

## Infield Status Rubric for Educational Media Specialist

Per Board Policy 4003.4 – Authority: F.S. 1012.42

Name: _____		Personnel# _____
<b>Requirements:</b>		
Teacher must meet the following criteria:		
<ol style="list-style-type: none"> <li>1. Hold a valid Florida Temporary or Professional Certificate in another subject content area, and</li> <li>2. Document 100 points appropriate to the Educational Media Specialist area as calculated below, and</li> <li>3. Submit completed Rubric with all attachments to Michele Rivera at <a href="mailto:michele.rivera@browardschools.com">michele.rivera@browardschools.com</a>.</li> </ol>		
INFIELD SUBJECT COMPETENCY CRITERIA	COMPETENCY CRITERIA DESCRIPTIONS	POINTS AWARDED (Leave Blank)
<b>MANDATORY COMPLETION OF ALL ITEMS BELOW</b>		
<b>Experience in the subject area</b>	Successful teaching experience within the last 5 years as evidenced by documentation that shows mastery.  12 points per school year 60 points maximum	
<b>Classroom Observation and performance evaluation in the subject</b>	Classroom observation evaluation available at the time of completion of this form in the subject, conducted by the supervisor within the past year, using a state-approved performance assessment system. <b>DO NOT ATTACH ANYTHING FOR THIS SECTION. THE INFORMATION WILL BE OBTAINED BY TALENT ACQUISITION &amp; OPERATIONS BASED ON YOUR RATING IN IOBSERVATION.</b>  An effective (or equivalent) evaluation equals 40 Points A highly effective (or equivalent) evaluation equals 50 Points	
<b>Completed 48 hours of New Media Specialist Professional Learning (PL)</b>	<b>6 Professional Learning (PL) Days Options:</b>  <b>PL 1: Program Administration:</b> Goals and Objectives, Library Management System Cataloging and Processing. (8 hours)  <b>PL 2: Program Evaluation:</b> Florida’s K-12 Library Program Evaluation and State Standards Alignment, Personalized Learning and Technology Integration (8 hours)  <b>PL 3: Financials:</b> Budgeting/Funding Sources/Purchasing, Records Management (8 hours)  <b>PL 4: Collection Development:</b> Acquisition of Materials, book reviews (8 hours)  <b>PL 5: Collection Management:</b> Inventory, Age of Collection, Weeding and Acquisition (8 hours)  <b>PL 6: End of Year Procedures:</b> Annual Report, Reading Across Broward Award, Ending Circulation (8 hours)  A total of 48 points will be awarded. All training must be completed in this area.	

Attach documentation for each competency criteria selected, unless otherwise noted, and submit completed packet with signature and date to the appropriate subject matter expert. Once approved, schools should keep a copy of approval notice for audit purposes.

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Approved by:  
Director/Content Area Specialist

\_\_\_\_\_  
Date:

TAO Office Use Only: SAP Updated _____ Date _____
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