

**Virginia Department of Education
Office of Program Administration and Accountability**

**2015-2016 National Title I Distinguished Schools Recognition Program
Instructions for Developing the Application**

Purpose:

The purpose of the 2015-2016 National Title I Distinguished Schools Recognition Program, a project of the National Title I Association, is to recognize qualifying Title I schools from each state for their outstanding achievements in education. Only two schools per state are selected each year as Distinguished Schools. Each state may select one qualifying school in each of the following categories:

- Category 1: A school that has exceeded AMOs for the current and previous years (accountability years 2014-2015 and 2015-2016); or
- Category 2: A school that has significantly closed the achievement gap for student subgroups as evident by performance toward AMOs in the current and previous years (accountability years 2014-2015 and 2015-2016).

Selection Criteria:

Please use one-inch margins and double space all pages. The following areas must be addressed in the application:

- One-page narrative description of the school (this narrative must include verification that the school has a 35 percent or higher poverty rate and that it has not been a previous recipient of this recognition);
- Two-page description of the school's assessment results in reading (English/language arts) and mathematics (met or exceeded AMOs for two or more of the most current consecutive years) and how the school uses assessment data to improve student/school performance;
- One-page description of the strategies used to implement the reading (English/language arts) curriculum;
- One-page description of the strategies used to implement the mathematics curriculum;
- One-page description of how opportunities for all children to achieve are provided;
- One-page description of coordination with other programs;
- One-page description of professional development offerings;
- One-page description of partnerships with parents, families, and communities; and
- One-page description of the greatest contributing factor to the school's success.

Review Criteria:

The Office of Program Administration and Accountability will verify the applicant's eligibility for the award under criteria 3-5. The application will be evaluated on the categories addressed in the application and quantitative data supporting either Category 1 or 2.

School Participation Form:

See Attachment C. This form must accompany the application.

Page Requirements:

The application must be no more than **10 pages**, with one-inch margins and be double-spaced. Please specify a heading at the top of each page. On the e-mail subject line, please indicate the school division's name and the category. (Example: Richmond City, Category 1)

Application Due Date:

The 2015-2016 National Title I Distinguished Schools Recognition Program Application must be submitted electronically to NationalTitleIDistinguishedSchools@doe.virginia.gov by **3 p.m. on Friday, November 13, 2015**.

NOTE: Faxed applications will not be accepted.

Questions:

Please direct your questions to Gabie Frazier at (804) 225-2907 or Gabie.Frazier@doe.virginia.gov