



## **GKCASL Awards**

### **Guidelines for GKCASL Outstanding Library Program**

#### **Purpose**

1. GKCASL is interested in recognizing a library media program and media specialist who has rendered exemplary service and has made a significant contribution to education.
2. The award is to provide visibility and public awareness of school library media programs within the total education process.

#### **Categories**

The **GKCASL Outstanding Library Media Program** award is divided into three categories given in rotating years.

1. **Outstanding Elementary Library Media Program:** Media specialists responsible for library media programs at the elementary level to include grades K-6.
2. **Outstanding Middle School Library Media Program:** Media specialists responsible for library media programs at the middle school level to include grades 5-8.
3. **Outstanding High School Library Media Program:** Media specialists responsible for library media programs at the high school level to include grades 9-12.

#### **Eligibility**

1. To be eligible for **GKCASL Outstanding Library Media Program Award**
  - a. Certified library media specialist must be a member of the Greater Kansas City Association of School Librarians.
  - b. Nominees may have responsibility for either or both print & audio-visual media center programs
  - c. The library media center must be in a school that serves the Kansas City Metropolitan area.

#### **Guideline for Nomination**

1. The nominee can only be nominated for the grade level award given that year. There will be no more than one winner in the current year's award category.

#### **Nomination Procedures**

1. An invitation for nominations for the Outstanding Library Media Program will be sent to superintendents, district administrative personnel, principals, media personnel and educators.
2. The invitation will include the description of the purpose of the award, the nomination form, and procedure.
3. The Awards Selection Committee members cannot nominate or participate in the

- nomination procedure.
4. Consideration for this award is by nomination form and two letters of support.
  5. The nomination form and letters of support must be returned to the Awards Selection Committee by a specified January date.
  6. The (co)chair will send to the nominator confirmation of the receipt of the nomination
  7. The nominee will be informed of the nomination in approximately February.

### **Selection Procedure:**

1. The nominee will be forwarded and must complete a nominee application and vita.
2. Nominee application and vita must be returned to the Awards Selection Committee by a specified date in March.
3. The Awards Selection Committee will then score the nominee application.
4. The Awards Selection Committee will schedule a visit to the nominated library media center.
5. The visit will include a scripted questionnaire for interviewing the library media specialist and available staff with first hand knowledge of the library media program that can include the nominators, educators, students, and administrative staff.
6. Interview questionnaires will be scored by Awards Selection Committee.
7. Awards Selection Committee will meet and review scoring of the nomination application and interview questionnaires. A winner will be selected.
8. The nominees will be informed in writing by the Awards (co)Chair of the committee's decision. The winner will be informed immediately. The award will be formally presented to the recipient at the next GKCASL Awards Banquet.
8. Appropriate press releases will be made by the GKCASL Reporter, the Public Relations Chair, or the Awards Selection Committee (co)Chair to include:
  - a. the newsletter of the Missouri Association of School Librarians
  - b. the winner's local newspaper
  - c. the GKCASL newsletter
9. The Awards Selection Committee (co)Chair will send letters to the appropriate superior of the winner informing him/her of the recipient's award and a member of the Awards Committee will present the award at the winner's Board of Education meeting.
10. The Awards Selection Committee (co)Chair will send letters to those not selected as award winner.

### **Nature of the Award**

1. The **GCKASL Outstanding Media Program** is to be a plaque awarded to the recipient.
2. The honoree or designated representative and one nominator will be guests of GKCASL at the Awards Banquet.