Power: Building Partnerships for Learning*, published by the American Association for School Librarians and the Association for Educational

Communications and Technology. See the table of contents and links to excerpts and purchase information at [http://www.ala.org/aasl/ip\\_toc.html](http://www.ala.org/aasl/ip_toc.html)

The National Educational Technology Standards (NETS) for teachers, students and administrators, by the International Society for Technology in Education.

<http://www.iste.org>



## State Standards and Guidelines for Libraries and Technology

These are generally based on national guidelines, but reflect state goals.

Search State Education Departments for school libraries and technologies: These departments are listed by state at: <http://mel.lib.mi.us/education/educationdepartment.html>

Two examples are given here. For state sites, start with the above URL to find the education department pages. For professional organization, see hints for accessing state school library professional organizations, available on page 6.

- **Texas** example: Begin at <http://www.tea.state.tx.us/> Searching this site for 'technology standards' brings us: <http://www.tea.state.tx.us/technology/index.html> and <http://www.tsl.state.tx.us/ld/schoollibs/standards2003.html>
- **Massachusetts** example: Search the professional organization site to find Massachusetts' School Library Media Program Standards for 21st Century Learning (2003). <http://www.mslma.org/whoweare/standards/standardsrev.html>

## Major Publications

For the new or experienced school library media specialist, these are the “must reads” of the profession.



### From a Principal's Perspective:

- ❖ Hartzell, Gary. “What's It Take?” Presented at *The White House Conference on School Libraries*. Tuesday, June 4, 2002. Institute of Museum and Library Services. [http://www.ims.gov/pubs/whitehouse0602/gary\\_hartzell.htm](http://www.ims.gov/pubs/whitehouse0602/gary_hartzell.htm)

### The Library Media Center Program:

- ❖ Loertscher, David V. *Taxonomies of the School Library Media Program*. 2nd ed. Salt Lake City UT: Hi Willow Research & Publishing, 2002. Available at <http://www.lmcsource.com>

### The Digital School Library:

- ❖ Todd, Ross. “Learning in the Information Age School: Opportunities, Outcomes and Options.” Keynote Paper: Virtual Conference Session, the 2003 IASL Conference, Durban, South Africa, 7-11 July 2003. <http://www.iasl-slo.org/conference2003virtualpap.html>
- ❖ Loertscher, David. “The Digital School Library: A World-wide Development and a Fascinating Challenge.” *Teacher Librarian Magazine* June 2003. [http://www.teacherlibrarian.com/tlmag/v\\_30/v\\_30\\_5.html](http://www.teacherlibrarian.com/tlmag/v_30/v_30_5.html) (Dr. Loertscher's speech to the IASL conference is available online at <http://www.iasl-slo.org/conference2002-loertscher.html>.)
- ❖ Fuller, Daniel, ed. *The Digital School Library*. Hi Willow, 2004.

### Journals to Read Regularly: (all accessed 1 Feb. 2004)

#### General

- ❖ *American Libraries* order info. at <http://www.ala.org/alonline>
- ❖ *NEA Today Online* read at <http://www.nea.org/publications/>
- ❖ *Educational Leadership* (journal of ASCD) <http://www.ascd.org/cms/index.cfm?TheViewID=347>

#### School Libraries

- ❖ *Knowledge Quest* order information at [http://www.ala.org/Content/NavigationMenu/AASL/Publications\\_and\\_Journals/Knowledge\\_Quest/About\\_Knowledge\\_Quest/Knowledge\\_Quest\\_Subscription\\_Information.htm](http://www.ala.org/Content/NavigationMenu/AASL/Publications_and_Journals/Knowledge_Quest/About_Knowledge_Quest/Knowledge_Quest_Subscription_Information.htm)
- ❖ *School Library Journal* order information at <http://www.pubservice.com/Subnew.aspx?PC=SJ&FC=US>
- ❖ *Library Media Connection*: order information at <http://www.linworth.com/lmc.html>
- ❖ *Teacher Librarian Magazine* <http://www.teacherlibrarian.com/>

#### Technology

- ❖ *Technology and Learning* order information at <http://www.techlearning.com/>
- ❖ *From Now On* read at <http://www.fno.org>
- ❖ *Learning and Leading with Technology* read on line at <http://www.iste.org/L&L/index.html>

#### Reading

- ❖ *Reading on Line* (Journal of the International Association of Reading) read on line at <http://www.readingonline.org/>

#### Electronic Journals

- ❖ *Library Online* – indexes many online journals. <http://ftp.lib.utexas.edu/ejour/index.html>

## National Statistics



National surveys and the statistics they yield provide information to use in assessing the program, improving, defending and selling the program. Comparative statistics of school library media centers in elementary and secondary schools have been collected and disseminated by the federal government since 1958. The latest survey was conducted in school year 1999-2000.

- ❖ *National Center for Education Statistics* (NCES) includes school library media centers in its data collection.  
<http://nces.ed.gov/> See school data at <http://www.nces.ed.gov/surveys/libraries/school.asp>
- ❖ *The World Wide Web Virtual Library: Statistics* gives statistical sources around the world. <http://www.stat.ufl.edu/vlib/statistics.html>
- ❖ *The U.S. National Commission on Libraries and Information Science* (NCLIS) is charged with seeing that library and information services are adequate to meet the needs of the people of the United States.  
<http://www.nclis.gov>
- ❖ Joe Ryan of Syracuse University maintains a web site on statistical information, "*School Library Statistics and Performance Measures*." It includes articles, ERIC studies, state studies and more. <http://web.syr.edu/~jryan/infopro/statopic.html#School>
- ❖ A yearly statistical report of school libraries by Miller and Shontz is published in *School Library Journal*, usually in October or November.



## People To Know

Helpful people you should know include your state department specialists, usually listed on state department of education web pages, and state and national professional organization leaders, usually listed on the organization's web site. Others to look for are writers, teachers, thinkers who publish, speak and/or provide workshops.

- ❖ Whelan, Debra Lau. "SLJ's People to Watch." *School Library Journal*, 6/1/2003 <http://slj.reviewsnews.com/index.asp?layout=articleArchive&articleid=CA300745>
- ❖ The Web's 10 Most Influential People by Jesse Berst, Editorial Director of ZDNet AnchorDesk Friday, September 18, 1998. While the article is dated, the list is still interesting and helpful. [http://www.zdnet.com/anchordesk/story/story\\_2557.html](http://www.zdnet.com/anchordesk/story/story_2557.html)
- ❖ AASL Distinguished Service Award holders: [http://www.ala.org/Content/NavigationMenu/AASL/Awards12/Distinguished\\_Service\\_Award1/AASL\\_Distinguished\\_Service\\_Award.htm](http://www.ala.org/Content/NavigationMenu/AASL/Awards12/Distinguished_Service_Award1/AASL_Distinguished_Service_Award.htm)
- ❖ ISTE recognizes contributions with its Pink Jacket Award. Winners are listed at <http://www.makingithappen.org/HTML/jacket.html>

### My own list:

Other writers, speakers, thinkers to know:

- ✓ Debbie Abilock
- ✓ Bernie Dodge
- ✓ Michael Eisenberg
- ✓ Ken Haycock
- ✓ Carol C. Kulthau
- ✓ Keith Curry Lance
- ✓ Jamie McKenzie
- ✓ Peter Milbury
- ✓ Alan November
- ✓ Kathie Schrock
- ✓ David Thornburg
- ✓ Ann Weeks
- ✓ Robert J. Marzano
- ✓ Ross Todd

## Professional Organizations and Conferences



Visit the sites below for dates and places of conferences as well as other resources. Why attend a conference? To stay up to date, to meet influential people, to network, to see the latest in the exhibits, and more!

❖ **American Association of School Librarians**

(an American Library Association division)

50 E. Huron

Chicago, IL 60611

<http://www.ala.org/aasl/index.html>

**Conferences I**

want to learn

more about or to

attend:

❖ **Association for Supervision and Curriculum Development**

1703 N. Beauregard Street

Alexandria, VA 22311 USA

<http://www.ascd.org/>

❖ **International Society for Technology in Education**

480 Charnelton Street

Eugene, OR 97401-2626

<http://www.iste.org>

❖ **International Association of School Librarianship**

Dept. 962

Box 34069

Seattle, WA 98124-1069

<http://www.iasl-slo.org/>

❖ **International Reading Association**

PO Box 8139

Newark, DE 19714-8139

<http://www.reading.org/dir/staff.html>

“Library FAQ,” section 3.4 lists conference datebooks to help with calendaring. <http://www.ibiblio.org/librariesfaq/sect3.htm>

**Don't forget your state association conferences, both those for school libraries and technology.**

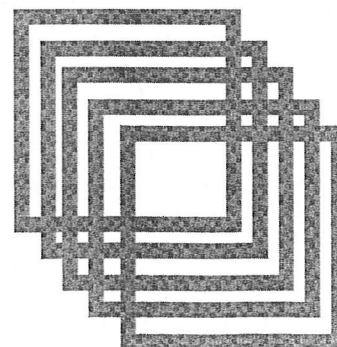
# Theory of the Field

## Theory of the Field

School library media work combines the fields of education, librarianship and information technology. Therefore, it is important to constantly scan the literature for the latest developments in library practices, educational developments and technology improvements.

This section provides some pointers to sources of information on these topics. A page is devoted to research in education and libraries. Given the recent federal concern with evidence-based practice in education, it is necessary that we all stay current with ongoing research and developments in these areas.

Beyond reading, it helps to discuss the newest findings with colleagues. Open the discussion in your school about the meaning of these findings.



## Theory Documents



Read these for the thinking behind the daily work – organization, teaching and instructional design, and collaboration.

### Instructional Design:

- ❖ Wiggins, Grant and Jay McTighe. *Understanding by Design*. ASCD, 1998. The most popular book.
- ❖ Applefield, James M., Richard Huber, Mahnaz Moallem. "Constructivism in Theory and Practice: Toward a Better Understanding." *High School Journal* December 2000/January 2001. A basic article on constructivism.
- ❖ Eastin, D. "Getting to the Heart of the Matter: Education in the 21st Century." In David D. Marsh, ed. *ASCD Yearbook: Preparing our schools for the 21st century*, 1999. pp.13-24.
- ❖ Koziuff, Martin A., Louis LaNunziata, James Cowardin, Frances B. Bessellieu. "Direct Instruction: Its Contributions to High School Achievement." *High School Journal* Dec. 2000/Jan 2001. Direct instruction is a counter to constructivism.
- ❖ Perkins, D. "The many faces of constructivism." *Educational Leadership*, Nov 1999: 6-11.
- ❖ "Project-Based Learning." *Eductopia*. 2003. The George Lucas Educational Foundation. 20 September 2003 <http://glef.org> Select "Project Based Learning" from the menu.

### The School Library Media Center:

- ❖ Loertscher, David V. *Reinventing Your School's Library in the Age of Technology: A Guide for Principals and Superintendents*. 2002 ed. Salt Lake City, UT: Hi Willow Research & Publishing, 2002. Available from <http://www.lmcsource.com>
- ❖ Bolin, Mary K and Echwright, Gail Z, eds. *Library Philosophy and Practice*. University of Idaho. <http://www.webpages.uidaho.edu/~mbolin/lpp.htm> – a peer-reviewed electronic journal about the connection between library practice and the theory behind it.

### School reform:

- ❖ Hartzell, Gary N. "The Implications of Selected School Reform Approaches for School Library Media Services." *School Library Media Research* 2001.
- ❖ The Educator's Reference Desk Archive contains a section – "Learning Theories Archive Responses" available at [http://www.eduref.org/cgi-bin/res.cgi/General\\_Education/Learning\\_Theories](http://www.eduref.org/cgi-bin/res.cgi/General_Education/Learning_Theories). (The Educator's Reference Desk has archived the popular "Ask ERIC" service which ceased to exist in Dec. 2003.)
- ❖ Everhart, Nancy. *Controversial Issues in School Librarianship*. Linworth, 2003. Even school librarians can stir the pot!

## Research and the School Library Media Center



Just as in education at large, school library practices must be subjected to review through the research process. Practitioners need to evaluate their assumptions and practices against the newest, strongest findings of researchers, both within and outside the schools.

### In Education

- ❖ American Educational Research Association is devoted to general education research.  
<http://www.aera.net/>
- ❖ *The Scout Report* offers selected online resources of interest to researchers and educators.  
<http://scout.cs.wisc.edu>
- ❖ The 2003 NCREL Annual Conference, *Transforming Schools: From Research to Practice*, focuses on linking research and practice. The major speeches may be read at <http://www.ncrel.org/meeting>.

### In School Libraries

- ❖ *School Library Media Research* is the online research journal of the American Association of School Librarians. Read five years of research related to school library media programs at <http://www.ala.org/aasl/SLMR>. See also the AASL site for many important research articles connected to *Information Power*, the national guidelines.
- ❖ Loertscher, David V. and Blanche Woolls. *Information Literacy: A review of the research. A guide for practitioners and researchers*. 2<sup>nd</sup> ed. San Jose, CA: HiWillow Research and Publishing, 2002.

- ❖ Treasure Mountain Research Retreat. A group of scholars and practitioners in the field of school libraries who meet occasionally, often with the AASL national conference to discuss research in the field. To join, send an email message to David Loertscher at [davidl@slis.sjsu.edu](mailto:davidl@slis.sjsu.edu) Free. Also: Treasure Mountain Online. An online seminar of Retreat members lodged at San Jose State University School of Library and Information Science for the purpose of connecting members to research findings between retreat meetings. Email David Loertscher.
- ❖ Find research linking school libraries and achievement at: <http://lrs.org> and at <http://davidvl.org> under research.

### In Technology

- ❖ CARET (the Center for Applied Research in Educational Technology) is the best on educational technology research. <http://caret.iste.org>
- ❖ Pew Internet and American Life Project – original research on the impact of the Internet on various aspects of American life, including schools. <http://www.pewinternet.org>

Notes:

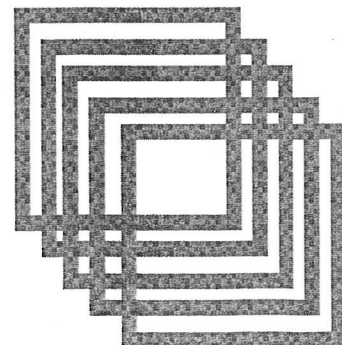
# Operational Resources

## Operational Resources

Everyone needs a bag of tricks – tried and true methods for everyday problems and occasional needs.

This section recognizes the roles of the school library media specialist: teacher, librarian, program administrator, and provides one-stop shopping for resources on topics commonly encountered in the working life. From automation systems to scheduling for teaching, topics include operational guides, collection development, intellectual freedom, copyright, information for administrators and the ins and outs of the Web.

Enjoy looking over the suggested sources and adding your favorites.



## Automation Systems



School libraries large and small usually have automation systems that have replaced card catalogs. Automation systems now can include the catalog, circulation of materials, serials control, equipment inventory and more. You may inherit one, but if given a chance, a wise choice is the groundwork for future technological advances. You will need intimate knowledge on how to add to the system and manage all its aspects.

- ❖ *School Library Automation and Library Automation Systems*. 25 July 2003. International Association of School Librarianship (IASL). <http://www.iasl-slo.org/libaut.html> Links to resources.
- ❖ Kochtanek, Thomas R. and Matthews, Joseph R. *Library Information Systems: From Library Automation to Distributed Information Access Solutions*. Littleton, CO: Libraries Unlimited, 2002. A definitive text.
- ❖ Garstka, Katharine. *Library Automation Resources*. 6/24/03. CEA Capital Partners and Sirsi Corporation. <http://www.libraryhq.com/automation.html>
- ❖ Osborne, Andrew. *Library Automation Systems and Vendors on the WWW*. 10 Aug 2003. <http://libinfo.com/vendors-systems.html>) This is a good starting point in looking at automation systems. It is maintained in Australia and is updated regularly.
- ❖ *Survey Of Library Automation Systems in Use at Various Libraries*. July 14 2003. Solo Librarians' Listserve. <http://www.alrc.doe.gov/library/autosurv.html> A thorough look at automation and a good “first overview.”
- ❖ *10 Steps to Library Automation*. September 12, 2003. Kawartha Pine Ridge (Ontario, CA) District School Board. <http://www.pcbe.edu.on.ca/BoardInfo/Services/Educ/LRC/docs/10steps.PDF> This PDF file is an example of an automation plan.



## Building Library Portals and Web Sites



A library's cyberspace is as important as its physical space, providing 24/7 access to information for teachers, students and administrators, community and parents. It is a virtual community. Construct yours with care.

### BASIC

- ❖ Siegel, David. *Creating Killer Web Sites*. 2nd ed. 19 Sept 2003.  
<http://www.killersites.com>
- ❖ Lynch, Patrick J. and Horton, Sarah. *Web Style Guide: Basic Design Principles for Creating Web Sites* 2<sup>nd</sup> ed. New Haven [Conn.] : Yale University Press, c2001. Online  
<http://www.webstyleguide.com/index.html> Beginners and advanced web creators will find help here.
- ❖ November, Alan. *Educational Web Sites for Teachers and Students: Making websites*. Educational Renaissance Planners.  
<http://anovember.com/education/edlinks.html>
- ❖ *School Library Web Page Awards*. 9 March 2003. International Association of School Librarianship.  
[http://www.iasl-slo.org/web\\_winners.html](http://www.iasl-slo.org/web_winners.html)
- ❖ *Webmaster Resources*. Pekin (IL) Public Schools District 108. 24 Sept 2003.  
<http://www.pekin.net/pekin108/webmasters/resources.html>
- ❖ D'Ambrosio, Jay. *E-Teaching: Creating Web Sites and Student Web Portfolios Using Microsoft™ PowerPoint*. Linworth, 2004. A step-by-step guide.

### USEABILITY

- ❖ Nielsen, Jakob. *Alertbox: Current Issues in Web Usability*. 15 Sept 2003. Nielsen Norman Group.  
<http://www.useit.com/alertbox/> Articles by an expert in web use: navigation, information seeking strategies.
- ❖ Rhodes, John S. *WebWord Usability Weblog*. WebWord.com.  
<http://www.webword.com> Another outstanding resource on issues of usability and human factors. An excellent starting point.

## HOW TO'S

- ❖ Carvin, A. *HTML Crash Course for Educators*. EdWeb.  
<http://www.edwebproject.org/htmlintro.html>.
- ❖ Ciolek, T. Matthew and Goltz, Irena M. *Information Quality WWW Virtual Library : The Internet Guide to Construction of Quality Online Resources*.  
<http://www.ciolek.com/WWWV L-InfoQuality.html> Includes “User Interface Design Issues.”
- ❖ *Cooltext.com*.  
<http://www.cooltext.com/> This online graphics generator provides logos or buttons for use on web pages.
- ❖ *Creating A Web Page For Your School Library*. 23 March 2003. International Association of School Librarianship.  
<http://www.iasl-slo.org/creatingweb.html> A near-comprehensive guide to resources for web page authors.
- ❖ Head, Alison J. *Personas: Setting the Stage for Building Usable Information Sites*. *Online 27/ 4* (July/Aug 2003). 24 Sept 2003.  
<http://www.infotoday.com/online/jul03/head.shtml>
- ❖ *The Scout Portal Toolkit*. Internet Scout Project.  
<http://scout.cs.wisc.edu/research/SPT/> Allows on line resource sharing
- ❖ Vesey, Ken. “Weaving traditional magazine and journal resources into the web.” *Knowledge Quest* Mar/Apr2003: 29-31.
- ❖ Worcester, Tammy. *Web Page Design – From Planning to Posting*.<http://www.essdack.org/webdesign/>

## My Favorite Web Design Sites and Resources:

## Collaboration



Librarians since the 1950's have realized the value of collaboration with teachers to build exciting learning experiences in the LMC. Research studies have confirmed that students do better academically when teachers and librarians jointly plan for instruction. Two heads are better than one!

- ❖ *Collaborative Planning*. Indiana Learns. <http://www.indianalearns.org/collaborative.asp>
- ❖ Jones, Joanna R., *Developing a Teacher-Librarian Partnership in a Literature-Based Approach*. 11-14 July 2000. International Reading Association World Congress on Reading. <http://jockheck.northern.edu/newzealand>
- ❖ Lance, Keith Curry. "Proof of the Power: Quality Library Media Programs Affect Academic Achievement," *MultiMedia Schools* Sept 2001: 14-16,18,20.
- ❖ Loertscher, David V. and Achterman, Douglas. *Increasing Academic Achievement Through the Library Media Center: A Guide for Teachers*. 2<sup>nd</sup> ed. Salt Lake City UT: Hi Willow Research and Publishing, 2003. Available at: <http://www.lmcsource.com>
- ❖ Pascopella, Angela. "Today's Media Specialist." *District Administration* Jan 2002. <http://www.districtadministration.com/page.cfm?id=247>
- ❖ Bishop, Kay. *Connecting Libraries with Classrooms: The Curricular Roles of the Media Specialist*. Linworth, 2003.
- ❖ Turner, Philip M. *Helping Teacher's Teach*. 3<sup>rd</sup> ed. Libraries Unlimited, 2003.
- ❖ Russell, Shayne. *Teachers and Librarians: Collaborative Relationships*. Aug 2000. ERIC <http://www.ericfacility.net/ericdigests/ed444605.html>
- ❖ Schmude, Maggie. "The Rewards of Responsive Collaboration." *Knowledge-Quest* Nov-Dec 2001: 33-35.
- ❖ Simpson, Carol. *The School Librarian's Role in the Electronic Age*. Nov 1996. ERIC Digest. ED402928. [http://www.ericfacility.net/databases/ERIC\\_Digests/ed402928.html](http://www.ericfacility.net/databases/ERIC_Digests/ed402928.html)
- ❖ *Student Achievement*. American Association of School Librarians. <http://www.ala.org/ala/aasl/aaslproftools/resourceguides/studentachievement.htm>
- ❖ Tallman, Julie I. and van Deusen, Jean Donham. "Collaborative Unit Planning—Schedule, Time, and Participants. Part Three: The 1993-94 AASL/Highsmith Research Award Study." *School-Library-Media-Quarterly* Fall 1994: 33-37.

## Collection Policies and Collection Development



A collection policy is an officially adopted guide for collection development in a school library and should be sanctioned by the school board. It describes the purpose of the library collection, provides criteria of selection, weeding, and provides rules for handling challenged materials, among other topics. Every school must have an adopted policy plus the collection development resources.

- ❖ Alabaster, Carol. *Developing an Outstanding Core Collection*. Chicago: American Library Association, 2002.
- ❖ Loertscher, David, Woolls, Blanche, and Felker Janice. *Building a School Library Collection Plan: A Beginning Handbook with Internet Assist*. San Jose, California: Hi Willow Research and Publishing, 1999. Concise, helpful.
- ❖ *Materials Selection Policy*. 08 Nov 2002. Groton (CT) Public Schools.  
<http://www.groton.k12.ct.us/mts/matselect.htm>
- ❖ Lukenbill, W. Bernard. *Collection Development for a New Century in the Library Media Center*. Libraries Unlimited, 2002.
- ❖ Van Orden, Phyllis. *The Collection Program in Schools: Concepts, Practices, and Information Sources*. Englewood, Colorado: Libraries Unlimited, Inc., 1995.
- ❖ Bertland, Linda. *Resources for School Librarians: Collection Development*.  
<http://www.sldirectory.com/libsf/resf/coldev2.html> A school librarian's guide to resources for collection policies, collection development and collection evaluation.
- ❖ "Collection Development," An AASL Resource Guide. Selection tools.  
<http://www.ala.org/ala/aasl/aaslpr oftools/resourceguides/collectiondevelopment.htm>

**Sources I check for collection policies and development:**

## Copyright



Legal protection for the creator of intellectual property – books, images, software, and audio-visuals – resides in copyright law. The concept of fair use guarantees that teachers and researchers may use this property. School librarians need to understand what fair use is and to be able to explain this concept to teachers, students and administrators.

- ❖ *Copyright*. 16 Sept 2003. American Library Association. Washington Office.  
[http://www.ala.org/Content/NavigationMenu/Our\\_Association/Offices/ALA\\_Washington/Issues2/Copyright1/Copyright.htm](http://www.ala.org/Content/NavigationMenu/Our_Association/Offices/ALA_Washington/Issues2/Copyright1/Copyright.htm)
- ❖ *Copyright & Fair Use*. Stanford University.  
<http://fairuse.stanford.edu/>
- ❖ *Copyright and Fair Use: Rights and Responsibilities*. West Hartford (CT) Public Schools.  
<http://www.whps.org/library/Copyrightandfairuse.htm>
- ❖ *Copyright for Educators*. 14 Mar 2003. Internet School Library Media Center.  
<http://falcon.jmu.edu/~ramseyil/copy.htm>
- ❖ *Copyright Management Center*. Indiana University.  
<http://www.copyright.iupui.edu>
- ❖ *Fair Use Guidelines for Educational Multimedia*. July 17, 1996. Educational Multimedia Fair Use Guidelines Development Committee.  
<http://www.indiana.edu/~ccumc/copyright/ccguides.html>
- ❖ Starr, Linda. *The Educator's Guide to Copyright and Fair Use*. 7 May 2003. Education World.  
[http://www.educationworld.com/a\\_curr/curr280.shtml](http://www.educationworld.com/a_curr/curr280.shtml)
- ❖ *Title 17-Copyrights*. Legal Information Institute. Sept 26 2003. <http://www4.law.cornell.edu/uscode/17/> The copyright section of the U.S. Code.
- ❖ *United State Copyright Office*. 24 Sept 2003. Library of Congress.  
<http://lcweb.loc.gov/copyright> Access to articles, publications and regulations affecting copyrighted materials.

**My Copyright Resources:**

## Curriculum Sources



An in-depth knowledge of the curriculum in the school is vital for creating a supportive library media program. In addition to governmental sources of curriculum information found through state department of education websites, various associations offer curricula. Some educators have created excellent sites. Commercial sites also exist. Some of the best are listed below.

- ❖ *Blue Web'n*. SBC Knowledge Network Explorer.  
<http://www.kn.pacbell.com/wired/bluewebn/> This is a searchable online library of 1800+ outstanding Internet sites. Look under content or subject area for lots of information.
- ❖ Bush, Gail. *The school buddy system: The practice of collaboration*. Chicago: ALA, 2002.
- ❖ Hill, Charles. *Developing Educational Standards*. 23 Dec 2001. Wappingers (NY) Central School District.  
<http://edstandards.org/StSu/Library.html> An annotated list of Internet resources on standards and curriculum frameworks related to library media.
- ❖ *Newspaper in Education* uses current newspapers to teach a variety of subjects:  
<http://nieonline.com/>
- ❖ Schrock, Kathleen. *Kathy Schrock's Guide for Educators*.  
<http://school.discovery.com/schrockguide/> This is a categorized list of sites useful for enhancing curriculum and professional growth developed by a school librarian, now a director for technology.
- ❖ Sosa, Maria and Tracy Gath. *Exploring Science In The Library: Resources And Activities For Young People*. Chicago: ALA, 2000.
- ❖ *Lesson Units Using Documents*. 2002. Greater Capital Region (NY) Teacher Center.  
<http://www.teachercenter.org/sarahome2.html> Using primary source documents in teaching.
- ❖ Veccia, Susan H. *Uncovering Our History: Teaching with Primary Sources*. Chicago: ALA, 2003.
- ❖ *Content Knowledge*. 3<sup>rd</sup> ed. McREL, 2004. A compilation of content standards for K-12 curriculum in both searchable and browsable formats.  
<http://www.mcrel.org/standards-benchmarks/>

**My favorite sources:**

## Facilities



New technologies and changing teaching styles require a fresh look at facilities design. More than ever, library design must reflect and accommodate the activities of this learning center.

- ❖ “Books and Bricks.” *Knowledge Quest* Sept/Oct 2002. Online at [http://www.ala.org/Content/NavigationMenu/AASL/Publications\\_and\\_Journals/Knowledge\\_Quest/Back\\_Issues\\_Archives/Back\\_Issues\\_Index.htm](http://www.ala.org/Content/NavigationMenu/AASL/Publications_and_Journals/Knowledge_Quest/Back_Issues_Archives/Back_Issues_Index.htm)
- ❖ Erikson, Rolf and Markuson, Carolyn. *Designing a School Library Media Center for the Future*. Chicago: ALA, 2001.
- ❖ Everhart, Nancy. *Evaluating the School Library Media Center. Analysis Techniques and Research Practices*. Englewood, CO: Libraries Unlimited, 1998. Chapter 4, “Facilities” includes research, state guidelines and suggestions from pros.
- ❖ Fielding, Randall, ed. *Design Share Newsletter*. Fielding/Nair International. <http://www.designshare.com/> Includes articles, awards, list of organizations, pictures and ideas.
- ❖ Gilbert, Ellen D. “The High Tech and the Beautiful: Library Buildings, Digital Libraries, and the Future.” *Library Philosophy and Practice* Fall 2000. Online at <http://www.webpages.uidaho.edu/~mbolin/gilbert2.htm>
- ❖ Johnson, Doug. *Some Design Considerations When Building or Remodeling a Media Center*. February 20, 2002. <http://www.doug-johnson.com/dougwri/buildingquestions.html> The article includes questions for the planning committee, questions for the architect, advice for planning networks and links to floor plans.
- ❖ *Maine School Library Facilities Handbook*. 1999. Maine Association of School Libraries. <http://www.maslibraries.org/about/facilities/handbook.html> This comprehensive handbook provides valuable information for designing school library media centers.
- ❖ *Resource Lists: Libraries/Media Centers—K-12*. 4 Sept 2003 National Clearinghouse for Educational Facilities. <http://www.edfacilities.org/rl/libraries.cfm> Lists links, books, and journal articles on the design of K-12 school libraries including sample city and state guidelines, and resources on technology requirements.
- ❖ *School Planning Publications*. North Carolina Department of Public Instruction. <http://www.schoolclearinghouse.org/pubs/DSPPubs.htm> Addresses a wide range of topics.

## Government services



Local, state and federal governments provide help in various forms to school library media centers. Help may include providing funds, access to digital databases, curriculum development, standards development, and the assistance of consultants. Know the resources in your district, the region, the state department of education, and the federal government.

### My notes:

- ❖ *ERIC Educational Resources Information Center* at <http://www.eric.ed.gov/> is currently being reorganized (Feb, 2004) but will continue to be an important information resource to regularly consult.
- ❖ *American Memory: Historical Collections for the National Digital Library*. Library of Congress. <http://lcweb2.loc.gov/>
- ❖ *Back to School*. U.S. General Services Administration. [http://www.firstgov.com/Topics/Back\\_to\\_School.shtml](http://www.firstgov.com/Topics/Back_to_School.shtml) Described as “The U.S. Government’s Official Web Portal.”
- ❖ “Government Documents.” *Internet Library for Librarians*. InfoWorks Technology Company. <http://www.itcompany.com/info retriever/ govdoc.htm> Resources selected by librarians.
- ❖ *Federal Resources for Educational Excellence*. 17 Sept 2003. US Department of Education. <http://www.ed.gov/free/index.html>
- ❖ Harris, Leslie, Lee, Jee Hang and Raines, Ghani, eds. *Washington Notes*. ISTE. <http://www.iste.org/publications/washington-notes/index.cfm> News of U.S. educational technology policy and legislation.



## Grants and Foundations

Local, state, and federal funding never seem to be large enough to support a vibrant LMC program. Grants and foundations are important in providing funding for projects. Look carefully at the requirements of a prospective grant. Make sure your school can meet them. Talk with administrators about the implications of the grant, too. You can enhance your program with the right funded projects. But remember, if you get the money, you get to do what you said you would.

- ❖ *All About Grants and Awards.* Institute of Museum and Library Services. 24 Sept 2003. <http://www.imls.gov/grants/index.htm> Offers grants and resources in specific categories.
- ❖ Fernandez, Donna. *Welcome to School Grants!* <http://www.schoolgrants.org>
- ❖ *Grants.* Library Spot. 24 Sept 2003. <http://www.libraryspot.com/libshelf/grants.htm> This is an organized gateway to grant information.
- ❖ *Grants and Funding.* eSchool News Online. <http://www.eschoolnews.com/resources/funding> Targets technology.
- ❖ *No Child Left Behind.* U.S. Department of Education. <http://www.ed.gov/nclb> Watch this website and state education agency websites for regulations.
- ❖ *Reading First.* U.S. Department of Education. <http://www.ed.gov/programs/readingfirst/index.html> This site includes application information for federal grants.
- ❖ "Grant Information." *Edutopia.* George Lucas Educational Foundation. This is a comprehensive list of grant sources. <http://glef.org/foundation/grant.php>
- ❖ The Laura Bush Foundation for America's Libraries. <http://www.laurabushfoundation.org/>

### Grant sources that I watch:

## Intellectual Freedom



School librarians have advocated for many years the principles of intellectual freedom – that our collections contain a wide perspective on many issues both popular and unpopular. All school librarians must understand the principles of intellectual freedom. Here are some starters.

- ❖ Agee, Jane. *The Effects of Censorship on Experienced High School English Teachers*. Center on English Learning & Achievement. 24 Sept 2003. <http://cela.albany.edu/publication/article/censor.htm>
- ❖ *Anti Censorship Center* National Council of Teachers of English. <http://www.ncte.org/about/issues/censorship/> Contains links to censorship reports, position statements, and additional resources.
- ❖ Blume, Judy, ed. *Places I Never Meant To Be: Original Stories By Censored Writers*. New York: Simon & Schuster Books for Young Readers, 1999.
- ❖ *Censorship in School*. August 13, 2003. American Library Association. <http://www.ala.org/alaorg/oif/censorshipintheschools.html> Contains a list of Internet resources related to censorship in schools.
- ❖ Gottlieb, Stephen S. *The Right To Read: Censorship in the School Library*. 6 June 1990. ERIC. ED319067 [http://www.ericfacility.net/databases/ERIC\\_Digests/ed319067.html](http://www.ericfacility.net/databases/ERIC_Digests/ed319067.html)
- ❖ *Intellectual Freedom Manual*, 6th ed. Chicago: OIF/ALA, 2002.
- ❖ *Intellectual Freedom Resource Guide*. American Association of School Librarians. <http://www.ala.org/aasl/resources/> Includes web sites and other resources related to intellectual freedom, Internet filtering, and book & material challenges.
- ❖ *Internet Blocking & Censorware: Online Content Filtering/Labeling/Rating*. Electronic Frontier Foundation. <http://www.eff.org/Censorship/Censorware/> Information and links on attempted censoring of the Internet.
- ❖ Reichman, Henry. *Censorship And Selection: Issues and Answers for Schools*. Third ed. Chicago: ALA, 2001.
- ❖ Scales, Pat R. *Teaching Banned Books; 12 Guides for Young Readers*. Chicago: ALA, 2001.
- ❖ Simmons, John S and Dresang, Eliza T. *School Censorship in the 21st Century; A Guide for Teachers and School Library Media Specialists*. International Reading Association, 2001.

## Operational Guides



Many people and organizations have written procedures manuals for school library media centers. Perhaps you inherited one from a predecessor. Review some of the helpful books and websites listed below to check for new ideas and better ways of handling routines.

- ❖ *Program Administrator*. 2001. Baltimore Public Schools Library Information Services. <http://www.bcps.org/offices/lis/office/administrator.html#orgmanage> A powerhouse site covering organization issues and more.
- ❖ Jones, Patrick and Shoemaker, Joel. *Do It Right! Best Practices for Serving Young Adults in School and Public Libraries*. New York, Neal-Schuman, 2001. Sample for areas of personal need.
- ❖ *Management*. SliP: the School Library information Portal, The Canadian Connection to School Library Documents. <http://cla.ca/slip/management.htm>
- ❖ *Policy Manuals for School Libraries*. 6 June 2002. Internet School Library Media Center. <http://falcon.jmu.edu/~ramseyil/libpolicy.htm>
- ❖ Morris, Betty J. *Administering the School Library Media Center*. 4<sup>th</sup> ed. Libraries Unlimited, 2004
- ❖ *School Library 101: A Learning Experience For New Library Employees*. 20 May 2002. Three Rivers (CO) Library System. <http://www.cclsweb.org/TrainingFiles/OnlineCourseDirectory/showcourse.php?id=295> This site is just what the title advertises.
- ❖ Stein, Barbara L. and Brown, Risa W. *Running a School Library Media Center*. 2<sup>nd</sup> ed. New York: Neal-Schuman Publishers, Inc., 2002.
- ❖ Wasman, Ann M. *New Steps to Service: Common-Sense Advice for the School Library Media Center*. Chicago: American Library Association, 1998.
- ❖ *Where do I start? A school library handbook*. Santa Clara County Office of Education, Library Services. Worthington, Ohio: Linworth Pub., 2001.
- ❖ Woolls, Blanche. *The School Library Media Manager*. 2nd edition. Libraries Unlimited, 1999. Lots of good stuff, particularly for the district-level person.

My notes:

## Teaching for Information Literacy



Helping students and teachers deal with information overload and the research process is a major challenge for the library media specialist. Here are some resources to help.

### OVERVIEW

- ❖ Eisenberg, Michael B. and Johnson, Doug. *Learning and Teaching Information Technology: Computer skills in context*. ERIC Digest, September, 2002, EDO\_IR-2002-04. Summary and excellent reference list.
- ❖ Koechlin, Carol and Zwaan. Sandi. *Build Your Own Information Literate School*. Salt Lake City UT: Hi Willow Research & Publishing, 2003. Available at <http://www.lmcsource.com>
- ❖ --- *Info Tasks for Successful Learning: Building Skills in Reading, Writing and Research*. Markham, Ontario, Canada: Pembroke Publishers, 2001. Available at <http://www.lmcsource.com>
- ❖ Leortscher, David and Woolls, Blanche. *Information Literacy: A Review of the Research*. (2<sup>nd</sup> ed. San Jose, CA: HiWillow Research and Publishing, 2002.) Ch. 2: "Stages of the research process." Many leads to helpful information. Available at <http://www.lmcsource.com>
- ❖ Lyders, Josette Anne and Wilson, Patricia Potter. *Leadership for Today's School Library: A Handbook for the Library Media Specialist and the School Principal*. Westport, CT: Libraries Unlimited
- 2001. Translating Information Power into action.
- ❖ McKenzie, Jamie. *From Now On: The Educational Technology Journal*. <http://www.fno.org> Great content and links.
- ❖ Public Education Network and American Association of School Librarians. *The Information-Powered School*. Chicago: ALA, 2001.
- ❖ Ryan, Jenny and Capra, Steph. *The Information literacy toolkit series*. Chicago: ALA, 2001.
  - *Information literacy toolkit: Grades K-6*
  - *Information literacy toolkit: Grades 7 and up*
  - *Research Projects: an Information Literacy Planner for Students*
- ❖ Lowe, Carrie A., Kathleen L. Spitzer and Michael B. Eisenberg. *Information Literacy*. 2<sup>nd</sup> ed. Libraries Unlimited, 2004. Respected authors.
- ❖ Kuhlthau, Carol. *Seeking Meaning: A Process Approach to Library and Information Services*. 2<sup>nd</sup> ed. Libraries Unlimited, 2003. A major work in the entire library world.

- ❖ Valenza, Joyce Kasman. *Power Research Tools: Learning Activities and Posters*. Chicago: ALA, 2002.
- ❖ Wiley, David A. ed. *The Instructional Use of Learning Objects*. Agency for Instructional Technology; January 2002.

### MODELS:

- ❖ *Process Models for Information Literacy*. 2002. Washington Library Media Association <http://www.wlma.org/Instruction/processmodels.htm>
- ❖ Loertscher, David V. and Blanche Woolls. *Information Literacy: A Review of the Research*. 2<sup>nd</sup> ed. Hi Willow, 2002.
- ❖ McKenzie, Jamie. "Questioning Toolkit." *From Now On* Dec 1997. <http://optin.iserver.net/fromnow/nov97/toolkit.html> Includes summary charts for each step of the research process.
- ❖ Eisenberg, Mike and Berkowitz, Bob. *Information Literacy for the Information Age*. 16 Sept 2003. Big6 Associates, LLC. <http://www.Big6.com/> A systematic approach to information problem-solving.

### INFORMATION SKILLS RESOURCES ON THE INTERNET:

- ❖ *National Education Technology Standards*. ISTE. <http://cnets.iste.org/> Standards for students (NETS). Also: <http://cnets.iste.org/currstands/>
- ❖ *Information Skills Resources on the Internet*. 6 April 2003. The International Association of School Librarianship. <http://www.iasl-slo.org/infoskills.html> A comprehensive resource for teaching.
- ❖ Bertram, Bruce C. and Bishop, Ann P. "Using the Web to support inquiry-based literacy development:," *Journal of Adolescent & Adult Literacy* (May, 2002) [http://www.readingonline.org/electronic/JAAL/5-02\\_Column/ Web-linked Inquiry Units](http://www.readingonline.org/electronic/JAAL/5-02_Column/Web-linked%20Inquiry%20Units).
- ❖ McKenzie Jamie. *Questioning.org*. FNO. <http://questioning.org/index.html>
- ❖ Milbury, Peter. *Online Resources for School Librarians: Information Literacy and Library Skills Resources*. 20 June 2002. School-Libraries.org. <http://www.school-libraries.org/resources/literacy.html>

### My Favorite Web Resources for Teaching Information Literacy:

## Reading



Developing in students a love of reading is one of the main missions of the school library media program. “The right book for the right child at the right time” is still a mantra for school librarians. Of course, now we expand that to include the right media, right web sites, etc. To do this, we must be well read ourselves and have tools to find materials. The following books and web sites will help. You should also be aware of No Child Left Behind, the federal legislation, and many state laws and regulations affecting reading programs.

- ❖ *Building Successful Readers*. Scholastic. 24 Sept 2003. <http://www.teacher.scholastic.com/newteacher/readers/assessment>
- ❖ *California Reading List*. CA Dept. of Ed. <http://www.cde.ca.gov/statetests/star/readinglist.html> An example of a state reading list. Does your state have one?
- ❖ Krashen, Stephen D. “The (Lack of) Experimental Evidence Supporting the Use of Accelerated Reader.” *Journal of Children's Literature*. Vol. 29 (2) p. 16-30. [http://www.sdkrashen.com/articles/does\\_accelerated\\_reader\\_work/01.html](http://www.sdkrashen.com/articles/does_accelerated_reader_work/01.html)
- ❖ Matthew, Kathryn I. and Lowe, Joy L. *Neal-Schuman Guide to Recommended Children's Books and Media for Use with Every Elementary Subject*. New York: Neal Schuman, 2002.
- ❖ McKenzie, Jamie, ed. *NoChildLeft.com*. FNO Press. <http://nochildleft.com/>
- ❖ *The Reading Teacher*. Journal of the IRA. While not aimed at library media specialists, it has articles of interest for us.
- ❖ Sullivan, Michael. *Connecting Boys with Books: What libraries can do*. Chicago, ALA, 2003.
- ❖ *Teachers Page*. America Reads Challenge in California. <http://www.literacynet.org/ar-ca/linkteach.html> The site includes, among much else, reading promotion resources.
- ❖ “Krashen’s Korner” pithy comments by Stephen Krashen about reading and reading research. At: <http://www.davidvl.org>
- ❖ Pennac, Daniel. *Better Than Life*. Stenhouse, 1999. A great book about family reading.
- ❖ Jobe, Ron and Mary datyton-Sakari. *Info-Kids: How to Use Nonfiction to Turn Reluctant Readers into Enthusiastic Learners*. Stenhouse, 2002. Many kids tire of fiction.

## Resources for Administrators



Library program administrators, building and district administrators need information about using the school library media program to affect school improvement and student achievement.

- ❖ Guth, Nancy and Heaney, Patricia. "A Challenge for School Administrators: Motivating Adolescents to Read." *NASSP Bulletin* Oct 1998: 34-40.
- ❖ Loertscher, David V. *Reinvent Your School's Library in the Age of Technology: A Guide for Principals and Superintendents*. 2002 edition. San Jose, CA: Hi Willow Research & Publishing, 2002.
- ❖ Oberg, Dianne, Hay, Lyn and Henri, James. "The Role of the Principal in an Information Literate School Community: Design and Administration of an International Research Project." *School Library Media Research* 2000. [http://www.ala.org/Content/NavigationMenu/AASL/Publications\\_and\\_Journals/School\\_Library\\_Media\\_Research/Contents1/Volume\\_3\\_\(2000\)/principal.htm](http://www.ala.org/Content/NavigationMenu/AASL/Publications_and_Journals/School_Library_Media_Research/Contents1/Volume_3_(2000)/principal.htm) Includes important sources.
- ❖ Patten, Kathy. "A Source For Better Scores? The School Library." *School Administrator* Jan 2003. [http://www.findarticles.com/cf\\_dls/m0JSD/1\\_60/95954347/p1/article.jhtml](http://www.findarticles.com/cf_dls/m0JSD/1_60/95954347/p1/article.jhtml)
- ❖ Simpson, Carol. "Planning for Technology in the School Library." *Principal - Building & Rebuilding America's Schools*. Nov 1999: 36-38. <http://www.naesp.org/ContentLoad.do?contentId=117>
- ❖ Wilson, Patricia & MacNeil, Angus. "In the Dark: What's Keeping Principals from Understanding Libraries?" *School Library Journal* Sept 1998. <http://slj.reviewsnews.com/index.asp?layout=article&articleId=CA153000&display=searchResults&stt=001&text=in+the+dark>
- ❖ Yesner, Bernice L. and Jay, Hilda L. *Operating and Evaluating School Library Media Programs: A Handbook for Administrators and Librarians*. New York: Neal-Schuman Publishers, Inc., 1998.

## Scheduling for teaching



Schools adopt various ways of organizing the day to maximize learning. Access to the library media center and program occurs within the framework of the school's schedule. Several ways of planning for service can be devised for the different school-wide organizational patterns. The flexible access policy is best, although some LMC jobs exist only to give teachers a planning period.

- ❖ Shannon, Donna M., comp. *Flexible Access Library Media Programs Bibliography*. 13 June 2003. University of South Carolina School of Library and Information Science. <http://www.libsci.sc.edu/shannon/flexbib.htm>
- ❖ Hassell-Hughes, Sandra. "Implementing Change: What School Library Media Specialists Should Know." *Knowledge Quest* Jan/Feb 2001: 11-15.
- ❖ Shannon, Donna M. "Tracking the Transition to a Flexible Access Library Program in Two Library Power Elementary Schools (in central Kentucky)." *School Library Media Quarterly* Spring 1996: 155, 158-63. Online at [http://www.ala.org/Content/NavigationMenu/AASL/Publications\\_and\\_Journals/School\\_Library\\_Media\\_Research/Editors\\_Choice\\_Resources/Information\\_Power\\_Resources/select\\_shannon\\_html.htm](http://www.ala.org/Content/NavigationMenu/AASL/Publications_and_Journals/School_Library_Media_Research/Editors_Choice_Resources/Information_Power_Resources/select_shannon_html.htm)
- ❖ van Deusen, Jean Donham. "An Analysis of the Time Use of Elementary School Library Media Specialists and Factors That Influence It." *SLMQ* Winter 1996. Online at [http://www.ala.org/Content/NavigationMenu/AASL/Publications\\_and\\_Journals/School\\_Library\\_Media\\_Research/Editors\\_Choice\\_Resources/Information\\_Power\\_Resources/select\\_vandeusen\\_html.htm](http://www.ala.org/Content/NavigationMenu/AASL/Publications_and_Journals/School_Library_Media_Research/Editors_Choice_Resources/Information_Power_Resources/select_vandeusen_html.htm) This article includes flexible scheduling as an option studied.
- ❖ van Deusen, Jean Donham and Tallman, Julie I. "The Impact of Scheduling on Curriculum Consultation and Information Skills Instruction. Part One: The 1993-94 AASL/Highsmith Research Award Study." *School-Library-Media-Quarterly* Fall 1994: 17-25. EJ49334.



## Web Based Databases



Check to see what research databases for students are being supported on statewide or regional distribution. These will have been carefully selected to meet the needs of that area's population. Check out the following sources to keep up with emerging and changing databases.

### My favorite web based databases:

- ❖ *Bibliographic and Full Text Databases.* EBSCO. <http://www.epnet.com/> Includes databases designed for k-12 schools.
- ❖ *The CyberSkeptics Guide to Internet Research.* A monthly newsletter aimed at helping librarians use the Internet as a research tool, published by Information Today, Inc. A press release is available at <http://www.infotoday.com/pressreleases/pr020826-1.htm>
- ❖ *FirstSearch.* OCLC Online Computer Library Center. <http://www.oclc.org/firstsearch/default.htm> Not just your cataloging source!
- ❖ *InfoTrak.* Information Access Company, Library Division. <http://infotrac.galegroup.com/default> The databases include full text and images of periodicals, reference books, investment reports, newspapers.
- ❖ *The Librarian's Yellow Pages.* Garance, Inc. <http://www.librariansyellowpages.com> "yellow pages" to library suppliers of most anything you need.

Notes:

# Major Bibliographies

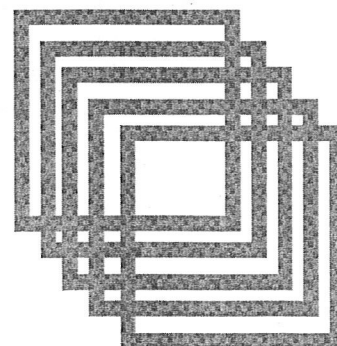
## Major Bibliographies

Librarians of all types are list makers—makers of bibliographies of the best. And in this day of information overload, data smog, and other information maladies, list making of those few high-quality information sources is as critical as ever. Thus our attempt to point the way to meaty resources.

This section includes a listing of state publications. The web site, *State Pages Relating to School Library/Media Services*, is a good starting place to find documents for all the states.

“Best Bibliographies” is divided into sections for education, literature and reading, educational technology and school librarianship. More bibliographies exist than the ones listed. Add your favorites to the list.

“Best Web Sites” is a two-page list of sites that we like. The Web is changing daily. More good sites appear. Sometimes old favorites disappear. Keep this list updated with your favorites. Add them to your bookmarks.



## Best State Publications



Each of the states' departments of education is responsible for the condition of schools in the states. Many helpful publications come from these departments.

- ❖ *The Governor's Task Force on School Libraries in Delaware.* Governor's Task Force on School Libraries in Delaware. <http://www2.lib.udel.edu/taskforce/library.htm> Maintains public awareness of the value of school library media programs.
- ❖ *Information Skills Integration Strategies.* North Carolina Department of Public Instruction. <http://www.ncpublicschools.org/curriculum/information/strategies/index.htm>
- ❖ *LEARN.* Pennsylvania Department of Education. <http://205.146.39.13/learn.html>
- ❖ *Learning Resources and Information Technology.* Connecticut State Department of Education, Division of Teaching and Learning. <http://www.state.ct.us/sde/dt/curriculum/curllibm.htm>
- ❖ *Library Media Specialists.* Kentucky Department of Education. <http://www.pldhs.com/lms/index.html> See the Kentucky LMS Reference Desk.
- ❖ *Meeting the Needs of All New Yorkers: Library Service in the New Century.* Regents Commission on Library Services. <http://www.nysl.nysed.gov/rcols/finalrpt.htm>
- ❖ *Office of Learning Resources.* Indiana Department of Education. <http://doe.state.in.us/olr/>
- ❖ *School Library Media Development Program.* Colorado Department of Education. <http://www.cde.state.co.us/cdelib/slschool.htm>
- ❖ *State Pages Relating to School Library/Media Services.* School Libraries on the Web. <http://www.sldirectory.com/libsf/stlibs.html#top> Go to the United States section and access by state. Every state is represented.
- ❖ *Welcome.* California Learning Resource Network. <http://www.clrn.org/home/> Reviews of electronic learning resources; includes lessons.
- ❖ *WLMA.* Washington Library Media Association. <http://www.wlma.org/> Useful instructional tips and rubrics.

## Best Bibliographies



The lists here include bibliographies of the best books in education, children's and young adult literature, in education technology and school librarianship.

### EDUCATION

- ❖ *Best Books About Education.* Citizens Union Foundation. <http://www.gothamgazette.com/book/education/title/6/0> While specifically targeted to New York City, this section is universally useful.
- ❖ *Education Review, a Journal of Book Reviews.* College of Education at Arizona State University. <http://edrev.asu.edu/> "covering the entire range of education scholarship and practice."
- ❖ *Professional Library.* National Education Association. <http://home.nea.org/books/>

### LITERATURE AND READING

- ❖ Brown, David K. *The Year's Best Books: Annual Roundup Lists.* Children's Literature Web Guide. <http://www.acs.ucalgary.ca/~dkbrown/lists.html>
- ❖ Milbury, Peter. *Books, Book Reviews, and Reading Resources.* <http://www.school-libraries.org/resources/books.html>
- ❖ *100 Best Books for Children.* Network for Instructional TV, Inc. <http://www.teachersfirst.com/100b>

[ooks.htm](#) Based on an NEA list.

- ❖ *Reading Lists.* StartSpot Media-works, Inc. <http://www.bookspot.com/readinglists/>
- ❖ *A World of Books: Annotated Surveys of Noteworthy Books from around the Globe.* Library of Congress. <http://www.loc.gov/tr/international/int-world.html>

### EDUCATION TECHNOLOGY

- ❖ *Educational Technology: Recommended Readings.* Books to Read.com. <http://bookstoread.com/E/ET/k12.htm>

### SCHOOL LIBRARIANSHIP

- ❖ Ireland, LaVerne H. *The Impact of School Library Services on Student Academic Achievement: An Annotated Bibliography.* Fifth Edition. ED450807 <http://www.ericfacility.net/servlet/com.artesiotech.servlet.login.LoginServlet> and enter title.
- ❖ *Resources: Bibliographies.* Texas Education Agency. [http://www.tea.state.tx.us/technology/libraries/lib\\_resources.html](http://www.tea.state.tx.us/technology/libraries/lib_resources.html)

## Best Web Sites



Try these sites for access to resources on the web.

### General:

- ❖ *Alcove 9: An Annotated List of Reference Websites.* Library of Congress. [http://www.loc.gov/rr/main/alcove9/education/data\\_base.html](http://www.loc.gov/rr/main/alcove9/education/data_base.html)
- ❖ Blue Web'n. SBC Knowledge Network Explorer. <http://www.kn.pacbell.com/wired/bluewebn/> Online library of reviewed Internet sites.
- ❖ *Education Index.* Hobsons Publishing. <http://r.searchhippo.com/r3.php?i=9&q=publishers+for+elementary+secondary+education&u=http%3A%2F%2Fwww.educationindex.com%2F>
- ❖ *Internet Resources.* International Association of School Librarians. <http://www.iasl-slo.org/linksiasl.html>
- ❖ *ipl: The Internet Public Library.* University of Michigan. <http://ipl.sils.umich.edu/div/subject/browse/edu30.00.00/> See School Libraries and Media Centers.
- ❖ *Librarians' Index to the Internet.* Library of California. <http://www.lii.org>
- ❖ *Librarians Information Network for Essential Curriculum.* Baltimore County (MD) Public Schools. <http://www.bcps.org/offices/lis/>
- ❖ *Library.* Library School Resources. <http://www.schoolresources.com> —an E-book site. Includes World FactBook.
- ❖ *The Library of Congress.* U.S. Congress. <http://lcweb.loc.gov/>
- ❖ *LION: Library Information Online Network.* Library Services of the School District of Philadelphia. <http://www.libraries.phila.k12.pa.us/lion/index.html> Large collection of information for school librarians.
- ❖ *School Libraries.Net: Peter Milbury's Network of School Librarian Web Pages.* School of Library and Information Science, San Jose State University. <http://www.school-libraries.net/> List of lists. Not to be missed
- ❖ *Ozline.com.* Tom March. <http://www.ozline.com/>

- ❖ *School Library Facts*. Baltimore County (MD) Public Schools. <http://www.bcpl.net/~dcurtis/libraryfacts> – while aimed at that school district’s staff, much of the information is of use to all school library media specialists
  - ❖ *Web Site Reviews*. School Library Journal. <http://slj.reviewsnews.com/index.asp?publication=slj> Click on “Web Site Reviews” in the “Sections” list on the left of the page.
  - ❖ Schrock, Kathleen. *Kathy Schrock’s Home Page*. <http://kathyschrock.net/>
  - ❖ *Teacher Librarian*. <http://www.teacherlibrarian.com/> Be sure to check out the Tool Kit.
- Subject Specific:**
- ❖ *American Memory*. Library of Congress. <http://memory.loc.gov/>
  - ❖ *The Book Report Network*. <http://www.bookreporter.com/>; <http://www.readinggroupguides.com/>; <http://www.teenreads.com/>; <http://www.kidsreads.com/> and <http://www.authorsontheweb.com/>
  - ❖ Bartle, Lisa R. *Database Of Award-Winning Children’s Literature*. 24 Sept 2003. <http://www.dawcl.com/introduction.html>
  - ❖ Brown, David K. *Children’s Literature Web Guide*. University of Calgary. <http://www.ucalgary.ca/~dkbrown/index.html>
  - ❖ *The Cyberlibrarians’ Rest Stop*. <http://www.angelfire.com/in/virtuallibrarian/>
  - ❖ *Education Collection*. The Michigan Electronic Library. 24 Sept 2003. <http://mel.org/index.jsp>
  - ❖ Lavin, Michael R. *Comic Books for Young Adults*. 5 Dec 2001. <http://ublib.buffalo.edu/libraries/units/lml/comics/pages/> Good links about graphic novels.
  - ❖ *Page by Page Books*. <http://www.pagebypagebooks.com> Source of Free on-line books.
  - ❖ *Project Gutenberg*. Promo.Net. <http://promo.net/pg/> Electronic Books for the 21<sup>st</sup> Century; free downloadable texts.
  - ❖ *Evaluating Web Sites for Educational Uses: Bibliography and Checklist*. University of North Carolina at Chapel Hill. <http://www.unc.edu/cit/guides/irg-49.html>
  - ❖ *Learning Network*. New York Times. <http://www.nytimes.com/learning/>

- ❖ Milbury, Peter. *Online Resources for School Librarians: Web Gateways to Information*.  
<http://www.school-libraries.org/resources/>
- ❖ *Online*. Information Today, Inc.  
<http://www.infotoday.com/online/default.shtml> Includes columns such as “Bookmark Central.”
- ❖ *Resources for Educational Technology Professionals*. ISTE.  
<http://www.iste.org/resources/index.cfm>
- ❖ *School Librarianship Resources*. Academic Info.  
<http://www.academicinfo.net/infoscischool.html> List of resources including associations, books.
- ❖ Sullivan, Danny, ed. *Kids Search Engines*. Search Engine Watch.  
<http://www.searchenginewatch.com/links/article.php/2156191>



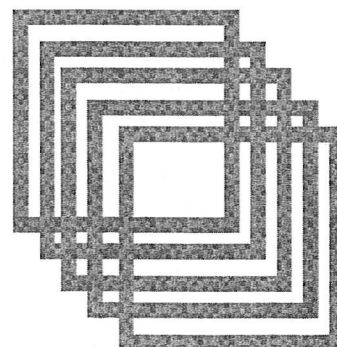
# Assessment of Impact

## Assessment of Impact

School libraries exist to make a difference in the lives of students. Their learning should be deeper, richer and different because a professional school library media specialist worked with them and with their teachers.

How do we know that our work has made a difference, has had an impact? Anecdotal reports show how particular students are affected. Research shows the effect of the program on specified groups and the generalizability of the program – the expected results with other like groups.

This section provides access to tools for making apparent the effect of the school library media specialist and the school library media program on the lives of students.



## Assessment Guides



Continuous assessment of the program is necessary for continuous improvement. This may be self-assessment, internal or external evaluations. The following sources provide help in objectively determining program strengths and weaknesses.

- ❖ Bertland, Linda. *School Library Standards and Evaluation*. Resources for School Librarians. <http://www.sldirectory.com/libs/resf/evaluate.html>
- ❖ Everhart, Nancy. *Evaluating the School Library Media Center. Analysis Techniques and Research Practices*. Englewood, CO: Libraries Unlimited, 1998.
- ❖ *Improving America's Schools: A Newsletter on Issues in School Reform*. Spring 1996. U.S. Department of Education. <http://www.ed.gov/pubs/IASA/newsletters/assess/>
- ❖ Jacobs, Heidi Hayes. *Mapping the Big Picture: Integrating Curriculum and Assessment K-12*. Association for Supervision and Curriculum Development. <http://www.ascd.org/readingroom> search for Jacobs
- ❖ Loertscher, David. *Project Achievement*. <http://www.davidvl.org/Achieve/achieve.html>
- ❖ Loertscher, David V. with Ross Todd. *We Boost Achievement! Evidence-Based Practice for School Library Media Specialists*. Salt Lake City UT: HiWillow Research & Publishing, 2003. available at: [www.lmcsource.com](http://www.lmcsource.com)
- ❖ Miller, Nancy. *Impact! Documenting the LMC Program for Accountability*. Salt Lake City UT: Hi Willow Research & Publishing, 2003. An Excel spreadsheet template to document impact.
- ❖ *Quality School Library Programs Evaluation*. Colorado Department of Education. <http://www.cde.state.co.us/litstandards/evaluation.htm>
- ❖ *Resource Guides for School Library Media Program Development: Planning and Assessment*. American Library Association. <http://www.ala.org/aasl/resources/assessment.html>
- ❖ *School Library Media Programs*. New York State Education Department. Office of New York City School and Community Services. <http://www.emsc.nysed.gov/nyc/library.html>
- ❖ Smith, Esther G. *Texas School Libraries: Standards, Resources, Services, and Students' Performance*. Texas State Library and Archives Commission. [http://www.tsl.state.tx.us/ld/pubs/sc\\_hlibsurvey/index.html](http://www.tsl.state.tx.us/ld/pubs/sc_hlibsurvey/index.html)
- ❖ *Technology in Schools: Suggestions, Tools and Guidelines for Assessing Technology in Elementary and Secondary Education*. U.S. Department of Education, Office of Educational Research. <http://nces.ed.gov/pubs2003/2003313.pdf>
- ❖ *User-Friendly Handbook for Project Evaluation*. 2002. National Science Foundation. <http://www.ehr.nsf.gov/rec/programs/evaluation/handbook/>

## Advocacy



Who know, who appreciates, and who stands up for the library media program over time will surprise the best of us. However, the elements of advocacy must be in place by design, not by faith that everyone loves libraries.

- ❖ Hartzell, Gary. *Building Influence for the School Librarian: Tenets, Targets, and Tactics*. 2<sup>nd</sup> ed. Linworth, 2003. Must reading.
- ❖ “School Libraries & You.” AASL resources, programs, and special services of special interest to administrators, the business community, K-12 students, parents, and the community.  
<http://www.ala.org/ala/aasl/schlibrariesandyou/schoollibraries.htm>
- ❖ “Libraries & You” the American Library Association @ Your Library Campaign and other helpful advocacy programs.  
<http://www.ala.org/Template.cfm?Section=librariesandyou>
- ❖ David Loertscher’s Advocacy page. <http://www.davidvl.org> under advocacy.
- ❖ Loertscher, David with Keith Lance. *Texas Power! A Parent’s Guide to School Libraries*. Hi Willow, 2004. Messages about school and public libraries for all parents who care. Watch for other state versions.
- ❖ Haycock, Ken. “New Views on Advocacy.” A PowerPoint slide presentation about the topic linked from the *Teacher Librarian* periodical home page. See other articles and helps from this magazine listed on the home page. <http://www.teacherlibrarian.com/>
- ❖ Check other state school library organization’s websites for additional advocacy materials with a state focus.













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