

Awards Policy

I. Committee

- A. Consist of at least five members
- B. Represent as broad a range of geographical regions as possible
- C. Gather input from the general membership
- D. Select the recipient of each award
- E. A scoring sub-committee or task force for each award will be determined by the committee chair(s).
 1. PSLA Awards: Each scoring subcommittee / task group will consist of at least three members of the committee and will be charged with evaluating the nominations.
 2. PA Young Reader's Choice Awards: The PYRCA task group will consist of no more than 25 members and will be charged with evaluating suggested titles, preparing master book lists in each division, and developing promotional materials for the membership at large.

II. Awards given by PSLA will be listed on the website with links to applications and rubrics. These awards are:

- A. Distinguished Service Award [see Appendix A]
- B. Outstanding Pennsylvania Author and/or Illustrator [see Appendix B]
- C. Pennsylvania School Library Innovators [see Appendix C]
- D. Outstanding Pennsylvania School Library [see Appendix D]
- E. Outstanding Administrator (Building or District) [see Appendix E]
- F. Outstanding School Library Paraprofessional [See Appendix F]
- G. "Me? A School Librarian" Contest [see Appendix G]
- H. Outstanding Student Librarian Award [see Appendix H]
- I. Pennsylvania Young Reader's Choice Awards (PYRCA) [see Appendix I]

III. Timeline for Nominations

- A. PSLA Awards
 1. Notify the membership of the awards nomination due dates on or before these dates of at least a month before awards are due:
 - a. May 30 - Innovator Award.
 - b. August 30 - Distinguished Service, Author/Illustrator, School Library, and Paraprofessional Award.
 - c. September 30 - Administrator Award.
 2. Accept nominations at any time during the year for any of the awards.
 3. Any award may be omitted in any given year.
- B. Pennsylvania Young Reader's Choice Awards (PYRCA)
 1. Accept nominations at any time during the year.
 2. Submissions received after September 1 will be considered for the following year.

IV. Eligibility

No school district, individual school, or individual is eligible or will be eligible to nominate a candidate for an award if the nominating librarian or individual is on the Awards Committee, a member of the PSLA Board of Directors, or an elected officer of PSLA.

- A. Members of the PYRCA task force are expected to participate in the scoring of at least one other program award unless they intend to nominate a candidate for any of the Program Awards in that year.
- B. When the Awards Committee receives a nomination from another librarian or individual in the same school district as a committee chair or member, that Awards Committee member cannot score that particular award for the current year.
- C. A nominee who has received any award from PSLA within the past three years is not eligible for the Distinguished Service Award.
- D. A nominee whose school district has been recognized as an Outstanding Pennsylvania School Library is not eligible to apply again on behalf of a single school for three (3) years or on behalf of the same district for ten (10) years.
- E. With the exception of the Pennsylvania Young Reader's Choice Awards, nominations for all awards must be completed by a current PSLA member. Anyone may submit titles for consideration for PYRCA.

V. Presentation of Award

- A. The award shall be presented during the Annual Conference. The exact time for presentation shall be worked out with the Conference Chairperson. In view of the full programs, the presentation and acceptance shall be kept to a five-minute maximum.
- B. The PSLA member chosen to present the award shall act as host for the award recipient.
- C. The award recipient's conference expenses shall be part of the Conference committee budget.
- D. Award recipients shall receive material awards as detailed in Appendices A-I.

Appendix A
Distinguished Service Award

- I. **Purpose:** To recognize an individual who has made outstanding contributions to the field of school library programs in Pennsylvania.
- II. **Eligibility**
 - A. The nominee may be a librarian, library educator, or cabinet level member of Commonwealth Libraries.
 - B. The nominee must show evidence of impact on school library services and programs throughout the Commonwealth over a span of three (3) years or more.
 - C. A nominee who has received any award from PSLA within the last three (3) years is not eligible for the Distinguished Service Award.
- III. **Application Process Documentation includes:**
 - A. A statement regarding the nominee's philosophy of the role of the library program in the school environment.
 - B. A statement clearly outlining the nominee's impact on the school library services and programs throughout the Commonwealth over a minimum of three years.
 - C. A professional vita.
- IV. **Selection of Award**
 - A. The scoring subcommittee scores nomination materials utilizing the Board-approved Distinguished Service Award Rubric.
 - B. The committee members select a winner for Board approval.
- V. **Presentation of Award:** The winner of the Distinguished Service Award shall receive the following:
 - A. One full package conference registration, one hotel room for two nights, and up to three additional guests' meals at the awards event.
 - B. A tangible gift (e.g. a clock with personalized plaque) not to exceed \$100.00, to be selected and paid for by the Awards committee.

Appendix B
Outstanding Pennsylvania Author and/or Illustrator Award

- I. **Purpose:** To recognize an author and/or illustrator who has made a notable contribution to the field of literature for youth.
- II. **Eligibility**
 - A. The nominee must be a present or former Pennsylvania resident or whose work represents or reflects Pennsylvania.
 - B. The nominee's body of work must show evidence of substantial and lasting impact of children or young adult literature.
- III. **Application Process Documentation includes:**
 - A. A statement as to why the nominee is worthy. Please address both categories defined on the Outstanding PA Author/Illustrator Award Rubric.
 - B. Specific supporting evidence to demonstrate each target indicator within the Outstanding PA Author/Illustrator Award Rubric.
 - C. An annotated bibliography of the nominee's works.
- IV. **Selection of Award**
 - A. The scoring subcommittee scores nomination materials utilizing the Board-approved Outstanding PA Author and/or Illustrator Rubric.
 - B. The committee members select a winner for Board approval.
- V. **Presentation of Award:** The winner of the Outstanding PA Author and/or Illustrator Award shall receive the following:
 - A. A full package conference registration, one hotel room for two nights, an additional guest meal at the awards event.
 - B. A plaque, not to exceed \$75.00, featuring PSLA's logo and worded as follows:

PENNSYLVANIA SCHOOL LIBRARIANS ASSOCIATION
presents this award to

in recognition of
Outstanding Contributions to the Field of Literature for Youth

[Year Received]

Appendix C
Pennsylvania School Library Innovators

- I. **Purpose:** To recognize Pennsylvania school librarians who demonstrate innovative practices that advance the profession.
- II. **Eligibility**
 - A. Members of the Awards Committee, PSLA Board of Directors, and/or elected officers of PSLA are not eligible to apply.
 - B. A nominee whose school and/or district has been recognized as an Outstanding Pennsylvania School Library is not eligible to apply for three (3) years.
 - C. The nominee is a certified school librarian with consistent PSLA membership over a minimum of three consecutive years at the time of nomination.
 - D. Winning applicants agree to submit a proposal and present at the PSLA annual conference during the year they are presented the award.
- III. **Application Process Documentation includes:**
 - A. A statement as to why the nominee is worthy. Please address one of the categories defined on the Pennsylvania School Library Innovators Scoring Rubric.
 - B. Specific supporting evidence and examples to demonstrate each target indicator within the Pennsylvania School Library Innovators Scoring Rubric.
- IV. **Selection of Award**
 - A. The scoring subcommittee scores nomination materials utilizing the Board-approved Pennsylvania School Library Innovators Scoring Rubric.
 - B. The committee members select up to four winners for Board approval.
- V. **Presentation of Award:** The winner of the Pennsylvania School Library Innovators Award shall receive the following:
 - A. A discounted conference rate of 50% on full registration.
 - B. A framed certificate, featuring PSLA's logo and worded as follows:

PENNSYLVANIA SCHOOL LIBRARIANS ASSOCIATION
recognizes

to be a Pennsylvania School Library Innovator
in the area of [select from the following categories]

Teaching & Learning
Celebrating Reading
Transformative Environment
Digital Outreach

[Year Received]

Appendix D
Outstanding Pennsylvania School Library Award

- I. **Purpose:** To recognize outstanding school library programming, instruction, and services which are integral to learners' education.
- II. **Eligibility**
 - A. Members of the Awards Committee, PSLA Board of Directors, and/or elected officers of PSLA are not eligible to apply.
 - B. A nominee whose school district has been recognized as an Outstanding Pennsylvania School Library is not eligible to apply again on behalf of a single school for three (3) years, or on behalf of the same district for ten (10) years.
 - C. The nominee is staffed by at least one full-time, certified school librarian, all of whom maintain consistent PSLA membership over a minimum of three consecutive years at the time of nomination. (Librarians with fewer than three years in the profession must have current PSLA membership at time of nomination.) Schools and/or districts of any type (e.g. public, private, charter) or configuration (e.g. grades, buildings, library facilities) are eligible.
- III. **Application Process Documentation includes:**
 - A. A description of the community served (no more than 250 words).
 - B. Specific supporting evidence to demonstrate each target indicator within the Outstanding Pennsylvania School Library Award Rubric. Examples should represent all relevant grade levels.
 - C. A minimum of three signed letters of endorsement from the following stakeholders describing the role of the school library in the educational environment:
 - 1. One from the principal or superintendent on official letterhead.
 - 2. Additional letters should represent other stakeholders such as teachers, parents, students, technology directors, or community members.
 - D. A completed institutional profile detailing relevant background and demographic information for the nominee, including student enrollment, library staffing, and annual budget.
 - E. A collection analysis report. This report provides a snapshot of what the library has accomplished with available resources and is always viewed in the context of the information provided in the institutional profile and community description. It shows a balanced collection that is actively weeded and one that is responsive to specific school needs.
- IV. **Selection of Award**
 - A. The scoring subcommittee scores nomination materials utilizing the Board-approved Outstanding Pennsylvania School Library Award Rubric and determines if a site visit is warranted.
 - B. If warranted, the committee chair(s), accompanied by 1-3 committee members, complete a site visit, using questions based on the Board-approved rubric. The panel uses the Outstanding Pennsylvania School Library Award Rubric.
 - C. The committee members select a winner for Board approval.
- V. **Presentation of Award:** The winner of the Outstanding PA School Library Award shall receive the following:
 - A. One full package conference registration, one hotel room for two nights, and one meal for the award-winning library, and up to three additional meals at the award event. If the winner is a district or school with multiple libraries or librarians, only one award package will be provided to the winning library.
 - B. A plaque, not to exceed \$75.00, featuring PSLA's logo and worded as follows:

PENNSYLVANIA SCHOOL LIBRARIANS ASSOCIATION
presents this award to

in recognition of
an Outstanding Pennsylvania School Library

[Year Received]

1. The name(s) of the librarian(s) may be included on the award plaque as determined by the chair(s).
2. In the event that the winner is a school district or other configuration of libraries consisting of more than one building, the winning institution shall receive a plaque; each librarian shall receive a certificate.

Appendix E
Outstanding Administrator Award (Building or District)

- I. **Purpose:** To honor a school administrator outside the library profession whose leadership made a significant contribution to school library services and programs.
- II. **Eligibility**
 - A. The nominee must currently be a district school superintendent, building principal, or district administrator responsible for broad instructional leadership (such as assistant superintendent, directors of curriculum and instruction, directors of elementary and/or secondary education, or directors of technology).
 - B. The nominee must show evidence of impact on the current school library services and programs of school/district over a span of three years or more.
- III. **Application Process Documentation includes:**
 - A. A statement clearly outlining the nominee's impact on the current school library program and services over a minimum of three years.
 - B. Specific supporting evidence and examples to demonstrate each target indicator within the Outstanding School Administrator Award Rubric.
 - C. A minimum of two additional letters of support.
- IV. **Selection of Award**
 - A. The scoring subcommittee scores nomination materials utilizing the Board-approved Outstanding Administrator Award Rubric and determines if a telephone interview is warranted.
 - B. If warranted, the committee chair(s), selects a panel from the committee and completes a telephone interview with the nominee(s), using questions based on the Board-approved rubric. Members of the interview panel must be the same for all nominees. The panel uses additional evidence provided/observed to re-evaluate scores using the Outstanding Administrator Award Rubric.
 - C. The committee members select a winner for Board approval.
- V. **Presentation of Award:** The winner of the Outstanding Administrator Award shall receive the following:
 - A. One full package conference registration, one hotel room for two nights, and one additional guest meal at the awards event.
 - B. A plaque, not to exceed \$75.00, featuring PSLA's logo and worded as follows:

PENNSYLVANIA SCHOOL LIBRARIANS ASSOCIATION
presents this award to

in recognition of
Outstanding administrative leadership in the field of
Pennsylvania School Library Programs

[Year Received]

Appendix F
Outstanding School Library Paraprofessional Award

- I. **Purpose:** To recognize the exemplary performance of a school library paraprofessional who directly supports the school library at the school or district level.
- II. **Eligibility**
 - A. The nominee must currently be a school library paraprofessional.
 - B. Nominations must be completed by a current PSLA member.
- III. **Application Process Documentation includes:**
 - A. A statement outlining the nominee’s professional responsibilities and contributions. Please address the impact the nominee has had on the school library and the community it serves.
 - B. Up to 3 additional letters of support from members of the school community directly affected by the nominee’s work/contributions.
 - C. Specific supporting evidence as needed to fully demonstrate each target indicator within the Outstanding Paraprofessional Award Rubric.
- IV. **Selection of Award**
 - A. The scoring subcommittee scores nomination materials utilizing the Board-approved Outstanding School Library Paraprofessional Award and determines if an interview, via telephone or otherwise, is warranted.
 - B. If warranted, the committee chair(s), selects a panel from the committee and completes an interview with the nominee(s), using questions based on the Board-approved rubric. Members of the interview panel must be the same for all nominees. The panel uses additional evidence provided/observed to re-evaluate scores using the Outstanding School Library Paraprofessional Award Rubric
 - C. The committee members select a winner for Board approval.
- V. **Presentation of Award:** The winner of the Outstanding School Library Paraprofessional Award shall receive the following:
 - A. A partial conference package, one hotel room for one night, meals for nominating librarian and paraprofessional plus one additional guest meal at the awards event, and one year associate membership in PSLA.
 - B. A framed certificate featuring PSLA’s logo and worded as follows:

PENNSYLVANIA SCHOOL LIBRARIANS ASSOCIATION
presents this award to

in recognition of
Exemplary service in support of a Pennsylvania school library

[Year Received]

Appendix G
“Me? A School Librarian” Contest

- I. **Purpose:** To encourage high school students to pursue a career in the field of school librarianship.
- II. **Eligibility**
 - A. The applicant must be a junior or senior currently enrolled in a public or private high school in Pennsylvania.
 - B. The applicant must be endorsed by a school librarian who is a current PSLA member.
 - C. The applicant must agree to attend at 3 least workshops and all general sessions at the PSLA Annual Conference.
 - D. The applicant must agree to write a short reflection on his/her conference experience for publication by PSLA.
- III. **Application Process Documentation includes:**
 - A. From the applicant will submit:
 - 1. A personal statement detailing his/her interest in attending the conference.
 - 2. An essay about the best thing about the applicant’s school library.
 - 3. An essay about one thing the applicant would change about his/her school library.
 - B. The sponsoring school librarian will provide a letter of recommendation:
 - 1. Verifying that the essays submitted are the applicant’s original work
 - 2. Agreeing to the following responsibilities should the applicant win
 - a) Transport the student to and from the conference.
 - b) Abide by the school’s overnight field trip guidelines.
 - c) Stay in the conference hotel where the students will be housed.
 - d) Assist the student with registration forms.
 - e) Direct the student to the initial meeting.
 - f) Attend main functions as honored guests with the student.
 - g) Submit mileage to PSLA for reimbursement.
 - h) Review the student’s article for publication with PSLA.
- IV. **Selection of Award**
 - A. The scoring subcommittee scores application materials utilizing the Board- approved Me? A School Librarian Rubric.
 - B. The committee selects up to four winners for Board approval.
- V. **Presentation of Award:** Winners of the Me? A School Librarian Award shall receive the following:
 - A. One full package conference registration and one hotel room for two nights (to be shared among winners if possible).
 - B. A certificate, worded as follows:

PENNSYLVANIA SCHOOL LIBRARIANS ASSOCIATION
presents the “Me? A School Librarian” award to

[Year Received]

Appendix H
Outstanding Student Librarian Award

- I. **Purpose:** To recognize one student in each library program within the Commonwealth who best exemplifies the qualities of leadership and dedication to the profession of school librarianship.
- II. **Eligibility:** To be considered for the award, applicants must:
 - A. Be enrolled in a college or university majoring in library science.
 - B. Have a minimum grade point average of 3.0.
 - C. Demonstrate outstanding leadership qualities and have potential to be a future leader in PSLA.
 - D. Demonstrate an interest in professional action.
 - E. Show dedication to the field of school librarianship as a profession.
 - F. Graduate in May or December of the year award is given.
- III. **Application Process:**
 - A. Each college/university with a library program in the Commonwealth may nominate one graduate and one undergraduate student.
 - B. The following must be submitted in order for the nominee to be eligible for consideration:
 - 1. Name of nominating college/university.
 - 2. Name and contact information of nominating individual.
 - 3. Name and contact information of selected nominee.
- IV. **Selection of Award**
 - A. The winners are chosen by each college/university and submitted to the PSLA Awards Committee.
 - B. The winners will be reviewed by the Board.
- V. **Presentation of Award:** Winners of the Outstanding Graduate/Undergraduate Student Award shall receive the following:
 - A. A partial conference registration and a one-year associate membership to PSLA.
 - B. A certificate, worded as follows:

PENNSYLVANIA SCHOOL LIBRARIANS ASSOCIATION
presents this award to

Outstanding Graduate/Undergraduate Student from
[University Name]
[Year Received]

Appendix I
Pennsylvania Young Readers' Choice Awards

- I. **Purpose:** To recognize outstanding books and authors as selected by young readers in Pennsylvania.
- II. **Eligibility**
 - A. Anyone, including teachers, librarians, students, parents, and publishers, may submit titles for consideration.
 - B. Nominated titles must:
 - 1. Have an original copyright date within five years of the award presentation.
 - 2. Be written by an author currently living in North America.
 - 3. Be appropriate to the interest, reading, and grade level of the students in each division: Grades K-3, Grades 3-6, Grades 6-8, and Grades 9-12.
 - 4. Receive positive reviews from recognized review sources and publications.
 - 5. Be a single volume of nonfiction, poetry, or fiction of any genre, but not an anthology of collected works by multiple authors.
- III. **Nomination Process**
 - A. Interested parties may submit titles for committee consideration any time during the year via the PYRCA website. Submissions received after September 1 will be considered for the following year.
 - B. Members of the PYRCA task force develop master lists in each division using suggested titles and according to the following guidelines and criteria:
 - 1. Nominated titles must be read and highly recommended by all members of the grade strand.
 - 2. The master list in each division must be equally representative of interest to all readers.
 - 3. The master list in each division must strive for a balanced representation of genres, and include both informational and fiction texts.
 - 4. Picture books should be accessible as read-alouds.
 - 5. Selections should consider curriculum connections.
 - 6. Illustrations must complement and enhance text, rather than distract.
 - 7. Master lists in each division are limited to 15 titles, selected by consensus of the members of each grade strand.
 - 8. Master lists will be formally endorsed by the PSLA Board of Directors.
- IV. **Selection of Award:** The PYRCA coordinators review voting data as submitted by participating school libraries in Pennsylvania.
- V. **Presentation of Award:** The winning author in each PYRCA division shall receive a plaque, not to exceed \$75.00, featuring PSLA's logo and worded as follows:

PENNSYLVANIA SCHOOL LIBRARIANS ASSOCIATION
Pennsylvania Young Reader's Choice Award
is presented to

for

[Book Title]

Chosen as the favorite book by students in [grade strand]
in the Commonwealth of Pennsylvania
[Date of Conference]

(Adopted, Board of Directors Meeting, October 18, 1980; Outstanding School Administrator Adopted, Board of Directors Meeting, June 9, 2012. Amended, Board of Directors Meeting, October 19, 1981; January 27, 1990; June 7, 2003; April 12, 2007; September 29, 2012; January 14, 2017; July 13, 2017; October 14, 2017; February 4, 2018; October 6, 2018; March 28, 2019; May 15, 2019, November 4, 2020)