

2.24. TECHNOLOGY

2.24.1. TERM: One year (appointed by the President)

2.24.2. PURPOSE: The purpose of the Technology Committee is to keep abreast of technology developments as recipient of the Donna Hornsby Joint Technology Project Award.

2.24.3. COMPOSITION: The members will be representatives of the seven KSMA regions.

2.24.3.1. Persons serving on any award committee may not nominate or be nominated for that award. If either occurs, that person will resign from that committee.

2.24.4. DUTIES:

2.24.4.1. To notify the winner of the Donna Hornsby Joint Technology Award on August 15th

2.24.4.2. The chair will submit a voucher to the Treasurer for check prior to the joint conference.

2.24.4.3. To award the Donna Hornsby Joint Technology Project Award at the KSMA Fall Conference

2.24.4.4. To keep abreast of technological advances that affect school library media centers as well as legislation that affects technology and schools.

2.24.4.5. To submit budget requests as needed for the committee

2.24.4.6. To attend KSMA Board meetings

2.24.4.7. To prepare written reports for each Board meeting and the KSMA NEWSLETTER as needed

2.24.4.8. To prepare an annual written report, in triplicate, for the last KSMA Board meeting

2.24.4.9. To pass all award nominees applications to the next committee for one year.

2.24.5. PURPOSE OF THE DONNA HORNSBY JOINT TECHNOLOGY PROJECT AWARD:

In order to promote the use of technology in the library media center by teachers and students, and to increase the cooperative planning by library media specialist and teachers to enhance the acquisition of information skills among both teachers and students, KSMA will present this award.

2.24.6. CRITERIA FOR THE AWARD:

2.24.6.1. Joint submission by a school library media specialist, who is a member of KSMA, and a teacher (or team of teachers)

2.24.6.2. Evidence of joint collaborative planning and joint implementation of the program by the library media specialist and teacher(s)

2.24.6.3. Results of the program shown in tangible statistics, or written testimony from colleagues, students, parents, etc

2.24.6.4. Innovation shown in the use of library media center technology to enhance information and the learner outcomes

2.24.6.5. Documentation of hardware, software, and other technology used with recommendations for others who may want to implement the program.

2.24.6.6. Information regarding the funding sources for materials, hardware, teacher/library media specialist's time, scheduling, demographic information, etc., as it relates to the project and the overall school technology situation.

2.24.6.7. Information regarding any other awards or submissions for awards for which the project has been or will have been considered.

2.24.6.8. Illustrations, photos, student work, explanations, etc., supporting the selection of the project as an innovative use of library media center technology

2.24.7. ELIGIBILITY: Those eligible for the award include all public and private schools in Kentucky

2.24.8. GUIDELINES:

2.24.8.1. Submit a completed application form printed in the KSMA NEWSLETTER or located on the KSMA website for the "Donna Hornsby Joint Technology Project Award."
<http://www.kysma.org>

2.24.8.2. Any KSMA member may submit an application to the chair of the committee no later than June 1.

2.24.8.2.1. Describe the goals of the project in terms of information skills, KERA goals, valued outcomes, curriculum and library media center technology.

2.24.8.2.2. Describe the joint planning between the library media specialist(s) and teacher(s).

2.24.8.2.3. Describe the implementation process, including students involved and activities using library media center technology.

2.24.8.2.4. Describe the tangible results in terms of KERA goals, specific learner outcomes, curriculum enhancement, information skills, improved library/c

2.24.8.2.5. Give complete information about the library media center technology used: hardware, software, CD ROM applications, etc.

2.24.8.2.6. Made recommendations to anyone who may wish to emulate your program— problems, successes, changes you would make, etc.

2.24.8.2.7. Explain means of evaluating results, plans to continue or expand project, etc.

2.24.8.2.8. Detail the costs, funding sources, outside assistance, teachers/library media specialist time, scheduling, etc.

2.24.8.2.9. Include supporting documentation, photos, testimonials, etc., not to exceed 10 pages (double spaced, if typed) for the entire application

2.24.8.2.10. Is the project being considered for any other award, or has it received any other award or formal recognition? If so, give details and results.

2.24.9. SPONSORSHIP OF THE AWARD: Technology vendors will be solicited to fund the award. If none can be found, KSMA will fund the award.

2.24.10. MONETARY AWARD AND DISTRIBUTION:

2.24.10.1. The award money of \$400.00 is designated specifically for school-related materials, activities, etc.

2.24.10.2. The award will be divided equally between the library media center and the class(es) whose project is selected from the application.

2.24.11. EXPENSES:

2.24.11.1. Expense vouchers must be completed, signed, and submitted to the treasurer before any bills can be paid.

2.24.11.2. Receipts or invoices must accompany all vouchers; however, receipts for mileage expenses are not necessary.

2.24.11.2.1. If award recipient is not a member of KSMA, the association will pay for two meal function tickets and mileage expenses (at KSMA's current rate) for the conference at which the award is presented.

2.24.11.3. Any expenses incurred while in office must be submitted for payment at least 10 days prior to the fall KLA meeting. This will enable the treasurer to pay all bills and prepare the books for audit.

2.24.11.3.1. If this deadline cannot be met, a written explanation should accompany a completed and signed voucher and should be submitted to the treasurer prior to the fall KLA/KSMA joint conference.

2.24.11.3.2. Invoices/receipts should be submitted as soon as possible.

2.24.11.4. Travel expenses for members of the Board of Directors and appointees attending KSMA Board of Directors' meetings are allowed at the rate of KLA mileage rate per car for meetings not held in conjunction with conferences or regular annual meetings such as the fall KLA/KSMA conference. If the meeting

is held 100 or more miles from the member' s home, \$50.00 per night lodging expense is allowed.