



## Ohio Educational Library Media Association (OELMA) Awards Program:

### Libraries of Distinction - School Category Award

#### **PURPOSE**

The Libraries of Distinction - School Category Award recognizes Ohio's exemplary building-level school libraries, which are staffed by a full-time, certified school library/media specialists.

#### **THE AWARD**

Libraries of Distinction - School Category Award honorees receive a wall banner -- suitable for hanging -- and a framed commemorative certificate. Award recipients will be recognized during OELMA's Awards Luncheon at Annual Conference. School libraries honored with this award will be posted on the Scholarship & Awards section of OELMA's Web page and announced via OELMA's E-mail list.

#### **SELECTION PROCEDURE**

OELMA's Scholarship & Awards Committee is charged with reviewing applications for all Association awards. The Scholarship and Awards Committee is comprised of a representative from each OELMA Region, the Immediate Past President, and the Scholarship and Awards Chair, who is appointed by the President. Although this Committee makes award recommendations, OELMA's Board of Directors makes the final decision at the May Board meeting.

#### **SELECTION CRITERIA**

Libraries of Distinction - School Category Award honorees will be selected from school libraries that meet the following criteria:

- Staffed by a full-time, certified school library media specialist who gives instruction, participates in curriculum development, and uses instructional technology;
- Certified library media specialist is a current member of OELMA, who demonstrates significant leadership in OELMA (e.g. acting as an officer or regional director, OELMA liaison, or committee member);
- Certified library media specialist collaborates with faculty members to build a library instructional program that is integrated across the total school curriculum;
- Certified library/media specialist collaborates with local public librarians, college librarians, joint vocational school librarians, social service agencies, and/or other types of libraries in the area;
- Certified school library/media specialist demonstrates noteworthy contributions that enhance the instructional experience;
- Certified library/media specialists motivate students to become critical thinkers and lifelong learners, who can locate, process, evaluate, synthesize, and utilize information.
- All school libraries are fully automated and meet the diverse needs of students and faculty; and
- Did not receive the Libraries of Distinction - School Category Award within the previous five years.

#### **APPLICATION PROCEDURE**

**Application packets should include the following materials:**

- Completed OELMA Scholarship & Awards Program Application Form;
- At least three of the following types of documentation with no more than one document from each category. All letters of support must be signed, include the writer's contact information, be printed on official school stationery; and be no more than one page in length (unless otherwise noted):
  - A letter of support from a parent in the community;
  - A letter of support from a volunteer in the school system;
  - A letter of support from a paraprofessional in the school system;
  - A letter of support from a student in the school system;

- A letter of support from a librarian at the public library in demonstration of collaboration with the local library; or
- A letter of support from a faculty member demonstrating creative and effective partnerships with the building's faculty.

**Application packets should include the following information:**

- A letter (1000 words or less) from the building's certified school library/media specialist demonstrating innovative ideas and contributions that enhance the library experience;
- A letter of support from a district or building administrator;
- Name of nominee and contact information, including title, home and work phone numbers, E-mail address, and fax number;
- Official name of district, superintendent, school building principal, school address, and phone number.
- Names, titles, and contact information for each letter-of-support-writer;
- Grade levels, total number of students, and number of faculty/staff members served by the nominated school library; and
- A signed letter on official school stationery providing the type of library automation currently utilized.

**All application materials must be submitted to the OELMA Office in a single packet. The following three submission methods may be used:**

- **Hand-deliver the Awards submission materials to the OELMA Office by 5 p.m. April 15;**
- **Mail the Awards submission materials, which must be postmarked by 5 p.m. April 15; or**
- **E-mail the Awards submission materials to [kate@assnoffices.com](mailto:kate@assnoffices.com) by 5 p.m. April 15.**  
**Submission materials MUST be attached to the E-mail as a single .pdf file.**

**Late materials will not be accepted.**

**Send completed application materials to: OELMA Office, c/o Scholarships & Awards Committee, 17 South High Street, Suite 200, Columbus, OH 43215 E-mail: [Kate@assnoffices.com](mailto:Kate@assnoffices.com)**