[](http://www.apsva.us/aps)

**SMART Goal Setting for Program Progress Form**

**Teacher’s Name:** ElementarySchool Librarian**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Subject/Grade: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ School Year: \_\_\_\_ -\_\_\_\_**

**Directions:** This form is a tool to assist teachers in setting a SMART goal that results in measurable learner progress. NOTE: When applicable, learner achievement/progress should be the focus of the goal. Enter information electronically into the cells (the boxes will expand to fit the text).

***Initial Goal Submission (due by \_\_\_\_\_\_\_\_\_\_\_\_\_ to the evaluator)***

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| --- | --- | --- |
| ***I. Setting*** *(Describe the population and special learning circumstances)* | I work in an elementary school library serving a population of 550 students in grades PreK-5. I have a modified flexible schedule where Grades PreK-2 come weekly for check-out and lessons. Grades 3-5 come on an alternating week schedule with a 30 minute check-out one week and a 45 minute lesson block the following week. Open blocks are available for teachers to bring classes for in-depth lessons/activities throughout the week. | |
| ***II. Content/Subject/Field Area*** *(The area/topic addressed based on learner achievement, data analysis, or observational data)* | SOL test scores have shown that 3rd grade students are having difficulties in reading map and globes (SOL S/S 3.5). To reinforce activities/lessons occurring in the classroom, I will be incorporating these skills into the lessons and displays in the library. I will also be reviewing the libraries’ map and globe resources for accuracy, currency, and appropriateness to the curriculum | |
| ***III. Baseline Data*** *(What is shown by the current data?)* | In 2011-12, a Collection Analysis Report of the libraries’ map and globe resources was conducted to evaluate available resources. The results indicated that 81% of the library’s resources were older than the accepted date of 2007.  x Data attached | |
| ***IV. SMART Goal*** *(Describe what you want learners/program to accomplish)* | During the 2012-13 school year, map and globe resources will be reviewed for appropriateness, relevancy, and accuracy. By withdrawing and adding new titles, the average age of this section of the library collection will be improved by at least one year. Evidence of growth will be reflected in the 12-13 Collection Analysis Report | |
| ***V. Means for Attaining Goal*** *(Strategies used to accomplish the goal)* | | |
| **Instructional Strategy** | **Evidence** | **Target Date** |
| The librarian will meet with classroom teachers to identify the skills students need to be successful in using maps and globes. | Plan book, documentation logs, etc. | Early in fall of 2012 |
| The librarian will collaborate with teachers to provide students with opportunities to practice using maps and globes to locate a variety of information. (The most current materials in the collection will be used for instruction.) | A record will be kept to track the number of lessons/activities provided on map and globe skills | Ongoing throughout the year May 2013 |
| New items will be purchased to decrease the age of the collection by one year. | Vendor purchasing reports | Ongoing throughout the year |
| Materials will also be withdrawn from the collection as appropriate | Reports generated by Millennium (Circulation System) | May 2013 |

Teacher’s Signature: Date:

Evaluator’s Signature: Date:

Print or Type Evaluator’s Name:

**Principal forwards one copy to the Professional Development Office**

**Supporting Data**

The May 2011 Collection Analysis showed the following data regarding the Maps and Globe resources in the library collection:

* The average age of the 910 collection is 1997
* The acceptable age of this collection should be 2007
* There are 97 items in the collection that exceed the recommended age
* 81.4% of the items in the 910 are out of date