



DeSoto ISD Elementary Schools Library Expectations For Teachers

It is the goal of the DeSoto Elementary Libraries to accommodate all classes. This can be accomplished with cooperation and planning between the teachers and the librarian. The following guidelines will facilitate the daily library operations and help us achieve our goals.

1. Please sign up at least one week in advance of our visit and indicate the instructional objective and special needs requirements.
2. Teachers **must** remain in the library with their class and **actively** monitor students at all times. This may require teachers to walk around the library in order to assist students. No grading papers or paper work. Please do not ask to leave the library.
3. Silence your cell phone. No cell phone/device usage (talking or texting) is permitted in the library without prior notification of the lesson objective requiring cell phone/device use.
4. Please refrain from using your laptop, ipad, or library computer. No teacher computer/device usage is permitted unless the computer/device is needed for instruction.
5. Please refrain from visiting with colleagues. This is distracting to the students and provides an opportunity for students to misbehave.
6. Encourage student engagement.
7. Rules that apply to students also apply to the teachers. Please be mindful of the expectations for our students.