In 2015, the Georgia Library Media Association (GLMA) and Georgia Library Association (GLA) will recognize and honor three exemplary and three exceptional Georgia Library Media Programs. In order to identify and highlight these programs, GLMA and GLA are soliciting applications from member schools. Library Media Programs representing an elementary, a middle, and a high school will be selected for this recognition. A select group of GLMA and GLA members will select the recipients based on the school’s written application, letters of support, a possible telephone interview and/or an on-site visit. This program is an opportunity to describe how the Library Media Program is meeting school improvement goals and increasing student achievement. Please note that the school library media specialist applying for the award must hold membership in either GLMA or GLA at the time of application submission.

Schools must have been in existence a minimum of three years before applying. Previous recipients of this award may not apply for ten years after being honored as “Exemplary”. Library Media Programs named “Exceptional” may reapply for the award at any time.

No nomination is required. We are eliminating this step in the Exemplary Application process.

The application is due June 1, 2015. This description is to be based on the Library Media Program Self-Evaluation Rubric and the 6-category outline. The rubric is based on citations in law, policy, and standards from the Georgia legislature, the State Board of Education, and the American Association of School Librarians. The twenty-one (21) criteria should be addressed in bullet form. The document must be no more than four pages, single-spaced with 12-point Times New Roman font, in Word and must be sent electronically by June 1, 2015 to gaexemplarylibrary@gmail.com.
Judy Serritella 14th Annual
EXEMPLARY/EXCEPTIONAL LIBRARY MEDIA PROGRAM

Attach this page to your narrative.

Please save all materials as ONLY ONE DOCUMENT in WORD and electronically submit this document to gaexemplarylibrary@gmail.com by June 1, 2015.

System Name _________________________________

School Name _________________________________

School Grade Levels __________________________

Administrator: ________________________________

Library Media Specialist/s names and email addresses (Please verify email address with nominee. Please include your school and an alternate email address)

________________________________________

________________________________________

Library Media Coordinator: ________________________________

(Please make sure that the System Media Coordinator is aware of this program, your application, and endorses your participation in the Exemplary Library Media Program.)

Contact Person for telephone interview and/or observation visit about this application:

________________________________________

School Phone: ________________________________

School Fax: ________________________________

Home and/or cell phone (school may be not in session when the recipients are chosen)

_________________

Important: Please make sure email addresses are correct
Attach this page to your bullet points.

Respond by with “YES” or “NO” on questions 1-5 below indicating that any necessary school or system level approvals have been met/requested:

Please Note: The economic situation has caused schools, systems and Library Media programs to face many challenges. The criteria for this award have not changed. However, if you feel your program is exemplary, but you have faced cuts in both personnel and budget, please include that information in your bullet points. Explain how your Library Media program is continuing to provide resources for academic achievement for the students and exceptional assistance for the staff.

1. The school Library Media Program is at the “Proficient” level on ALL 21 of the target indicators in the “Library Media Program Self Evaluation Rubric”. ______________
2. There are at least 14 target indicators for which we can show evidence at the “Exemplary” level. ______________
3. The school is willing to plan and host a Library Media Program Open House event between September 2015-May 2016 for visitors from other schools and school systems. ______
4. The Library Media Specialist will be able to attend and present at GaETC in 2016______
5. The school administrator will write a one-page letter of support for this Library Media Program honor. This letter (and two additional letters) should be attached to the bullet points and is not considered part of the four-page requirement. ______________
6. The Library Media Specialist is a member of (check all that apply)
   _____ Georgia Library Association (GLA)
   _____ Georgia Library Media Association (GLMA)
   _____ Georgia Association of Instructional Technology (GAIT)
Respond in bullet format: Describe your Library Media Program in the six categories from the rubric using four (4) pages or fewer in outline and bullet format. Applications that do not follow these guidelines will not be considered. Provide examples and statistics that are the basis for the evaluation of your Library Media Program. The best applications will paint a clear picture of your Library Media Program services for the students, their families, and the faculty and staff. The three letters of support are not part of the four-page limit. Send only ONE DOCUMENT in WORD and each page should include the name of the school and system in the header.

School Application Process

1: Download the Judy Serritella 2015 Library Media Program Self Evaluation Rubric from the GLMA or GLA website.

2: Ask your school library media/technology committee to evaluate your school’s Library Media Program using the rubric (Step 1). For each of the 21 target indicators, put a check mark in ALL of the boxes that are factual about your Library Media Program.

3: Ask several teachers, administrators, parents, and your system’s Library Media Coordinator or contact person the following questions:

   a) Is there concrete evidence that we could document to let others know the level of quality and quantity of the services that our Library Media Program provides for students, staff, parents, and our community?
   b) Is the Library Media Program at the “Proficient” level of ALL 21 of the target indicators of the rubric?
   c) Are there at least 15 indicators for which we can show evidence at the “Exemplary” level?
   d) Will our school be willing to host an Open House event during the 2015-2016 school year?

If the answer is “YES” to all questions above, then:

4: Using the following application form, briefly describe your Library Media Program in the six categories of the rubric using four (4) pages or less; single spaced, 12 point Times New Roman font and in Word. Applications that are longer than four pages will not be considered. Give examples and statistics that are the basis for the self-evaluation of your Library Media Program. The best applications will paint a clear picture of your Library Media Program services and the academic achievements that have been possible for the students, their families, and the faculty and staff.

5: Email your application with all supporting documents to GLMA & GLA at gaexemplarylibrary@gmail.com before the deadline of June 1, 2015.
Judy Serritella Exemplary/Exceptional Library Media Program

2015 Application

Application deadline: June 1, 2015

Email application to: GLMA & GLA at gaexemplarylibrary@gmail.com

Use the outline below to help compose your bullet points:

<table>
<thead>
<tr>
<th>Category/Area</th>
<th>Target Indicators</th>
<th>Maximum Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Student Achievement and Instruction</td>
<td>1-6</td>
<td>20</td>
</tr>
<tr>
<td>2. Technology</td>
<td>7 &amp; 8</td>
<td>20</td>
</tr>
<tr>
<td>3. Staffing</td>
<td>9</td>
<td>5</td>
</tr>
<tr>
<td>4. Facilities, Access, and Resources</td>
<td>10-15</td>
<td>20</td>
</tr>
<tr>
<td>5. Administrative Support</td>
<td>16-20</td>
<td>5</td>
</tr>
<tr>
<td>6. Staff Development</td>
<td>21</td>
<td>15</td>
</tr>
<tr>
<td>7. Three letters of support.</td>
<td></td>
<td>15 (maximum of 5 points per letter)</td>
</tr>
</tbody>
</table>

(One letter must be from current/previous year’s principal or superintendent; one from current or former assistant principal or equivalent, one letter from a community member, a current or former student, parent or professor.)