



Outstanding School Library Program Call For Nominations

Recognizing a highly effective media program and the people who run it.

SUBMITTING YOUR NOMINATION	
What is the process?	<ul style="list-style-type: none"> • Nominations are due by February 1, 2018 • Nominees will be informed of their status by March 31st. • Award winners will be honored at the NH Edies Awards on June 9, 2018.
Where should I send it?	<ul style="list-style-type: none"> • Email your completed form and all related documents to nhslmaawards@gmail.com • OR upload your completed form and all related documents to Google Drive and share it with nhslmaawrads@gmail.com
What should I include?	<ul style="list-style-type: none"> • This completed nomination form. • Two letters of recommendation (one must be from a building or district administrator if the nominator is not an administrator). • Up to four attachments as indicated on the form.

NOMINATOR INFORMATION	
NAME:	
TITLE:	
SCHOOL/DISTRICT:	
ADDRESS:	
PHONE:	
EMAIL:	
LOCAL NEWS CONTACT INFO:	

PROGRAM INFORMATION	
NAME OF PROGRAM	
SCHOOL/DISTRICT	

LIST OF ALL PROGRAM'S STAFF MEMBERS	
NAME	POSITION

Qualifications of Staff

Criteria	Briefly Explain how your library program addresses each of the criteria below (50 words maximum)
The school librarian is fully certified for all levels served	
The school librarian is a member of NHSLMA or another library professional organization (ALA, AASL, etc.)	
The school librarian participates in professional development opportunities in the school, district, region, state or beyond.	
There is adequate certified staff available. (Schools of 250 or more students should have a full-time certified librarian. Schools of more than 1,500 students should have more than 1 FT certified school librarian)	

Administrative Support

Criteria	Briefly Explain how your library program addresses each of the criteria below (50 words maximum)
The school principal supports the library Program explicitly through interactions with the school librarian; visits to the library; advocacy for the library program; and professional development opportunities by and for the school librarian.	
The administration sets expectations for teacher/school librarian collaboration and affords opportunities for planning to accomplish such collaborations.	

Teaching & Learning

Criteria	Describe how the library program plays a part in teaching and learning, particularly with respect to the criteria listed below. You may attach up to TWO documents that illustrate particular aspects of your program (200 total words max)
The school librarian collaborates with many classroom teachers to integrate inquiry with classroom curriculum.	
Deep and authentic learning opportunities aligned with the curriculum supported in the library's information literacy program.	
The library maintains a web presence which allows users to access resources anytime.	
The school library program supports the schools and/or district goals.	
The school library program provides leadership and support for integrating	

technology to enhance learning.	
The school library program advances literacy.	
Student assessment measures include both formative and summative assessments that both monitor student performance and guide program development.	

Teaching and Learning Attachments

Name of Attachment	Brief explanation of attachment's relevance. (50 words max)

Library Management

Criteria	Describe how the library's management policies and practices support a positive learning environment, particularly with respect to the criteria listed below. You may attach up to TWO documents that illustrative particular aspects of your program. (200 total words MAX)
Resources represent the diversity appropriate for preparing students for global citizenship.	
The library's budget is sufficient to sustain a current collection of digital and print resources as indicated by the age and quality of physical resources and the range of quality of digital resources.	
The facilities are accessible to students and staff throughout the school day, before and after school	

Circulation policies facilitate and encourage use of library resources.	
A formal board-approved selection policy ensures intellectual access to diverse perspectives.	
Policies and procedures have been adopted regarding confidentiality of library records and ethical use of information. These policies are regularly reviewed.	
The facilities are attractive and support a variety of learning experiences that engage student in information access via multiple formats.	
The library and its staff exhibit a welcoming atmosphere for students and staff.	
Regular communication with stakeholders keeps everyone informed of library resources and services.	

Library Management Attachments

Name of Attachment	Brief explanation of attachment's relevance. (50 words max)

Please answer each of the following in 400 words or fewer.
Express what vision you hold for your library program.
List the four things that you are most proud of in the last 2 years.