

**Magnet Schools of America  
Magnet Schools of Merit Awards Program  
2010 - 2011  
GENERAL APPLICATION GUIDELINES**

**Directions:** Complete the appropriate application for the specific award for which you are applying. Mail an original and three copies in WORD format, and a properly labeled CD or Flash Drive, to be **received in the MSA National Office on or before Wednesday, November 17, 2010, 5pm EST. No applications will be accepted after Wednesday, November 17, 2010, 5pm EST.**

- I. GENERAL INFORMATION: Complete and include **all signatures** at the time of mailing.
- II. ABSTRACT: **On a separate page**, prepare a one-page, double-spaced description of your program.
- III. PROGRAM DESCRIPTION: Complete by following all of the specific instructions for the application.

**ELIGIBILITY:** To be eligible for participation in the Magnet Schools of America Merit Awards Program, the following apply: (1) must be a PAID member of Magnet Schools of America for 2010-2011 by Friday, November 12, 2010; and (2) must have implemented the magnet program for a minimum of three years (with the exception of applications for the New and Emerging Magnet School category (designed for magnet schools in their second or third year of implementation)). **NOTE:** Magnet Programs that did not make AYP for 2010 are eligible for awards of Excellence and Distinction, but NOT cash awards. The 2010-2011 Merit Award Categories are: (1) Schools of Excellence and (2) Schools of Distinction.

**MAGNET SCHOOLS OF EXCELLENCE:**

The highest scoring magnet schools in the excellence category are eligible for monetary awards. These schools will be recognized during the Awards Luncheon at the National Conference in Indianapolis, IN.

1) Dr. Ronald Simpson Distinguished Merit Award	\$5,000
2) Dr. Donald R. Waldrip Elementary School of Merit	\$2,500
3) Secondary School of Merit	\$2,500
4) Elementary School of Merit	\$2,500
5) New and Emerging School of Merit	\$1,000

**Note to Schools:** Award recipient is responsible for school exhibit display in the Exhibit Center.

*ALL PREVIOUS MONETARY AWARD WINNERS are NOT eligible to receive cash awards for three years after the initial award, but are eligible for the Excellence and Distinction award categories. Exception: A New and Emerging School, having completed its third year, may be eligible for other cash awards in their category. SCHOOL SITE VISITS: Schools of Excellence selected for consideration for the Dr. Ronald Simpson Award will be visited by a team and are required to prepare a notebook of documentation in support of each section of their application.*

**2. MAGNET SCHOOLS OF DISTINCTION AWARDS.** All Distinction Award winners will be recognized at the National Conference during the Second General Session.

**Magnet Schools of America  
2010 - 2011**

**Magnet Schools of Merit and New and Emerging - APPLICATION  
INFORMATION IS REQUIRED OF ALL APPLICANTS**

**I. GENERAL INFORMATION**

School Name: \_\_\_\_\_ Grade Level(s): \_\_\_\_\_

Website URL: \_\_\_\_\_

Check One (✓):       Elementary School       Secondary School (includes middle and high schools)

*Note: The selection of elementary or secondary will determine the award category for which your school will be eligible.*

Magnet Theme(s): \_\_\_\_\_

Type of Magnet *Check one (✓)*     Whole School Magnet     School Within-a-School

Street: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ FAX: \_\_\_\_\_ AYP Status for 2010 (✓):  Yes     No\*

*\*If AYP was not met, provide, on a separate page, a short narrative as to why the school did not meet AYP. This must follow the application ABSTRACT.*

School District: \_\_\_\_\_ District K-12 Enrollment: \_\_\_\_\_

Principal: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Magnet Coordinator/Lead Teacher: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Whole School Magnet Enrollment: \_\_\_\_\_ Grade Levels: \_\_\_\_\_

School Within-A-School Enrollment: \_\_\_\_\_ Grade Levels: \_\_\_\_\_

Check One (✓):       Rural       Suburban       Urban

Are students selected by a lottery process (✓)?  Yes     No. If no, describe selection process and any variables that impact on magnet school enrollment/acceptance: \_\_\_\_\_

**ALL SIGNATURES REQUIRED AT TIME OF SUBMISSION TO BE ELIGIBLE FOR REVIEW**

Principal's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Magnet Director's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Superintendent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please check (✓) ONLY ONE:**

**Magnet Schools of Merit**

**New and Emerging Magnet Schools of Merit**

All applicants will receive reader feedback on your Merit Application

**I. TRANSMITTAL INSTRUCTIONS:**

- ORIGINAL AND THREE COPIES SIGNED BY THE SUPERINTENDENT. In addition, include an electronic copy in WORD Format (not PDF) on a CD or Flash Drive of the completed Merit School Application including the Abstract and AYP statement (as appropriate). Electronic copy need not be signed.
- Include a twenty (20) second video in M-PEG format and one PowerPoint slide (*see checklist*).
- Applications must be received in the MSA National Office on or before **Wednesday, November 17, 2010 5pm EST**. Applications received after this date **will not be accepted**.
- Faxed or e-mailed copies **will not** be accepted.

## APPLICATION GUIDELINES

### III. ABSTRACT

Submit a one-page, double-spaced description of your magnet program. This abstract will be posted on the MSA website for winning entries and may be used for other publications. Do not include or attach a Cover Page.

### IV. WHAT CAUSES DISQUALIFICATION OF APPLICATIONS?

**Proposals that do not meet the following formatting guidelines will be immediately disqualified:**

1. The document must not exceed eight (8) double-spaced pages (not including General Information page, Abstract, or AYP statement).
2. Must use ONLY 12 point, Times New Roman font (**Exception: 10 point font and single space may be used ONLY for charts and graphs to report demographic and assessment data**).
3. Margins MUST BE one-inch on top, bottom, left, and right.
4. All pages must be numbered; beginning with A. Demographic Profile (a maximum of 8 pages).
5. Identify the headings for each section (e.g., A. Demographic Profile; for all sections A-F) prior to the start of the section in your application.
6. A CD or Flash Drive of the application that is not in WORD format (e.g., PDF, jpeg). Notebooks, or other attachments are NOT ACCEPTED.
7. A late application WILL NOT BE ACCEPTED.

### V. APPLICATION GUIDELINES

You must use the following outline below to complete the narrative section of the proposal. Special attention should be given to describe and highlight those exemplary and unique aspects of the magnet school which are above and beyond those program components found in traditional, non-magnet schools. For example, “having an active Parent Teacher Association (PTA)” is not considered a unique level of parent and community involvement specific to magnets. Please spell out all abbreviations and acronyms. The application must follow the same order as the narrative components listed below. **Applicants for the New and Emerging School category are required to provide data for the years that the school has been a magnet (e.g., two or three).**

#### A. Demographic Profile – 20 Points (*begin numbering pages*)

**The proposal should include the following:**

1. A description for the prevention, reduction, or elimination of racial, ethnic or SES isolation.
2. School/magnet program enrollment by grade levels, racial/ethnic categories, and totals (# & %) (*sample on page 4*).
3. District enrollment by racial/ethnic categories (# & %) (*see sample on page 4*).
4. Free/reduced lunch (FRL) for students in the district/school/program (# & %) (*see sample on page 4*).
5. Data for the years **07-08, 08-09, 09-10** to support program success (for New & Emerging Schools, report data for the years covered in the application) (*see sample on page 4*).

#### B. Program Overview – 25 Points

**The proposal should contain:**

1. A clearly defined mission and vision statement (5pts);
2. A detailed description of the alignment of the goals and objectives, and activities that reflect the magnet theme (10pts);
3. How the aligned educational activities support the mission, vision, goals and objectives (10pts).

#### C. Innovative Instructional Strategies – 20 Points

**The proposal should describe:**

1. How innovative instructional strategies, or those strategies based in best practice research, are used in teaching and learning (10pts);
2. Professional development activities that enhance instructional delivery and are aligned with the magnet theme (5pts);
3. How multiculturalism has been infused into the magnet school curriculum--*not just festivals and/or holidays* (5pts).

#### D. Student Assessment – 20 Points

**The proposal should describe:**

1. How you use assessment techniques to assess student progress (e.g., rubrics, projects, portfolios, adequate yearly progress, criterion-referenced and standardized tests);
2. Academic data for the years **07-08, 08-09, 09-10** to report magnet student achievement in Reading and Math by magnet program, district, and state (for New & Emerging schools, report data for the years covered in the application) (*see sample on page 4*).
3. How the data reflects a pattern of continuous improvement in student achievement or maintenance of high levels of student achievement (refer to #2 above) for the years covered by the application.
4. Procedures to review student assessment results and to make necessary adjustments in curriculum as needed.

#### E. Parent and Community Involvement – 5 Points

**The proposal should describe:**

1. How partnerships formed with parents, the community and other organizations impact the magnet program (beyond fundraising).

#### F. Awards and Achievements – 5 Points

**The proposal should highlight:**

1. Significant achievements and school awards received during the years covered by the application (receiving a grant is not considered a significant achievement for this specific category).

#### G. Proposal Format – 5 Points

**The proposal should be:**

1. Free of grammatical and spelling errors; neat, coherent, and organized in a logical format.

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**Questions? Please email [executive.director@magnet.edu](mailto:executive.director@magnet.edu)**

Use U.S. Postal Service Express Mail or courier to:  
**Dr. Robert G. Brooks, Executive Director**  
Magnet Schools of America  
1012 14<sup>th</sup> Street, NW, Suite 203  
Washington, DC 20005

**Demographic profile – Current School Enrollment**  
*(Section V., Part A., #'s 2, 3, and 4)\**

Racial / Ethnic Categories Data Reporting. Report using federal or state categories.

Grade Level	Category 1		Category 2		Category 3		Category 4		Category 5		Totals		FRL	
	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Grade X	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Grade X	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Grade X	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Grade X	#	%	#	%	#	%	#	%	#	%	#	%	#	%
<b>Totals</b>	#	%	#	%	#	%	#	%	#	%	#	%	#	% **
<b>District</b>	#	%	#	%	#	%	#	%	#	%	#	%	#	%

\***Note 1:** For School Within-a-School programs, report only on students served by the magnet program; for Whole School Magnets, report total school data.

\*\* **Note 2:** If a School Within-a-School Program, report Free and Reduced Lunch (FRL) % only for the magnet program.

**Success in the Reduction of Racial, Ethnic or Socio-Economic Status (SES) Isolation**  
*(Section V., Part A., #5)*

Years	Category 1		Category 2		Category 3		Category 4		Category 5		SES		Totals	
	#	%	#	%	#	%	#	%	#	%	#	%	#	%
2007-08	#	%	#	%	#	%	#	%	#	%	#	%	#	%
2008-09	#	%	#	%	#	%	#	%	#	%	#	%	#	%
2009-10	#	%	#	%	#	%	#	%	#	%	#	%	#	%

**Student Achievement Data – REQUIRED**  
*(Section V., Part D., #2)*

Subject: Reading (%)

Year	Magnet Program	School District	State
2007-08			
2008-09			
2009-10			

Subject: Mathematics (%)

Magnet Program	School District	State

**Supplemental Academic Subjects – OPTIONAL**  
*(Section V., Part D., #2)*

Subject: (%)

Years	Magnet Program	School District	State
*			
*			
*			

Subject: (%)

Magnet Program	School District	State

\* List school years as applicable.

**2010-2011  
Merit Award Application Checklist**

**Paid 2011 Member of MSA by Friday, November 12, 2010**

**General Information Sheet**

*Signatures:*

- *Principal*
- *Magnet Director*
- *Superintendent (Deputy/Assistant Superintendent)*

**Abstract**

**AYP Clarification (if needed)**

**Program Description**

- 8 page maximum
- Headings for each application format (sections B-G)

**Original and three (3) signed copies**

**Electronic copy in WORD format (not PDF) on CD or Flash drive of the completed Merit Application including Abstract and AYP statement (as appropriate). Electronic copy need not be signed.**

**Twenty (20) second Video in M-PEG Format**

- *For example, what makes your school unique, "Scream the Theme." Students or staff may speak to the theme or demonstrate something. Go into a classroom. In other words, create/display your school in a 20 second video.*

**One (1) PowerPoint slide to include:**

- *A still picture of your school*
- *Name of School*
- *School District*
- *Magnet Theme(s)*
- *Grade Levels*
- *Principal's Name*

**Deadline: Wednesday, November 17, 2010, 5pm EST.**

**Dr. Robert G. Brooks, Executive Director  
Magnet Schools of America  
1012 14<sup>th</sup> Street, NW, Suite 203  
Washington, D.C. 20005**