

# Exemplary Reading Program Award

## Guidelines and Application Form

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**DESCRIPTION:** The Exemplary Reading Program Award is sponsored by the International Reading Association to recognize outstanding reading and language arts programs at all grade levels (elementary, middle, and high school). Its purpose is to call the public's attention to outstanding programs in schools throughout North America. Each participating state and province can choose one winning school.

**OBJECTIVES:** The program has five objectives: (1) to improve literacy in our society, (2) to recognize school staffs who demonstrate excellence in reading and literacy programs, (3) to encourage the development and refinement of exemplary reading/language arts programs, (4) to report to the public noteworthy efforts to improve reading/language arts, and (5) to disseminate specific information about high-quality programs so that other professionals can use it to improve their own instructional efforts.

**CRITERIA:**

1. All public, private, and parochial elementary and secondary schools are eligible for the award if the school has at least one IRA member.
2. The school must apply with its *entire* reading program, not just one segment (i.e., Title I, resource room, library/media, teacher, one grade, and the like).
3. The fully completed application form must be signed by the chief school officer (e.g., superintendent).
4. The winning program should serve as a model for other schools and teachers.
5. A school receiving the award cannot apply again within a period of five years.
6. A school is not eligible to apply if a current state or provincial council officer is employed in the school.

**JUDGING:** Each state/province participating in the program will have an Exemplary Reading Program Award Committee. Not all states/provinces elect to participate in the program. **Please be sure that your state/province has elected to participate prior to submitting your application to IRA headquarters.** All applications received at IRA headquarters will be forwarded to the appropriate state/provincial Exemplary Reading Program Award Committee chair. The Committee will then review each application, applying the criteria listed in these guidelines and using a standardized scoring procedure. Schools receiving a set point value will be visited by representatives of the state/provincial Exemplary Reading Program Award Committee.

*(continued)*

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The school having the highest rating in each state/province will be the Exemplary Reading Program Award winner for that state/province. The name and application will be sent to IRA headquarters by the chair of each state/provincial Exemplary Reading Program Award Committee. IRA headquarters will notify each winning school of the honor and invite representatives for each award-winning school to attend the IRA annual convention, where the awards will be presented.

<b>TIMELINE:</b>	<b>November 15</b>	Applications must be postmarked.
	<b>November 22</b>	Applications must arrive at IRA headquarters. Faxed entries will not be accepted.
	<b>February 1</b>	Validated visits by state/provincial Exemplary Reading Program Award Committee members will be completed.
	<b>February 10</b>	State/provincial Exemplary Reading Program Award Committee chairs will notify IRA headquarters of winners.
	<b>March 1</b>	IRA headquarters will notify recipients of the award.

### HOW TO PARTICIPATE:

To participate in the program, complete the attached application form. Then prepare a description of your program, applying specifically the 10 guidelines listed below. The description may be in any order, as long as **all** criteria are addressed. **Please limit the description to five pages.** As part of the description, please list the names and professional assignments of all those who were involved in completing the application. NOTE: Additional materials—such as books, journals, and newspapers—will not be considered as part of the application. However, you may want to display these items in your school if the state/provincial Exemplary Reading Program Award committee chooses to make a site visit.

### 10 GUIDELINES TO FOLLOW:

***Your application should include evidence that***

1. The reading program is consistent with sound theory, research, and practice.
2. The reading program facilitates student learning.
3. Students have access to a wide variety of reading materials.
4. Students demonstrate success in reading.
5. Comprehension strategies are taught and applied across the curriculum.
6. Listening, speaking, viewing, and writing are integrated into and support the reading program.
7. Administrators and teachers provide leadership and vision for the building and/or district reading program.
8. The school and/or district offers support services to the program.
9. Literacy activities occur outside of school.
10. The community, including parents, is involved in the reading program.

Send your application form and program description to

**Exemplary Reading Program Award  
International Reading Association  
800 Barksdale Road, PO Box 8139  
Newark, DE 19714-8139, USA**

*Applications must be postmarked by November 15 and arrive at IRA headquarters by November 22. Faxed applications will not be accepted.*

DR-Date Received  
SP-State or Province

Do not write in this section	
DR	SP

# Exemplary Reading Program Award

## Application Form

Year \_\_\_\_\_

1. Location of the Exemplary Reading Program

School Name \_\_\_\_\_

Principal's Name (type or print) \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State/Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Telephone ( \_\_\_\_\_ ) \_\_\_\_\_ Principal's Signature \_\_\_\_\_

(This signature must be included in order for application to be complete.)

2. Name of School District \_\_\_\_\_

3. Name and Signature of Chief School Officer (e.g., Superintendent)

Name (type or print) \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State/Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Telephone ( \_\_\_\_\_ ) \_\_\_\_\_ Signature \_\_\_\_\_

(This signature must be included in order for application to be complete.)

4. IRA Member in the School

Name \_\_\_\_\_ IRA Membership # \_\_\_\_\_ Exp. Date \_\_\_\_\_

(Current IRA membership # must be included in order for application to be complete.)

5. Contact Person (the name of the individual to be contacted regarding this application)

Name \_\_\_\_\_ Position \_\_\_\_\_

6. Demographic Information

a. Is the school \_\_\_\_\_ Public \_\_\_\_\_ Private (please check one ✓)

b. Grade level(s) of students in the Exemplary Reading Program \_\_\_\_\_

c. Approximate ethnic background of students in the school

\_\_\_\_\_ % Asian American \_\_\_\_\_ % African American \_\_\_\_\_ % Caucasian

\_\_\_\_\_ % Hispanic \_\_\_\_\_ % Native American \_\_\_\_\_ % Other

Other (please describe) \_\_\_\_\_

6. d. Which of the following terms apply to the school (please check one ✓)

\_\_\_\_\_ Urban inner-city

\_\_\_\_\_ Urban (above 250,000 general population)

\_\_\_\_\_ Urban (10,000–250,000 general population)

\_\_\_\_\_ Small town (up to 10,000 general population)

\_\_\_\_\_ Suburban (adjacent to urban center)

\_\_\_\_\_ Rural

\_\_\_\_\_ Other \_\_\_\_\_

e. Socioeconomic status (✓ one)

\_\_\_\_\_ Low

\_\_\_\_\_ Low Md.

\_\_\_\_\_ Md.

\_\_\_\_\_ Md. High

\_\_\_\_\_ High

f. Approximate per-pupil expenditure in the district: \$ \_\_\_\_\_

in the school: \$ \_\_\_\_\_

g. Approximate allocated time for reading/language arts per week \_\_\_\_\_

h. Approximate class size \_\_\_\_\_

i. Instructional grouping pattern(s) \_\_\_\_\_

\_\_\_\_\_

7. Name and Address of News Media Contact

Name \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State/Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Name and Address of Additional News Media Contact

Name \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State/Province \_\_\_\_\_ Postal Code \_\_\_\_\_

8. As part of the description, please attach a sheet listing the names and professional assignments of all those who were involved in completing this application.

Send your application form and program description to

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**International Reading Association**  
**800 Barksdale Road, PO Box 8139**  
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