

2007-2008 ALA-STAR COUNCIL REQUIREMENTS

In order to receive the Ala-Star Award for 2007-2008, the local council members must complete all six (6) Required Items and at least four (4) Optional Items on the Ala-Star Checklist. **Once ALL the requirements have been met, the local council president should complete the Ala-Star Award Application and return it with the checklist and the council's documentation packet to Jo Anne Bryant, 764 Silver Hills Drive, Prattville, AL 36066-6114.** The materials must be postmarked no later than **June 15, 2008**, for the council to be eligible to receive the Ala-Star Award.

Information in the documentation packet should be arranged in the following order:

1. Ala-Star Awards Application
2. 2007-2008 Ala-Star Checklist
3. Documentation of Required Items, in order 1-6
4. Documentation of at least four Optional Items.

Keep a copy of each page of the packet for the council's records.

The council president will receive an email message acknowledging receipt of the packet. Once the verification process has been completed, the council president will be notified if the council has met the 2007-2008 requirements for Ala-Star. Recipients of the Ala-Star award will be recognized at the ARA Leadership Retreat and at ARA's fall conference.

2007-2008 ALA-STAR CHECKLIST

DIRECTIONS: Fill in each blank with the date the item was completed and include appropriate documentation in the council's packet.

REQUIRED ITEMS -- COMPLETE ALL SIX (6) ITEMS.

_____ 1. The council must submit the completed IRA Officer Report Form for the 2007-2008 officers **AND** a membership list that includes members' addresses *and* IRA numbers for each IRA member to the state coordinator on or before **APRIL 15, 2007**. ALL officers MUST be current members of IRA and ARA. The list MUST include each officer's IRA membership number or an IRA membership form/payment to IRA for the individual.

_____ 2. The council must have at least ten (10) members who are current members of IRA. Names and addresses must be included in the documentation packet. [IRA also requires at least ten (10) IRA members for the council's charter to remain in effect.]

_____ 3. Complete **3a OR 3b**:
(3a) Membership in the council has increased from the period of June 1, 2007 to June 1, 2008. The following chart indicated the percentage of increase required for ALA-STAR.

| Total Council Membership | % Increase Needed |
|--------------------------|-------------------|
| 10-49 | 8% |
| 50-149 | 4% |
| 150+ | 2% |

NOTE: A council that has received ALA-STAR for three or more consecutive years or that has been IRA Honor Council for three or more consecutive years may choose to complete an additional Optional Item in lieu of the council membership percentage and increase.

(3b) One or more council members work a minimum of 2 hours at the state fall conference registration booth **AND** the council report is made at the fall board meeting **AND** the council report is made at the February board meeting **AND** at least 2 council officers (or designated representatives) attend/participate in the June ARA Leadership Retreat.

_____ 4. At least five (5) council members have joined ARA for the first time or have renewed their ARA membership from June 1, 2007, to June 1, 2008. Names and addresses must be included.

_____ 5. The council has had a membership booth at each meeting from June 1, 2007, to June 1, 2008. At least one photograph is submitted.

_____ 6. The council has planned for and carried out at least two (2) meetings during the school year. A summary of the program and/or minutes from each meeting must be submitted. Include the date of each meeting.

OPTIONAL ITEMS -- Complete at least four (4) items.

- _____ 1. The council organized and carried out a special membership program targeted for a specific audience.
- _____ 2. The council planned and completed a *Celebrate Literacy* project.
- _____ 3. The council organized and completed a special project to promote reading in the community served by the council.
- _____ 4. The council participated in *Newspaper in Education Week*.
- _____ 5. The council planned and carried out a family reading or intergenerational family literacy project.
- _____ 6. The council planned and carried out a *Young Authors* project.
- _____ 7. The council selected an *Outstanding Teacher in Reading* recipient AND the local council president submitted (1) the completed Local Council Outstanding Reading Teacher Summary Form (available at ARA's website) and (2) a picture of the local council Outstanding Reading Teacher by May 30 to ARA Awards Chair.
- _____ 8. The council had at least five (5) of its members attend the Annual ARA Fall Conference/Institute.
- _____ 9. The council sponsored a joint meeting and/or project with another local council.
- _____ 10. The council hosted a meeting or other function that had as its primary objective providing a forum for discussion of education issues/concerns with local, state, or national political leaders/officials.
- _____ 11. The council completed a project that promotes literacy with an economically developing country.
- _____ 12. The council *may* purchase discounted IRA memberships for those living in countries with developing economies and open access to all online resources to those in the World Bank's 'low income' nations or make a donation to IRA's 'Developing Countries Fund' which supports literacy projects in ecomically developing nations. *NOTE: A minimum of \$75 must be spent on the memberships or dontated to the fund.*
- _____ 13. The council sponsored at least two (2) radio and/or television public service announcements promoting reading.

- _____ 14. The council began a “Teachers as Readers” project for the first time or continued an existing “Teachers as Readers” group. The project was begun on or after June 1, 2006, and completed on or before June 1, 2007; existing groups must have met at least four (4) times during this period. The date of each meeting and a synopsis of the material discussed must be submitted.
- _____ 15. The council president attended a meeting of a local council in another district.
- _____ 16. The council actively recruited students and first-year teachers as council members and members of ARA/IRA. At least one council program targeted this audience and resulted in at least three student and/or first-year teachers joining the local council for the first time.
- _____ 17. The council participated in at least one activity sponsored by the Alabama Center for the Book or similar state/national organization that promotes literacy.

2007-2008 ALA-STAR AWARD APPLICATION

Complete each blank below. Submit with the completed 2007-2008 Ala-Star Checklist and Documentation Packet to

Dr. Jo Anne Bryant
ARA State Coordinator
764 Silver Hills Drive
Prattville, Alabama 36066-6114.

The packet must include all required materials and must be postmarked on or before **June 15, 2008**.

Information in the documentation packet should be arranged in the following order:

1. Ala-Star Award Application
2. 2007-2008 Ala-Star Checklist (3 pages)
3. Documentation of Required Items, in order 1-6
4. Documentation of at least four Optional Items.

Keep a copy of each page of the packet for the council's records.

COUNCIL _____

2007-2008 PRESIDENT _____

2008-2009 PRESIDENT _____

AS 2007-2008 PRESIDENT OF MY LOCAL COUNCIL, I VERIFY COUNCIL MEMBERS HAVE COMPLETED ALL SIX OF THE ALA-STAR REQUIRED ITEMS AND AT LEAST FOUR OF THE ALA-STAR OPTIONAL ITEMS. DOCUMENTATION OF EACH ITEM IS INCLUDED IN THIS PACKET.

2007-2008 COUNCIL PRESIDENT

DATE