Attachment B

Superintendent’s Memo 229-19

September 20, 2019

Virginia Department of Education

Office of ESEA Programs

**2019-2020 National ESEA Distinguished Schools Recognition Program**

**Instructions for Developing the Application**

**Purpose:**

The purpose of the 2019-2020 National ESEA Distinguished Schools Recognition Program, a project of the National Association of ESEA State Program Administrators, is to recognize qualifying schools receiving federal funding from each state for their outstanding achievements in education. Only two schools per state are selected as National ESEA Distinguished Schools. Each state may select a maximum of two qualifying schools with no more than one school per category:

* *Category 1*: Exceptional student performance for two consecutive years;
* *Category 2*: Closing the achievement gap between student groups; and
* *Category 3*: Excellence in serving special populations of students (e.g., homeless, migrant, English learners, etc.).

**Selection Criteria:**

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

* 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);
* Description of the school’s assessment results in English reading achievement and mathematics and how the school uses assessment data to improve student/school performance;
* Description of evidence-based instructional strategies used to implement the reading (English/language arts) curriculum;
* Description of evidence-based instructional strategies used to implement the mathematics curriculum;
* Description of opportunities provided for each student to succeed;
* Description of coordination with other programs;
* Description of sustained, evidence-based professional development offerings;
* Description of partnerships with parents, families, and communities; and
* Description of innovative strategies that contributed overall to the school’s success.

### **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, double-spaced, and pages numbered. Please specify a heading at the top of each section. On the email subject line, please indicate the school division’s name and the category.

### **Application Due Date:**

The 2019-2020 National ESEA Distinguished Schools Recognition Program Application must be submitted electronically to [ESSA@doe.virginia.gov](mailto:ESSA@doe.virginia.gov) by 3:00 p.m. on Friday, October 25, 2019***.***

NOTE: Faxed applications will not be accepted.

### **Questions:**

Please direct your questions to Latonia Anderson, Title I/Title V Specialist, at (804) 225-2907 or [Latonia.Anderson@doe.virginia.gov](mailto:Latonia.Anderson@doe.virginia.gov).