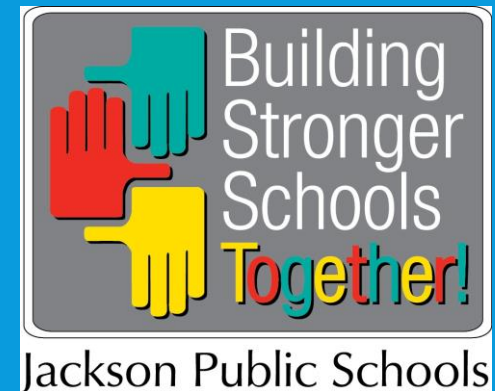


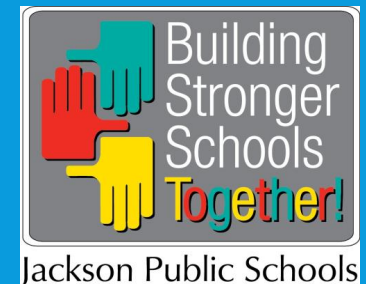
SCHOOL LIBRARY AUDIT

Jeanette S. Whisenton – Lead Librarian, JPS



JPS Overview

- Jackson Public Schools is the second largest school district in Mississippi, serving about 27,000 students
- There are 7 high schools, 12 middle schools, 37 elementary schools, and 2 special schools comprising the district's 58 school sites.
- Schools are divided into 4 feeder patterns



DISTRICT AUDIT OVERVIEW

- Spring 2016 – Informed by MDE of Legislative Audit (22 Schools)
 - Mississippi Public School Accountability Standards. (21 Standards)
 - Audit conducted by contracted workers
 - Legislative Audit found JPS was not in compliance –
 - The MDE Commission of School Accreditation directed the Office of District Accreditation to conduct an Investigative Audit.
 - Investigative Audit (58 Schools) –October 2017 - August 31, 2017
 - Audit conducted by MDE Staff of all 32 Standards

DISTRICT AUDIT OVERVIEW

- School Library Accountability Standard
 - 2.3 – the School District employs in each school a licensed librarian or media specialist who devotes no more than one-fourth ($\frac{1}{4}$) of the workday to library/media administrative activities.
 - 2.3.1 Enrollment 499 or less - half time Librarian
 - 2.3.2 Enrollment 500 or more – full-time Librarian

DISTRICT AUDIT OVERVIEW

- School Library Accountability Standard
 - 18 Each school has a library media center
 - 18.1 Each school has a library media center with an organized collection of materials and equipment that represent a broad range of current learning media, including instructional technology.
 - 18.2 The library staff offers a systematic program of service to students and staff by providing access to the materials and equipment, by providing instruction in the use of the materials and equipment, and by working with teachers and other staff members to provide learning activities for the students.

AUDIT ORGANIZATION OVERVIEW

- Create a Plan of Action
 - Implementation
 - Inform all JPS Librarians to prepare for Internal Audit

MDE Library Monitoring Rubric - Evaluation Tool

- Conduct Initial Library Audit
- Compile and Share Findings
- Recommendations to correct all Audit findings

AUDIT ORGANIZATION OVERVIEW

Preparation process for Legislative Audit

- Use findings from Internal Audit to prepare for Legislative Audit
- Request more time for librarians to prepare or get libraries in order according to Library monitoring Rubric
- Provide professional development to district librarians
- Formal Instructions - Mississippi School Library Media Guide
- Standard 18, 18.1 and 18.2
- Standard 2.3

AUDIT ORGANIZATION OVERVIEW

- Standard 2.3 and 18
 - Hire and maintain certified library media specialist for all schools
 - Adhere to an approved teaching schedule according to MDE enrollment guidelines
 - Mandatory District Library Professional Development
 - Complete Individual Librarian Professional growth goals
 - Create Long and short term goals tailored to the needs of each individual school
 - Provide annual funding to improve and maintain school library facilities to include furniture, shelving and technology.

AUDIT IMPLEMENTATIONS

- Online Librarian Portal
- JPS School Library Plan of Action & Timeline
- Standard Implementation & Accountability System
- Accountability Monitoring Checklist



Age of Collection
Automation System
Professional Development

LIBRARY AUDIT RECOMMENDATIONS

- Work toward a model library program – Mississippi School Library Media Guide
- Organized Librarian Portal
- Mandatory Professional Development for 0-1 year librarians
- 0-2 year certified librarians required to take library science courses
- Implement a state policy – Hire only Certified Librarians

LIBRARY AUDIT RECOMMENDATIONS

- Recognize libraries of schools meeting the Highest levels of Performance
Exempt from citations of noncompliance
Library Media/Organized Collection – Standard 18.1
Library Media Program of Service – Standard 18.2
- Build collaborative relationships between school librarians and classroom teachers
- Bridge the informational literacy gap
MDE Vision -College & Career Readiness

LIBRARY AUDIT RECOMMENDATIONS

- Audits should be taken seriously!
3 Year School Library Monitoring Phase



Ready for Use
Order and Efficient
Feeling of Satisfaction and Enjoyment

Primed - Organized - Pleasing