APPENDIX B1 - Library Services Observation Checklist Data Report

An Observation Checklist was developed for this evaluation to assess library instruction at all levels. The checklist was based on the standards outlined by American Association of School Librarians (AASL)[1] to capture the best practices specific to instructional library lessons. Retired librarians were recruited to participate in a one-day training, where they reviewed the observation tool and scored videos of instruction until they reached inter-rater reliability. The observations included items related to the learning space, reading, and instruction.

Checklist Observations were completed in January and February 2023.

Table 1: Type of class observed, Elementary

Type of Class	n	%
Fixed	25	96%
Flex	1	4%

Table 2 - Types of activities observed.

Activities	All	Elementary	Middle	High
Whole Group	84%	100%	71%	55%
Small group	9%	4%	29%	9%
Individual work/activity	35%	28%	43%	45%
Book return/check-out	79%	92%	57%	64%
Story telling	44%	72%	0%	9%
Research	26%	16%	57%	27%

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[1] American Association of School Librarians (AASL) | A division of the American Library Association (ala.org)

Table 3 – Elementary School Library Observation Checklist Data

	Elementary (n=25)	Not observed, **not** applicable to the lesson	Not observed, applicable to the lesson	Observed	Needs Improvement/ Developing	Effective	Highly effective
The Learning Space							
1	Displays welcome students.	0%	0%	100%			
2	The space accommodates leisure reading	20%	0%	80%			
3	There is an area for maker space	36%	0%	64%			
4	The shelves are 75% full or less.	12%	0%	88%			
Physical space is organized and the following are evident:							
5.a	• Smooth flow of students entering and exiting the library	0%	0%	100%			
5.b	• Smooth flow of students within the library	0%	0%	100%			
5.c	• Adequate space for different activities	0%	0%	100%			
5.d	• Effective Signage	0%	0%	100%			
6	There is space for students to work independently on instructional tasks.	0%	0%	100%			
7	There is room for whole class instruction.	0%	0%	100%			
8	There is room for small group instruction.	4%	0%	96%			
9	Library management policies are displayed or available virtually.	8%	4%	88%			
Students have flexible and equitable access to resources that support their academic and diverse learning needs.							
10.a	• During visits students independently look for materials on stacks.	0%	0%	100%			
10.b	• Students ask library staff for assistance with locating information.	0%	8%	92%			
11	There is diversity in the books and materials displayed (formats, reading levels, characters, etc.)	0%	0%		8%	88%	4%
12	Library staff behaviors indicate to students and teachers that they are welcome in the library.	0%	4%		4%	72%	20%

Elementary (n=25)	Not observed, **not** applicable to the lesson	Not observed, applicable to the lesson	Observed	Needs Improvement/ Developing	Effective	Highly effective
13 The librarian provides instruction on the organization and structure of libraries.	44%	0%		0%	52%	4%
14 The librarian connects content to other content areas, students' experiences and interests, or current events by designing book displays, bulletin boards, and flyers.	4%	0%		16%	68%	12%
Librarian provides adequate resources and services to support instructional goals.						
15.a • Library staff offers assistance in locating information.	4%	0%		0%	92%	4%
15.b • Library staff works directly with students to complete assignments.	76%	4%		0%	12%	8%
Reading						
16 Reader Advisory (RA) is in action with Library staff.	8%	4%	88%			
17 The librarian demonstrates knowledge of literature and current trends in library practice.	16%	4%		0%	76%	4%
18 The librarian demonstrates knowledge of student literacy needs within the school's academic program.	24%	8%		4%	64%	0%
19 The librarian engages students in reading comprehension.	52%	8%		0%	36%	4%
Instruction						
20 There is evidence that the librarian understands, supports, and implements the Virginia Standards of Learning.	32%	12%		4%	52%	0%
21 The objectives are clearly stated at the beginning of the lesson.	4%	4%		24%	56%	12%
22 The lesson includes an opportunity/opportunities to build new knowledge.	0%	0%		0%	96%	4%
23 The lesson includes an opportunity for students to demonstrate critical thinking and/or problem solving.	20%	8%		0%	64%	8%
24 The pace of the lesson supports the students' think time. (n=23)	4%	9%		0%	78%	9%
25 The librarian moves around the room. (n=23)	13%	9%	78%			

	Elementary (n=25)	Not observed, **not** applicable to the lesson	Not observed, applicable to the lesson	Observed	Needs Improvement/ Developing	Effective	Highly effective
26	Differentiation strategies are provided to meet the diverse academic needs of learners.	52%	4%		0%	44%	0%
27	Differentiation opportunities are provided to give student choice. (n=23)	43%	9%		0%	39%	9%
28	During the lesson there are opportunities for students to collaborate with each other.	72%	0%		0%	20%	8%
29	The research process is evident or discussed during the lesson.	76%	4%		4%	12%	4%
30	The librarian discusses the ethical use of information.	92%	4%		0%	4%	0%
31	Students have an opportunity to share to the class or a larger audience (outside the classroom) what they learned.	64%	8%		8%	16%	4%
32	Students have opportunities to actively engage in the lesson.	0%	0%		4%	64%	32%
33	The lesson includes multiple instructional strategies.	16%	8%		4%	60%	12%
34	The lesson includes a formative assessment.	48%	12%		4%	32%	4%
35	The lesson includes a summative assessment.	80%	8%		0%	12%	0%
36	The lesson includes a clear wrap up/take away for students.	4%	8%		20%	52%	16%

Table 4 - Middle School Library Observation Checklist Data

	Middle (n=7)	Not observed, **not** applicable to the lesson	Not observed, applicable to the lesson	Observed	Needs Improvement/ Developing	Effective	Highly effective
The Learning Space							
1	Displays welcome students.	0%	0%	100%			
2	The space accommodates leisure reading	0%	0%	100%			
3	There is an area for maker space	29%	0%	71%			
4	The shelves are 75% full or less.	29%	0%	71%			
Physical space is organized and the following are evident:							
5.a	• Smooth flow of students entering and exiting the library	0%	0%	100%			
5.b	• Smooth flow of students within the library	0%	0%	100%			
5.c	• Adequate space for different activities	0%	0%	100%			
5.d	• Effective Signage	0%	0%	100%			
6	There is space for students to work independently on instructional tasks.	0%	0%	100%			
7	There is room for whole class instruction.	0%	0%	100%			
8	There is room for small group instruction.	14%	0%	86%			
9	Library management policies are displayed or available virtually.	0%	14%	86%			
Students have flexible and equitable access to resources that support their academic and diverse learning needs.							
10.a	• During visits students independently look for materials on stacks.	29%	0%	71%			
10.b	• Students ask library staff for assistance with locating information.	43%	0%	57%			
11	There is diversity in the books and materials displayed (formats, reading levels, characters, etc.)	0%	0%		0%	57%	43%
12	Library staff behaviors indicate to students and teachers that they are welcome in the library.	0%	0%		0%	57%	43%

	Middle (n=7)	Not observed, **not** applicable to the lesson	Not observed, applicable to the lesson	Observed	Needs Improvement/ Developing	Effective	Highly effective
13	The librarian provides instruction on the organization and structure of libraries.	100%	0%		0%	0%	0%
14	The librarian connects content to other content areas, students' experiences and interests, or current events by designing book displays, bulletin boards, and flyers.	14%	0%		14%	57%	14%
Librarian provides adequate resources and services to support instructional goals.							
15.a	• Library staff offers assistance in locating information.	43%	0%		0%	43%	14%
15.b	• Library staff works directly with students to complete assignments.	43%	0%		14%	29%	14%
Reading							
16	Reader Advisory (RA) is in action with Library staff.	57%	0%	43%			
17	The librarian demonstrates knowledge of literature and current trends in library practice.	14%	0%		0%	86%	0%
18	The librarian demonstrates knowledge of student literacy needs within the school's academic program.	29%	0%		0%	71%	0%
19	The librarian engages students in reading comprehension.	86%	0%		0%	14%	0%
Instruction							
20	There is evidence that the librarian understands, supports, and implements the Virginia Standards of Learning.	14%	0%		0%	86%	0%
21	The objectives are clearly stated at the beginning of the lesson.	14%	0%		0%	86%	0%
22	The lesson includes an opportunity/opportunities to build new knowledge.	14%	0%		0%	71%	14%
23	The lesson includes an opportunity for students to demonstrate critical thinking and/or problem solving.	43%	0%		0%	75%	25%
24	The pace of the lesson supports the students' think time.	14%	14%		0%	57%	14%
25	The librarian moves around the room.	14%	0%	86%			

	Middle (n=7)	Not observed, **not** applicable to the lesson	Not observed, applicable to the lesson	Observed	Needs Improvement/ Developing	Effective	Highly effective
26	Differentiation strategies are provided to meet the diverse academic needs of learners.	29%	14%		0%	57%	0%
27	Differentiation opportunities are provided to give student choice.	57%	14%		0%	29%	0%
28	During the lesson there are opportunities for students to collaborate with each other.	71%	0%		0%	29%	0%
29	The research process is evident or discussed during the lesson.	57%	0%		0%	43%	0%
30	The librarian discusses the ethical use of information.	57%	14%		0%	29%	0%
31	Students have an opportunity to share to the class or a larger audience (outside the classroom) what they learned.	71%	14%		0%	14%	0%
32	Students have opportunities to actively engage in the lesson.	14%	0%		0%	43%	43%
33	The lesson includes multiple instructional strategies.	14%	14%		0%	71%	0%
34	The lesson includes a formative assessment.	29%	0%		0%	57%	14%
35	The lesson includes a summative assessment.	86%	0%		0%	14%	0%
36	The lesson includes a clear wrap up/take away for students.	14%	14%		29%	29%	14%

Table 1 - High School Library Observation Checklist Data

High (n=11)		Not observed, **not** applicable to the lesson	Not observed, applicable to the lesson	Observed	Needs Improvement/ Developing	Effective	Highly effective
The Learning Space							
1	Displays welcome students.	0%	0%	100%			
2	The space accommodates leisure reading	18%	9%	73%			
3	There is an area for maker space	36%	0%	64%			
4	The shelves are 75% full or less.	0%	9%	91%			
Physical space is organized and the following are evident:							
5.a	• Smooth flow of students entering and exiting the library	9%	0%	91%			
5.b	• Smooth flow of students within the library	9%	0%	91%			
5.c	• Adequate space for different activities	9%	0%	91%			
5.d	• Effective Signage	9%	0%	91%			
6	There is space for students to work independently on instructional tasks.	9%	9%	82%			
7	There is room for whole class instruction.	18%	0%	82%			
8	There is room for small group instruction.	9%	0%	91%			
9	Library management policies are displayed or available virtually.	18%	9%	73%			
Students have flexible and equitable access to resources that support their academic and diverse learning needs.							
10.a	• During visits students independently look for materials on stacks.	36%	9%	55%			
10.b	• Students ask library staff for assistance with locating information.	36%	18%	45%			
11	There is diversity in the books and materials displayed (formats, reading levels, characters, etc.)	0%	0%		0%	100%	0%
12	Library staff behaviors indicate to students and teachers that they are welcome in the library.	9%	0%		0%	82%	9%

	High (n=11)	Not observed, **not** applicable to the lesson	Not observed, applicable to the lesson	Observed	Needs Improvement/ Developing	Effective	Highly effective
13	The librarian provides instruction on the organization and structure of libraries.	73%	0%		0%	18%	9%
14	The librarian connects content to other content areas, students' experiences and interests, or current events by designing book displays, bulletin boards, and flyers.	9%	0%		0%	91%	0%
	Librarian provides adequate resources and services to support instructional goals.						
15.a	• Library staff offers assistance in locating information.	55%	0%		0%	45%	0%
15.b	• Library staff works directly with students to complete assignments.	73%	0%		0%	18%	9%
Reading							
16	Reader Advisory (RA) is in action with Library staff.	36%	0%	64%			
17	The librarian demonstrates knowledge of literature and current trends in library practice.	18%	0%		0%	82%	0%
18	The librarian demonstrates knowledge of student literacy needs within the school's academic program.	18%	9%		0%	64%	9%
19	The librarian engages students in reading comprehension.	100%	0%		0%	0%	0%
Instruction							
20	There is evidence that the librarian understands, supports, and implements the Virginia Standards of Learning.	55%	9%		0%	36%	0%
21	The objectives are clearly stated at the beginning of the lesson.	36%	0%		9%	45%	9%
22	The lesson includes an opportunity/opportunities to build new knowledge.	36%	0%		9%	55%	0%
23	The lesson includes an opportunity for students to demonstrate critical thinking and/or problem solving.	55%	0%		0%	27%	18%
24	The pace of the lesson supports the students' think time.	55%	0%		0%	36%	9%
25	The librarian moves around the room.	27%	0%	73%			

	High (n=11)	Not observed, **not** applicable to the lesson	Not observed, applicable to the lesson	Observed	Needs Improvement/ Developing	Effective	Highly effective
26	Differentiation strategies are provided to meet the diverse academic needs of learners.	55%	9%		0%	36%	0%
27	Differentiation opportunities are provided to give student choice.	55%	9%		0%	36%	0%
28	During the lesson there are opportunities for students to collaborate with each other.	82%	0%		0%	9%	9%
29	The research process is evident or discussed during the lesson.	73%	0%		0%	9%	18%
30	The librarian discusses the ethical use of information.	64%	0%		0%	27%	9%
31	Students have an opportunity to share to the class or a larger audience (outside the classroom) what they learned.	82%	0%		0%	18%	0%
32	Students have opportunities to actively engage in the lesson.	55%	0%		0%	45%	0%
33	The lesson includes multiple instructional strategies.	55%	0%		0%	45%	0%
34	The lesson includes a formative assessment.	73%	0%		0%	9%	9%
35	The lesson includes a summative assessment.	82%	0%		0%	9%	9%
36	The lesson includes a clear wrap up/take away for students.	36%	9%		0%	45%	9%