

# Idaho Commission for Libraries

## School Library Action Plan

### 2014-2017

*“We know the new literacies are active in students’ out-of-school lives, and we know the critical place of new literacies in the workplace. It is time to situate the new literacies of the real world in schools and make school libraries the bridge between in-school and out-of-school literacies.”*  
Asselin & Doiron (2008)

[Towards a Transformative Pedagogy for School Libraries 2.0](#) (p.13)  
(Publisher approved distribution within Idaho)

#### **Introduction:**

The Idaho Commission for Libraries (ICfL) has developed the following plan as a roadmap for school library development. As Idaho schools implement new college-and-career ready standards and continue to integrate advancing technologies, school librarians are in a unique position to help schools embrace these educational changes to ensure students acquire essential real-world literacies and the 21<sup>st</sup> Century Skills to meet their evolving needs. The school library action plan supports the agency strategic plan, the LSTA 5-Year Plan, and will be updated annually.

The School Library Action Planning Committee (SLAP) contributed vital input for the initial direction and focus of this plan. Teacher-librarians and paraprofessionals from elementary, middle and secondary schools from all six school district regions in Idaho were represented on SLAP.

Members include:

- Region I: Kiersten Kerr, Coeur d'Alene High School Media Specialist, Coeur d'Alene School District #271.
- Region II: Lynn Johnson, District Library Media Specialist, Mountain View School District #244
- Region III: Dennis D. Hahs, Library Coordinator, Joint School District #2, Meridian, ID  
Gena Marker, Teacher-Librarian, Centennial High School, Joint School District #2, Meridian, ID
- Region IV: Susan Tabor Boesch, Teacher Librarian, Wood River Middle School
- Region V:
- Region VI: Mr. Kit Andersen, Media Specialist/Dist. Web Master/Tech Support, Teton High School, Teton School District #401
- ICfL: Jeannie Standal, School Library Consultant, Idaho Commission for Libraries

## **Mission:**

ICfL assists libraries to build the capacity to better serve their clientele.

## **Purpose:**

The *School Library Action Plan* outlines the action issues, goals, and activities by which ICfL's mission will be met in Idaho's school communities. The capacity of school library programs will be strengthened as librarians increase targeted skills and knowledge to meet student achievement. School communities will value knowledgeable school librarians and highly-qualified teacher-librarians as essential to students' academic achievement.

The School Library Action Plan supports the three Strategic Issues identified in the *ICfL State Strategic Plan 2014-2017* to meet the changing information needs of Idaho's citizens.

- #1: What can the Idaho Commission for Libraries do to help Idaho's libraries not only sustain, but also equitably and conveniently increase public access to information and library services?
- #2: How will the Idaho Commission for Libraries assist libraries to provide Idahoans with equitable access to literacy and learning opportunities in order to be successful in all of life's endeavors?
- #3: How can the Idaho Commission for Libraries assist all libraries to become valued community anchors within their unique communities?

## **History:**

ICfL has a long history of working to develop school libraries as noted in the following list:

- School Library Development in Idaho 1999 and School Library Development 2003
- "A Strategic Plan for the Improvement of Idaho's School Library Media Programs," Idaho School Library Coalition, 2000
- Idaho Library Association School Library Media Task Force joins ICfL and Idaho SDE to become the Idaho Information and Communication Technology (ICT) Standards Task Force 2008
- School Library Impact Study 2009
- Hired first School Library Consultant 2010
- Idaho ICT Standards .... Legislature 2011 Realizing the vital role of technology and information literacy in education and responding to the results of the 2009 School Library Impact Study, the Idaho Commission for Libraries (ICfL) collaboratively contributed to the development of the [\*Idaho Information and Communication Technology Standards\*](#) adopted by the Idaho Legislature in 2010.
- LSTA Idaho State Plan FY 2013-2017

The School Library Action Plan Committee was formed in the spring of 2011. In the 3 years since, there has been some turnover in the committee. To acknowledge the contributions of

everyone involved, the names of the original SLAP Committee are listed in Appendix A of this document, while the SLAP Committee members at the completion the plan are listed on Page 2.

### **Process:**

The following process was used to develop this action plan:

- Initial planning followed the process identified in *Strategic Planning for Results* by Sandra Nelson.
- A School Library Action Planning (SLAP) Committee was assembled from Idaho's school library leaders in all six school district regions.
- Face-to-face meetings identified the needs of the Idaho school community and established a direction for the plan:
- Incorporated the following findings and recommendations from the [Idaho School Library Impact Study 2009- How Idaho Librarians, Teachers, and Administrators Collaborate for student Success](#) (Idaho Commission for Libraries, 2010) into the plan:
  - **Finding** - Where teachers experience librarians as instructional colleagues and technology integrators, students are more likely to excel academically.
  - **Finding** - Where librarians teach students as well as their teacher colleagues students are more likely to succeed academically.
  - **Finding** – Where librarians play active and collaborative roles with other teachers and with administrators students are more likely to succeed academically.
  - **Recommendation** - Librarians are proactive in professional development in-service opportunities to focus on improving Information and Communication Technology skills.
  - **Recommendation** - Librarians serve on key committees to further their understanding of resource needs to support student academic achievement.

Note: In the documents used to develop and support this plan, certified library media specialists are referred to as teacher-librarians, school librarians, library coordinators, and library media specialists. Paraprofessionals are referred to as library managers, library aids, and library assistants. In this plan, certified library media specialist are referred to as teacher-librarians except when referring to their role supervising more than one school library when they are referred to as library coordinators.

### **Format:**

The *ICfL School Library Action Plan* is formatted with the following defined components: action issues, goals, objectives, and activities.

### **Action Issues:**

Action Issues are the key needs to be addressed in this action plan. The goals, strategies, and activities describe how the needs will be met. They are aligned with the Strategic Issues addressed in the ICfL's Strategic Plan.

**Goals:**

The goals in this plan are stated as declarative sentences to address the specific action issue and focus on the needs of the school community. Goals are the evaluative indicator for an addressed action issue.

**Strategy:**

The strategies are the general methods by which the goals are achieved.

**Activities:**

Activities are specific actions designed to change behavior in order to achieve the goals.

## Action Issues

The following action issues identify the needs to be addressed within the Idaho school library community.

1. **Action Issue:** What can the ICfL do to help Idaho's school libraries to not only sustain, but also responsibly increase student/educator access to information and library services?
2. **Action Issue:** How will ICfL assist school libraries to provide Idaho's students and educators with equitable access to literacy and learning opportunities in order to make students 21<sup>st</sup> century learners and college/career ready upon graduation?
3. **Action Issue:** How can the ICfL help school libraries be the school's hub of knowledge, and perceived as such in their schools and in the greater community?

## Goals

The following goals, in support of the Action Issues, focus on the needs of Idaho's school library communities.

1. **Action Issue:** What can the ICfL do to help Idaho's school libraries not only sustain, but also responsibly increase student/educator access to information and library services?
  - 1.1. **Goal:** School library staff, IT staff, and administrators are educated about censorship, filtering, and circulation, as well as how those issues affect school libraries and students.
    - 1.1.1 **Goal:** School library staff understand and make use of ICfL resources.
2. **Action Issue:** How will ICfL assist school librarians to provide Idaho's students and educators with equitable access to literacy and learning opportunities in order to make students 21<sup>st</sup> century learners and college/career ready upon graduation?
  - 2.1. **Goal:** Library staff will have the essential knowledge and skills to provide programs and services that support students' academic achievement.
  - 2.2. **Goal:** ICfL will work with Idaho's colleges of education to coordinate standards for what constitutes college readiness and will support school library staff with resources and training to meet those standards.
3. **Action Issue:** How can ICfL help school libraries be the school's hub of knowledge, and perceived as such in their schools and in the greater community?
  - 3.1. **Goal:** School library staff will have the essential skills and knowledge necessary to successfully manage 21<sup>st</sup> Century school libraries, including development of user-centered programs that support student achievement.
  - 3.2. **Goal:** School library staff will become the go-to resource in their schools.
  - 3.3. **Goal:** Building, district, school board and state officials recognize the role of teacher-librarians and the importance of quality library programs in closing the gap between holding a high school diploma and being college/career ready.

## Strategies and Activities

The following Strategies and Activities will show how the Goals will be met:

1. **Action Issue:** What can the ICfL do to help Idaho's school libraries not only sustain, but also responsibly increase student/educator access to information and library services?
  - 1.1. **Goal:** School library staff, IT staff, and administrators and school boards are educated about circulation policies, censorship and filtering as well as how those issues affect school libraries.

### Strategy: Education

- 1.1.1. **Activity:** Empower school library staff to present training on best practices to decision makers about over-filtering, censorship, and limiting of circulation, and how those issues interfere with student learning and critical thinking.

### Strategy: Information Sharing

- 1.1.2. **Activity:** Develop an End-of-Year Report template and educate school librarians on the advantages and importance of using statistics to link school library programs with student success.
- 1.1.3. **Activity:** Administer a data and research program.
- 1.1.4. **Activity:** Widely share the findings in the 2009 Idaho School Library Impact Study and the other state school library studies.

- 1.2. **Goal:** School library staff makes use of ICfL resources.

### Strategy: Education

- 1.2.1. **Activity:** Develop a blended training program to promote the range of ICfL programs that supports library and classroom programs.

### Strategy: Environmental Scanning

- 1.2.2. **Activity:** Provide current and relevant information and resources on the ICfL School Library webpage including, but not limited to studies, articles, lesson plans, and school library directory.

2. **Action Issue:** How will ICfL assist school libraries to provide Idaho's students and educators with equitable access to literacy and learning opportunities in order to make students 21<sup>st</sup> century learners and college/career ready upon graduation?

- 2.1. **Goal:** School library staff will have the essential knowledge and skills to provide programs and services that support students' academic achievement.

**Strategy: Education**

- 2.1.1. **Activity:** Provide a differentiated roadmap for library management professional development for all levels of experience and education, including, but not limited to links to and information about ABLE, SABLE and other on-line and face-to-face training/CE options.
- 2.1.2. **Activity:** Develop and provide relevant, high-quality professional development for school library professional and paraprofessional staff including, but not limited to digital literacy, Idaho Core Standards, advocacy and best practices.
- 2.1.3. **Activity:** Model digital literacy, best practices, and sound library management.

- 2.2. **Goal:** The ICfL will work with Idaho's colleges of education to coordinate standards for what constitutes college readiness and will support school library staff with resources and training to meet those standards.

**Strategy: Partnering**

- 2.2.1. **Activity:** Determine the specific skills needed for high school graduates to be college ready by partnering with Idaho's post-secondary institutions.

**Information Sharing:**

- 2.2.2. **Activity:** Use established routes of communication to pass along the standards for specific skills students need to be college/career-ready.

3. **Action Issue:** How can the ICfL help school libraries be the school's hub of knowledge, and perceived as such in their schools and in the greater community?

- 3.1. **Goal:** School library staff will have the essential skills and knowledge necessary to successfully manage 21<sup>st</sup> century school libraries, including development of user-centered programs that support student achievement.

**Strategy: Planning**

- 3.1.1. **Activity:** Maintain a current action plan to continue the support of school libraries.
- 3.1.2. **Activity:** Maintain SLAP committee in an advisory capacity to address changing circumstances in Idaho's school libraries.

**Strategy: Networking**

- 3.1.3. **Activity:** Provide the school library community the opportunity to connect with members of the larger library community in order to form Professional

Learning Communities and beneficial networking relationships including, but not limited to, face time with building, district, and community leaders, and mentors.

- 3.1.4. **Activity:** Promote the role of school librarians as instructional leaders in their professional communities by encouraging school librarians to become active members of professional organizations and take leadership roles in their schools.

**Strategy: Advocate/Educate**

- 3.1.5. **Activity:** Establish relationships with local and state school boards, state agencies and form partnerships with colleges of education and other appropriate organizations to promote the role of qualified school librarians and active library programs in Idaho's schools using the findings of the 2009 Survey as supporting data.

- 3.2. **Goal:** School library staff will become the go-to resource in their schools.

**Strategy: Educate**

- 3.2.1. **Activity:** Provide links to information, on-line and in-person training, and other relevant resources about issues related to technology and other trends and how it can be translated for school/library use.
- 3.2.2. **Activity:** Develop training designed for library staff to help them stay current on trends in technology, education, and issues related to school libraries.

**Strategy: Collaboration**

- 3.2.3. **Activity:** Encourage school library staff to collaborate with teachers, to support lessons with library resources (such as use of primary sources), and integrate digital literacy into the classroom.
- 3.2.4. **Activity:** Encourage and support school library staff to become experts on using library resources to support Common Core Standards, curriculum and become an invaluable collaborative partner.

- 3.3 **Goal:** Building, district, school board and state officials recognize the role of teacher-librarians and the importance of quality library programs in closing the gap between holding a high school diploma and being college/career ready.

**Strategy: Advocate**

- 3.3.1. **Activity:** Use opportunities such as conferences and legislative days to educate participants about the role of the teacher-librarian, the importance of school libraries and how they affect student achievement using the 2009 Survey, along with similar studies from other states as supporting data.

- 3.3.2. **Activity:** Communicate and promote the role of the teacher-librarian to all stakeholders, including building, local, and state officials, as well as community members.
- 3.3.3. **Activity:** Review the Idaho Department of Education rules and the AdvancEd requirements for accreditation.

### **Evaluation:**

Ongoing evaluation of the plan will be conducted in order to maintain an effective and valuable plan. Three specific reasons are:

- To decide whether to continue or discontinue specific activities.
- To gain information on how to improve future activities.
- To determine the value of the outcomes of these activities to Idaho Commission for Libraries' mission.
- To determine whether or not there has been any movement in opinion on the importance of school library programs as a result of the activities in the Plan.

### **Criteria:**

The plan will be considered a success if the following criteria are met:

- Annual activities are either completed or modified on schedule.
- Positive changes in behavior attributed to participation in the activities are reported.
- Increased skill and knowledge attributed to participation in the activities are reported.
- Positive changes in library services attributed to participation in the activities are reported.
- Targeted audiences report the activities designed specifically for them have met their expectations.

Additional criteria to measure success will include

- 1 Teacher-Librarians taking a leadership role in shaping school community development.
- 2 Library staff using the programs and services available through ICfL.
- 3 All school libraries in Idaho having a current strategic plan. (see AASL L4L & standards)
- 4 Library staff has the skills they need to provide high-quality student-centered services and programs.
- 5 School library staff is positively impacting student academic success.

### **Methods:**

Measuring the success of the plan is an integral part of each workshop and activity provided throughout the state. An annual summary of the evaluations will be compiled.

## Appendix A

The original SLAP Committee Members were:

- Region I: Kiersten Kerr, Coeur d'Alene High School Media Specialist, Coeur d'Alene School District #271.
- Region II: Lynn Johnson, District Library Media Specialist, Mountain View School District #244
- Region III: Dennis D. Hahs, Educational Media Specialist, Rocky Mountain High School, Joint School District #2, Meridian, ID  
Pam Juel, Library Coordinator, Joint School District #2, Meridian, ID  
Gena Marker, Teacher-Librarian, Centennial High School, Joint School District #2, Meridian, ID  
Norma Jean Sprouffske, Library Coordinator, Caldwell School District
- Region IV: Susan Tabor Boesch, Teacher Librarian, Wood River Middle School
- Region V: Sherrilynn Bair, Library Director, Snake River School Community Library  
Cheryl Spall, MEd, MLS Technology Training Specialist, Pocatello/Chubbuck School District 25
- Region VI: Mr. Kit Andersen, Media Specialist/Dist. Web Master/Tech Support, Teton High School, Teton School District #401
- ICfL: Glynda Pfeleger, School Library Consultant, Idaho Commission for Libraries

## Appendix B

### Documents and Information Reviewed

This action plan is based on input from ICfL library development staff, the Idaho library community, and the School Library Action Planning Committee. To prepare this action plan, the following documents and statutes were also reviewed:

- Idaho Statute 33-132 Local School Boards  
<http://www.legislature.idaho.gov/idstat/Title33/T33CH1SECT33-132.htm>
- Idaho Statute 33-1022. Public School Technology. (rejected by Proposition 3)  
<http://www.legislature.idaho.gov/idstat/Title33/T33CH10SECT33-1022.htm>
- AASL Learning Standards  
[http://www.ala.org/aasl/sites/ala.org.aasl/files/content/guidelinesandstandards/learningstandards/AASL\\_LearningStandards.pdf](http://www.ala.org/aasl/sites/ala.org.aasl/files/content/guidelinesandstandards/learningstandards/AASL_LearningStandards.pdf)
- AASL What Every SLMS Should Know about Teaching Multiple Literacies Strategies  
[www.ala.org/aasl/files/aaslissues/toolkits/.../rrtfmultipleliteracies.ppt](http://www.ala.org/aasl/files/aaslissues/toolkits/.../rrtfmultipleliteracies.ppt)
- AASL's L4L Sample School Librarian Performance and Evaluation System (based on Charlotte Danielson)  
[http://aasl.ala.org/essentiallinks/index.php?title=Performance\\_Evaluation\\_of\\_School\\_Librarians](http://aasl.ala.org/essentiallinks/index.php?title=Performance_Evaluation_of_School_Librarians)
- ALA Overview of Library Support Staff  
[http://www.ala.org/offices/hrdr/librarysupportstaff/overview\\_of\\_library\\_support\\_staff](http://www.ala.org/offices/hrdr/librarysupportstaff/overview_of_library_support_staff)
- ALA School Librarian's Role in Reading Toolkit  
<http://www.ala.org/aasl/aaslissues/toolkits/slroleinreading>
- CE Action Plan 2012
- [Colorado SDE Highly Effective School Library Programs](#)
- Horizon Report 2012 K-12 <http://www.nmc.org/publications/2012-horizon-report-k12>
- Idaho Commission for Libraries Strategic Plan <http://libraries.idaho.gov/doc/strategic-plan>
- ICfL Services and Programs for Idaho Libraries  
<http://libraries.idaho.gov/files/FctSheetConsltSrvWeb2012January.pdf>
- [Idaho Educational Directory 2010-2011](#) to represent all six geographical school district regions for a statewide perspective.
- Idaho State Department of Education
  - Idaho Information and Communication Technology Standards (ICT)  
[http://www.sde.idaho.gov/site/content\\_standards/infoCommTechStandards.htm](http://www.sde.idaho.gov/site/content_standards/infoCommTechStandards.htm)
  - Common Core State Standards for English Language Arts (CCSS ELA)  
<http://www.sde.idaho.gov/site/common/ELACore/ccss.htm>
- Libraries Linking Idaho (LiLI) Work Plan 2010-2011 <http://libraries.idaho.gov/page/lili-steering-committee>
- Library Science & Technology Act - Strategic Issues, LSTA Purposes, and Vision of Idaho Libraries in 2020. <http://libraries.idaho.gov/doc/idaho-state-plan-fy2008-2012>
- National Education Technology Plan 2010 <http://www.ed.gov/technology/netp-2010>
- Nelson, S. (2008). *Strategic Planning for Results*. Chicago: American Library Association.

- Partnership for 21<sup>st</sup> Century Skills (P21) <http://www.p21.org/>
- Together for Learning: School Libraries and the Emergence of the Learning Commons [http://www.accessola.com/data/6/rec\\_docs/677\\_olatogtherforlearning.pdf](http://www.accessola.com/data/6/rec_docs/677_olatogtherforlearning.pdf)
- Current research in learning theories and educational technology articles:
  - Farkas, M. (2012). Participatory technologies, pedagogy 2.0 and information literacy. *Library Hi Tech*, 30(1), 82-94.
  - Bobish, G. (2011). Participation and Pedagogy: Connecting the Social web to ACRL Learning Outcomes. *The Journal of Academic Librarianship*, 37(1), 54-63.
  - Hamilton, B. J. (2009). Transforming Information Literacy for NowGen Students. *Knowledge Quest*, 37(5), 48-53.

## Appendix C

The following list of suggestions is intended to be possible paths to supporting the activities in the Plan and, therefore, to reaching the Goals.

### Continuing Education:

- Promote ABLE, SABLE to paraprofessionals, especially those that are new.
- [Introduce YALSA's Competencies for Librarians Serving Youth: Young Adults Deserve the Best](#) on-line education program.
- Support and encourage library staff to model and promote digital citizenship.
- Model integrating technology and provide in-service opportunities on integrating technology aligned to state and Common Core standards.

### Partnering:

- Encourage school library staff to partner with public libraries on issues like:
  - Summer reading programs
  - Paraprofessional training on digital literacy and 21<sup>st</sup> century learning.
  - Enlist public librarians for library skills and technology training.

### Networking:

- Encourage teacher-librarians to serve on professional, curricular, and technology committees at the school, district, state and national levels.
- Encourage and provide support for teacher-librarians to develop and provide professional development and in-service opportunities for faculty, staff, pre-service administrators, administrators and library staff across on the school, district and state levels.
- Encourage and promote the recognition of teacher-librarians for innovative school library media programs (e.g., ILA, ALA, AASL annual awards and Idaho Teacher of the Year.
- Encourage self-evaluation of library media programs based on AASL's L4L version of Charlotte Danielson Framework and/or ILA EdMedia Award Rubric.
- Encourage teacher-librarians to provide Information and Communication Technology (ICT) integration instruction and professional development to classroom teachers and staff.

### Environmental Scanning:

- Continuously search for new information, tools, resources, trends, etc, with focus on tools that would benefit Idaho's school librarians, teachers, and students.
- Attend conferences, meetings, and professional social events to expand the network of sources from whom school librarians can benefit.

**Information Sharing:**

- Provide opportunities for Idaho's school librarians to learn about information sharing and how we all benefit from the data that results.

**Planning:**

- Encourage school librarians to formally plan for the future with longer-term documents like collection development plans and budgets.
- Model planning behavior by maintaining the School Library Development Plan and staying in contact with the SLAP Committee.

**Collaborate:**

- Provide educational opportunities for and encourage teacher-librarians to collaborate with classroom teachers to develop rich lesson plans that support Idaho Core Standards.

**Advocate:**

- Encourage school librarians to use opportunities like staff meetings, staff training, parent nights, etc., to promote the services and value of the school library.