

**SMART Goal Setting for Student Progress Form**

**Teacher’s Name:** School Librarian\_(Secondary)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Subject/Grade: \_\_**Secondary **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ School Year: 2012-13**

**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)***

|  |  |
| --- | --- |
| ***I. Setting*** *(Describe the population and special learning circumstances)* |  The library serves a population of 1600 students in grades 9-12. Teachers schedule their classes to come to the library on an as-needed basis and I frequently go to the classroom or meet with the class in a computer lab.  |
| ***II. Content/Subject/Field Area*** *(The area/topic addressed based on learner achievement, data analysis, or observational data)* | Selected 9th grade students will participate in an online assessment of their information literacy skills using TRAILS- Tools for Real Time Assessment of Information Literacy Skills. The test results will provide information on areas of weakness in information retrieval skills. I will collaborate with participating teachers to provide instruction on the identified areas of weakness. |
| ***III. Baseline Data*** *(What is shown by the current data?)* | The TRAILS pre-test indicate that students score below national benchmark data in the following areas: developing topic, identifying sources, developing search strategy, evaluating sources, and how to use information responsibly.*x[ ]  Data attached* |
| ***IV. SMART Goal*** *(Describe what you want learners/program to accomplish)* | By Spring of 2013, the post-test administered to the participating 9th graders will show an increase of a minimum of 5 percentage points in each of the areas in which a student scored below the benchmark data on the pre-test.  |
| ***V. Means for Attaining Goal*** *(Strategies used to accomplish the goal)* |
| **Instructional Strategy** | **Evidence** | **Target Date** |
| All 9th graders will take the TRAILS assessment in the first weeks of school. | Test results will be available by grade, class, and by student. |  |
| The librarian will meet with all 9th grade teachers to review ways that information literacy skills can be integrated into their curricular areas.. | A record will be kept of meetings with teachers.Collaboration between teachers and librarians will be documented. | May 20-13 |
| A variety of resources will be shared with teachers and students to provide guidance in the research process | Pathfinders, web pages, lesson plans/activities, examples of student work | May 2013 |
| As the identified 9th grade classes work with the librarian on assignments a portion of each class period will be used to instruct and reinforce information seeking strategies, web page evaluation, and the proper citation of information used. | Examples of lesson plans, planning books and library schedule of classes | May 2013 |
| A post-test of the TRAILS assessment will be administered in the Spring | Chart indicating pre and post test data as compared to national benchmark | 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**

**TRAILS Information Literacy Categories**

**Name of School**

**National Benchmarks**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Grade Level  | # of students | Overall % | Developing topic | Identifying sources | Developing search strategy | Evaluating sources | Using information responsibly |
| 9 | 18,089 | 52.19 | 41.37 | 59.48 | 58.73 | 49.10 | 52.29 |

**Pre-Test**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Grade Level  | # of students | Overall % | Developing topic | Identifying sources | Developing search strategy | Evaluating sources | Using responsibly |
| 9  |  |  |  |  |  |  |  |

**Post Test**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Grade Level  | # of students | Overall % | Developing topic | Identifying sources | Developing search strategy | Evaluating sources | Using responsibly |
| 9  |  |  |  |  |  |  |  |