

ASSOCIATION FOR LIBRARY SERVICE TO CHILDREN

CHILDREN'S LITERATURE LEGACY
COMMITTEE MANUAL

January 2021

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This manual attempts to outline the practices, procedures and principles to follow in the selection and presentation of the Legacy Award. While as complete as possible, it cannot be exhaustive or account for every situation or scenario. Therefore, it is important to use the manual as a guide in decision making. The committee should look closely at the award's original intent as well as terms and criteria.

PART I: BACKGROUND INFORMATION

History and Purpose

The purpose of the ALSC Children's Literature Legacy Award is to recognize an author or illustrator whose books, published in the United States, have over a period of years made a significant and lasting contribution to children's literature through books that demonstrate integrity and respect for all children.

The award is administered by the Association for Library Service to Children, a division of the American Library Association. Each year the recipient is announced during the ALA Youth Media Award announcements and is honored at the Annual Conference in June. The recipient receives an award medal and presents an acceptance speech. The award may be given posthumously.

The Association presented an award to Laura Ingalls Wilder for her contribution to literature for children in June 1954. Thereafter, the ALSC Board established an ongoing award to recognize the lifetime achievement of a children's author and/or illustrator to next be awarded in 1960. The award was known as the Wilder Medal between 1960 and 2017. The [name was changed](#) to the Children's Literature Legacy Award in 2018.

Between 1960 and 1980, the Award was given every five years. From 1980 to 2001, it was awarded every three years. From 2003-2015, it was awarded every two years, and since 2016 the award has been given annually.

Committee Function Statement

To annually select the recipient of the Children's Literature Legacy Award, established by ALSC to give recognition to an author or illustrator whose work, published in the United States, has over a period of years made a substantial contribution to literature for children through books that demonstrate integrity, and respect for all children's lives and experiences.

The Committee

Three committee members are elected by the membership in the ALA/ALSC elections in the spring, and the chair is also appointed by the ALSC President at that time. The ALSC President appoints one additional member in the fall prior to the start of committee term. The term is for one year. (Revised, ALSC Board, June 2014)

Terms

The Children's Literature Legacy Award shall be awarded every year to an author or illustrator whose work, published in the United States, has over a period of years made a substantial contribution to literature for children through books that demonstrate integrity, and respect for all children's lives and experiences.

Definitions

1. The term “author or illustrator” can mean co-authors or co-illustrators, and persons who both write and illustrate. The person may be nominated posthumously. Some portion of the nominee’s active career in books for children must have occurred in the twenty-five years prior to nomination. Citizenship or residence of the potential nominee is not to be considered.
2. “Books” means more than one book.
3. “Published in the United States” does not indicate that first publication had to be in the United States. It means that children’s books written and/or illustrated by the nominee have been published in the United States, and it is those books which are to be considered in the nomination process.
4. “Over a period of years” means that at least some of the books by the potential nominee have been available to children for at least ten years. Out-of-print books may be considered as part of the nominee’s contribution.
5. “A substantial and lasting contribution” means that the books, by their nature (and/or number), occupy an important place in literature for American children and that over the years children have read the books and that the books continue to be read by children.
6. Books that “demonstrate integrity, and respect for all children’s lives and experiences,” means that the books, regardless of when they were published, should not diminish or denigrate any individual or group through stereotypes, whitewashing, or other derogatory content. The committee should evaluate works with the consideration of *all* children in mind rather than privileging the dominant culture to the exclusion of others. While the works of individual nominees do not have to include racially and culturally diverse characters, they should not disrespect or discredit diverse lives, experiences and histories.
7. The term “literature for children” indicates that the committee is to direct its attention only to the part of the potential nominee’s total work that is intended for children (up to and including age fourteen). It further indicates that the committee is to select on the basis of the literary or artistic merit of the books for children.

Criteria

1. In addition to the criteria implicit in the terms and definitions, the committee may wish to consider whether:
 - a. Some or all of the books are exceptionally outstanding and leading examples of the genre to which they belong.
 - b. Some or all of the books have established trends, or have been a leading force behind new trends in children’s books.
2. Other awards (such as Newbery or Caldecott) should not be considered when

nominating authors or illustrators for the Legacy Award. All candidates who have made a lasting contribution are eligible.

3. The committee, in making its selection of nominees, should be aware of the author's or illustrator's entire body of work, and may base its decision for nomination on the total body of work for children, or on those portions of the total body of work which are of a substantial and lasting nature.

Priority Group Consultant

A Priority Group Consultant from Priority Group VI (Awards) is assigned to the committee to handle questions from the Chair and the committee regarding procedure, personnel, and the eligibility of authors.

The Priority Group Consultant works with the Chair to review annually the procedures of the committee and to make recommendations for improving the process. The recommendations range from those that can be implemented easily to those requiring action by the ALSC Board. The Priority Group Consultant also works with the Chair to resolve procedural and personnel issues as they come up and questions about the eligibility of candidates.

Committee members consult the Priority Group Consultant should there be unusual issues that the Chair cannot resolve, particularly issues regarding the Chair.

ALSC Policies

ALSC POLICY FOR SERVICE ON THE CHILDREN'S LITERATURE LEGACY AWARD SELECTION COMMITTEE

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

CONFLICT OF INTEREST

It is the policy of the Association for Library Service to Children, its Board of Directors and committees to ensure that members in all of its activities avoid conflicts of interest and the appearance of conflicts of interest resulting from their activities as members of committees of the Association. In particular, no person should obtain or appear to obtain special advantages for themselves, their relatives, their employer or their close associates as a result of their services on a committee.

A conflict of interest occurs when an individual's personal or private interests may lead an independent observer reasonably to question whether the individual's professional

actions or decisions are influenced by considerations of significant personal or private interest, financial or otherwise.

CONFIDENTIALITY

Committee members need to maintain a high degree of confidentiality regarding the committee's discussions, both oral and written. All committee members need to feel free to speak frankly in a closed session, knowing that their comments will not be repeated outside that room, and that they reserve the right to speak on their own behalf outside of that closed session.

Committee members are urged to discuss individuals under consideration with others throughout the year to obtain a variety of critical opinions. However, it is important to remember that, in these discussions, committee members may express only their own opinions, and may not quote the opinions of other committee members or indicate in any way which individuals are under consideration.

GUIDELINES FOR AWARD COMMITTEES

The Association for Library Service to Children grants a number of awards and it is very important that conflicts of interest and the appearance of conflicts of interest be especially avoided and that confidentiality be maintained in the process of determining who should receive the awards. It is a privilege to serve on an award committee and with that privilege come specific responsibilities to assist the Association for Library Service to Children in preventing conflicts of interest and the appearance of conflicts of interest in the award process. Each person who is nominated or appointed to serve on an award committee is expected to consider carefully whether any of his or her personal or professional interests, obligations, activities, or associations could reasonably lead to even the appearance of a conflict of interest, or breach of confidentiality, and to discuss any such potential conflicts with the ALSC Executive Director prior to accepting the nomination or appointment. Situations that arise after a committee member has begun to serve should be directed to the ALSC President, Committee Chair, Priority Group Consultant, and Executive Director. The final decision rests with the Executive Committee.

Those who accept a nomination or appointment to an award committee should adhere to the following guidelines:

- 1) Members who have written and/or illustrated children's books are eligible to serve, and will not be eligible to receive the Legacy Award during their terms of service on the committee.
- 2) Members may not be employed by a children's trade book publisher, author, or illustrator.
- 3) Members should not accept appointment or nomination to an award committee if they have a close family relationship (parent, spouse/partner, son/daughter) or a personal relationship with an author or illustrator which could reasonably be seen by an independent observer to cause a conflict of interest.

- 4) Members of award committees should not reveal or publicize any confidential information learned through service on the committee; nor should they make such confidential information available to non-committee-members.
- 5) Members of award committees who run or participate in social networking websites or software, including blogs, Facebook, electronic discussion lists, and the like, should not engage in any discussions about their ALSC award committee work, or about the status of eligible individuals in relationship to these awards during their term of committee service.
- 6) Members may not serve concurrently on an ALSC award or media evaluation committee and the ALSC Board, another ALA unit's board, award or media evaluation committee, or ALA Council.
- 7) From time to time, the Association for Library Service to Children may take other action or establish such other guidelines as may be necessary in the Association's sole discretion to protect the integrity of the award process. Questions from prospective committee members and candidates should be directed to the Executive Director; situations that arise after a committee member has begun to serve should be directed to the ALSC President, Committee Chair, Priority Group Consultant, and Executive Director. The final decision rests with the Executive Committee.

MEETING ATTENDANCE AND ACCESS TO MATERIALS

- 1) Persons elected or appointed to the Legacy Award Committee should be able to attend all required discussion and decision meetings scheduled for the Annual and Midwinter meetings of ALA and follow procedures established by the committee.
- 2) Persons elected or appointed to the Legacy Award Committee should have ready access to a comprehensive collection of children's books, whether through a local library collection or interlibrary loan, so that they can easily obtain the complete bodies of work of authors and illustrators under consideration. Neither ALA nor the committee chair can be expected to provide copies of books for committee members to examine.

Although these requirements may limit membership on a committee, wise selection requires complete participation of all members of the committee.

FREQUENCY OF SERVICE ON THE LEGACY AWARD COMMITTEE

No individual may serve on the Batchelder Award, Caldecott Award, Geisel Award, Newbery Award, Sibert Award, Legacy Award, or Notable Children's Books Committees more often than once every four years. The four-year period shall begin from the last year of the term of service regardless of length of term. This guideline will not apply to the appointment for Chair. This guideline will not apply to other ALSC committees. Additionally, in the event that an emergency, mid-year replacement appointment must be made, the four-year rule may be suspended, providing the appointing officer the necessary flexibility and a greater pool of experienced candidates.

Violation of any of the above guidelines may result in dismissal from the award committee and may preclude service from future award committees.

Do you understand and agree to adhere to the guidelines for service on the award committee as outlined herein and agree to adhere to such other guidelines as the Association for Library Service to Children may hand down from time to time?

Yes No

Signed: _____
date

Name: _____

Please fill out and return the attached checklist.

October 2007. Policy revised, June 2011, January 2016, February 2018, July 2018.

Checklist for Prospective Legacy Award Committee Members

Please respond to the following questions. A “yes” answer does not necessarily preclude service on the Legacy Award Committee. These questions are intended to alert prospective committee members to situations that may or may not pose a problem; the answers will enable the Executive Committee to assess individual situations.

Have you already agreed to serve on another ALA unit’s board, award or media evaluation committee, or ALA Council? Yes No

Are you an author and/or illustrator of at least one published book for children? Yes No

Are you currently employed by a U.S. children’s trade book publisher? Yes No

Do you have a close relative (i.e. parent, spouse/partner, son/daughter) who is an author or illustrator who may be eligible? Yes No

Do you have a personal relationship with an author or illustrator who may be eligible which could reasonably be seen by an independent observer to cause a conflict of interest? Yes No

Do you run or regularly participate in a social networking website or software, including blogs, Facebook, or electronic discussion lists? Yes No

If you answered yes, please provide the web url:

If you participate in Facebook, please refer back to #7 under Guidelines for Award Committees.

Do you anticipate having difficulty attending all required meetings in person at Annual and Midwinter conference? Yes No

Do you anticipate having difficulty accessing a comprehensive collection of children's books? Yes No

Signed: _____
date

Name: _____

If you answered “yes” to any of the questions, please contact the Executive Director in the ALSC Office before you accept a nomination or appointment to discuss your specific situation. Failure to disclose such activities may lead to immediate dismissal from the committee.

October 2007, revised June 2011. April 2018. July 2018.

RELATIONSHIPS WITH PUBLISHERS

It is important to remember that members of an award committee should not solicit free, personal copies of books from publishers. Members accept the appointment to a committee with the understanding that they have access to books. However, committee members may accept *unsolicited* books from a publisher. Nor should committee members solicit distributors for favors, invitations, etc. However, if members receive such, they should use their own judgment in accepting. Distributors must understand that acceptance of such invitations, favors, and unsolicited books in no way influences the committee members' actions or the final choice made by the committee.

PART II: COMMITTEE WORK

Welcome

Serving on the Legacy Committee is a rare professional experience. Once the committee is complete, it is recommended that the Chair send a letter of welcome to the committee. The letter might include an outline of the year's work and up-coming issues. It is usually accompanied by relevant enclosures (e.g., the years' calendar, the roster, guidelines for book discussion, etc).

Calendar

It is the responsibility of the Chair to establish and distribute a calendar of the year's work as soon as possible. It is the responsibility of committee members to meet all deadlines to assure that the selection process is orderly and timely.

Attendance at Meetings

Committee members are expected to attend all meetings at the Annual Conference and January conference during their year of service on the committee. The committee may meet at least twice during each conference. Attendance at the organizational meeting at the Midwinter directly before the start of the term is optional but highly recommended. Attendance is not required at the second Annual Conference at which the award is presented. (See the list below.)

Additionally, this committee will engage in virtual meetings in between conferences to provide opportunities for members to become better acquainted and handle procedural activities, normally conducted at Annual Conference such as review of policy for service and conflicts of interest, finalize timeline, discuss terms, criteria, and definitions, identify, investigate and discuss concerns that members or the chair may have around eligibility. All members should be comfortable participating in online meetings.

Note ALA Policy 4.4 and 4.5 – No member shall serve concurrently in more than three separate positions, and committee members are expected to attend all meetings (Midwinter and/or Annual conference). Committee members should not accept additional invitations for committee service that would put them in violation of this policy.

At the Midwinter meeting at which the selection is announced, the committee members will also want to be present during the Youth Media Award Announcements. Committee members usually have their group picture taken immediately before the YMA announcement. Consider these special events when scheduling travel plans.

Election of three members and appointment of Chair (Spring)

Appointment of fifth committee member (Fall)

Midwinter Meeting (Winter)

Organizational meeting

Optional attendance.

Annual Conference (Summer)
Discussion of nominations
Attendance required. Closed meeting.

Midwinter Meeting (Winter)
Selection of winners
Attendance required. Closed meeting.
Committee term officially ends at the adjournment of Midwinter.

Annual Conference (Summer) –Committee term has concluded
No meeting
Presentation of the award
Attendance not required, except for chair.

There may be times when the committee does not meet in person at conferences. (Such meetings can only be held in accordance with rules laid down by the ALSC Board.) At such times the committee may meet together – but not separately – via teleconferencing or videoconferencing. That being the case, all members must make themselves available at the appropriate time for such meetings.

Schedule of Events

The following is a suggested schedule of events that will take place over the course of a one-year term:

I. Before the Start of Term

a. Fall – After the Spring Election of Chair and Three Members

- i. The President appoints additional committee member. Committee member learns of their appointment in the fall preceding the year in which their term begins. The incoming chair should send a letter of welcome to each committee member at the time of election or appointment.

b. Midwinter

- i. This is an optional meeting for the chair since the term begins at the conclusion of Midwinter. However, if the chair is attending Midwinter, they should plan to attend Leadership and ALSC on Saturday morning if at all possible. The incoming chair will meet with your Priority Group Consultant and possibly the current award chair.

II. Term Begins (at Close of Midwinter)

Jan/Feb – Introductory committee meeting. By the first week in February, Chair will send request for ALSC member suggestions to the ALSC-L electronic list and copy requesting ALSC member suggestions to Program Officer, Communications in the ALSC Office for the ALSC website, ALSCMatters and Children and Libraries. Chair should designate a committee member will submit copy requesting suggestions to the ALSC Blog Manager at alscblog@gmail.com.

Mid-late February – First round of committee members' suggestions due.

March 15 – Second round of committee members' suggestions due.

April 15 – Third round of committee members' suggestions due. This is also the deadline for ALSC member suggestions.

As suggestions are submitted, committee members will familiarize themselves with the individuals on the suggestion list—the scope and quality of their work and the critical response.

Chair will check the eligibility of suggested candidates.

May 15 – Deadline for committee members' **three nominations**.

Each nomination should be on a separate Word page with the committee member's name, a brief statement on the relationship of the nominee to the criteria, a list of the nominee's total body of work, and five exemplary books by the nominee.

June– ALA Annual Meeting – Committee will discuss nominated individuals, including the exemplary books cited in the nominations. Each committee member will be assigned 2 to 3 candidates to explore in detail. To the extent possible, committee members will try to read by the decision meeting at Midwinter the full body of work by their assigned nominees.

July – September--Committee members will read as much as possible of their assigned nominees' work, as well as work by the other nominees.

September 15 – Committee members will submit to the chair a 3-5 page statement in support of their assigned nominees referring to 8-10 specific books by the nominees and including citations to critical articles about the nominees, a 2-3 line biography of the nominee (with sources for this information) and the URL for head shots of the nominee.

September-Annual Conference—Committee members will all read the books discussed in the Sept. 15 nominee submissions and as much more of the nominees' works as possible.

Jan/Feb– Midwinter Meeting– Committee meets to discuss and select the Legacy winner, working with the ALSC Awards Coordinator calls and notifies the recipient, and writes the press release announcing the committee's choice. Members will bring to the meetings at least 3-5 exemplary books for each nominee.

III. Term ends at close of Midwinter Selection Meeting

a. Spring

- i. Chair prepares and submits award presentation remarks to the ALSC office.

b. Annual Conference (Award Presentation)

- i. Chair presents medal at the Newbery/Caldecott/Legacy Banquet, held at the Annual Conference.

Access to Materials

The Legacy Committee members are responsible for obtaining copies of books by authors and/or illustrators nominated for the award.

Communication

Electronic communication facilitates the distribution of information from the Chair to committee members, and the regular discussion of procedural issues. 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 page at <http://www.ala.org/alsc/guidelines-electronic-communication>.

Committee members are not free to communicate with each other about committee work without going through the Chair. All e-mail from committee members is directed to the Chair unless the Chair invites open discussion on a matter of concern. The Chair will establish ground rules for electronic communication by the committee at the beginning of the committee 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 discussion of authors and/or illustrators.

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.

Suggested Voting Procedures

Under the direction of the chair, the committee may discuss and agree upon any of the following procedures for shaping the list:

- a. Consensus: general agreement or opinion
- b. Oral vote (for example, use a vote of three to keep a nominee on the discussion list when shaping the final list of names)
- c. Secret written ballot for final selection
- d. Any combination of voting strategies

There must be a final vote. One name from the final list must have four or more votes from the committee to be declared the winner. Voting and elimination of final nominees will continue until one nominee has four votes.

The winner must be a committee decision with strong support from each member.

Preparation

Committee members are urged to prepare for the year's work in many ways:

- Review the terms, criteria, and definitions governing the award.
- Take part in book discussions. Book selection meetings, workshops, classes, and professional associations provide opportunities for such discussion.
- Read articles about the Legacy award.

Diversity and ALSC Media Award Evaluation

Inclusiveness is a core value of ALSC. It is the responsibility of each ALSC media award and notables committee to reflect this value in their approach to their work. ALSC award and notables lists provide librarians, teachers and parents with information about books and other media our association holds in the highest regard. Everyone benefits, children most of all, when the titles recognized within and across ALSC awards and best-of-the-year lists authentically reflect the diversity found in our nation and the wider world.

As individuals serving on committees evaluate materials according to the criteria outlined for their specific charge, they should strive to be aware of how their own perspectives and experiences shape their responses to materials. Every committee member brings unique strengths to the table, but every committee member also brings gaps in knowledge and understanding, and biases. Committee members are strongly encouraged to be open to listening and learning as well as sharing as they consider materials representing diverse experiences both familiar and unfamiliar to them.

Eligibility

It is important to verify that

1. the books by nominated authors and illustrators have been published in the United States
2. that some of the books have been available for at least ten years prior to the nomination
3. that a portion of the nominee's active career in books for children must have occurred in the twenty-five years prior to the nomination.

Note-Taking

From the outset, committee members need to develop some convenient system for taking notes about each book that is read. Some prefer a file card system; others keep a binder with notes, sometimes organized with tabs. Others may use a spreadsheet, database or other electronic file saved to a laptop or tablet that can be accessed during deliberations.

No matter what system is used, the notes themselves need to speak to the Legacy Award criteria. Succinct and specific notes clarify thinking and aid in the Award Selection Meeting discussion. In addition, some committee members keep complete bibliographic information on each book, a short summary, and a critical statement, noting both strengths and weaknesses based on the award criteria. As the year's work begins, the Chair sometimes asks committee members to share ideas on taking notes with the whole committee.

It is recommended that notes be taken on each author and illustrator that is considered. Notes about authors and illustrators not thought to be serious contenders may shorten as the year progresses. It is important to remember that a nominee not impressive at first glance may prove more interesting later on. Re-reading is frequently required. Notes record first impressions and measure changes in thinking.

Committee members do not usually bring a personal copy of every author's or illustrator's book under consideration to the final Award Selection Meeting. Therefore, notes need to include references to specific page numbers and/or quoted passages to justify specific points to be made during discussion.

Suggestion Process

The Chair solicits suggestions of eligible authors and illustrators from committee members at the first Midwinter meeting. Committee members are asked to suggest authors and illustrators deemed to be strong contenders based on the award criteria.

The suggestion process serves several important functions. Of course, it encourages committee members to identify strong contenders. It also alerts committee members as to which authors and illustrators merit consideration by the group. Then too, the suggestion process helps committee members begin to weigh relative strengths and weaknesses of authors and illustrators based on the award criteria.

Suggestion deadlines are listed on the calendar established at the beginning of the year. Suggestions may be submitted to the Chair by e-mail to meet designated deadlines. The Chair needs to receive notification should a committee member have no suggestions to add.

Serious consideration is to be given to all suggested authors and illustrators including those with minimal support. Sometimes support grows after comparison to other authors and illustrators under consideration.

While committee members are urged to suggest all strong authors and illustrators for consideration, they are also urged not to overload the suggestion list. Overloading the list undermines its function to focus attention on strong contenders. Committee members need to consider each author and illustrator with regard to the award criteria and suggest only those authors and illustrators deemed to be strong contenders.

There are no set parameters as to the number of suggestions a committee member may make. Some members suggest more authors and illustrators than others. In the suggestion process, it is important for committee members to move forward only those authors and illustrators deemed strong enough to merit careful consideration by the whole committee.

In summary, it is the responsibility of committee members to make suggestions by the designated deadlines and to consider carefully all suggested authors and illustrators.

Participation of ALSC Membership

ALSC members-at-large are encouraged to participate in the selection process by submitting authors and illustrators for consideration to the Chair.

It is the responsibility of the Chair to call for authors and illustrators to consider through the ALSC electronic discussion list, on the ALSC website, in the *ALSC Matters* Newsletter, and in *Children and Libraries: The Journal of the Association for Library Service to Children* (if there is an edition at the appropriate time of the year). In addition, the Chair may call for authors and illustrators to consider on other listservs having to do with children's literature. On an individual basis, committee members also may call for authors and illustrators to consider from members-at-large.

Authors and illustrators submitted for consideration by members-at-large are forwarded to the Chair. The Chair distributes this information to committee members in a timely manner.

The Chair and other committee members promote interest in the award in a number of ways. They:

- Encourage ALSC members-at-large to submit authors and illustrators for consideration prior to the Annual meeting.
- Talk about the award within the children's book community, at schools, and at state and local library conferences.
- Encourage discussion of eligible authors and illustrators on appropriate electronic discussion lists as suggestions for consideration before selection and of the winners after selection. The committee members cannot ever mention outside of committee meetings the authors and illustrators who were actually being considered, suggested or nominated.
- Interest local news media in covering the award.

Committee Participation

The selection process depends on the full participation of committee members. Therefore, it is important for all committee members to identify, obtain, read and consider works by eligible authors and illustrators; meet designated suggestion deadlines; communicate with the Chair as needed; participate in electronic discussions as needed; and contribute to discussion at required meetings.

ALSC is grateful for the full participation of committee members. In recognition of their commitment, the Chair sends two letters of appreciation to the employers/supervisors of committee members—one at the outset and one at the conclusion of committee service.

In addition, committee members sometimes notify employers/supervisors about their work on the Legacy Committee independently. Also, they often notify local newspapers, professional organizations, and/or their own alumni organizations of their work. The resulting notice underscores individual participation as well as the work of ALSC and ALA.

At the Annual Conference, the committee usually reviews and discusses the works of each nominee. At the Award Selection meeting in January, full discussion of authors and illustrators under consideration is central to the selection process. For these discussions, committee members are asked to adhere to helpful guidelines:

- Speak loudly and clearly.
- Speak to the group as a whole. Refrain from private conversations during the meetings.
- Speak briefly and to the point. That is, speak only to the terms, criteria and definitions of the Legacy Award.
- Listen openly to other committee members.
- Respond thoughtfully to what others have to say.
- Make comparisons but only in relationship to other eligible authors and illustrators.

Confidentiality of Discussion and Selection

There is a need to maintain a degree of confidentiality regarding the committee discussions, oral or written, e-mail or fax. Do not forward e-mail to anyone outside of the committee. Our reason is to ensure the privacy rights of others.

Please remember, then, that the following items are not for public discussion at any time-- prior to, during, or following the selection of the award:

1. Reasons (other than your own) given by individual committee members for supporting or removing an author or illustrator from consideration.
2. Specific authors or illustrators under consideration.
3. Details of the votes, if the committee votes on the nominees.

The committee's reasons for selection of the recipient will be announced at the press conference, in press releases, and in the announcement articles. Responsibility for confidentiality continues after the award is announced in terms of personal conversations, speeches, talks to groups, etc. during the months and years to follow.

PART III: ROLES AND RESPONSIBILITIES

Introduction

The Legacy Committee is responsible for selecting the award winner. The Legacy Committee Manual describes the policies, practices, and procedures that guide the selection process. It describes the roles and responsibilities of committee members and of the Chair as well.

The Chair, the Priority Group Consultant, ALSC (Awards Coordinator, membership, award and Notable Children's Books Committee chairs, the ALSC Board, and the ALSC President), and the ALA Communications and Marketing Office have specific roles and responsibilities. The checklists below with those roles and responsibilities are comprehensive but not exhaustive.

Committee Chair Responsibilities

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

The Chair's responsibilities include setting the tone for discussion. This can be done by accepting all pertinent statements, providing firm leadership in moving discussion away from tangents and back to criteria-based discussion, and providing opportunity for *all* members of the committee to contribute to the discussion.

In addition, the Chair will

- establish calendar and emailing procedures for the committee and send committee roster to all members (November).
- conduct all meetings of the committee (January meeting/Annual and virtual as necessary).
- answer all correspondence promptly and send copies of all correspondence to the ALSC Awards Coordinator and the Priority Group Consultant (all year).
- notify awardee (January selection meeting).
- prepare announcement of award by CMO's deadlines (January selection meeting).
- prepare quarterly committee reports (February/May/September/December)
- write letters of appreciation to members' supervisors following the selection of the awardee (January/February, sample in materials from previous chair)
- write introductory remarks for Legacy Award presentation (Spring)
- send all committee files to ALSC office for the archive (February).
- maintain communication with ALSC Awards Coordinator and Priority Group Consultant (all year).
- inform Priority Group Consultant of committee members who are especially good or those who are weak.
- review Legacy manual and make suggestions for improvement, via tracked changes, to Priority Group Consultant and Awards Coordinator.

Priority Group Consultant Responsibilities

The priority group consultant will

- assist the committee and Chair with procedural and personnel problems when needed.
- serve as first point of contact for committee Chair.

ALSC Staff Responsibilities

The ALSC Office

- sends letters of invitation to final appointed committee member at President's instructions (October).
- Makes updated manual available on the ALSC website (December)
- arranges for meeting rooms for both the Annual Conference and January selection meeting, after the Chair confirms the meeting time with ALSC Awards Coordinator.
- provides Chair with telephone assistance for notifying the awardee.
- with the ALSC President and ALA's Communications and Marketing Office (CMO) arranges announcement of the awardee (January selection meeting).
- With Chair and CMO ensures availability of press release (January selection meeting).
- assists CMO with publicity (January selection meeting).
- handles all ALSC office correspondence related to the award.
- arranges for engraving of medal.
- provides Chair with copies of former introduction remarks, deadline for presentation remarks, and information on banquet procedures.
- brings medal to Annual Conference for presentation.

ALSC Membership Role

On an ongoing basis, ALSC membership will

- submit suggestions for consideration prior to the Annual Conference meeting.
- promote community interest about the award; distribute information about the award

ALSC Board Responsibilities

Members of the Board will

- regularly, or on request, review and reaffirm the committees charge, criteria, procedures, etc.
- deal with conflict of interest of committee members if necessary.

ALSC President Responsibilities

The President will

- appoint chair and one committee member.
- make appointments to fill committee vacancies if necessary.
- handle conflict of interest of committee members if necessary.
- preside at press conference and awards ceremony.

Communications and Marketing Office (CMO) Responsibilities

The Communications and Marketing Office

- provides guidelines for preparation of press release information; explanation of why winner has made a lasting contribution and biographical information on winning author and/or illustrator
- designates format and deadlines for submission of information/books needed to prepare press release
- prepares information for press release in print and for ALSC webpage based on information submitted by committee
- briefs Chair on arrangements for notifying winners and for the press conference
- arranges for press conference.

PART IV: APPENDIX

Children's Literature Legacy Award

Sample Employer/Supervisor Information

Please supply the employer/supervisor information so a letter can be sent to your employer/supervisor regarding your participation on the Legacy Award Committee. You may list as many names as you like.

Your name

Supervisor's Name

Supervisor's Title

Name of Institution

Mailing Address

Supervisor's Name

Supervisor's Title

Name of Institution

Mailing Address

Children's Literature Legacy Award

Sample Letter to Employer/ Supervisor #1 [sent after Midwinter I]

[date]

[Supervisor address]

Dear [supervisor]:

I am writing as chair of the 20__ Children's Literature Legacy Award Committee, administered by the Association for Library Service to Children, a division of the American Library Association, to thank you for your support of [committee member] during their term on the 20__ Children's Literature Legacy Award Committee.

The 20__ Legacy Committee will have its first meeting at the American Library Association (ALA) conference in [location]. Everyone on the committee is excited about the challenge ahead as we look to honor an author or illustrator whose body of work represents a significant contribution to literature for children in the United States. In the coming year, committee members will be reading and evaluating the entire body of work of many authors and illustrators of books for children in preparation for our meetings and discussion, which will take place at the ALA Annual conference in [location] in [month], 20__, and at the January selection meeting in [location] in [month], 20__, where we will make our final decision. The Medal will be conferred on the winner at the ALA Annual conference in [location] in [month], 20__.

Serving on the Legacy Committee will involve a tremendous amount of work, but it also represents a tremendous opportunity. Reading and critically discussing the work of a wide range of authors and illustrators in this focused, intensive way will be an experience that I know will inform the work that all of us do day-to-day.

I am excited to be working with [committee member] on the committee, and appreciate your support of [preferred pronoun] throughout the coming months.

Sincerely,

[your name], Chair
20__ Children's Literature Legacy Award Committee

cc: committee member

Children's Literature Legacy Award

Sample Letter to Employer Supervisor #2 [sent after Midwinter 2]

[date]

[Supervisor address]

Dear [supervisor]:

I am writing to thank you for your support of [committee member] during [preferred pronoun] term on the 20__ Children's Literature Legacy Award Committee. As you probably know, the Legacy Committee chose author/illustrator [winner] as the 20__ recipient of the Legacy Award, which is administered by the Association for Library Service to Children (ALSC), a division of the American Library Association, and recognizes an individual who has made a substantial contribution to literature for children through books that demonstrate integrity, and respect for all children's lives and experiences.

The 20__ Legacy Award Committee has met at ALA Annual conference and January meetings since [month, year]. In between the meetings at those conferences, members of the committee spent many hours reviewing, reading, and preparing for critical discussion of the works of authors and illustrators suggested and under consideration for the award.

Serving with [committee member] and other members of the Legacy Committee was a tremendous pleasure. Everyone took responsibility for developing insights into and opinions about the individuals being considered. Everyone took risks in sharing their perspectives. Everyone was willing to listen to and learn from one another. The high caliber of the discussion at our meetings was a direct result of to the careful consideration [committee member] and other members gave to our charge, the rigorous work they put into preparing for discussions, and the professionalism with which they approached our deliberations. Our final meetings in [location] last month were the most challenging, as we felt the pressure of fulfilling our charge, and also the most rewarding, in part because of each and every committee member's respect for both the goal and the process.

The 20__ Children's Literature Legacy Award will be presented to [winner] at the ALSC Newbery-Caldecott-Legacy Banquet at the ALA Annual conference in [location] on [date].

Thank you again for your support of [committee member] and the 20__ Legacy Award.

Sincerely,

[your name], Chair
20__ Children's Literature Legacy Award Committee

cc: [committee member]

Children's Literature Legacy Award

Sample Note-Taking Form

Children's Literature Legacy Award Note-Taking Form

Book Creator:

Ten (or more) year time span of his/her work available to children:

Awards won (if any):

Five exemplary titles by the book creator (include original publisher and date for each one)

- 1.
- 2.
- 3.
- 4.
- 5.

Other titles

Criteria: a) books exceptionally notable and leading examples of genre; b) established new type or new trends

Circle one: Surpasses criteria Meets criteria Meets some criteria Does not meet criteria

Books that “demonstrate integrity, and respect for all children’s lives and experiences” (see definition in manual above).

Circle one: Surpasses criteria Meets criteria Meets some criteria Does not meet criteria

Comments

Children’s Literature Legacy Award

Sample Nomination Ballot

Nomination Ballot (three nominations due XX, 200X)

I recommend to the committee for consideration for the Children’s Literature Lecture Award the following three authors (not in preferential order):

Author/Illustrator: _____

Author/Illustrator: _____

Author/Illustrator: _____

_____ name

_____ date

On another page, please write your justification statements—your reasons for nominating these individuals with regard to the award criteria. Be sure to add your name and the date to that page. Please single-space for easier reproduction by other committee members.

Nominations and justification statements are due to Chair on XXXX, 20XX.

Children's Literature Lecture Award

Sample Selection Ballot

SELECTION BALLOT

Ballot, Number _____

First Choice: _____

Second Choice: _____

Third Choice: _____

Children's Literature Lecture Award

Sample Voting Tally Sheet

Author or Illustrator	1 st place 4 points (# votes times # points)	2 nd place 3 points (# votes times # points)	3 rd place 2 points (# votes times # points)	total

Children’s Literature Lecture Award

Sample Press Release

News

For Immediate Release
January 27, 2020

Contact: Macey Morales
ALA Media Relations
312-280-4393
mmorales@ala.org

Kevin Henkes wins 2020 Children’s Literature Legacy Award

PHILADELPHIA – Kevin Henkes is the winner of the 2020 Children’s Literature Legacy Award honoring an author or illustrator, published in the United States, whose books have made a significant and lasting contribution to literature for children. His numerous works include “Julius, the Baby of the World” (Greenwillow Books, 1990), “Olive’s Ocean” (Greenwillow Books, 2003), and “Waiting” (Greenwillow Books, 2015).

The award was announced today, during the American Library Association (ALA) Midwinter Meeting & Exhibits in Philadelphia. The award is administered annually by the Association for Library Service to Children (ALSC), a division of the ALA.

“An artist and author at the top of his craft, Henkes gives us a legacy of work full of honest emotion and insight, warm and gentle humor, and playful, nuanced illustrations,” said Children’s Literature Legacy Award Committee Chair Dr. Sylvia Vardell.

Growing up in Racine, Wisconsin, in a family of five children, Henkes wanted to be an artist from a very young age. At 19, he traveled to New York City to get his first book published. Fast forward forty years, he has now written and illustrated more than 50 books for children, including collaborations with other artists and authors.

Kevin Henkes’s award-winning works include “Kitten’s First Full Moon” which won the Caldecott Award in 2005 and “The Year of Billy Miller,” recipient of a Newbery Honor in 2014. In addition, Henkes has received two Geisel honors, two Caldecott honors, and a second Newbery honor.

Inspired by his family and the neighborhood where he grew up, Henkes approaches challenging subjects with grace, sensitivity, and hopefulness. From joyful picture books, to engaging early chapter books, to thought-provoking novels, his work spans many formats and demonstrates a distinct and evolving style. His illustrations are fresh and imaginative and reflect a care for book design and respect for the child reader.

Amongst his notable works is “Lilly’s Purple Plastic Purse” (Greenwillow Books, 1996) which has been beloved by children for more than twenty years. Henkes captures the

emotional highs and lows of young readers from the joys of sharing a prized colorful accessory to the frustrations of disappointing a favorite teacher.

Members of the 2020 Children's Literature Legacy Award Committee are Chair Dr. Sylvia M. Vardell, Texas Woman's University, Denton; Lucía Acosta, Princeton, N.J.; Dr. Rob Bittner, University of British Columbia, Vancouver, B.C.; Louise Lareau, New York Public Library; and Jessica Hilbun Schwartz, Louisville (C.O.) Public Library.

ALSC is the world's largest organization dedicated to the support and enhancement of library service to children. With a network of more than 4,000 children's and youth librarians, literature experts, publishers, and educational faculty, ALSC members are committed to engaging communities to build healthy, successful futures for all children. To learn more about ALSC, visit their website at www.ala.org/alsc.

For more information on the Children's Literature Legacy Award and other ALA literary awards, please visit www.ala.org/yma.

Children's Literature Legacy Award

Sample Congratulations Letter to Winner

February 13, 2020

Kevin Henkes
c/o Virginia Duncan
VP and Publisher
Greenwillow Books
195 Broadway
New York, NY 10007

Dear Kevin:

Many congratulations upon being selected as the 2020 Children's Literature Legacy Award winner! I'm pleased to provide information about award arrangements to be made over the next few months.

The Association for Library Service to Children (ALSC) will present the Legacy Award to you at the 2020 Newbery-Caldecott-Legacy Awards Banquet, to be held on Sunday, June 28, 2020 during the Annual Conference of the American Library Association (ALA) in Chicago!

The Banquet's specific location will be available in mid-March and your publisher will be in contact with you regarding your attendance. The evening's events include a Green Room reception from 5:45 – 6:30 p.m. for award winners and publishers, the ALSC and ALA Boards and senior staff, and committee members; followed by the Banquet itself, then a receiving line after the dinner and speeches. Opening remarks begin at 7:00 p.m., followed by dinner, followed by the award presentations from 8:30 to 10:30 p.m. ALSC President Cecilia McGowan will preside as the evening's host, and Legacy Committee Chair Sylvia Vardell will present the Award itself.

You will be seated at the dais with the ALA and ALSC Presidents, the Caldecott Medalist, the Newbery Medalist and the Newbery, Caldecott and Legacy Selection Committee chairs. You will make an acceptance speech about 8-9 minutes in length and pose for a photo.

Your acceptance speech will be posted to the ALSC website shortly after the Banquet ends. *Horn Book* magazine also publishes the text of the speech in its July issue. We work with *Horn Book's* editor to be sure we print the exact same speech and to coordinate our production schedules. In order to meet our deadlines, we ask that you submit your manuscript (double spaced, via email) to our Communications Officer Laura Schulte-Cooper (lschulte@ala.org) and copy Awards Coordinator Jordan Dubin (jdubin@ala.org), along with the enclosed permission form, by **April 1**.

The manuscript will, of course, be considered confidential prior to the awards banquet. For your information, I have enclosed copies of acceptance speeches from previous years.

Since 1976, the Newbery, Caldecott and Wilder/Legacy speeches have been recorded by Weston Woods/Scholastic prior to the banquet. The recordings are then made available as a gift to all individuals who attend the banquet. The banquet guests are always pleased to receive the recorded speeches as a memento of a special evening. A representative of Weston Woods will contact you to arrange for the taping.

If you have any questions about the arrangements for publishing or recording the speech, or the banquet and presentation itself, please feel free to contact our Awards Coordinator Jordan Dubin at jdubin@ala.org. Again, congratulations! We look forward to celebrating with you in Chicago!

Sincerely,

Aimee Strittmatter
Executive Director
312-280-2162
astrittmatter@ala.org
<http://www.ala.org/alsc>

cc: Cecilia P. McGowan, ALSC President
Sylvia M. Vardell, 2020 Children's Literature Legacy Award Committee Chair
Virginia Duncan, Greenwillow Books
Roger Sutton, *Horn Book*
Melissa Reilly, Weston Woods

AS/jd

Children's Literature Legacy Award Recipients

Beginning with the 2018 Award, the name changed from the Wilder Medal to the Children's Literature Legacy Award. Originally, between 1960 and 1980, the Award was given every five years. From 1980 to 2001, it was awarded every three years. From 2003-2015, it was awarded every two years, and since 2016 the award has been given annually.

[List with downloads of Newbery, Caldecott and Legacy Award Winning Speeches](#)

Awarded as Children's Literature Legacy Award

2021: Mildred D. Taylor
2020: Kevin Henkes
2019: Walter Dean Myers
2018: Jacqueline Woodson

Awarded as Wilder Medal

2017: Nikki Grimes
2016: Jerry Pinkney

2015: Donald Crews
2013: Katherine Paterson
2011: Tomie dePaola
2009: Ashley Bryan
2007: James Marshall
2005: Laurence Yep
2003: Eric Carle

2001: Milton Meltzer
1998: Russell Freedman
1995: Virginia Hamilton
1992: Marcia Brown
1989: Elizabeth George Speare
1986: Jean Fritz
1983: Maurice Sendak

1980: Theodor S. Geisel (Dr. Seuss)
1975: Beverly Cleary
1970: E. B. White
1965: Ruth Sawyer
1960: Clara Ingram Judson
1954: Laura Ingalls Wilder