

Association for Library Service to Children

Notable Children's Videos
Committee Manual

May 2006

Foreword

Participating on the Notable Children's Videos Committee is an experience unlike any other you may have in your career. Viewing, evaluating and selecting the videos and DVDs takes time, thought and effort. Although there is much work involved in being a member of this committee, it is well worth it in the end.

This manual has been prepared to help members of the Committee in the discharge of their important duties. It answers commonly asked questions, provides necessary documents and suggests ways Committee members should proceed in the preparation and carrying out of their responsibilities during the term of membership.

All past members of the committee, the ALSC Board of Directors and the ALSC membership wish you well and thank you in advance for your hard work and effort.

NOTABLE CHILDREN’S VIDEOS COMMITTEE MANUAL

TABLE OF CONTENTS

| | |
|---|----|
| FOREWORD | 2 |
| TABLE OF CONTENTS | 3 |
| PART I: BACKGROUND INFORMATION | 4 |
| History | 5 |
| Committee Function Statement | 5 |
| Eligibility, Criteria and Evaluation | 5 |
| ALSC Policies: Membership on Awards and Media Evaluation Committees | 6 |
| Electronic Communications | 7 |
| Committee Terms | 8 |
| Attendance at Meeting | 8 |
| PART II: COMMITTEE WORK | 9 |
| Background Preparation | 10 |
| Schedule | 10 |
| Calendar | 10 |
| Midwinter Meeting Procedures | 12 |
| PART III: ROLES AND RESPONSIBILITIES | 14 |
| Committee Chair | 15 |
| ALSC Office | 16 |
| ALSC Board of Directors | 17 |
| ALSC President | 17 |
| Priority Group Consultant | 17 |
| PART IV: SAMPLES AND DOCUMENTS | 18 |
| Eligibility and Criteria, <i>Document</i> | 19 |
| Submission Form, <i>Sample</i> | 20 |
| Evaluation Form, <i>Sample</i> | 21 |
| List of Titles Under Consideration, <i>Sample</i> | 23 |
| Preliminary Ballot, <i>Sample</i> | 24 |
| Annotation Format and Example, <i>Sample</i> | 25 |
| "Thank you" Letter to Committee Member's Employer, <i>Sample</i> | 26 |
| Pre-Annual Conference Report Form, <i>Sample</i> | 27 |
| Annual Conference Report Form, <i>Sample</i> | 29 |
| Pre-Midwinter Meeting Report Form, <i>Sample</i> | 32 |
| Midwinter Meeting Report Form, <i>Sample</i> | 34 |
| Notable Videos List on ALSC Web Site, <i>Document</i> | 36 |

PART I: BACKGROUND INFORMATION

History

The Notable Children's Videos committee began as the Film and Video Evaluation committee, a special committee in January 1964, and officially became a standing committee in January 1980. In January 1988 the name changed from Film and Video Evaluation to Notable Children's Videos.

Committee Function Statement

To select, annotate, and present for publication annually a list of notable videotapes and videodiscs of interest to children, available for use in homes and libraries, produced in the two calendar years prior to the date of their selection. To re-evaluate and to recommend changes as needed in the ALSC criteria for notable videotapes and videodiscs of interest to children. To identify titles for consideration by other committees evaluating for specific clientele or purpose. To carry on other video evaluation projects as assigned by the ALSC Board.

Eligibility, Criteria and Evaluation

Eligibility

To be eligible for consideration, a video/DVD:

1. Must be a video or DVD for which children are a potential audience
2. Must have been released in the immediate year preceding the Midwinter Meeting at which the selections are made.
3. Can be feature length, but not a theatrically released feature
4. Can be an episode of a series
5. Can be based on another medium (except a filmstrip transfer), or made for another medium (i.e. television)
6. Should be available for use in homes and public libraries
7. Should be in original format
8. Must be in English. "In English" means that the committee considers only a video or DVD published in English. This requirement does not limit the use of words or phrases in another language where appropriate in context.

Criteria

"Notable" is defined as worthy of note or notice, important, distinguished, and outstanding.

In identifying notability in videos/DVDs for children, notable should be thought to include videos/DVDs for all age levels (through age 14) of especially commendable quality that demonstrate respect for the child's intelligence and imagination; the video/DVD should, in exemplary ways, reflect and encourage the interests of children (see page 19).

The Notable Children's Video list will include the Carnegie Medal Award winner.

Evaluation

Criteria used in evaluation are:

1. Utilization of media
2. Technicality
3. Organization and appropriate treatment of material
4. Authenticity
5. Subject matter of interest and value to children

The videos/DVDs should make effective use of the special techniques of the medium and should be technically well done with clear and appropriate use of sound and visuals to create a unified artistic whole. Adaptations of material originally produced in the other mediums should remain true to, expand, or complement the original work in some way, as well as meet general criteria for excellence.

ALSC Policies: Membership on Awards and Media Evaluation Committees

Conflict of Interest

ALSC affirms its confidence in the integrity of members who are invited to be nominated or appointed to serve on award and media evaluation committees, and in the integrity of the officers or nominating committees responsible for selecting candidates.

However, because of the nature of the work of such committees, those who serve on them must be especially sensitive to conflict of interest situations and the appearance of impropriety. The purpose of this policy is to clarify the eligibility and responsibility of candidates asked to serve on such committees.

I. The following situations disqualify a candidate:

- A. Persons may not accept nomination or appointment who are employed in any trade publishing house or any company that produces children's films, filmstrips, recordings, software, and/or other types of non-print media to be evaluated by a committee; or are the author or illustrator of a children's book or creator of other materials to be published or evaluated in the year of committee service.
- B. A member may not serve simultaneously on an ALSC award or media evaluation committee and an Association Board or ALA Council.

II. All other persons are eligible for nomination or appointment. The following situations do not normally disqualify a candidate:

- A. Serving as a professional reviewer of children's books or of non-print materials.

B. Involvement in the selection of materials for professional tools, such as *Children's Catalog*.

C. Serving as a writer or editor of professional books in the field of children's literature.

D. Serving as an advisor or consultant for producers of backlist print and non-print media.

All candidates for nomination or appointment have an affirmative duty to notify the nominating committee or the appointing officer of any circumstance or event which would disqualify him/her under this policy or which would otherwise affect, or give the appearance of tending to affect, his/her ability to carry out assigned responsibilities fairly and without self-interest of any kind. A committee member must resign immediately upon the development of any circumstance or event which disqualifies him/her from committee service under this policy or which would otherwise affect, or give the appearance of tending to affect, his/her ability to carry out assigned responsibilities fairly and without self-interest of any kind.

The president of ALSC shall immediately accept such resignations when tendered. In the event a committee member violates this policy, the Executive Committee shall request the committee member to tender his/her resignation. If a committee member refuses, the Executive Committee shall remove the member and inform the Board of its action. The president shall then appoint a new committee member. The final decision rests with the Executive Committee.

Electronic Communication

Electronic communication facilitates the distribution of information from the Chair to committee members, the regular discussion of procedural issues, and, at the discretion of the Chair, the open discussion among committee members of matters of concern. The Committee adheres to the "Guidelines for Electronic Communication for ALSC Committees," as adapted by the ALSC Board and as posted on the ALSC Web site.

The Chair will establish ground rules for electronic communication by the committee at the beginning of his/her term. At times, the Chair may invite open discussion on a matter of concern. The Chair facilitates such open discussion.

As a practical matter, e-mail is not used for substantive discussion. It is not a substitute for face-to-face video/DVD discussion. During the year, committee members may wish to discuss matters of concern having to do with eligibility or factual errors in a video/DVD. Questions on such matters are directed to the Chair who decides whether or not to bring a particular question to the full committee.

Since the committee's electronic communication is generally confidential, there are several ways to better insure confidentiality. For e-mail, include the word "confidential"

on the subject line or as part of the transmission options. For Fax communication, include the word “confidential” on a cover sheet.

Committee Terms

The 10 members of this committee are appointed by the ALSC President in November each year for two-year terms (arranged on a staggered basis). Members may be reappointed for a second term. No member may serve more than four successive years.

The Chair of the committee is appointed annually and is selected from committee members who have served at least one year on the committee.

The committee, then, consists of 10 members and one chair.

Terms begin at the end of the ALA Midwinter Meeting that follows the appointment.

Attendance at Meetings

Committee members must attend all meetings at both the Annual Conference and Midwinter Meeting. If this is not possible, particularly at the Midwinter Meeting, the committee member should resign immediately so that selection of a replacement may be made. Resignations are addressed to the ALSC President, with copies to the committee chair, the ALSC Executive Director and the Priority Group Consultant.

PART II: COMMITTEE WORK

Background Preparation

New committee members may prepare themselves before officially starting work on their committee by watching videos and DVDs from previous notable lists.

The Chair may also prepare committee members at their first committee meeting at the Annual Conference. The Chair may distribute informational handouts or present speakers. The Chair may also view videos and DVDs with the committee and “practice” evaluating them.

Schedule

In the late winter / early spring before the committee’s first meeting at the Annual Conference, the ALSC office will send packets of information inviting distributors to submit videos and DVDs (page 20).

Committee members will start to receive videos before the Annual Conference. The bulk of the videos and DVDs sent for consideration will be received after the Annual Conference.

At the Annual Conference, the Chair meets with the committee to discuss its work for the rest of the year. As mentioned above, the Chair may choose to view and “practice” evaluating videos and DVDs with the committee.

After the Annual Conference, committee members watch and evaluate videos and DVDs received. Members may choose to discuss videos and DVDs or ask questions of the Chair on an electronic discussion list administered by the Chair (page 21).

As the Midwinter Meeting approaches, the Chair will begin the committee evaluation process by conducting one or two preliminary ballots (pages 23 and 24).

At the Midwinter Meeting, the committee meets to view and discuss the videos and DVDs. Additional voting is conducted, finally resulting in a group of videos and DVDs the committee deems “Notable.”

Calendar

Pre-Annual Conference

Approximately 14 months before a potential committee member’s term begins, (s)he receives a letter of invitation to serve on the committee.

| | |
|----------|--|
| February | Committee members receive the committee manual and procedural instructions from the Chair. |
|----------|--|

Letters of welcome from Chair to committee members, including deadlines and basic procedures.

ALSC Program Coordinator sends packets of information inviting distributors to submit videos and DVDs.

Annual Conference

June Committee meets as a whole unit. Work procedures are discussed.

Forms that compose the packets of information to distributors are reviewed.

Video and DVD evaluation is discussed and practiced.

Pre-Midwinter Meeting

June – December Committee members watch and evaluate videos and DVDs at home.

Committee members use an electronic discussion list and/or email to discuss procedures, eligibility of videos and DVDs, or to deal with concerns.

October – December Chair conducts preliminary ballot(s), then returns ballot results to committee members.

Midwinter Meeting

January Committee meets to select the videos and DVDs to be included on the notables list.

Viewing and discussion of all videos and DVDs precedes the voting process.

Annotations are written by the committee and delivered to the ALSC desk located in the convention center (page 25).

Post-Midwinter Meeting

January / February

Chair contacts distributors whose videos or DVDs have been selected for the Notables list and congratulates them.

All committee members return videos or DVDs to distributors who requested this.

Chair sends letters of appreciation to committee member's supervisors (page 26).

Midwinter Meeting Procedures

Committee members will be notified as soon as possible by the Chair of dates, times, and location for the Midwinter meeting. Notable Children's Videos Committee meetings may be scheduled from Friday evening until Tuesday, with breaks for lunch and dinner. If necessary, meetings can continue beyond that time.

It is important that all members be present for all meetings.

At the first meeting, the chair distributes a list of any and all videos and DVDs received by any or all of the committee members.

Questions about any of the videos and DVDs may be dealt with, e.g., eligibility. Any video or DVD not seen by all of the committee members must be viewed to an extent sufficient to allow them to decide whether or not to consider the video or DVD further.

Then the Chair distributes the results of the preliminary ballot. The results are discussed, and any video or DVD may be reviewed by the committee with the goal of creating a pool of videos or DVDs that members feel are potentially notable.

The Chair may invite people who will be new members on the committee the following year. Observing the current committee at work will provide future committee members with a glimpse of their upcoming duty.

The Chair reviews with the committee the list of potentially notable videos and DVDs. Any video or DVD may be discussed, and, if desired, viewed again.

At the voting session:

Committee members will be given a ballot that will include all titles discussed (page 24). The Chair will instruct members as to the minimum number of titles they may vote for on the first ballot. For example, in order to arrive at a final list in the neighborhood of twenty (20) titles on the first ballot, each member must vote for at least twenty (20) titles. The committee may wish to set a maximum for this ballot as well. NOTE: to ensure that

each committee member's vote carries equal weight, it is necessary that each member vote for the same minimum number of titles. Otherwise, the person voting for the fewest titles will unduly control the content of the list.

Each member will be reminded that this is a first ballot and at least one additional ballot may be taken before the list is completed. If a second ballot is necessary, they will have an opportunity between ballots to speak briefly to titles they feel are not receiving sufficient consideration.

After the first ballot, the votes will be tallied. All titles receiving six or more votes will be placed on the Notable Children's Videos list for that year.

The committee may then, if they desire, speak to any titles in the four- or five-vote category. A second ballot will be taken on the four- or five-vote titles only. No minimum or maximum number need be set on this ballot. Votes will be tallied and all titles receiving six or more votes will be added to the list.

The committee will then re-examine the "list," i.e., the titles so far selected. (It is recommended that after these two ballots, the selected titles be placed on the table. This will allow committee members to actually see the list.) If the committee desires, a third ballot may be taken, considering only titles with four or five "yes" votes from ballot #2.

There is no limit to the number of videos and DVDs that may be included on the list. The winner of the Andrew Carnegie Medal for Excellence in Children's Videos is automatically included on the list.

After the voting has taken place, the committee members divide up the Notable videos and write short annotations for each. The Chair is responsible for the final preparation of the list, and for delivering the list in an electronic format to the ALSC office.

Then the Chair contacts a representative for each of the winning videos and DVDs to inform them of their award.

PART III: ROLES AND RESPONSIBILITIES

Committee Chair

The Chair is a voting member of the committee with all the rights and responsibilities of other members.

There is a delicate balance which the Chair must maintain between being the Chair and being a committee member. Many Chairs find it beneficial to the free flow of discussion if they limit their discussion to videos and DVDs they feel strongly about, speak last in the discussion of a video or DVD, and speak only when a point that they wish to make has not been previously brought up.

The Chair's responsibilities include setting the tone for discussion. This is done by accepting all pertinent statements, by firmly avoiding tangents and by keeping to criteria-based discussion and by providing opportunity for all committee members to speak, without allowing any member to dominate.

Additional responsibilities of the Chair include the following:

- Corresponds with committee members immediately after appointments. Establishes forum and guidelines for committee communication, e.g., an electronic discussion list. Sends committee roster to all members.
- Answers all correspondence promptly. When appropriate, copies correspondence to any of the following: committee members; the ALSC Program Coordinator, the Priority Group Consultant, and the ALSC President.
- Communicates with the Chair of the Carnegie Committee regarding sharing video distributor information and sharing videos received.
- Instructs committee members how to receive reimbursement for expenses from ALSC.
- Develop and maintains a current list of distributors and contact persons.
- Arranges Midwinter Meeting and Annual Conference meeting schedules.
- Requests equipment needed for Midwinter Meeting and Annual Conference meetings from ALSC Program Coordinator.
- Prepares and distributes agendas for Annual Conference and Midwinter Meeting meetings.

- Conducts Annual Conference and Midwinter Meeting meetings.
- Prepares committee reports at conferences and in between for ALSC Board (pages 27-35).
- Represents the committee at committee chair orientations and at the Division Leadership Meeting.
- Checks eligibility of videos submitted, with assistance from Priority Group Consultant when necessary.
- Presents problems to Priority Group Consultants as needed.
- Prepares, conducts, and tabulates preliminary ballot(s) (page 24).
- Prepares final copy of the Notables list.
- On request, approves editorial changes to the list.
- Calls to congratulate or write letters of congratulation to distributors whose videos appear on the Notables list.
- Writes letters of appreciation to members' supervisors following the selection of the list (page 26).

ALSC Office

- Approximately 14 months before a potential committee member's term begins, and on the President's instructions, the Program Coordinator sends letters of invitation to these potential committee members.
- The Program Coordinator distributes manuals to new committee members.
- A "Notables" seal copy is sent by the Program Coordinator to each vendor that produces a notable video that receives the ALSC Notables distinction, with information on how to purchase this seal. Also, a high quality image of the award to place on print media is also available for purchase.

For Midwinter Meeting

- The Deputy Director arranges schedule and hotel rooms for meetings.

After Midwinter Meeting

- The Program Officer/Communications posts draft of Notable Videos list on ALSC Web site (page 36).
- The Program Officer/Communications edits the Notable Videos list with Booklist AV editor.

ALSC Board of Directors

- Regularly, or on request, reviews and reaffirms the committee's charge, criteria, procedures, etc.
- If necessary, deals with conflict of interest of committee members.

ALSC President

- Appoints or re-appoints committee members
- Appoints committee Chair.
- If necessary, makes appointments to fill committee vacancies.
- If necessary, deals with conflicts of interest of committee members.

Priority Group Consultant

- On request, assists the committee and Chair with procedural problems.
- Assists in determining eligibility of video recordings as necessary

PART IV: SAMPLES AND DOCUMENTS

Notable Children's Videos Eligibility and Criteria *Document*

Criteria

Notable is defined as: worthy of note or notice, important, distinguished, outstanding. As applied to children's videos, notable should be thought to include videos for all age levels (through age 14) of especially commendable quality that demonstrate respect for the child's intelligence and imagination; the videos should, in exemplary ways, reflect and encourage the interests of children.

Evaluative criteria to be used are:

1. Utilization of media;
2. Technicality;
3. Organization and appropriate treatment of material;
4. Authenticity;
5. Subject matter of interest and value to children.

The videos should make effective use of the special techniques of the medium and should be technically well done with clear and appropriate use of sound and visuals to create a unified artistic whole. Adaptations of material originally produced in other mediums should remain true to, expand, or complement the original work, as well as meet general criteria for excellence.

Videos should be original in that format.

Eligibility

To be eligible for consideration, a video:

1. Must be a video for which children are a potential audience.
2. Must have been released in the immediate year prior to the publication of the Notable list.
3. Can be feature length, but not a theatrically released feature.
4. Can be an episode of a series.
5. Can be based on another medium (except a filmstrip transfer), or made for another medium (i.e. television).
6. Should be available for use in homes and public libraries.
7. Should be in original format
8. Must be in English. "In English" means that the committee considers only a video or DVD published in English. This requirement does not limit the use of words or phrases in another language where appropriate in context.

Notable Children's Videos
Submission Form
Sample

Title _____

Running Time _____ Copyright Date _____ US Release Date _____

Purchase Price _____ Rental Price _____

Producer _____ US Citizen/Resident _____

Address _____ Telephone _____

City _____ State _____ Zip _____ FAX _____

Distributor _____

Contact Name _____

Address _____ Telephone _____

City _____ State _____ Zip _____ FAX _____

E-Mail Address _____

Has this title been previously released in another format? No _____ If yes, explain _____

Is this title part of a series? No _____ Yes _____ Series Title _____

Are program rights available for library programs? No _____ Yes _____

Do you wish to have your video returned to you after the committee has evaluated it?

No _____ Yes _____ If yes, please enclose postage and a mailing label.

Please send a copy of this form with your video to the ALSC Notable Children's Video Committee chair. In order that more than one member of the committee may view a video, please consider also sending videos with submission forms to the other committee members. If you have any questions, please contact the committee chair:

Susan Wray, Joplin Public Library, 300 South Main, Joplin, MO 64801. Phone: 417-623-7953 swray@joplinpubliclibrary.org

Please send a copy of this form completed to the ALSC Office, 50 East Huron Street, Chicago, IL 60611 SUBMISSION DEADLINE IS DECEMBER 31

Notable Children's Videos
Evaluation Form
Sample

Video Title: _____

Series Title (If video is part of a series): _____

Copyright or Release Date: _____

Video Producer: _____

Video Distributor: _____

Circle All That Apply: Animation Iconographic Live Action Claymation

| TECHNICAL RATING | Excellent | Good | Fair | Poor |
|-----------------------------|------------------|-------------|-------------|-------------|
| Sound Quality | | | | |
| Composition | | | | |
| Color Quality | | | | |
| Focus/ Exposure | | | | |

Comments:

| CONTENT RATING | Excellent | Good | Fair | Poor |
|-----------------------------|------------------|-------------|-------------|-------------|
| Authority (Accuracy) | | | | |
| Organization/ Creativity | | | | |
| Narration And Acting | | | | |

Comments:

Intended Audience: Preschool:_____ Grade K-3:_____ Grade 4-6:_____ Grade 7-:_____

Description of Video:

Should video be referred to Carnegie committee?_____ YA Notable committee?_____

Overall Rating: Excellent:_____ Good:_____ Fair:_____ Poor:_____

Should video be on final ballot? Yes:_____ Maybe:_____ No:_____

Additional Comments:

Name:_____ Date:_____

Notable Children's Videos
List of Titles under Consideration
Sample

| Title | Distrib/Producer | Address/Contact Information | Notable? |
|--|--|--|-----------------|
| Under the Waves: Strange Adventures | TMW Media Group | 2321 Abbot Kinney Blvd., Venice, CA 90291 dmays@tmwmedia.com 800-262-8862 x225 | N |
| Getting to Know...Leonardo DaVince | Kiki & Associates | 30 E. Huron #4709, Chicago, IL 60611 kiki@gettingtoknow.com 312-642-5526 | Y |
| Blue Planet: Coral Seas | Discovery Channel/BBC | Discovery Channel Education, Bethesda, MD 20814 trisha_roberts@discovery.com 240-662-4368 | Y |
| Beyond the Page: Honk! | Disney Educational Productions/ABC News Productions | Disney Educational Productions, 3800 W. Alameda, Burbank, CA 91505 stephanie.everett@disney.com 818-569-5993 | M |
| | | | |

Notable Children's Videos
Preliminary Ballot
Sample

| | | |
|------------|--|---|
| | | 1 |
| Aardema, | WHO'S IN RABBIT'S HOUSE? | |
| Adoff, | TORNADO, POEMS | |
| Aiken, | GO SADDLE THE SEA | |
| Alexander, | THE TOWN CATS AND OTHER TALES | |
| Anno, | ANNO'S COUNTING BOOK | |
| Arthur, | AN OLD MAGIC | |
| Aufarde, | PIG | |
| Babbitt, | THE EYES OF THE AMARYLLIS | |
| Bales, | TALES OF THE ELDERS | |
| Bayley, | ONE OLD OXFORD OX | |
| Baylor, | GUESS WHO MY FAVORITE PERSON IS | |
| Bernstein, | LOSS AND HOW TO COPE WITH IT | |
| Boesen, | EDWARD S. CURTIS- PHOTOGRAPHER OF THE N. AMER. IND. | |

Notable Children's Videos
Annotation Format and Example
Sample

Title. Distributor. Time. Price. Ordering Contact.

Age range. Annotation. (It is preferred that the annotation be 1-3 sentences long. Include format, e.g., video, DVD, and e.g., animation, live action, iconography, claymation, combination of Include significant authors, illustrators, and/or narrators. Mention if video was adapted from or based on another work.)

Example

Diary of a Worm. Weston Woods. 10 minutes. \$60. 1-800-243-5020

Ages 5-9. With the thankless job of helping the earth breathe, a young worm gives us a view of his daily life from the underground up. The youthful voice of Alexander Gould brings to life this animated version of the humorous book written by Doreen Cronin and illustrated by Harry Bliss.

Notable Children's Videos
Letter to Committee Member's Employer
Sample

Date

Name, etc

Dear XXX:

As Chair of the Notable Children's Videos Committee under the auspices of the Association for Library Service to Children, I am writing to thank you for your support of our efforts and the exceptional participation of your staff member, XXX.

This past year, XXX has worked hard in previewing children's videos submitted to our committee from publishers in both the United States and Canada. During the recent ALA Midwinter Meeting in XXX, XXX worked tirelessly with the other committee members in the final previewing, selection, and annotation of our list of Notable Videos for Children for 200X. The list of Notable Videos for Children 200X is available online at <http://www.ala.org/ala/alsc/awardsscholarships/childrensnotable/notablecvidlist/currentnotable.htm> , and will be published in the *Booklist* March 15, 200X issue, and in *School Library Journal* this spring. XXX's knowledge of media and professional judgment were important assets to our committee. It was a great professional pleasure to work with XXX.

Again, thank you for your support of XXX's national commitment in our efforts to improve service to children by allowing XXX to share XXX expertise with us as we selected a list of Notable Videos for Children for 200X.

Sincerely,

XXX, Chair
Notable Children's Video Committee

ASSOCIATION FOR LIBRARY SERVICE TO CHILDREN

COMMITTEE REPORT FORM #3 - PRE-ANNUAL CONFERENCE REPORT

Sample

NAME OF COMMITTEE: _____

COMMITTEE CHAIRPERSON: _____ DATE: _____

OBJECTIVES OF COMMITTEE FOR THIS CONFERENCE YEAR:

TIMETABLE/ACTIVITIES TO ACHIEVE THESE OBJECTIVES:

page/2

TASKS & OBJECTIVES ACCOMPLISHED SINCE THE MIDWINTER MEETING:

PLANS FOR ANNUAL CONFERENCE:

DO YOU NEED TO APPEAR BEFORE THE BOARD AT ANNUAL CONFERENCE?

IF SO, PLEASE INDICATE THE PREFERRED DATE:

_____ 1st Board Session

_____ 2nd Board Session

_____ 3rd Board Session

MATERIALS TO BE INCLUDED IN THE BOARD DOCKET
MUST BE RECEIVED IN THE ALSC OFFICE BY JUNE 5.

NOTE: Submit one copy of this form to the following individuals: your Priority Consultant, ALSC Executive Director, President, and Vice President/President-elect. Retain one copy to share with your committee members.

ASSOCIATION FOR LIBRARY SERVICE TO CHILDREN
COMMITTEE REPORT FORM #4 - ANNUAL REPORT/ANNUAL
CONFERENCE MEETING REPORT
Sample

NAME OF
COMMITTEE: _____

COMMITTEE CHAIRPERSON: _____ DATE: _____

MEETING TIME: _____ MEETING PLACE: _____

MEMBERS ATTENDING:

MEMBERS ABSENT:

GUESTS:

SUMMARY OF MEETING (Summarize discussion, decisions reached, follow-up actions decided):

page/2

PLEASE LIST THE COMMITTEE'S OBJECTIVES FOR THE PAST YEAR AND
RATE THE COMMITTEE'S EFFECTIVENESS IN ACCOMPLISHING EACH:

| | EXCEPTIONALLY WELL ACCOMPLISHED | | | NOT ACCOMPLISHED | |
|------------------|---------------------------------------|----------|----------|---------------------|----------|
| <u>OBJECTIVE</u> | <u>1</u> | <u>2</u> | <u>3</u> | <u>4</u> | <u>5</u> |

WHAT PROBLEMS DID YOU ENCOUNTER?

WHAT WERE THE HIGHLIGHTS OF THE YEAR'S ACTIVITIES?

(Continued)

COMMITTEE WORK PLAN FOR THE COMING YEAR

NAME OF COMMITTEE:_____

COMMITTEE CHAIR:_____

CONFERENCE YEAR:_____

OBJECTIVE

WHOSE
RESPONSIBILITY

WHEN

WHERE

QUESTIONS/COMMENTS/ASSISTANCE NEEDED:

Signature of Person Reporting

NOTE: Submit all Reports to the ALSC Executive Director before leaving the Annual Conference if possible - and in any case, not later than ten (10) days after the close of the Annual Conference. Also, submit one copy of this form to the following individuals: your Priority Consultant, President, and Vice President/President-elect. Retain one copy to share with your committee members.

ASSOCIATION FOR LIBRARY SERVICE TO CHILDREN

COMMITTEE REPORT FORM #1 - PRE-MIDWINTER MEETING REPORT

Sample

NAME OF COMMITTEE:_____

COMMITTEE CHAIRPERSON:_____DATE:_____

OBJECTIVES OF COMMITTEE FOR THIS CONFERENCE YEAR:

HOW DOES YOUR COMMITTEE CHARGE RELATE TO AND FURTHER THE
GOALS OF ALSC AND THE PRIORITY AREAS AND GOALS OF ALA?

TIMETABLE TO ACHIEVE THESE OBJECTIVES:

TASKS ACCOMPLISHED SINCE ANNUAL CONFERENCE:

page/2

PLANS FOR MIDWINTER MEETINGS:

DO YOU WISH TO APPEAR BEFORE THE BOARD AT MIDWINTER? _____

IF SO, PLEASE INDICATE PREFERRED DATE:

___ 1st Session
___ 2nd Session
___ 3rd Session

NOTE: Submit one copy of this form to the following individuals: your Priority Consultant, ALSC Executive Director, President, and Vice President/President-elect. Retain one copy to share with your committee members.

Report due DECEMBER 1.

ASSOCIATION FOR LIBRARY SERVICE TO CHILDREN

COMMITTEE REPORT FORM #2 - MIDWINTER MEETING REPORT

Sample

NAME OF COMMITTEE: _____

COMMITTEE CHAIRPERSON: _____ DATE: _____

MEETING TIME: _____ MEETING PLACE: _____

MEMBERS ATTENDING:

MEMBERS ABSENT:

GUESTS:

SUMMARY OF MEETING (Summarize discussion, decision reached, follow-up action decided):

page/2

HOW DID THE COMMITTEE'S ACTIVITIES DURING MIDWINTER HELP TO ACHIEVE THE OBJECTIVES & MEET THE TIMETABLES SET BY THE COMMITTEE?

WHAT PROBLEMS DID YOU ENCOUNTER? WHAT WERE THE HIGHLIGHTS OF THE COMMITTEE MEETING?

WHAT DO YOU PLAN TO DO BETWEEN NOW AND ANNUAL CONFERENCE?

OTHER COMMENTS:

Signature of Person Reporting

NOTE: Submit one copy of this report to the ALSC Executive Director before leaving the Midwinter Meeting if possible. Also submit one copy of this form to the following individuals: your Priority Consultant, President, and Vice President/President-elect. Retain one copy to share with your committee members.

Notable Children's Videos

2006 List on ALSC Web Site

Document

Boxes for Katje. Spoken Arts. 800-326-4090.

Ages 5-9. In post-World War II Europe, a young Dutch girl receives care packages from an American child and an international friendship ensues. This limited animation film, based on the book by Candace Fleming with pictures by Stacey Dressen-McQueen, features an introduction by the author and narration by Frances Sternhagen.

Ella the Elegant Elephant. Spoken Arts. 800-326-4090.

Ages 4-6. Shy Ella finds herself the target of the classroom bully on her first day in a new school. But with courage, perseverance, and the help of her Grandma's fabulous red hat, Ella creates a unique place for herself in this gentle, iconographic tale written and illustrated by Carmela and Steven D'Amico.

Ellington Was Not a Street. Weston Woods. 800-243-5020.

Ages 5-12. A young girl remembers the many famous African-American icons who visited her family home in Harlem, New York. Beautifully narrated by Phylicia Rashad and accompanied by Duke Ellington's memorable compositions, this is an iconographic adaptation of the book written by Ntozake Shange and illustrated by Kadir Nelson.

Ish. Weston Woods. 800-243-5020.

Ages 4-9. Discouraged by his brother's laughter, Ramon no longer wants to draw. When his younger sister shows him another way of seeing his art, Ramon is inspired to create new and wonderful drawings. This animated adaptation of Peter H. Reynolds' book is narrated by Chester Gregory with an original jazz score by Joel Goodman.

The Journey of Oliver K. Woodman. Nutmeg Media. 877-262-3690.

Ages 5-9. When an uncle is unable to visit his niece, he sends a life-size wooden hitchhiker in his place. The cross-country journey is chronicled through postcards and notes from the people encountered along the way. A charming iconographic video which brings to life the book written by Darcy Pattison with illustrations by Joe Cepeda.

Kidnapped. WGBH Boston Video. 800-949-8670.

Ages 10-14. 18th century Scotland is the setting for this well-acted, action-packed retelling of Robert Louis Stevenson's classic adventure about young Davie Balfour and his quest for justice.

Kids Talkin' About Death. National Film Board of Canada. 800-542-2164.

Ages 9-12. A variety of children from different backgrounds react to an interviewer's questions about death, expressing their views and opinions based on their own experiences and observations. The frank, spontaneous, and sometimes emotionally-charged responses make this open-ended documentary a good starting point for discussion.

The Man Who Walked Between the Towers. Weston Woods. 800-243-5020.

Ages 8-14. In this animated version of Mordicai Gerstein's book, Jake Gyllenhaal narrates the inspiring story of Philippe Petit's daring high wire walk between the World Trade Center Towers in 1974.

Peep and His Pals. WGBH Boston Video. 800-949-8670

Ages 3-6. Joan Cusack narrates the animated adventures of Peep, a newly hatched chick, and his friends Quack and Chirp, exploring the world of science. Young children do their own simple science experiments in brief segments following each of Peep's stories. The combination of the two makes science accessible and fun.

Portion Distortion: Seeing the Healthy Way to Eat. Human Relations Media. 800-431-2050.

Ages 7-12. Real kids convincingly provide viewers with solid strategies to make wise food choices. Live action mixes well with animation to dish up a healthy serving of entertaining information.

Rainbows in the Sea. Earthwise Media. 360-271-1584.

Ages 11 and up. Spectacular underwater photography along with clear narration take young people on a journey through the Earth's coral reefs and stress the importance of conservation. Teachers' guides and additional information on coral reef animals and the Coral Reef Alliance are included.

Roberto the Insect Architect. Weston Woods. 800-243-5020.

Ages 5-8. What's a bug to do? The big city calls to the budding architect, Roberto the termite. His blueprint for success—friendship, hard work, and imagination. Nina Laden's picture book gets a quirky animated adaptation.

Stars! Stars! Stars! Weston Woods. 800-243-5020.

Ages 5-9. The poetic tale of a young boy's journey through space also includes factual information about the planets and solar system. This animated version is based on the book written and illustrated in brilliant colored paper collage by Bob Barner.

Wild About Books. Weston Woods. 800-243-5020.

Ages 3-8. Wild about books (or zoo animals)? Then you'll also be wild about this animated adaptation of Judy Sierra's and Marc Brown's ode to bibliophiles everywhere, narrated by Catherine O'Hara.