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ORIENTATION

During their first visits to the library media center each year, students need an orientation that covers five major areas:

- Learning rules and routines
- Locating areas and resources
- Practicing careful handling of materials
- Learning how to select a book to read
- Learning that the library media center is a good place to be

The library leadership team decides on the rules and routines. Rules should be brief and stated positively. They should be discussed, modeled, and reviewed until they are second nature. Routines should be clear and should allow for students to take as much responsibility for the circulation of the books as possible.

Teachers, with assistance from the Elementary Library Aide, teach and model for students the rules and routines. These and other concepts are introduced by sharing books with students to arouse their interest in reading and to set the stage for further instruction.

Teachers emphasize the responsibility that students acquire when they borrow an item from the library media center. They may show students a book that has been badly damaged to demonstrate proper care and handling. They may devise activities that get students actively involved in role playing routines or in going on scavenger or treasure hunts to discover where resources are located.

The key points for teachers to cover in orientation sessions are listed below:

Rules and Routines

- 1. How to enter.
- 2. Where to sit.
- 3. Review of behavior standards, stated positively.
- 4. Where to get and return shelf markers.
- 5. Checking books in.
- 6. Placing books for reshelving.
- 7. Using a shelf marker.
- 8. Checking books out.
- 9. Where to put books that are damaged or that need a new circulation card typed.
- 10. How to leave the shelves.
- 11. How to leave tables and chairs.
- 12. How to line up to leave.
- 13. Library media center access times.

Policies

- 1. Borrowing responsibilities.
- 2. How to reserve a book. (Optional)
- 3. Borrowing privileges.
- 4. Date due.
- 5. Policies regarding lost or damaged books.
- 6. Taking the library media center pledge. (Optional)

Careful Handling of Books and Other Resources

- 1. How to open a new book.
- 2. How to hold a book when reading.
- 3. How to turn pages carefully from the top.
- 4. How and when to use shelf markers.
- 5. How to carry a book.
- 6. How to protect books from damage on the trip to and from home and at school.
- 7. Ways to remember to return the books on time.
- 8. Why it matters that books are returned on time.

Locating and Selecting Resources

- 1. Reading signs and labels.
- 2. Noting bulletin boards and displays.
- 3. Exploring to discover the general locations of resources.
- 4. How to select a book.

Becoming a Frequent Library User

Students need to feel welcome in the school library media center whether they come on their own, with their parents, or with their class. The positive experiences and interactions that develop over time will nurture students and help them to become avid, capable readers, and self-motivated life-long learners.



LIBRARY BEHAVIOR

- ♦We have clean hands♦
 - **♦**We use quiet voices**♦**
- **♦**We handle things with care**♦**
 - **♦**We follow directions**♦**
- **♦**We put things back in place**♦**

SCHOOL LIBRARY MONTHLY ACTIVITY CALENDAR

| Month | Event | Resources & Activities | | |
|-----------|--|--|--|--|
| August | Begin Orientations | Ready the library for classes. Prepare handouts – policies & procedures, orientation materials, class scheduling procedures, etc. | | |
| September | Back to School Night | Have handouts of policies and procedures available if the library will be open for visit | | |
| | Library Card sign-up Month | Partner with the local public library to promote public library cards, visits and usage with every class visit and through the weekly bulletin. Have forms available in the library and/or give to teachers. | | |
| | Hispanic Heritage Month | www.educationworld.com/a_lesson/lesson203.shtml | | |
| | | http://www.smithsonianeducation.org/educators/resource library/hispanic resources.htm | | |
| | Constitution Day | www.constitutionday.com (Elem) | | |
| | | www.archives.gov/education/lessons/constitution-day/ | | |
| | Banned Books Week: Celebrate Freedom to Read (last week September) | Display challenged books Captain Underpants, Harry Potter, Wrinkle in Time—get materials, lists from ALA website www.ala.org/ala/issuesadvocacy/banned/bannedbooksweek/index.cfm | | |
| October | Hispanic Heritage Month continues through October 15 | www.gale.cengage.com/free_resources/chh/ More great ideas! | | |
| | Teen Read Week | The theme for this year is Turn Dreams into Reality @ Your Library (Sec) | | |
| November | Picture Book Month | Display Caldecott & other pic books and why picture books are important | | |
| 11 | Veteran's Day | Display honoring heroes or the meaning of Veteran's Day | | |
| | Thanksgiving | Display books around this theme | | |
| December | Holidays | Display of related books. Promote donations for books for shelters, holiday gifts (Remember a book is a gift you can open again and again). Have a Book Fair with the theme "Get Wrapped up in Reading." | | |

| January 17 | Displays, books from collection, posters of speeches, | | |
|------------|---|---|--|
| February | ALA Youth Media Awards | ALA's annual announcements of winners of the Newbery, Caldecott, CSK and other awards | |
| | Black History Month | Create a photo gallery of contemporary prominent African American figures (from the Internet) with brief captions of their accomplishments. Use books from your collection to create a display. | |
| | | www.theteacherscorner.net/seasonal/black-history-month additional ideas/activities | |
| | Digital Learning Day | Explore how digital learning can provide more students with more opportunities to get the skills they need for college, career and life (Sec) | |
| March | Read Across America (Dr. Seuss' Birthday) | www.nea.org/readacross/index.html Sponsor events in library; Read aloud favorite Dr. Seuss books—administrators, parents, faculty and students; hand out materials about the importance of reading everyday | |
| | Toon Took Wook | www.seussville.com/special/read.html for useful print outs and other handouts. Click on the red x at the top of the page for even more ideas. | |
| | Teen Tech Week | www.teentechweek.ning.com (Sec) | |
| | Women's History Month | Create a photo display of important women with their accomplishments or why they are notable posted below their pictures. | |
| | Freedom of Information Day | www.holidayinsights.com/moreholidays/March/freeinfoday.htm Highlights library's mission of providing access. | |

| April | Create a display of favorite children's poets/books. Work with teachers to set up a day when teachers and students can come in and read aloud their favorite poem. Students may write their own poems and read them in the library to others. | |
|-------|---|---|
| | School Library Month | http://www.ala.org/aasl/slm |
| | http://www.dropeverythingandread.com/NationalDEARday.html | |
| | www.ala.org/conferencesevents/celebrationweeks/natlibraryweek | |
| | (Secondary) | |
| | El Dia de los libros | |
| May | Get Caught Reading | www.getcaughtreading.com_ Roam school to "catch" students reading, with or without camera. Enter names in a drawing to win gift certificates from local bookstores or your next book fair. Encourage reading to ease the stress of testing. (Secondary) |
| 5 | Cinco de mayo | |
| | Asian Pacific Heritage Month | www.infoplease.com/spot/asianhistory1.html |
| June | Summer Vacation/Reading | Please see ILTSS website for suggested summer reading. |
| | | |

CALDECOTT MEDAL BOOKS

| YEAR | BOOK, ILLUSTRATOR |
|--------------|--|
| 2016 | • |
| | Finding Winnie: The True Story of the World's Most Famous Bear, Lindsay Mattick |
| 2015 2014 | The Adventures of Beekle: The Unimaginary Friend, Dan Santat |
| | Locomotive, Brian Floca |
| 2013 | This Is Not My Hat, Jon Klassen |
| 2012 | A Ball for Daisy, Chris Raschka |
| 2011 | A Sick Day for Amos McGee, Erin E. Stead |
| 2010 | The Lion & the Mouse, Jerry Pinkney |
| 2009 | The House in the Night, Beth Krommes |
| 2008 | The Invention of Hugo Cabret, Brian Selznick |
| 2007 | Flotsam, David Wiesner |
| 2006 | The Hello, Goodbye Window, Chris Raschka |
| 2005 | Kitten's First Full Moon, Kevin Henkes |
| 2004 | The Man Who Walked Between the Towers, Mordicai Gerstein |
| 2003 | My Friend Rabbit, Eric Rohmann |
| 2002 | The Three Pigs, David Wiesner |
| 2001 | So You Want to be President?, David Small |
| 2000 | Joseph Had a Little Overcoat, Simms Taback |
| 1999 | Snowflake Bentley, Mary Azarian |
| 1998 | Rapunzel, Paul O. Zelinsky |
| 1997 | Golem, David Wisniewski |
| 1996 | Officer Buckle and Gloria, Peggy Rathmann |
| 1995 | Smoky Night, David Diaz |
| 1994 | Grandfather's Journey, Allen Say |
| 1993 | Mirette on the High Wire, Emily Arnold McCully |
| 1992 | Tuesday, David Wiesner |
| 1991 | Black and White, David Macaulay |
| 1990 | Lon Po Po: A Red-Riding Hood Story From China, Ed Young |
| 1989 | Song and Dance Man, Stephen Grammell |
| 1988 | Owl Moon, John Schoenherr |
| 1987 | Hey, Al, Richard Egielski |
| 1986 | The Polar Express, Chris Van Allsburg |
| 1985 | Saint George and the Dragon, Trina Schart Hyman |
| 1984 | The Glorious Flight: Across the Channel with Louis Bleriot, Alice and Martin Provensen |
| 1983 | Shadow, Marcia Brown |
| 1982 | Jumanji, Chris Van Allsburg |
| 1981 | Fables, Arnold Lobel |
| 1980 | Ox-Cart Man, Barbara Cooney |
| 1979 | The Girl Who Loved Wild Horses, Paul Goble |
| 1978 | Noah's Ark, Peter Spier |
| 1977 | Ashanti to Zulu: African Traditions, Leo and Diane Dillon |
| 1976 | Why Mosquitoes Buzz in People's Ears, Leo and Diane Dillon |

CALDECOTT MEDAL BOOKS

| YEAR | BOOK, ILLUSTRATOR | | |
|------|--|--|--|
| 1975 | Arrow to the Sun, Gerald McDermott | | |
| 1974 | Duffy and the Devil, Margot Zemach | | |
| 1973 | The Funny Little Woman, Blair Lent | | |
| 1972 | One Fine Day, Nonny Hogrogian | | |
| 1971 | A Story A Story, Gail E. Haley | | |
| 1970 | Sylvester and the Magic Pebble, William Steig | | |
| 1969 | The Fool of the World and the Flying Ship, Uri Shulevitz | | |
| 1968 | Drummer Hoff, Ed Emberley | | |
| 1967 | Sam, Bang, and Moonshine, Evaline Ness | | |
| 1966 | Always Room for One More, Nonny Hogrogian | | |
| 1965 | May I Bring a Friend?, Beni Montressor | | |
| 1964 | Where the Wild Things Are, Maurice Sendak | | |
| 1963 | The Snowy Day, Ezra Jack Keats | | |
| 1962 | Once a Mouse, Marcia Brown | | |
| 1961 | Baboushka and the Three Kings, Nicolas Sidjakov | | |
| 1960 | Nine Days to Christmas, Marie Hall Ets | | |
| 1959 | Chanticleer and the Fox, Barbara Cooney | | |
| 1958 | Time of Wonder, Robert McCloskey | | |
| 1957 | A Tree Is Nice, Marc Simont | | |
| 1956 | Frog Went A-Courtin', Feodor Rojankovsky | | |
| 1955 | Cinderella, or the Little Glass Slipper, Marcia Brown | | |
| 1954 | Madeline's Rescue, Ludwig Bemelmans | | |
| 1953 | The Biggest Bear, Lynd Ward | | |
| 1952 | Finders Keepers, Nicolas, pseud. (Nicholas Mordvinoff) | | |
| 1951 | The Egg Tree, Katherine Milhous | | |
| 1950 | Song of the Swallows, Leo Politi | | |
| 1949 | The Big Snow, Berta and Elmer Hader | | |
| 1948 | White Snow, Bright Snow, Roger Duvoisin | | |
| 1947 | The Little Island, Leonard Weisgard | | |
| 1946 | The Rooster Crows, Maude and Miska Petersham | | |
| 1945 | Prayer for a Child, Elizabeth Orton Jones | | |
| 1944 | Many Moons, Louis Slobodkin | | |
| 1943 | The Little House, Virginia Lee Burton | | |
| 1942 | Make Way for Ducklings, Robert McCloskey | | |
| 1941 | They Were Strong and Good, Robert Lawson | | |
| 1940 | Abraham Lincoln, Ingri and Edgar Parin d'Aulaire | | |
| 1939 | Mei Li, Thomas Handforth | | |
| 1938 | Animals of the Bible, Dorothy P. Lathrop | | |

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NEWBERY MEDAL BOOKS

| Year | Book, Author | | | |
|------|---|--|--|--|
| 2016 | Last Stop on Market Street, Matt de la Pena | | | |
| 2015 | Crossover, Kwame Alexander (MS and HS) | | | |
| 2014 | Flora & Ulysses: The Illuminated Adventures, Kate DiCamillo | | | |
| 2013 | The One and Only Ivan, Katherine Applegate | | | |
| 2012 | Dead End in Norvelt, Jack Gantos | | | |
| 2011 | Moon Over Manifest, Clare Vanderpool | | | |
| 2010 | When You Reach Me, Rebecca Stead | | | |
| 2009 | The Graveyard Book, Neil Gaiman | | | |
| 2008 | Good Masters! Sweet Ladies! Voices From a Medieval Village, Laura Amy Schlitz | | | |
| 2007 | The Higher Power of Lucky, Susan Patron | | | |
| 2006 | Criss Cross, Lynne Rae Perkins | | | |
| 2005 | Kira-Kira, Cynthia Kadohata | | | |
| 2004 | The Tale of Despereaux, Kate DiCamillo | | | |
| 2003 | Crispin: The Cross of Lead, Avi | | | |
| 2002 | A Single Shard, Linda Sue Park | | | |
| 2001 | A Year Down Yonder, Richard Peck | | | |
| 2000 | Bud, Not Buddy, Christopher Paul Curtis | | | |
| 1999 | Holes, Louis Sachar | | | |
| 1998 | Out of the Dust, Karen Hesse | | | |
| 1997 | The View From Saturday, E. L. Konigsburg | | | |
| 1996 | The Midwife's Apprentice, Karen Cushman | | | |
| 1995 | Walk Two Moons, Sharon Creech | | | |
| 1994 | The Giver, Lois Lowry | | | |
| 1993 | Missing May, Cynthia Rylant | | | |
| 1992 | Shiloh, Phyllis Reynolds Naylor | | | |
| 1991 | Maniac Magee, Jerry Spinelli | | | |
| 1990 | Number the Stars, Lois Lowry | | | |
| 1989 | Joyful Noise: Poems for Two Voices, Paul Fleischman | | | |
| 1988 | Lincoln: A Photobiography, Russell Freedman | | | |
| 1987 | The Whipping Boy, Sid Fleischman | | | |
| 1986 | Sarah, Plain and Tall, Patricia MacLachlan | | | |
| 1985 | The Hero and the Crown, Robin McKinley | | | |
| 1984 | Dear Mr. Henshaw, Beverly Cleary | | | |
| 1983 | Dicey's Song, Cynthia Voigt | | | |
| 1982 | A Visit to William Blake's Inn: Poems for Innocent and Experienced Travelers, Nancy Willard | | | |
| 1981 | Jacob Have I Loved, Katherine Paterson | | | |
| 1980 | A Gathering of Days, Joan Blos | | | |
| 1979 | The Westing Game, Ellen Raskin | | | |
| 1978 | Bridge to Terabithia, Katherine Paterson | | | |
| 1977 | Roll of Thunder, Hear My Cry, Mildred D. Taylor | | | |
| 1976 | Grey King, Susan Cooper | | | |

NEWBERY MEDAL BOOKS

| 1975 | M. C. Higgins the Great, Virginia Hamilton | | | |
|--------------|--|--|--|--|
| 1974 | The Slave Dancer, Paula Fox | | | |
| 1973 | Julie of the Wolves, Jean George | | | |
| 1972 | Mrs. Frisby and the Rats of NIMH, Robert C. O'Brien | | | |
| 1971 | The Summer of the Swans, Betsy Byars | | | |
| 1970 | Sounder, William H. Armstrong | | | |
| 1969 | The High King, Lloyd Alexander | | | |
| 1968 | From the Mixed-Up Files of Mrs. Basil E. Frankweiler, E. L. Konigsburg | | | |
| 1967 | Up a Road Slowly, Irene Hunt | | | |
| 1966 | I, Juan de Pareja, Elizabeth Borton de Trevino | | | |
| 1965 | Shadow of a Bull, Maja Wojciechowska | | | |
| 1964 | It's Like This, Cat, Emily Cheney Neville | | | |
| 1963 | A Wrinkle in Time, Madeleine L'Engle | | | |
| 1962 | The Bronze Bow, Elizabeth George Speare | | | |
| 1961 | Island of the Blue Dolphins, Scott O'Dell | | | |
| 1960 | Onion John, Joseph Krumgold | | | |
| 1959 | The Witch of Blackbird Pond, Elizabeth George Speare | | | |
| 1958 | Rifles for Watie, Harold Keith | | | |
| 1957 | Miracles on Maple Hill, Virginia Sorensen | | | |
| 1956 | Carry On, Mr. Bowditch, Jean Lee Latham | | | |
| 1955 | The Wheel on the School, Meindert DeJong | | | |
| 1954 | And Now Miguel, Joseph Krumgold | | | |
| 1953 | Secret of the Andes, Ann Nolan Clark | | | |
| 1952 | Ginger Pye, Eleanor Estes | | | |
| 1951 | Amos Fortune, Free Man, Elizabeth Yates | | | |
| 1950 | The Door in the Wall, Marguerite de Angeli | | | |
| 1949 | King of the Wind, Marguerite Henry | | | |
| 1948 | Twenty-One Balloons, William Pène Du Bois | | | |
| 1947 | Miss Hickory, Carolyn S. Bailey | | | |
| 1946 | Strawberry Girl, Lois Lenski | | | |
| 1945 | Rabbit Hill, Robert Lawson | | | |
| 1944 | Johnny Tremain, Esther Forbes | | | |
| 1943 | Adam of the Road, Elizabeth Janet Gray | | | |
| 1942 | The Matchlock Gun, Walter D. Edmonds | | | |
| 1941 | Call It Courage, Armstrong Sperry | | | |
| 1940 1939 | Daniel Boone, James Daugherty Thimble Summer, Elizabeth Enright | | | |
| 1939 | · | | | |
| 1938 | The White Stag, Kate Seredy Roller Skates, Ruth Sawyer | | | |
| 1937 | Caddie Woodlawn, Carol Ryrie Brink | | | |
| 1935 | Dobry, Monica Shannon | | | |
| 1934 | Invincible Louisa, Cornelia Lynde Meigs | | | |
| 1934 | Invincible Louisa, Contella Lyttae Pleigs | | | |



NEWBERY MEDAL BOOKS

| 1933 | Young Fu of the Upper Yangtze, Elizabeth Foreman Lewis |
|------|--|
| 1932 | Waterless Mountain, Laura Adams Armer |
| 1931 | The Cat Who Went to Heaven, Elizabeth Coatsworth |
| 1930 | Hitty, Her First Hundred Years, Rachel Field |
| 1929 | The Trumpeter of Krakow, Eric P. Kelly |
| 1928 | Gay-Neck, Dhan Gopal Mukerji |
| 1927 | Smoky, the Cowhorse, Will James |
| 1926 | Shen of the Sea, Arthur Bowie Chrisman |
| 1925 | Tales From Silver Lands, Charles Joseph Finger |
| 1924 | The Dark Frigate, Charles Boardman Hawes |
| 1923 | The Voyages of Dr. Dolittle, Hugh Lofting |
| 1922 | The Story of Mankind, Hendrik Willem van Loon |

LIBRARY VISIT SCHEDULE

Week:

| FRIDAY | | | |
|-----------|--|--|--|
| THURSDAY | | | |
| WEDNESDAY | | | |
| TUESDAY | | | |
| MONDAY | | | |
| TIME | | | |

REMEMBER TO ALLOW TIME FOR SHELVING, NUTRITION/LUNCH AND BREAKS