



Professional Remediation Plan School Library Media Specialist

Use this form to address specific deficiencies in employee performance.

Employee Name:

Employee ID:

Location:

Position: Library Media Specialist

Date employee was hired:

Date hired in this position:

Is the employee tenured:

Was the employee given at least one written warning prior to this Remediation Plan?

STATUS

If Remediation Plan is initial version:

Date Remediation Plan Begins/Ends:

Comments:

Employee Signature: _____ **Date:** _____

Evaluator Signature: _____ **Date:** _____

If Remediation Plan is modified -

Date Modified:

New Date of Review:

Comments:

If Remediation Plan is extended -

Date Extended:

New Date of Review:

Comments:

If Remediation Plan is completed -

Date Remediation Plan Completed:

Recommended Action:

Comments:

Employee Signature: _____ **Date:** _____

Evaluator Signature: _____ **Date:** _____

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STANDARDS FOR PERFORMANCE IMPROVEMENT

Performance Standard 1: Instructional Partnership- The school library media specialist collaboratively plans instruction and develops the media program using state and district curricula and standards, instructional calendars, effective strategies, resources, and data to support teachers and address the differentiated needs of all students.

Goal / Expectations:

Strategy:

☐ Met ☐ Not Met

Comments:

Performance Standard 2: Role of Reading- The school library media specialist develops a culture of reading and promotes reading as a foundational skill for learning, personal growth, and enjoyment.

Goal / Expectations:

Strategy:

☐ Met ☐ Not Met

Comments:

Performance Standard 3: Information and Technology Literacy- The school library media specialist plans and provides instruction that addresses multiple literacies, including information literacy, media literacy, and technology literacy.

Goal / Expectations:

Strategy:

☐ Met ☐ Not Met

Comments:

Performance Standard 4: Instructional Leadership- The school library media specialist fosters the success of all students by serving on decision-making teams in the school, providing professional development, and contributing to a shared vision of teaching and learning that leads to school improvement.

Goal / Expectations:

Strategy:

☐ Met ☐ Not Met

Comments:

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Performance Standard 5: Effective Practices for Research- The school library media specialist teaches and models developmentally appropriate best practices for learning and research.

Goal / Expectations:

Strategy:

☐ Met ☐ Not Met

Comments:

Performance Standard 6: Program Planning and Administration- The school library media specialist develops and implements a strategic plan and vision for continuous improvement of the media program and to support the learning goals of the school community.

Goal / Expectations:

Strategy:

☐ Met ☐ Not Met

Comments:

Performance Standard 7: Positive Learning Environment- The school library media specialist provides a well-managed, safe, and welcoming environment that supports personalized learning, includes flexible and equitable access to physical and digital resources, ensures a well-rounded education, and encourages respect for all.

Goal / Expectations:

Strategy:

☐ Met ☐ Not Met

Comments:

Performance Standard 8: Collection Development- The school library media specialist supports the curriculum through selection and management of resources that meet the needs and interests of patrons.

Goal / Expectations:

Strategy:

☐ Met ☐ Not Met

Comments:



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Performance Standard 9: Professionalism- The school library media specialist fosters the success of students by demonstrating professional standards and ethics, engaging in continuous professional development, and contributing to the profession.

Goal / Expectations:

Strategy:

☐ Met ☐ Not Met

Comments:

Performance Standard 10: Communication- The school library media specialist fosters the success of all students by communicating and collaborating effectively with stakeholders in ways that enhance student learning.

Goal / Expectations:

Strategy:

☐ Met ☐ Not Met

Comments: