

SECTION VII

RESEARCH

A. NREA Endorsed Rural Education Centers

B. Research Forum

C. Position Papers

D. Themes and Priorities in Research

SECTION VII RESEARCH

A. NREA ENDORSED EDUCATION CENTER

Any public or private institution of higher education committed to the pursuit of research, service, professional development, and/or external funding for rural education may apply for official endorsement from NREA as a Rural Education Center.

Anticipated benefits resulting from NREA endorsement of a center include:

1. Increased visibility of the center on the campus, in the service region, and nationally through NREA publications, conferences, and press releases.
2. Added credibility when seeking internal or external funds to conduct research, service, or professional development with a rural focus.
3. A mechanism for data gathering and dissemination that will provide local, state, and federal policy makers with accurate and timely information for decision making.
4. Membership in a network of rural researchers and service providers to coordinate efforts and share information.
5. A forum for presenting research findings and best practice in rural education.

Endorsement criteria for those interested in being endorsed by NREA as a Rural Education Center are:

1. Organizational recognition as a unit within an existing higher education institution.
2. A named director who is a full-time employee of the higher education institution.
3. A history of research, service, external funding and professional development with a rural education focus that can be demonstrated by publicly available reports.
4. Letters of support from colleagues and rural educators.
5. Commitment of a minimum of two FTE personnel (this may be spread among several personnel) and an equivalent of \$10,000 of operating expenses and support for research, service, professional development, and other support for addressing issues relevant to rural education (may be in-kind and/or local funding).
6. Letter of support from the head of the higher education unit in which the center is located.
7. Strategic plan for at least a three-year period including the year of application.
8. Evidence of an appropriate plan and willingness to disseminate results through appropriate channels like NREA Research Forum, American Education Research Association Rural Education Special Interest Group, professional journals, conferences, etc.
9. Commitment to send a representative of the center to each NREA annual convention and research symposium.

The application and award process is as follows:

Applicants will compile an application packet including the following:

- Cover sheet
- Resume of the proposed Director of the Rural Education Resource Center
- List of conferences attended and presentations given on rural topics (past 3 years)
List of publications on rural topics (past 3 years)
- List of professional development activities (past 3 years)
- List of proposals for external funds submitted and awarded (past 3 years)
List of other rural education support activities (past 3 years)
- Letter of support from the head of the unit
- Letters of support from rural educators (at least 5)
Strategic Plan for 3 years (including year of application)
- List of current personnel by position and of time devoted to center
- Current budget organized by operating expenses, travel, and sources of funding

The application packet for a new center will be submitted to the NREA Executive Director no later than April 1. The Director will review the packet for completeness and forward it to the chair of the Research/Higher Education Team who will establish and conduct a peer review process that will be concluded by August 30. The results of the peer review will be announced at the Research/Higher Education Team meeting at the NREA Annual Convention. If recommendations are not unanimous, the chair of the committee may invite the applicant to appear before the team prior to bringing the matter to a vote of the team members attending. The results of the unanimous recommendation or vote of members present and those voting by proxy will be presented to the NREA Executive Committee for action at their meeting following the conference. Immediately following the annual conference, the NREA Executive Director will notify each applicant in writing of the action of the Executive Committee. At the following NREA Annual Convention, the new centers will be recognized and plaques presented to those attending. Unsuccessful applications will be returned with suggestions for strengthening the applications.

Renewal of Endorsement:

Each year each center will submit an annual report (See attached outline) to the NREA Executive Director no later than September 1. The reports will be reviewed by the NREA Research/Higher Education Team at the annual convention. Any center not submitting a report will be recommended to the NREA Executive Committee for probation for a year. If no report is received the second year, the NREA Research/Higher Education Team will recommend that the designation as endorsed center status be terminated.

A meeting time and place for representatives of the endorsed centers shall be included in the agenda of each annual convention. The chair of the Research/Higher Education Team shall chair this session. The association web page shall include a list of the endorsed centers with contact information and the application process.

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RESEARCH

B. RESEARCH SYMPOSIUM

The NREA Research/Higher Education Team will plan a yearly Symposium for highlighting significant research which has impact on rural education. It will offer an opportunity for reaction and dialogue on major rural education issue areas and will include paper presentations by experts. The areas of focus will come from the research agenda of the National Rural Education Association and reflect the priorities of rural school officials.

Planning for the Research Symposium will be coordinated by the Research/Higher Education Team, in cooperation with the Executive Director.

SECTION VII
RESEARCH
C. POSITION PAPERS

The NREA Executive Committee may decide an issue is critical and commission the development of a position paper that lays out a rural education interest in the topic. A position paper becomes the sole property of NREA, unless other special arrangements regarding control and dissemination have been agreed upon by NREA and the author(s) of the position paper.

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RESEARCH

D. THEMES AND PRIORITIES OF RESEARCH

The Research/Higher Education Team shall develop an NREA Rural Research Agenda. The NREA Research Agenda shall be presented to the executive committee for its approval. Once approved, the Research/Higher Education Team shall review the agenda at the annual meeting. Recommended changes to the agenda must be approved by the executive committee. Once approved, the current NREA Rural Research Agenda shall be published on the NREA website.

SECTION VIII

AWARDS AND RECOGNITION

- A. Creation of Awards
- B. NREA Outstanding Service Award
 - B.1 Procedures
- C. NREA Exemplary Practices Award
 - C.1 Procedures
- D. Best Research Paper Award
- E. Stanley A. Brzezinski Memorial Rural Education Research Award
- F. Edward W. Chance Memorial Rural Education Dissertation Award
- G. Membership Development Award
- H. Ray G. Drage Membership Attendance Incentive Award
- I. NREA Rural Teacher of the Year Award
- J. NREA Foundation Essay Contest
- K. President Recognition
- L. NREA HERO Award

SECTION VIII
AWARDS AND RECOGNITION PROGRAM
A. CREATION OF AWARDS

The National Rural Education Association is committed to further the improvement of educational opportunities for all children in rural areas with additional attention to those for whom opportunities have been severely limited in the past. Further, the Association is interested in publicizing, rewarding, and promoting excellence in rural education in America. To this end, a program has been established to recognize exemplary efforts reflective of the goals of NREA.

As appropriate, NREA will present awards to acknowledge extraordinary contributions.

The Awards and Recognition program is an important part of publicizing, image-building, and the promotion of the National Rural Education Association. All awards and recognition presented by the Association must reflect the most fundamental purpose of NREA, the improvement of education for all rural children.

SECTION VIII
AWARDS AND RECOGNITION PROGRAM
B. NREA OUTSTANDING SERVICE AWARD

The NREA Outstanding Service Award is presented annually to an NREA member who has demonstrated contributions in one or more of the following areas:

- The development of leadership potential of rural youth and adults in a rural district or region
- The enhancement of rural community development
- Support and assists in furthering the effectiveness of communications between local school districts and business/industry, governmental agencies, and/or institutions of higher education
- Facilitates partnerships among schools, between schools, and the private sector
- Supports legislation to enhance rural schools and education
- Supports exemplary practices
- Promotes advocacy of rural education
- Provides leadership in the development of rural education related conferences and workshops

Nominations and supporting materials for the NREA Outstanding Service Award will be received and evaluated by the NREA Awards and Recognition Team. The team will make recommendations to the NREA Executive Committee for final Approval.

The recipient of the NREA Outstanding Service Award will receive one complimentary registration to the Annual NREA Convention to receive the award.

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AWARDS AND RECOGNITION PROGRAM
B.1 PROCEDURES FOR SERVICE AWARD

Nominations and supporting materials for the Service Award will be solicited by the NREA Awards and Recognition Team.

1. Requests for nominations will be distributed in the spring of each year.
2. Acknowledgements will be sent to nominators upon receipt of nominations.
3. An individual or agency may be nominated by a member for only one award category.
4. After evaluating the submitted materials, the Awards and Recognition Team will determine the award recipient and forward the name to the NREA Executive Director and the NREA President.
5. The winning candidate will be presented an engraved plaque during the Annual NREA Convention.
6. The Awards and Recognition Team may choose to give no award in a given category in a given year and may, in unusual circumstances, choose to give more than one award in a given category in a given year.

SECTION VIII
AWARDS AND RECOGNITION PROGRAM
C. NREA EXEMPLARY PRACTICES AWARD

The NREA Exemplary Practices Award is presented annually to an individual or an organization for demonstrating exemplary practice in one or more of the following areas:

1. Curriculum development, staff development, or administrative practices to improve or provide more equitable educational opportunities for rural children.
2. Enhancement of communications within and among local school districts.
3. Promotion and development of state and regional delivery systems which bring about efficient and effective education for children in rural areas.
4. Curriculum planning and/or instructional strategies to utilize effectively the rural environment and the characteristics of small schools.
5. Financial efficiency in school operations.
6. Nominations and supporting materials for the NREA Exemplary Practices or Program Award will be received and evaluated by the NREA Awards and Recognition Team. The team will make recommendations to the NREA Executive Committee for final approval.

The recipient of the NREA Exemplary Practices Award will receive one complimentary registration to the Annual NREA Convention to receive the award.

SECTION VIII
AWARDS AND RECOGNITION PROGRAM
C.1 PROCEDURES FOR SELECTING THE EXEMPLARY PRACTICES
AWARD

Nominations and supporting materials for the NREA Exemplary Practice Award will be solicited by the NREA Awards and Recognition Team.

1. Requests for nominations will be distributed in the spring of each year.
2. Acknowledgements will be sent to nominators upon receipt of nominations.

An individual or agency may be nominated by a member for only one award category.

After evaluating the submitted materials, the Awards and Recognition Team will determine the award recipient and forward the name to the NREA Executive Director and the NREA President.

The winning candidate will be presented an engraved plaque during the Annual NREA Convention.

The Awards and Recognition Team may choose to give no award in a given category in a given year and may, in unusual circumstances, choose to give more than one award in a given category in a given year.

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AWARDS AND RECOGNITION PROGRAM
D. BEST RESEARCH PAPER AWARD

The NREA will present the Best Research Paper Award in conjunction with the Annual NREA Convention and Research Symposium. The award will be presented to the author of the paper that is judged the best research paper submitted for the NREA Convention and Research Symposium. An author may receive the Best Research Paper Award no more than one time in a five-year period.

The Best Research Paper Award will be presented at the NREA Convention and Research Symposium, and the author will be invited to present the Best Research Paper during the NREA Convention and Research Symposium. The recipient of the award shall receive a \$500 honorarium and a recognition plaque.

Research topics that may be considered for the Best Research Award should come from the NREA Rural Education Research Agenda.

Proposed Procedures for Announcing Research Award:

1. January – Email to NREA members – a flyer announcing call for research projects.
2. January and February – announce call for projects in NREA newsletter.
3. May 31 – deadline for research projects to be emailed to the NREA Research and Higher Education Team Chairperson.
4. June 1 – June 15, evaluation of the projects and selection of the winner.

Application Process:

1. Applicants should submit an electronic copy of the final research paper to NREA should the work be selected as a finalist.
2. Applicants agree to allow NREA to publicize the research through media consistent with association purposes. NREA imposes no infringement in the researchers copyright or other publications efforts.

Selection Criteria: Significance of the study to rural education.

1. Contribution to knowledge.
2. Thoroughness of study.
3. Segments reflecting: problem statement, research question, methodology, findings significance, and conclusions.

The recipient of the Best Research Paper Award will receive one complimentary registration to the NREA Convention and Research Symposium to receive the Award.

SECTION VIII
AWARDS AND RECOGNITION PROGRAM
E. STANLEY A. BRZEZINSKY MEMORIAL RURAL EDUCATION
RESEARCH AWARD

In order to promote high quality research in the field of rural education, the NREA has instituted the Stanley A. Brzezinsky Memorial Rural Education Research Award (Research Award). The award will be given for completed research which makes a significant contribution to the knowledge base of rural education and addresses issues of current interest. A body of research completed over several years may be submitted. This allows for those who have focused on a specific research agenda to be considered. Such areas could include, but not be limited to; issues of rural school efficiency and effectiveness; financing rural schools in a depressed rural economy; student/rural community expectations; understanding the diversity of rural education; rural schools and community development; preparing/retaining quality teachers and administrators; alternative instructional and organizational patterns for rural schools, including the use of technology; or developing public policy for rural education. The study(s) judged most meritorious will receive the award and be invited to present the results at the annual convention of the NREA.

A researcher may receive the Stanley A. Brzezinski Memorial Rural Education Research Award no more than one time in a five-year period.

The purpose of the Research Award is to promote the recognition and dissemination of knowledge, theories, and practices in rural education. The research should be current - conducted within the past five years and (1) add knowledge, (2) develop theory, or (3) have potential to improve practice.

The type of research may be applied or basic, but must have been conducted using one or more of the traditional research methodologies, e.g., experimental, descriptive, historical, developmental, etc. The Research / Higher Education Team will screen out projects that have not utilized appropriate research methodology.

The categories to be addressed for the award should coincide with themes of the National Rural Educational Association Research Agenda/Priorities.

Application Process:

Researchers who wish to be considered for the Research Award should send an electronic copy of their research project(s) to the NREA Research and Higher Education team. The electronic copy should describe (1) the purpose of the study, (2) the statement of the problem, (3) the research design, (4) the results, and (5) conclusions and significance to rural schools.

1. Applicants should be prepared to submit an electronic copy of the research to NREA should the work be selected as a finalist.

2. Applicants agree to allow NREA to publicize the research through media consistent with association purposes. NREA imposes no infringement in the researchers copyright or other publication efforts.

Selection Criteria: Significance of the study to rural education.

1. Contribution to knowledge.
2. Thoroughness of study(s).
3. Segments reflecting: problem statement(s), research question(s), methodology(s), findings significance, and conclusions.

Eligibility of persons to receive the Research Award will be determined on the basis that the researcher (1) is willing to make a presentation at the annual convention, (2) agrees to supply the Research / Higher Education Team with a final copy of the research project(s) by Aug 1 and (3) agrees to allow NREA to reprint and distribute the research paper.

Members of the NREA Research / Higher Education Team are eligible to submit papers for consideration, but waive the right to participate in the judging process. Evaluation of the research project may be made by a subcommittee, appointed by the Research / Higher Education Team Chairperson

Proposed Procedures for Announcing Research Award:

1. January – Email to NREA members – a flyer announcing call for research projects.
2. January and February – announce call for projects in NREA newsletter.
3. May 31 – deadline for research projects to be emailed to the NREA Research / Higher Education Team Chairperson.
4. June 1 – June 15, evaluation of the projects and selection of the winner.

Reservations:

1. Selection, rejection, and judging are the reserved rights of the NREA Research and Higher Education Team. The Research / Higher Education Team further reserves the option of making appropriate inquiry on any study submitted in case of questions.
2. NREA assumes the privilege of reproducing all or portions of the research in the association journal or other association publications.
3. NREA reserves the right to acknowledge the researcher's application to the agency or institution with which the research is associated.
4. The NREA Research /Higher Education Team is responsible for solicitation of applications and evaluation of materials.

The award will be presented at the Annual NREA Convention and Research Symposium.

The recipient of the Research Award will receive one complimentary registration to the Annual NREA Convention and Research Symposium to receive the award.

SECTION VIII
AWARDS AND RECOGNITION PROGRAM
F. EDWARD W. CHANCE MEMORIAL RURAL EDUCATION
DISSERTATION AWARD

The National Rural Education Association has instituted the Edward W. Chance Memorial Rural Education Dissertation Award (Dissertation Award). The award will be given to recognize doctoral research which makes a significant contribution to rural education and addresses issues of current concern. Areas could include, but are not limited to; issues of rural school leadership; rural school finance; student/rural community expectations; rural educators; recognition of diversity of rural schools; alternative organizational and instructional patterns for rural school, including use of technology; or rural education policy issues. The dissertation judged most meritorious will receive the Dissertation Award and the winner will be invited to present the results at the Annual NREA Convention.

Eligibility for the Dissertation Award shall be limited to dissertations completed within two years of July 1 of the year in which the Dissertation Award will be presented. A dissertation may be reconsidered for the Edward W. Chance Memorial Rural Education Dissertation Award if it was not selected on the first submission and is still within the two-year time limitation.

Application Process:

Researchers who wish to be considered for the Research Award should submit an electronic copy of a 10 page summary of the dissertation project to the NREA Research and Higher Education Committee by the application deadline. The 10 page summary should provide information relating to the following: The problem statement, the research question, methodology, findings, conclusions, and significance of the study.

1. Applicants should be prepared to submit one copy of the dissertation to the NREA Research / Higher Education Committee should the study be selected as a finalist.
2. Applicants should be willing to publicize the research with NREA through media consistent with association purposes. NREA imposes no infringement in the researchers copyright or other publication efforts.

Selection Criteria: Significance of the study to rural education.

1. Contribution to knowledge.
2. Thoroughness of study.
3. Segments reflecting: problem statement, research question, methodology, findings significance, and conclusions.

Reservations:

1. Selection, rejection, and judging are the reserved rights of the NREA Research / Higher Education Committee. The Committee further reserves the option of making appropriate inquiry on any study submitted in case of a question.
2. NREA assumes the privilege of reproducing all or portions of the research in association journals or other publications.
3. NREA reserves the right to acknowledge the researcher's application to the agency or institution with which the research is associated.

The recipient of the Dissertation Award will receive one complimentary registration to the Annual NREA Convention and Research Symposium to receive the award.

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AWARDS AND RECOGNITION PROGRAM
G. MEMBERSHIP DEVELOPMENT AWARD

The Marketing and Membership Team may present two Membership Development Awards at the Annual NREA Convention.

1. To the state that achieves the highest numerical increase in membership during the previous membership year.
2. To the state that achieves the highest percentage increase in membership during the previous membership year.

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AWARDS AND RECOGNITION PROGRAM
H. RAY G. DRAGE MEMBERSHIP ATTENDANCE INCENTIVE
AWARD

The NREA will award a special award to the State Affiliate that has the highest number of members in attendance at the Annual NREA Convention. This award honors Raymond G. Drage, a life member of the NREA and one who has demonstrated loyalty to the NREA.

This award will be in the form of a plaque designating the winning state and NREA convention date.

SECTION VIII
AWARDS AND RECOGNITION PROGRAM
I. NREA RURAL TEACHER OF THE YEAR PROGRAM

The National Rural Education Association presents the Annual NREA Monsanto Fund Rural Teacher of the Year Award to a deserving teacher. The NREA Monsanto Fund Rural Teacher of the Year Award is sponsored and funded the Monsanto Fund. The support provided lets the Monsanto Fund Rural Teacher of the Year receive a \$2,000 honorarium, and the Rural Teacher of the Year's school district receives \$1,000 to cover the cost of released time and add to the instructional environment of the teacher's classroom.

Competition for the NREA Monsanto Fund Rural Teacher of the Year is open to all rural teachers. Candidates for the award who are nominated by a NREA State Affiliate Organization shall automatically be the candidate from their home state. In the absence of a NREA State Affiliate candidate, any teacher from that state may be a candidate and shall be considered a state semi-finalist. The NREA Monsanto Fund Rural Teacher of the Year Selection Team will select a state candidate from the semi-finalists. Only state candidates will be considered for the NREA Monsanto Fund Rural Teacher of the Year Award.

MONSANTO FUND RURAL TEACHER OF THE YEAR
PROGRAM TIMELINES

All entries must be postmarked or delivered to the NREA Office by June 20 of each year.

The NREA Monsanto Fund Rural Teacher of the Year Selection Team will meet and/or confers via phone, email, etc. to review and evaluate all semi-finalist applications received from State Affiliates and from states not having an NREA State Affiliates Organization, or from a state(s) with an NREA State Affiliates Organization that is not submitting a finalist from that state. The Selection Team will determine the state finalist for each state as necessary. From these state finalists, the Selection Team will select four national finalists.

The NREA Monsanto Fund Rural Teacher of the Year Selection Team will meet/confer and review the four national finalists' applications and selects the Teacher of the Year Award recipient by August 31 of each year. Presentation of the NREA MONSANTO FUND RURAL TEACHER OF THE YEAR Award will be made at the Annual NREA Convention. The Monsanto Fund Rural Teacher of the Year will make an acceptance speech and should be prepared to present a one hour breakout session on an appropriate topic related to teaching in the setting.

The award recipient will receive a \$2000 honorarium and a one year NREA membership. The school district will receive \$1,000 to cover the cost of released time and add to the instructional environment of the teacher's classroom. The recipient's travel, lodging, and registration costs of attending the Annual NREA Convention will be paid by the NREA. The NREA MONSANTO FUND RURAL TEACHER OF THE YEAR will serve as an Ambassador for Education throughout the United States of America throughout the following year

SECTION VIII

AWARDS AND RECOGNITION PROGRAM

I.1 NREA TEACHER OF THE YEAR APPLICATION PROCEDURES

Each application submitted must follow the procedures described below.

1. A single applicant from a state with an NREA State Affiliates Organization may be submitted through the State Affiliates Organization and will be considered the finalist from that state. No other applications will be permitted from a state with an NREA State Affiliates Organization when the State Affiliates Organization submits the applicant of their selection. If a State Affiliates Organization decides not to submit an application and notifies the NREA Executive Director of such decision, applications will be accepted from that state under the same procedure as applications are accepted from states without an NREA State Affiliates Organization
2. Applications may be submitted from states without an NREA State Affiliates Organization. If more than one application is received from an individual state, or states not having an NREA State Affiliates Organization, the NREA Monsanto Fund Rural Teacher of the Year Selection Team will consider all these applicants as semi-finalists from their respective state(s), evaluate the applications, and determine one finalist from each state.
3. The teacher nominated must be directly involved in Pre K-12 classroom instruction in a public or non-public school. The individual may be nominated only for his/her position or role in education. To be eligible for consideration as the NREA MONSANTO FUND RURAL TEACHER OF THE YEAR, nominees must hold a teaching position in the state from which he/she is nominated.
4. An application form must be completed for each nominee.
5. The first two pages of all completed application packets must be the cover page and the employer confirmation form. The subsequent packet sections should follow in numerical order. Please download the required forms and save to your computer. Please type in the shaded areas to complete the forms. When completed, print a hard copy for submission.
6. Each section of the application packet has a maximum length requirement that will be enforced.
7. Letters of recommendation may be single spaced on letterhead or personal stationery.
The body of each application must be double spaced, on one side only, with one inch margins, on 8.5 x 11 inch, white paper, and may not use a font size smaller than 12 point.
8. The applicants name must be on every page of the application packet.

9. All materials should be stapled together in the upper left corner.

10. Copies of the completed application packet must be postmarked or delivered to the NREA Office by June 20 of each year.

MONSANTO FUND RURAL TEACHER OF THE YEAR

APPLICATION/NOMINATION PACKET SECTIONS

Section 1. Nominator's Letter of Recommendation

Using specific descriptions and examples, succinctly explain what qualities the nominee possesses and what activities have been undertaken, goals accomplished, projects completed, etc. on behalf of schools and students that qualify the nominee as deserving national recognition. Maximum of one page.

Section 2. Letters of Recommendation

Five letters of recommendation are required and only five will be accepted in addition to the nominator's letter of recommendation. The five letters of recommendation should be written by a person in each of the following categories; Administrator, Teacher, Community Member, Parent, and Student. Each letter of recommendation is limited to a maximum of one page.

Section 3. Background

The nominee should describe background, experiences, and activities related to the applicant's exceptional performance in the education system/building or district. This could include biographical information, educational background, action photos, awards, honors, community recognition, etc. Maximum of two double-spaced pages.

Section 4. Response to Questions

The nominee should address the following questions focused on specific parts of educator's work using specific examples and information which demonstrate how well the applicant fulfills the expectations under each of the following categories. Maximum of 12 double-spaced pages for the responses to all questions.

Questions To Be Completed Jointly by the Nominator and the Nominee

IMPACT ON STUDENTS/STUDENT ACHIEVEMENT

1. How has the applicant incorporated the concepts of higher standards in his/her teaching for all students, used creativity and innovation in their classroom, and demonstrated that all students can succeed in learning at the higher level?
2. How has the applicant, consistently over time, demonstrated his/her care for students? Examples might be sponsoring activities outside the classroom and other non-classroom interaction with students.

COLLABORATION

1. How has the applicant demonstrated excellence as a contributing member of the collaborative rural community?
2. How has the applicant demonstrated that he/she is a teacher who collaborates with fellow educators, parents, families, and the community in an effort to improve teaching and learning, and fosters collaboration and teamwork among students?

CONTINUOUS LEARNIG

How is the individual's commitment to lifelong learning being demonstrated in the form of participation in professional development programs to enhance content knowledge, assisting other faculty with professional development, and/or enabling community activities that provide learning experiences for working adults, senior citizens, parents, etc.?

LEADERSHIP

1. How has the applicant exemplified leadership skills that will support and expand student achievement, push traditional limits, and establish attainable high goals for students, and the school district?
2. How has the applicant's leadership in the educational community impacted the school district and the community? Examples could be creating links between the school and community and service to the community.

SUMMARY

Summarize the ways in which the applicant demonstrated excellence in fulfillment of a teacher's duties, as well as examples of performance that exceeded expectations.

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AWARDS AND RECOGNITION PROGRAM
J. NREA ESSAY CONTEST

The NREA Foundation funds the Annual NREA essay contest.

The number of awards and the amount awarded is set by the NREA Foundation Board of Trustees, with recommendations provided by the NREA Executive Committee.

Guidelines for each program are formulated and promulgated yearly to all NREA members and to the general public through various media.

The NREA Teacher Activities and Recognition Team administers the contests, designates a review panel, selects the winners, and reports this information to the NREA Executive Director.

The Executive Director announces and notifies the winners and the NREA Foundation Treasurer mails award checks and congratulatory letters to each winner.

The announcement of the winners is published in the *NREA Update*. Winners will also be posted on the NREA website, as well as be recognized in the Annual NREA Convention Program.

If possible, a winner of the Essay Contest may be presented with an award check by an NREA member from a State Affiliate or from the state. If no State Affiliate exists, the presentation may be made during a local school ceremony.

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AWARDS AND RECOGNITION PROGRAM
K. PRESIDENT RECOGNITION

The President - Elect shall be inducted to the position of President during the Annual NREA Convention by the current President of the NREA. In the absence of the President, the induction shall be performed by the Immediate Past President.

Upon induction into office, the NREA President shall be presented a symbolic gavel inscribed with the NREA logo, the title of President and year to be served.

Upon leaving office, each NREA President shall receive a plaque recognizing his/her leadership, service, and accomplishments during the term of office.

SECTION IX COMMUNICATIONS

A. Publications

A.1 Editorial Content

A.2 Ownership

A.3 Back Issues

B. Electronic Network

C. Membership Mailing List

SECTION IX
COMMUNICATIONS
A. PUBLICATIONS

Publications of the NREA are: The *Rural Educator* (published 3 times a year) and the *NREA Update*, an electronic newsletter (published 48 times a year).

A copy of each publication will be provided to each NREA member. The *Rural Educator* and the *NREA Update* are part of the membership package and cannot be purchased singly.

The Editorial Advisory Board may recommend editorial policy to the Executive Committee for each publication, the frequency of publication, and may conduct periodic evaluations of each publication.

SECTION IX
COMMUNICATIONS
A. PULICATIONS
A.1 EDITORIAL CONTROL

Each publication sponsored by the NREA shall receive editorial review prior to publishing.

The Editorial Advisory Board may select guest editors for The Rural Educator to:

1. Preview articles and make suggestions for specific items to be included in the publication.
2. Review all articles to determine if they contribute toward the body of knowledge of rural education and rural communities.
3. Solicit articles which contribute to the quality of the publication

SECTION IX

A. COMMUNICATIONS

A.2 OWNERSHIP

All publications funded by the National Rural Education Association are deemed to be owned by the Association. All such publications will have appropriate copyright status and the reprinting of articles from these publications will be prohibited except with the permission of the NREA Executive Director. Requests for reprinting will be given in writing and permission granted only to agencies, institutions, or organizations who have stated that the use of the articles is for educational purposes. Articles may only be printed in educational newsletters or journals. At no time will permission be granted for reprinting of an entire publication to another agency, institution, or association.

SECTION IX
A. PUBLICATIONS
A.3 BACK ISSUES

Five years of back issues of the *Rural Educator* will be maintained in the NREA office. Other back issues will be held in storage.

The following fee schedule shall be followed to fill orders for back issue of The *Rural Educator*.

Current Issue \$15.00

Past Issues \$25.00

**SECTION IX
COMMUNICATIONS
B. ELECTRONIC NETWORK**

LISTSERV/ELECTRONIC DIRECTORY

The NREA will maintain a LISTSERV/electronic directory of NREA members who are accessible by e-mail.

The NREA LISTSERV/electronic directory will be maintained and accessed as a responsibility of the Executive Director.

WEBSITE

The NREA will maintain a website to support open communications with the NREA members and other organizations that link to the NREA web site.

The LISTSERV/electronic directory may be accessed by any NREA member or NREA team upon request to the Executive Director. Use of the LISTSERV/electronic directory or the website must correspond with the purposes and policies of the NREA.

SECTION IX
COMMUNICATIONS
C. MEMBERSHIP MAILING LISTS

The NREA maintains a policy of limited sharing of the NREA membership mailing list which is kept at NREA headquarters. Only those educational organizations, businesses, and NREA members who have a legitimate educational product or service of benefit to the NREA membership may obtain permission to purchase NREA mailing lists.

A fee of \$50.00 will be charged for a one-time use of the mailing list for bona fide educational associations that are non-profit and are recognized as such by the IRS.

Commercial educational enterprises that are advertising or promoting an educational service or product that is judged useful or beneficial to NREA members may purchase mailing list for a one-time use at a fee of \$1500.

The appropriateness of all requests will be at the discretion of the NREA Executive Director.

Prior to approval, the Executive Director will review all copies of all materials the purchaser is planning to mail to NREA members.

When purchases of the NREA mailing list is approved, an agreement restricting the list to a one-time use, will be executed between NREA headquarters and the requestor.

The purchaser will send the content to the Executive Director, who will in turn distribute the material electronically.

Members of the NREA may request to use the LISTSERV to send campaign literature when they are running for an office on the NREA Executive Committee. A mailing will be furnished at no cost. Additional mailings will be provided at a cost of \$25.00 each.

Exhibitors at the NREA Convention shall be provided an NREA email lists for convention registrants. These lists will be complimentary to the exhibitors.

SECTION X

CONVENTION

- A. Authority
- B. Planning
- C. Marketing
- D. Sites
- E. Convention Report
- F. Evaluation

SECTION X
CONVENTION
A. AUTHORITY

The Annual NREA Convention shall be under the auspices of the NREA, under the authority of the Executive Committee, with the advice of the Convention Advisory and Site Selection Team and input from the NREA Standing Teams and the NREA membership.

The Annual NREA Convention is the proprietary domain of the National Rural Education Association.

The NREA Convention should be planned and conducted by the NREA according to good business and organizational practices.

The Executive Committee shall have the authority to designate the time, place, and site of each convention as recommended by the Convention Advisory and Site Selection Team. It shall contract, when necessary, for the administration and coordination of the Convention and will retain authority for approval of all programs and budgets.

The National Rural Education Association may enter into an agreement with another organization to assist the NREA in conference planning and arrangements. General supervision of arrangements and planning shall be conducted by the Executive Director and coordinated with the Convention Advisory and Site Selection Team to ensure that all planning and implementation be done with the full knowledge, support and cooperation of the Executive Committee.

The Executive Director and/or other organizing organization shall enter into agreements with the hotel management, convention bureau, etc., and to make business arrangements for all phases of the convention (room rates, complimentary rooms, meal functions, meeting rooms, etc.) with the advice of an existing NREA State Affiliate.

It is the responsibility of the Executive Director to ensure, insofar as possible, the convention is planned in a manner to generate an appropriate financial return to the NREA.

SECTION X
CONVENTION
B. PLANNING

The NREA and partner organization if applicable, will conduct specific planning and assume general responsibilities for all components of the convention. All convention programs, speakers, forums, and other educational activities are the responsibility of the NREA and partner organization if applicable. The NREA and partner organization if applicable, is responsible for the arrangement of general hospitality and entertainment. The NREA and partner organization if applicable, will be responsible for promotion, pre-registration, registration, printing programs, and all operational aspects of the convention. The NREA and partner organization if applicable, will establish a convention based on the advice of the Convention Advisory and Site Selection Committee and approval by the Executive Committee.

The NREA and partner organization if applicable is responsible for publicity, e-mailings, planning meetings, costs, and clerical costs for the convention.

Planning for the Annual NREA Convention should begin approximately 18 months prior to the event.

SECTION X
CONVENTION
C. MARKETING

The NREA and partner organization if applicable, will aggressively market the Annual NREA Convention. The marketing campaign should begin at the close of the preceding convention.

1. Date, time, and location of the Annual NREA Convention
2. Date, time, and location of the Delegate Assembly
3. Hotel information
4. Host city information
5. Speakers
6. Theme
7. Concurrent sessions
8. Registration Form
9. Attendance by NREA members and non-members
10. Exhibits
11. Partners and Sponsors

SECTION X
CONVENTION
D. SITES

The NREA Convention will be located according to the following site selection process:

- A. NREA members, State Affiliates, NREA Teams, and the Executive Committee may recommend convention sites for consideration to the Convention Advisory and Site Selection Team.
- B. Conventions sites shall be recommended by the Convention Advisory and Site Selection Team, subject to the approval of the Executive Committee
- C. Conventions may be scheduled according to a rotating schedule of predetermined sites. Predetermined sites shall be recommended by the Convention Advisory and Site Selection Team subject to the approval of the Executive Committee.
- D. All Convention sites shall be:
 - 1. Easily accessible.
 - 2. Selected to generate strong NREA membership support.
 - 3. Selected to maximize public exposure and to increase the identity of the NREA and rural education.
 - 4. Approved by the Executive Committee

SECTION X
CONVENTION
E. CONVENTION REPORT

A Convention report shall be completed and submitted to the NREA Executive Committee within sixty (60) days of the termination of the Annual National Convention

The Convention report shall include, but not limited to:

- A. A Preliminary Budget and Expenditure Report
- B. Registration
- C. Exhibitor
- D. Evaluations

SECTION X
CONVENTION
F. EVALUATION

The Executive Director shall conduct an evaluation of each convention. The evaluation instrument should be designed to let attendees offer input about the program, hotel, meeting, facilities, meals, and activities.

The evaluation shall be used as a planning instrument for succeeding conventions.

SECTION XI

GENERAL OPERATIONS

- A. Travel Reimbursement for the Executive Director
- B. Reimbursement for Executive Committee Meeting

SECTION XI
GENERAL OPERATIONS
A. TRAVEL REIMBURSEMENT FOR THE EXECUTIVE DIRECTOR

The Executive Director shall be reimbursed for travel expenses incurred in the performance of the job. The reimbursement rate for automobile travel shall be the current rate as established by the Internal Revenue Service. All NREA staff travel shall originate from the NREA home office.

SECTION XI
GENERAL OPERATIONS
B. REIMBURSEMENT FOR EXECUTIVE COMMITTEE MEETING

Each member of the Executive Committee may request a \$300 reimbursement to cover expenses for attending an Executive Committee Meeting.

The request should be made in writing to the Executive Director.