

Student Learning Target Guide: Librarians

Instructions: This guide outlines the steps for completing your Student Learning Targets (SLT). Each teacher, librarian, counselor, and school administrator in Jefferson Parish will set SLTs in 2014-2015 and should follow the directions outlined in the appropriate SLT guide to get started with this process. ***You should use this guide if you are a librarian.***

The guidance below leads you through the process of setting one (1) SLT, but every librarian must set at least two (2) SLTs. Please use one of the options below to set your two SLTs:

1. Create 2 SLTs around TRAILS Assessments, creating one assessment for each of your identified grade level groups.
2. Create 2 SLTs around Librarian Created Assessments, creating an assessment for each of your identified grade level groups.
3. Create 1 SLT around TRAILS Assessments and 1 SLT around Librarian Created Assessments.

Example: Create a pre-/post-assessment for 3rd grade, and a pre-/post-assessment for 5th grade.

NOTE: *SLTs should not be set using increasing circulation/books checked out or class/student visits to the library.*

Class Baseline Data

Please follow the instructions below to determine your students' baseline data. It is your responsibility to complete all of the steps below in time to enter your SLTs into CIS by **Friday, October 7, 2016**.

1. Create your assessment(s). You should use/write at least two (2) different assessments – one to be used as a pre-assessment and one to be used as a post-assessment. These assessments should be similar in that they have the same format, types of questions, and assess the same standards/content, but they should *not* be the exact same assessment. Your Evaluator will be using the Quality Assessment Checklist to approve your assessments, so you may want to use that as a resource when creating your assessments.

TRAILS information:

- Information on the TRAILS assessments can be found on the TRAILS website: <http://www.trails-9.org/>
- If you use any of the TRAILS assessments to set your SLT(s), you will still follow the SLT guidance below to write your SLT and Attainment Ranges.

TRAILS targets a variety of Information Literacy Skills based on 3rd, 6th, 9th, and 12th grade standards (from American Association of School Librarians' and Common Core State Standards).

Below is a list of the grade level standards teachers can follow:

- Grade 3 standards can be used for 2nd, 3rd and 4th grade
 - Grade 6 standards can be used for 5th, 6th and 7th grade
 - Grade 9 standards can be used for 8th, 9th and 10th grade
 - Grade 12 standards can be used for 11th and 12th grade
2. Submit your assessment for approval from your evaluator by **Wednesday, August 31, 2016**. Your evaluator may provide you with feedback on your assessment before it is ready to administer. Your assessment should be approved by your evaluator by **Tuesday, September 13, 2016**.
 3. Once your pre-assessment is approved, administer and score the assessment to all students enrolled in the course by **Friday, September 16, 2016**. Maintain a secure testing environment during test administration.
 4. Analyze student test results and compile all student scores into a list, which you will share with your evaluator by **Friday, October 7, 2016**. Retain copies of all graded assessments. To inform how you will plan your instruction for this class, you should take an in-depth look at how your students performed on the assessment, considering strengths and weaknesses of the group and individual students.
 5. Calculate the percentage of your class(es) that passed the pre-assessment (with a score of 67% or higher) by **Friday, October 7, 2016**.

6. Using the percentage of your class that passed the pre-assessment, complete the blanks in the statement below, and paste the completed statement into the Baseline Data box in CIS by **Friday, October 7, 2016**:

Baseline data: ___ % (or ___ of ___ students) in my class(es) passed the pre-assessment with a score of 67% or better.

Instructions: Log into the Compass Information System (CIS). Use the guidance below to enter your SLTs directly into CIS.

Course Category – Please choose “READ-Reading.”

Number of Students – Please type the total number of students in your classes as of the current date.

Grade – Please choose your grade level. If you teach students across multiple grades, select one of those grade levels.

Interval of Instruction – If you teach the same group of students all year, select “01 – Full Academic Year.” If you teach a semester or block course, choose “99-Other,” and then type either “Fall semester” or “Spring semester” in the box below.

Assessment Name – Choose “999 - Other.” Then in the box to the right, copy and paste either:

“TRAILS assessment”

“Librarian Created Assessment”

Student Learning Target

To set your Student Learning Target, use the table below. Find your baseline data on the left then match it to the SLT on the right. Once you have found your SLT, type the statement below in the Student Learning Target box in CIS.

Example: If your baseline data for SLT 1 is that 23% of your students passed the pre-assessment, then your SLT would read, “80% of students will achieve a score of 75% or higher on the post-assessment.”

If your baseline data tells you...	Then your Student Learning Target (SLT) for the year is...
0-25% of students passed the pre-assessment with a score of 67% or higher	80% of students will achieve a score of 75% or higher on the post-assessment.
26-50% of students passed the pre-assessment with a score of 67% or higher	80% of students will achieve a score of 85% or higher on the post-assessment.
51-75% of students passed the pre-assessment with a score of 67% or higher	80% of students will achieve a score of 90% or higher on the post-assessment.
76-100% of students passed the pre-assessment with a score of 67% or higher	90% of students will achieve a score of 93% or higher on the post-assessment.

Rationale for Student Learning Target – Please copy and paste either statement below for your rationale:

“Librarian SLT guidance followed – TRAILS assessment”

“Librarian SLT guidance followed – Librarian Created Assessment”

Baseline Data

Complete the blanks in the statement below, and paste the completed statement into CIS.

___ % (or ___ of ___ students) in my class(es) passed the pre-assessment with a score of 67% or better.

Scoring Plan:

Use the attainment ranges in the table below to complete your scoring plan.

SLT Find your SLT in the column below. Then use the scoring plan directly to the right. Copy those values into the CIS scoring plan.	Insufficient Attainment of Target (1): The teacher has demonstrated an insufficient impact on student learning by falling far short of the target.	Partial Attainment of Target (2): The teacher has demonstrated some impact on student learning, but did not meet the target.	Full Attainment of Target (3): The teacher has demonstrated a considerable impact on student learning by meeting the target.	Exceptional Attainment of Target (4): The teacher has demonstrated an outstanding impact on student learning by surpassing the target by a meaningful margin.
80% of students will achieve a score of 75% or higher on the post-assessment.	SLT 1: 0 to 69.99 percent of students pass the post assessment with a score of 75% or higher.	SLT 1: 70 to 79.99 percent of students pass the post assessment with a score of 75% or higher.	SLT 1: 80 to 90 percent of students pass the post assessment with a score of 75% or higher.	SLT 1: 90.01 to 100 percent of students pass the post assessment with a score of 75% or higher.
80% of students will achieve a score of 85% or higher on the post-assessment.	SLT 1: 0 to 59.99 percent of students pass the post assessment with a score of 85% or higher.	SLT 1: 60 to 79.99 percent of students pass the post assessment with a score of 85% or higher.	SLT 1: 80 to 90 percent of students pass the post assessment with a score of 85% or higher.	SLT 1: 90.01 to 100 percent of students pass the post assessment with a score of 85% or higher.
80% of students will achieve a score of 90% or higher on the post-assessment.	SLT 1: 0 to 59.99 percent of students pass the post assessment with a score of 90% or higher.	SLT 1: 60 to 79.99 percent of students pass the post assessment with a score of 90% or higher.	SLT 1: 80 to 90 percent of students pass the post assessment with a score of 90% or higher.	SLT 1: 90.01 to 100 percent of students pass the post assessment with a score of 90% or higher.
90% of students will achieve a score of 93% or higher on the post-assessment.	SLT 1: 0 to 69.99 percent of students pass the post assessment with a score of 93% or higher.	SLT 1: 70 to 89.99 percent of students pass the post assessment with a score of 93% or higher.	SLT 1: 90 to 95 percent of students pass the post assessment with a score of 93% or higher.	SLT 1: 95.01 to 100 percent of students pass the post assessment with a score of 93% or higher.