

Policy No: C-5

Subject: AASL Frances Henne Award

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Effective Date: June 27, 2015

Revision Date(s):

Review Date(s):

Review Responsibility: Awards Committee

Policy Statement:

The AASL Frances Henne Award recognizes a school librarian with five years or less experience who demonstrates leadership qualities with students, teachers, and administrators, to attend an AASL Conference or ALA Annual Conference for the first time.

Focus: Members

Purpose: To outline the process for submission of nominees and selection of the AASL Frances Henne Award recipient.

Procedure:

1. The applicant must be an AASL personal member.
2. Individual applicants must meet the following criteria:
 - The applicant shall be currently employed as a school librarian at the building-level and have 1-5 years' experience as a school librarian. School library experience should not exceed 5 years.
 - The applicant shall have no previous attendance at an ALA Annual Conference or an AASL Conference.
4. One award will be given annually. The committee may choose to not select a recipient for the award.
5. Nominations for AASL France Henne Award will be due February 1 of each year.
6. The subawards committee will:
 - a. Judge nominees utilizing a standardized scoring rubric
 - b. Vote on the nominee(s) prior to April 1 of each year
7. The chair of the subawards committee, in coordination with the board and staff liaison, will announce the award winner in the form of an Information Report at the Spring Executive Committee meeting.
8. The recipient will be sent a congratulatory letter from the Awards Committee Chair and AASL President.
9. All candidates who were not successful in receiving the award will be sent a notification letter from the Awards Committee Chair and AASL President.
10. AASL Headquarters will prepare the award, which includes:
 - Press release
 - Plaque inscribed with recipient's name
 - Recognition in Awards Ceremony material
 - Recognition in *Knowledge Quest* and *Hotlinks*

11. Award sponsorships are set for automatic renewal. AASL must be notified in advance if an award will no longer be supported the following year by the current sponsor. The deadline for notification is May 1.