

OELMA Service Award for School Administrators Checklist

Description: The OELMA Service Award for School Administrators honors school administrator(s) whose leadership has made a significant contribution to the school library media program and services within their learning community.

Nominee's (administrator's) letter must address how you, as the nominee, have significantly affected the school library media center's services and programs. *Ohio's Library Guidelines for Librarians* (2021) provides strands, topics, and guidelines that can serve as examples.

Nominator's narrative (500 words) must address how the nominee has made a significant impact on the school library media program and services. Provide substantive examples from the following *Ohio's Library Guidelines for Librarians* (2021) strands: equity, literacy, partnerships, and quality schools. State the specific guideline used in the examples.

Equity

Each child has access to relevant and challenging academic experiences and
educational resources necessary for success across race, gender, ethnicity, language
disability, family background or income.

Curate digital resource and tools (7 Guidelines)
Ensure equitable digital access (7 Guidelines)
Invest in, curate and maintain physical resources and tools (10 Guidelines
Advocate for student privacy and intellectual freedom (6 Guidelines)

<u>Literacies</u>
Learners are instructed in identifying, interpreting, creating and communicating
meaning across a variety of resources.
Promote reading engagement (personal/interpersonal) (7 Guidelines)
Teach digital citizenship and media literacy (10 Guidelines)
Instruct information literacy (7 Guidelines)
<u>Partnerships</u>
Challenging, preparing and empowering learners is a community-wide effort.
Partnerships represent the community supports needed to increase the likelihood of
learner success.
Build instructional partnerships (7 Guidelines)
Cultivate community partnerships (6 Guidelines)
Quality Schools
School leaders, teachers, parents, caregivers, the community and other individuals working together to service the learners is one aspect of a quality school. Other
factors such as curriculum, instruction, learner supports and data analysis also
contribute to a quality school.
Design collaborative environments (6 Guidelines)
Empower learners as creators (21 Guidelines)
Facilitate professional learning (5 Guidelines)
Lead beyond the library (9 Guidelines)