

# CLASSROOM MANAGEMENT for School Librarians

Source: *Classroom Management for School Librarians* (Weisburg, 2020)

## 1. START OF THE YEAR

Orientations set the tone for how students see you and the library.

To foster a welcoming environment, emphasize expectations rather than rules.

## 8. END OF THE YEAR

To limit the extent of end-of-year inventory and weeding, map the collection to help with the process.

Be mindful of students' privacy with return notices.

## 7. TIME MANAGEMENT

Identify which tasks are urgent and which can wait. (Your mission can be used as a guide.)

Meet with principals to find solutions for the challenges caused by fixed schedules.

## 2. CLASSROOM

Understand the library classroom is different from a normal classroom.

Librarians need to manage, not control the library classroom.

The library as a safe, welcoming space becomes extremely important to students.



Build relationships before suggesting collaboration.

Collaboration between school librarians and teachers range from no contact all the way to creative co-teaching.

Successful collaboration breeds more collaboration.

## 6. COLLABORATION

## 3. BEHAVIOR

When teachers and administrators drop in, deal with students before turning to help them.

Social and emotional teaching can help students and reduce the number of incidents.

Student drop-ins need to be monitored even as you are simultaneously teaching.

## 4. LESSONS

Address the needs of all students through differentiated learning.

Avoid worksheets that require a single right answer.

Connect lessons to classroom learning.

## 5. CURRICULUM

Whether on fixed or flexible schedule, using pacing guides will help anticipate what is taught and when.

Curriculum maps provide a visual representation of the curriculum and make it easier to know the what and when of lessons.