
SCHOOL LIBRARY CERTIFICATION PROGRAM

University of Pittsburgh
Department of Library and Information Science

Supervisor of Library Science Guidelines

The Supervisor of Library Science Program (SLSP) is designed to develop in school librarians competencies to supervise district-level school library media programs in K-12 schools in the Commonwealth of Pennsylvania. These competencies, established in January, 2001, by the Pennsylvania Department of Education (PDE), include:

- I. **Knowing the Content: Demonstrate knowledge of the fundamental concepts of library science used in supervising a K-12 library media program, including:**
 - A. **Theories of curriculum design in library science** based upon:
 1. Philosophical, sociological, and historical foundations;
 2. Democratic values;
 3. Student, school and community needs;
 4. Guidelines of the learned societies and academic standards;
 5. Changing socio-economic conditions.
 - B. **Theories of organization that promote the school culture as a learning community, including:**
 1. Collaborative planning processes;
 2. Team building and shared best practices;
 3. Interdisciplinary curricula approaches.
 - C. **Curriculum development processes** based upon research, applied theories and informed practice, including:
 1. Alignment of subject area curriculum and instructional goals and objectives with information literary standards;
 2. Concepts of scope, sequence, and balance;
 3. Establishment of learning outcomes;
 4. Multiple assessment techniques.
 - D. **School organizational structures that support teaching strategies and student outcomes, including:**
 1. Class scheduling alternatives;

2. Library media center facilities and design;
3. Diverse instructional methodologies;
4. Infusion of technology into curriculum and instruction.

E. Models of supervision and teaching, including:

1. Clinical and developmental;
2. Cognition and peer coaching;
3. Observation and conferencing;
4. Learner vs. teacher centered;
5. Interdisciplinary teaming.

F. Role and function of personnel supervision, including:

1. Identifying continuous staff development needs and resources;
2. Organizing, facilitating, and evaluating professional development programs;
3. Integrating district and school priorities;
4. Improving faculty as a resource;
5. Applying effective job analysis procedures, supervisory techniques and staff performance appraisal;
6. Negotiating and managing staff conflicts.

II. Performances: Demonstrate knowledge in policy determination, program development, and instructional supervision, and competencies demonstrated and assessed in field experiences and practicum, including:

- A. **Designing library science curriculum scope and sequence;**
- B. **Evaluating instructional methodologies and strategies** in library science;
- C. **Monitoring and develop alternative forms** of student assessment;
- D. **Assessing instructional service delivery;**
- E. **Identifying staff development needs and resources;**
- F. **Planning activities to address the needs of educational programs;**
- G. **Showing proficiency at budgetary planning** for curriculum and personnel development.

III. Demonstrate knowledge and competencies that foster professionalism in school and community settings, including:

Professionalism:

- A. **Knowing and participating** in professional organizations. **Knowing and using** professional publications and resources. **Planning for professional development.**

- B. **Practicing integrity, ethical behavior, and professional conduct** as stated in *Pennsylvania's Code of Professional Practice and Conduct for Educators*; and know local, state, and federal laws and regulations.
- C. **Collaborating** with school colleagues, higher education and other community organizations to enhance and expand library services.
- D. **Communicating effectively** with parents/guardians, other agencies and the community at large to support learning by all students.

The curriculum of the Supervisor of Library Science Program includes course work, related learning experiences, field experiences related to coursework and a practicum totaling 360 hours in which school librarians learn, apply, and master these competencies at the district level.

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Telephone: (412) 624-9460
FAX: (412) 624-5231

Mary K. Biagini, Director, School Library Certification Program
Email: mbiagini@mail.sis.pitt.edu
URL: <http://www.sis.pitt.edu>

135 N. Bellefield Ave.
Pittsburgh, PA 15260