



Sue Hundley Memorial Scholarship Application



In memory of a dedicated
Reading Recovery Teacher Leader,
Literacy Collaborative Trainer,
Lesley Faculty member, and friend,

Sue Hundley.

The Sue Hundley Memorial Fund was established thanks to the generous donations of the family, friends, and colleagues of Sue Hundley. A portion of the fund was used to establish the Sue Hundley Memorial Scholarships.

The Sue Hundley Memorial Scholarships provide educators an opportunity to attend the Literacy for All Northeast PreK-8 Literacy Conference & Reading Recovery Institute.

The scholarship covers the entire registration fee for attending Monday and Tuesday of the conference; overnight accommodations in Providence, RI for two nights; and up to \$100 for parking, food, and travel expenses.

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GUIDELINES

Intent of the Scholarship

Sue Hundley was a Reading Recovery Teacher Leader and a Literacy Collaborative Trainer at Lesley University who was dedicated to her teaching and to her students. She was a person who cared deeply about her own professional growth.

Following her death from cancer in May 2000, a memorial fund was established in her name at Lesley University. A portion of it was used to create a scholarship fund to enable a Reading Recovery teacher and a classroom teacher to attend Literacy for All when they might otherwise have been unable to do so.

Eligibility

Any active Reading Recovery teacher, Reading Recovery teacher-in-training, or PreK–8 classroom teacher may apply for a scholarship. One scholarship will be awarded to a classroom teacher and one scholarship will be awarded to a Reading Recovery teacher.

Scholarship Value

The scholarship covers the registration fee for Monday and Tuesday of the conference, hotel accommodations for two nights in Providence, and a \$100 stipend to apply toward meals, parking, and other expenses. Recipients are asked to turn in their original, itemized receipts for reimbursement of expenses after the conference.

Application

The application is in three parts. We must have all three parts complete and submitted before making a determination on your application.

I. Application Form

The form calls for contact information and other basic information.

II. Three Short Essays (100 words each)

The essays are 100 words each, to be submitted on a separate sheet of paper. They have a combined possible score of **70 points**. The three essay topics are:

1. What new insights do you expect to gain at the conference? (20 Points)

This essay should show the judges that you know what you need to learn. Be specific about the topics you think you most need to learn about to help your students, foster understanding among parents, and improve your teaching.

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2. How will you share what you learn with your colleagues? (20 Points)

In this essay, be specific about how and with which audiences (i.e., first grade teachers in your school or district, parents at your PTA, school board members, a community group, etc.) you will share what you learned at the conference. Then explain how you will share the information (i.e. will you give a speech, design handouts, make copies of the materials, etc.). You might mention when you plan to share the information and/or how often (a tentative schedule is fine).

3. Briefly describe your financial need. (30 Points)

This essay should help the judges understand the circumstances that make it difficult for you to afford attending the conference.

III. Letter of Recommendation (30 points)

The Reading Recovery teacher leader or principal is asked to submit a brief letter of recommendation, mailed or faxed directly to:

Sue Hundley Scholarship Committee
Lesley University Center for Reading Recovery
29 Everett Street
Cambridge, MA 02138
Fax: 617.349.8490
Attn: Kathleen Hayner

Judging

A panel of judges reads the letters of recommendation and the essay portions of each application. Applicants should count the number of words in each essay, in order to avoid exceeding the 100-word limit. Please submit your essays in 12-point Arial or Times font, double spaced, and please do not include photographs, graphics, or any decorations with your entry.

Judges score the essays according to a point system, and have a possible combined score of 70. The judges are looking for quality and depth in the essays. The letter of recommendation from the teacher leader or principal may score up to 30 points. The judges divide the total scores by the number of judges to obtain an average score. The scholarship is awarded to the applicant with the highest average score.

If no applicant scores at least 85 of the possible 100 points, the judges reserve the right not to award a scholarship. In case of a tie for the top score, the judges reserve the right to ask the tied applicants for additional information.

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Post-Conference Obligations

Recipients are expected to file a final report with Literacy for All Scholarship Committee within six months of the conclusion of the conference (April 2019). The report should detail how the experience was shared with colleagues, and should include documentation (e.g., programs, photos, video, audiotape, and /or handouts). Recipients are also asked to send copies of all newspaper or other publicity to the Scholarship Committee with the final report.

Deadline

Applications must be postmarked by Friday, September 14, 2018.

Official Rules

Applicants must be postmarked by the above date. Literacy for All is not responsible for lost, late, misdirected, mutilated, incomplete, or illegible applications or postage-due mail.

All applications become the property of the Literacy for All conference and will not be returned. By submitting an application, applicants agree to provide other information and documentation as may be reasonably requested by the Scholarship Committee.

Winners will be announced approximately three weeks after the postmark deadline, and all applicants will be notified of the decision.

The Scholarship Committee will judge applications and decisions will be final in all respects. In the event a candidate is unable, for any reason, to attend the conference, the scholarship will be awarded to the next highest-scoring candidate.

By submitting an application, entrants agree: 1) to the Official Rules and decisions of Literacy for All, which shall be final in all respects, and 2) to the use of their names and /or likeness for advertising, promotional and publicity purposes without written consent or compensation.

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APPLICATION

This application is for the 29th Annual Literacy for All Northeast PreK-8 Literacy Conference and Reading Recovery Institute, October 28-30, 2018.

I. CONTACT INFORMATION

Applicant Name: _____

Role: _____

Preferred Mailing Address: _____

City, State, Zip: _____

Telephone: (W) _____ (H) _____

Fax: _____ Email: _____

School: _____

School Mailing Address: _____

Principal: _____

District: _____

Superintendent: _____

Number of years teaching Reading Recovery (if applicable) _____

Number of years teaching (non-Reading Recovery): _____

Present Teacher Leader (if applicable) _____

Are you a member of RRCNA? Yes No

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II. ESSAYS (Total of 70 Points)

Please attach a separate sheet with your answers to the following questions (100 words each):

1. What new insights do you expect to gain at the Conference for which you are applying? **(20 Points)**
2. How will you share what you learn with your colleagues? **(20 Points)**
3. Briefly describe your financial need for this scholarship. **(30 Points)**

III. LETTER OF RECOMMENDATION (30 Points)

Please have your teacher leader or principal write a brief letter of recommendation on your behalf. The letter must be postmarked by the deadline date (Friday, September 14, 2018) and sent by mail or fax directly to:

Sue Hundley Scholarship Committee
Lesley University Center for Reading Recovery
Attn: Kathy Hayner
29 Everett Street
Cambridge, Massachusetts 02138
Fax: 617.349.8490

I certify that the information in this application is accurate. If awarded, I understand that the scholarship requires a final report within six months of attending the conference. By participating, entrants agree: 1) to the Official Rules and decisions of Literacy for All, which shall be final in all respects, and 2) to the use of their names and /or likeness for advertising, promotional and publicity purposes without written consent or compensation.

Signature _____

Date _____