

Chapter 239. Student Services Certificates

Subchapter B. School Librarian Certificate

Statutory Authority: The provisions of this Subchapter B issued under the Texas Education Code, §§21.040(4), 21.041(b)(2)-(4), 21.044, 21.048(a), and 21.054, unless otherwise noted.

§239.40. General Provisions.

- (a) Because the school librarian plays a critical role in campus effectiveness and student achievement, the rules adopted by the State Board for Educator Certification in this subchapter ensure that each candidate for the School Librarian Certificate is of the highest caliber and possesses the knowledge and skills necessary to improve the performance of the diverse student population of this state.
- (b) An individual serving as a school librarian is expected to actively participate in professional development activities to continually update his or her knowledge and skills. Currency in best practices and research as related to both campus leadership and student learning is essential.
- (c) The holder of the School Librarian Certificate issued under the provisions of this subchapter may serve as a librarian in Prekindergarten-Grade 12.

Source: The provisions of this §239.40 adopted to be effective January 23, 2001, 26 TexReg 761; amended to be effective July 13, 2004, 29 TexReg 6645; amended to be effective December 23, 2009, 34 TexReg 9201.

§239.45. Minimum Requirements for Admission to a School Librarian Preparation Program.

- (a) Prior to admission to an educator preparation program leading to the School Librarian Certificate, an individual must:
 - (1) hold a baccalaureate degree from an accredited institution of higher education that at the time was accredited or otherwise approved by an accrediting organization recognized by the Texas Higher Education Coordinating Board; and
 - (2) meet the requirements for admission to an educator preparation program under Chapter 227 of this title (relating to Provisions for Educator Preparation Candidates).
- (b) An educator preparation program may adopt requirements for admission in addition to those required under subsection (a) of this section.

Source: The provisions of this §239.45 adopted to be effective January 23, 2001, 26 TexReg 761; amended to be effective December 23, 2009, 34 TexReg 9201.

§239.50. Preparation Program Requirements.

- (a) Structured, field-based training must be focused on actual experiences with each of the standards identified in §239.55 of this title (relating to Standards Required for the School Librarian Certificate) to include actual library experiences with diverse types of students, grade levels, and campuses.
- (b) An educator preparation program must develop and implement specific criteria and procedures that allow a candidate to substitute related experience and/or professional training directly related to the standards identified in §239.55 of this title for part of the preparation coursework or other program requirements.

Source: The provisions of this §239.50 adopted to be effective January 23, 2001, 26 TexReg 761; amended to be effective December 23, 2009, 34 TexReg 9201.

§239.55. Standards Required for the School Librarian Certificate.

- (a) School Librarian Certificate Standards. The knowledge and skills identified in this section must be used by an educator preparation program in the development of curricula and coursework and by the State Board for Educator Certification as the basis for developing the examination required to obtain the School Librarian Certificate. The standards also serve as the foundation for the professional growth plan and

continuing professional education activities required by §239.65 of this title (relating to Requirements to Renew the Standard School Librarian Certificate).

- (b) Standard I. Learner-Centered Teaching and Learning: The certified school librarian is an educational leader who promotes the integration of curriculum, resources, and teaching strategies to ensure the success of all students as the effective creators and users of ideas and information, enabling them to become lifelong learners. Accordingly, the certified school librarian must be able to do the following activities with understanding and valuation of their importance:
- (1) participate as an educational leader, an equal partner, and a change agent in the curriculum development process at both the school campus and school district levels;
 - (2) participate in curriculum design and integrated planning of a shared school campus vision that focuses on reading, teaching, and learning;
 - (3) model and promote collaborative planning, cooperative teaching, and direct instruction as determined by learners' needs and state curriculum standards;
 - (4) direct and encourage students in the ethical use of resources to locate, gather, select, synthesize, and evaluate relevant information;
 - (5) work collaboratively with faculty to provide students with opportunities to assume responsibility for planning and engaging in independent learning;
 - (6) adapt teaching strategies to accommodate the diverse learning needs of the student population;
 - (7) provide and promote ongoing staff development for the learning community, particularly in the areas of integration of information technology, information literacy, and literature appreciation;
 - (8) provide and promote ongoing learning opportunities for students, particularly in the areas of integration of information technology and information literacy;
 - (9) direct and encourage students to read a variety of fiction and nonfiction resources for personal and informational needs;
 - (10) understand and evaluate national, state, and local reading initiatives;
 - (11) create a learning environment in which the diversity of groups and the uniqueness of individuals are recognized and appreciated; and
 - (12) provide instructional access to library resources and facilities through open, flexible scheduling for classes, small groups, and individuals.
- (c) Standard II. Learner-Centered Library Program Leadership and Management: The certified school librarian is an educational leader who promotes the success of all students by acquiring, organizing, and managing information for use in a creative and exemplary library program. Accordingly, the certified school librarian is a leader and manager who must be able to do the following activities with understanding and valuation of their importance:
- (1) advocate for the development of an exemplary library media program that encourages a vision of excellence for all learners;
 - (2) synthesize information from a variety of sources for effective decision making to develop and maintain an exemplary library program;
 - (3) design policies and procedures that comply with local, state, and federal laws and policies while supporting sound decisions relating to school and library instruction and programs;
 - (4) establish partnerships within the learning community to support school district and school campus goals through exemplary library programs;
 - (5) demonstrate effective leadership strategies while working within school campus and school district administrative structures to promote achievement of library program goals;
 - (6) employ effective interpersonal communication skills;

- (7) implement effective strategies and techniques to systematically perform library management operations such as budgeting; purchasing; scheduling; managing and maintaining facilities and resources; supervising adults and children; reporting; grant writing; and overseeing circulation and inventory;
 - (8) collaborate with faculty to ensure that the process of evaluating and selecting library resources provides curriculum-related and leisure reading materials;
 - (9) design and implement acceptable use policies for current and emerging technologies;
 - (10) use effective planning, time management, and organization of work to maximize attainment of district and campus goals through exemplary library programs; and
 - (11) monitor, assess, and employ existing and emerging technologies for management applications.
- (d) Standard III. Learner-Centered Technology and Information Access: The certified school librarian is an educational leader who promotes the success of all students by facilitating the use and integration of technology, telecommunications, and information systems to enrich the curriculum and enhance learning. Accordingly, the certified school librarian must be able to do the following activities with understanding and valuation of their importance:
- (1) provide a balanced, carefully selected, and systematically organized collection of library resources that are sufficient to meet students' needs and are continuously monitored to be current and relevant in each subject area;
 - (2) model and promote the highest standard of conduct, ethics, and integrity in the use of the Internet and other print and electronic resources;
 - (3) employ existing and emerging technologies to access, evaluate, and disseminate information for possible application to instructional programs;
 - (4) promote interlibrary loan policy to facilitate information access beyond the campus;
 - (5) model information problem-solving processes in providing instruction about reference and research techniques; and
 - (6) participate in state and national technology initiatives.
- (e) Standard IV. Learner-Centered Library Environment: The school librarian is an educational leader who promotes the success of all students by establishing a climate in the library that enables and encourages all members of the learning community to explore and meet their information needs. Accordingly, the certified school librarian must be able to do the following activities with understanding and valuation of their importance:
- (1) understand the principles of exemplary library design as defined by state and federal guidelines for a simultaneous-use facility for individuals, small groups, and classes;
 - (2) develop and maintain a flexible, functional, and barrier-free library facility that conforms to national and state library standards;
 - (3) provide a safe, secure environment that is age appropriate;
 - (4) maximize available space to permit displays of student-, faculty- and community-produced materials and collections; and
 - (5) promote access to resources and information during and beyond the instructional day and school year.
- (f) Standard V. Learner-Centered Connections to the Community: The school librarian is an educational leader who promotes the success of all students by collaborating with families and community members, responding to diverse community interests and needs, and fostering the use of community resources. Accordingly, the certified school librarian must be able to do the following activities with understanding and valuation of their importance:

- (1) promote awareness of and responsiveness to learning differences and other types of diversity in the learning community;
 - (2) exhibit effective communication through oral, written, electronic, and nonverbal expression;
 - (3) implement strategies for effective internal and external communications;
 - (4) establish partnerships with businesses, learning institutions, global communities, and other libraries and entities to strengthen programs and support school campus goals;
 - (5) develop library programs that offer families opportunities to participate in school activities and in their children's education;
 - (6) advocate access to resources and information during and beyond the instructional day and school year; and
 - (7) develop and implement a comprehensive program of community relations that uses strategies to effectively involve and inform multiple constituencies, including the news media.
- (g) Standard VI. Learner-Centered Information Science and Librarianship: As an educational leader, the certified school librarian uses his or her unique knowledge base, drawing from both education and library science, to promote the success of all students and to provide experiences that help learners locate, evaluate, and use information to solve problems while becoming lifelong readers and learners. Accordingly, the certified school librarian must be able to do the following activities with understanding and valuation of their importance:
- (1) understand the role of all types of libraries and information agencies in an integrated learning environment;
 - (2) understand the role of the school library media program as a central element in the intellectual life of the school;
 - (3) know theories, principles, and skills related to the selection, acquisition, organization, storage, retrieval, use, and evaluation of information;
 - (4) implement standard library procedures for classifying, cataloging, and processing various resources that facilitate computerization and resource sharing;
 - (5) evaluate and select existing and emergent technologies in support of the library program;
 - (6) communicate effectively to patrons to determine their information needs;
 - (7) demonstrate an understanding of bibliographic and retrieval techniques needed to organize and use information sources;
 - (8) use knowledge of literature and information resources to help students select materials;
 - (9) understand and model principles of intellectual freedom, information access, privacy, and proprietary rights;
 - (10) design and use statistical reports to support an exemplary library program;
 - (11) use varied reading materials, programs, and motivational strategies to guide the development of independent readers;
 - (12) engage in continual self-evaluation and self-directed learning for professional growth;
 - (13) maintain an active interest in and contribute to appropriate local, state, regional, and national professional associations and publications;
 - (14) demonstrate ethical behavior in all professional contexts; and
 - (15) work collaboratively with other information professionals in support of the library program and the profession.

Source: The provisions of this §239.55 adopted to be effective January 23, 2001, 26 TexReg 761; amended to be effective December 23, 2009, 34 TexReg 9201.

§239.60. Requirements for the Issuance of the Standard School Librarian Certificate.

To be eligible to receive the standard School Librarian Certificate, a candidate must:

- (1) successfully complete a school librarian preparation program that meets the requirements of §239.50 of this title (relating to Preparation Program Requirements) and §239.55 of this title (relating to Standards Required for the School Librarian Certificate);
- (2) successfully complete the examination based on the standards identified in §239.55 of this title;
- (3) hold, at a minimum, a master's degree from an accredited institution of higher education that at the time was accredited or otherwise approved by an accrediting organization recognized by the Texas Higher Education Coordinating Board; and
- (4) have two creditable years of teaching experience as a classroom teacher, as defined in Chapter 153, Subchapter CC, of this title (relating to Commissioner's Rules on Creditable Years of Service) and the Texas Education Code, §5.001(2).

Source: The provisions of this §239.60 adopted to be effective January 23, 2001, 26 TexReg 761; amended to be effective December 23, 2009, 34 TexReg 9201.

§239.65. Requirements to Renew the Standard School Librarian Certificate.

- (a) An individual issued a standard librarian certificate from September 1, 1999, to August 31, 2000, is subject to Chapter 232, Subchapter B, of this title (relating to Certificate Renewal and Continuing Professional Education Requirements), except that only 150 clock-hours of continuing professional education must be completed during the first five-year renewal period. During subsequent renewal periods, the holder of such an active standard librarian certificate must satisfy the most current requirements for renewal.
- (b) An individual issued the standard School Librarian Certificate on or after September 1, 2000, is subject to Chapter 232, Subchapter B, of this title.
- (c) An individual who holds a valid Texas school librarian certificate or endorsement issued prior to September 1, 1999, may voluntarily comply with the requirements of this section under procedures implemented by the Texas Education Agency staff under §232.810 of this title (relating to Voluntary Renewal of Current Texas Educators).

Source: The provisions of this §239.65 adopted to be effective January 23, 2001, 26 TexReg 761; amended to be effective December 23, 2009, 34 TexReg 9201.

§239.70. Transition and Implementation Dates.

- (a) Section 239.60 of this title (relating to Requirements for the Issuance of the Standard School Librarian Certificate) shall be implemented on September 1, 2002, and shall supersede all conflicting provisions in this title on September 1, 2003. All other sections of this subchapter shall take effect pursuant to the Texas Government Code, §2001.036.
- (b) Not later than September 1, 2003, the following provisions shall no longer apply to the School Librarian Certificate:
 - (1) Section 245.5(a)(2) of this title (relating to Requirements for Issuance of a Texas Certificate Based on Certification from Another Country), as it existed on May 5, 2000; and
 - (2) the "teaching practicum" requirement in §245.10(a)(2)(B) of this title (relating to Application Procedures) as it existed on May 5, 2000.

Source: The provisions of this §239.70 adopted to be effective January 23, 2001, 26 TexReg 761; amended to be effective June 9, 2002, 27 TexReg 4701; amended to be effective December 23, 2009, 34 TexReg 9201.