

# COLLECTION EVALUATION FORM

Library Monitoring Rubric - Section 1  
 Librarian Growth Rubric - Standard 6  
 School Library Guide - Section 4.4



## LIBRARY INFORMATION

<b>GRADE LEVEL</b>	<b>NUMBER OF STUDENTS</b>
<b>CURRENT COLLECTION COPYRIGHT AGE</b>	<b>CURRENT COLLECTION TOTAL ITEMS</b>

<b>COLLECTION REVIEWER</b>	<b>COLLECTION REVIEWED</b>
<p>Please answer YES or NO to the questions in the table below for each collection listed. If any collection was not reviewed or is not applicable, please write N/A. Include any comments or explanation on the bottom and/or back of this form. Librarian should work with teachers, students, and administrators to help fill the gaps in the collection. This information should be include on the library monetary consideration.</p>	

<b>Collections</b>	<b>Are materials up to date?</b>	<b>Are materials used by faculty?</b>	<b>Are materials used by students?</b>	<b>Are there gaps in subject coverage?</b>	<b>Are scholastic levels appropriate for student learning levels?</b>
Non-fiction Books					
Reference Books					
Periodicals					
A/V					

Databases					
E-books					
Fiction Books					
Professional Collections					

**REVIEW IS FOR** \_\_\_ Annual Collection Evaluation    \_\_\_ Particular Curriculum Assignments

**I HAVE REVIEWED THE LIBRARY'S HOLDINGS AND NEED TO DO THE FOLLOWING**

- \_\_\_ find the collection current and satisfactory
- \_\_\_ recommend the withdrawal of items on the attached list
- \_\_\_ recommend additional resources in the subject areas on the attached list

**SUMMARY OF EVALUATION FINDINGS**