



## *SAMPLE ONLINE APPLICATION | 2017*

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Please prepare your answers, documents, photos and video (optional) files in advance. When you are ready, you can copy and paste your answers into the fields of the application form.

### **SELECT THE DISTRICT**

(YOU WILL SELECT YOUR DISTRICT FROM A DROP-DOWN LIST)

### **PROGRAM DETAILS**

PROGRAM TITLE

SCHOOL(S)

### **LEAD PERSON**

Lead Person responsible for submitting the entry form and can answer program-specific inquiries during the summer. All information will be mailed and addressed to this person below:

FIRST NAME

LAST NAME

TITLE

PHONE

SUMMER PHONE

COMPLETE ADDRESS

EMAIL ADDRESS

WEBSITE

### **GRADE/LEVEL CATEGORY: (check only one)**

NOTE: Each program will be judged in only one grade/level category and one program category. Entries may be disqualified if more than one or if no category or subject area is checked.

- Pre-Kindergarten /K-8
- Jr. High /Middle/Intermediate School
- High School
- Multi-level/Districtwide
- Multi-District/Countywide/Statewide/Nationwide/International

### **PROGRAM CATEGORY: (check only one)**

- Accountability/Assessment

- Alternative Education
- Career Technical Education
- Closing the Achievement Gap through LCAP Implementation
- Co-Curricular
- Community Schools through Partnerships and Collaboration
- County Offices of Education
- Curriculum & Instruction Through the California Standards Implementation - Common Core
- Curriculum & Instruction Through the California Standards Implementation - English/Reading/Language Arts
- Curriculum & Instruction Through the California Standards Implementation - Foreign Language
- Curriculum & Instruction Through the California Standards Implementation - History/Social Science
- Curriculum & Instruction Through the California Standards Implementation - Integrated Content
- Curriculum & Instruction Through the California Standards Implementation - Mathematics
- Curriculum & Instruction Through the California Standards Implementation - Science
- Curriculum & Instruction Through the California Standards Implementation - STEM/STEAM
- Curriculum & Instruction Through the California Standards Implementation - Visual and Performing Arts
- Curriculum & Instruction Through the California Standards Implementation - Other Content Areas
- Early Childhood Education
- English Language Acquisition
- Juanita Haugen Memorial Award for Civic Education
- Parental/Community Involvement
- Professional Development and Teacher Recruitment/Retention
- School Climate and Safety
- Special Education
- Student Services
- Sustainable, Renewable, Energy and Resource-Efficient Programs
- Technology
- Wellness

## Program Details

1. When was the program initiated in the district? (month/year)

2. Describe the program and its significance in 150 words or less:

## UPLOAD A FILE

3. Please provide a complete description of the overall program and be sure to address all of the following topics:

- The need the program was developed to meet
- Program goals and objectives
- Program outcomes, including how the program has affected students and specific evidence of success. Please relate a specific example of how the program has affected a student's life.
- How the program is innovative or exemplary
- How the program is connected to the board's vision, and the specific role the board played in the program's success
- How the program is sustainable. Evidence of sustainability may include length of time in operation, stable funding, flexibility, or internal/external support.
- How the program is replicable
- Please provide a comment suitable for publication from the program lead, superintendent, or board president: How has this program made a difference for students?
- Please include tangible evidence of board support and leadership through the submission of Board Agenda and/or Meeting Minutes

**\* Please NOTE:** Upload the two (2) documents here, **FIRST:** Description of program not to exceed four pages in length – **SECOND:** Board Agenda/Meeting Minutes not to exceed two (2) pages in length. (Description document should be double-spaced and not exceed a 10-point font and no more than four (4) pages in length).

**Please Click "upload" button to upload description of program** file not to exceed four (4) pages in length (This should be only one document, no more than four (4) pages in length)

**Please Click "upload" button to upload file Board Agenda and/or Meeting Minutes** (This should be only one (1) document, no more than two (2) pages in length)

**UPLOAD 3 DIFFERENT Photos of your program (photos should be 1-4 MB each) \*two (2) photos will be used for a presentation and one (1) photo will be used in a program book \*[click here to view specifications guide](#)**

## GOLDEN BELL ENTRY CHECK LIST

Please review carefully all instructions for submitting entries and ensure that:

- The program is operating in a CSBA member school district or county office of education.
- The program meets all eligibility requirements and has been in operation two years prior to the deadline for receipt of the official entry form. If the program has NOT been in existence for two years that program may still be eligible if they meet certain criteria.

- All areas of the entry form are complete, including all necessary names, addresses and phone numbers.
- Three high-resolution, color digital photos must be uploaded at the time of submission. Note: By submitting your photos, you are certifying that you have obtained any necessary releases for photos of minors, and that CSBA may use the photos during a presentation and/or in future promotion and publicity efforts.
- The official entry form must be submitted by **Friday, June 23, 2017** and has the required box checked affirming that the Board President, Superintendent and Curriculum Director have authorized this program to be considered for a Golden Bell Award.

**INTERNET PERMISSION please check box if you agree:**

- The California School Boards Association will use the 2017 winning programs in various places throughout its websites and social media sites. If your district/county office would like to be included, please check the box granting us permission to do so.

All entries must be submitted by **Friday, June 23, 2017** in order to be considered.

Additional information may be obtained by calling CSBA at (800) 266-3382 ext. 3358 or by email at [goldenbell@csba.org](mailto:goldenbell@csba.org)

- SIGNATURE By checking this box, I affirm that the board president, superintendent and the curriculum director have authorized this program to be considered for a Golden Bell Award.

**Upload a Video \*Please refer to the home page to see a sample of a high-quality video.**

\*You now have the option to upload a short video showcasing your program for a chance to be featured on our website or at the Golden Bell Reception in November! CSBA Golden Bell Awards would like to increase visibility and build excitement for the exemplary programs in districts and COE's across the state.

**Please note:** The submission of a program video will in no way – positively or negatively – affect a program's chances of winning a Golden Bell Award. Videos may be uploaded with your program entry now, or up until the submission deadline (June 23, 2017) using the link provided to you in an earlier confirmation email.

**Would you like to submit a program video? (this is optional)**

- Yes
- No

*Video Specifications:*

- File type- acceptable file types include .mov, .mpg, .mpeg, .wmv, mp4, .m4v. Minimum pixel aspect ratio 640 x 480.
- Video files must not exceed 250 MB and 5 minutes in length.

*DOs and DON'Ts:*

- DO take footage of your program in action. Show students immersed in the program's operations.
- DO interview students, faculty, and anyone else involved in the programs day to day operations and explain how the program improves the lives of students in your district or county.
- DO interview a board member on the board's involvement and what makes this program exemplary, replicable etc.
- DO provide the full name, title, and company/district/school of anyone featured in your video. There will be a place to upload a file containing those details.
- DON'T submit a slideshow of still pictures
- DON'T use special effects or filters on your compilation
- DON'T use transitions lasting longer than 2 seconds.

**Select one:**

- Upload a Video
- Enter a YouTube/Video Link