

Policy No: C-6

Subject: AASL National School Library of the Year Award

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Effective Date: June 27, 2015

Revision Date(s): 6/22/18

Review Date(s):

**Review Responsibility:** Awards Committee

**Policy Statement:**

The AASL National School Library of the Year (NSLY) Award honors a school library that prepares learners in an information-rich society, as well as exemplifying implementation of AASL National School Library Standards for Learners, School Librarians, and School Libraries. The award recognizes a exemplary school library is a unique and essential part of the learning community.

**Focus:** Members

**Purpose:** To outline the process for submission of nominees and selection of the AASL National School Library of the Year Award recipient.

**Procedure:**

1. The applicant must be an AASL personal member.
2. All of the foundational elements listed in the application must be met.
3. One award will be given annually. The committee may choose during any given year to not select a recipient for the award.
4. Up to, but no more than, three applicants will be approved for a site visit by the committee for confirmation of application details and final determination of winner.
5. Nominations for AASL National School Library of the Year Award will be due January 1 of each year.
6. The subawards committee will:
  - a. Determine finalists and make all site visits before April 1 of each year
  - b. Judge nominees utilizing a standardized scoring rubric
  - c. Vote on the nominee(s) prior to April 1 of each year
7. The chair of the subawards committee, in coordination with the board and staff liaison, will announce the award winner in the form of an Information Report at the Spring Executive Committee meeting.
8. The AASL President will notify both the winner and finalist(s) via phone. After all nominees have been notified, the recipient will be sent a congratulatory letter from the Awards Committee Chair and AASL President.
9. All candidates who were not successful in receiving the award will be sent a notification letter from the Awards Committee Chair and AASL President.
10. AASL Headquarters will prepare the award, which includes:
  - Press release

- Recognition in Awards Ceremony material
- Recognition in *Knowledge Quest* and *KQ Express*

11. The sponsor will provide the obelisk for the award winner.

12. An additional ceremony may occur at the winner's school, in which case AASL will send the executive director as a representative and cover the executive director's travel expense. If the executive director is unable to attend the president will attend in their place.

13. Award sponsorships are set for automatic renewal. AASL must be notified in advance if an award will no longer be supported the following year by the current sponsor. The deadline for notification is May 1.