

# **PSEA ESP JACK CONNOLLY GETTYSBURG SCHOLARSHIP PROGRAM GUIDELINES**

## **I. Eligibility**

The PSEA ESP Jack Connolly Gettysburg Scholarship shall be awarded annually to an ESP member for purposes of attending the PSEA Summer Leadership Conference. Scholarship awards under the program are to be made on an objective and nondiscriminatory basis.

Those eligible to receive the Scholarship include those individuals meeting all of the following criteria:

1. Those who are ESP members of PSEA in good standing;
2. Those who are new or emerging leaders in a local association. Preference will be given to new leaders in a newly organized local association, or to those who have never attended the Conference before;
3. Those who have not received any other scholarship from PSEA to attend the Summer Leadership conference within the fiscal year for which the Scholarship is being awarded; and
4. Those who complete, sign, and submit an application form.

## **II. Administration**

1. *Scholarship Number and Amount—*
  - (a) Annually at least one Scholarship will be awarded, provided at least one application form has been received and the applicant meets the minimum criteria.
  - (b) The amount of the base Scholarship shall be in an amount equivalent to cover the conference fees necessary for dorm room, meals, and classes.
  - (c) If the selected recipient is a twelve-month dues paying member, the amount of the Scholarship shall also include a supplemental amount to cover 1) weekly net pay if the recipient must use vacation time to attend the conference, or 2) weekly gross pay paid directly to employer if the recipient was granted release time, with pay, from their employer. *Note: A separate Information and Request Form must be submitted by the recipient to obtain this reimbursement.*
2. *Selection Committee—*
  - (a) The Scholarship Selection Committee for the ESP Jack Connolly Gettysburg Scholarship shall be comprised of a sub-set of the ESP Board as determined from time to time by the ESP Region President. The Selection Committee shall consist of at least three individuals.

- (b) No scholarship awards may be made to individuals or relatives of individuals on the Scholarship Selection Committee.

3. *Selection Process—*

- (a) An application, approved by the ESP Board, must be completed in its entirety by scholarship applicants. (A copy of the “ESP Jack Connolly Gettysburg Scholarship Application” is attached as Appendix A.)
- (b) The procedure to be utilized by the Scholarship Selection Committee in recommending a recipient for the ESP Jack Connolly Gettysburg Scholarship is as follows:
  - (i) Each Scholarship Selection Committee member shall individually score the scholarship applicants pursuant to a scoring sheet. (A copy of the “ESP Jack Connolly Gettysburg Scholarship Scoring Sheet” is attached as Appendix B).
  - (ii) A composite score shall be compiled from all of the Committee member’s final individual scores for each scholarship applicant. The composite score shall be the average score of all of the final individual scores submitted by Scholarship Selection Committee members.
  - (iii) The top scholarship applicant shall be selected based upon the highest composite scores of the applications. Tie scores may be broken through additional discussion and evaluation by the Scholarship Selection Committee and potential interviews with the applicants. In the event of a tie, the reason for the selection of one applicant over another must be documented on the scoring sheet.
  - (iv) Copies of all individual and composite scores shall be maintained by the Selection Committee for one year following the award of the scholarship.
- (c) The name of the applicant recommended by the Scholarship Selection Committee shall be sent to the ESP Region Board of Directors for final approval.

4. *Donations Received for ESP Jack Connolly Gettysburg Scholarship—*

- (a) Donations received for the ESP Jack Connolly Gettysburg Scholarship Program will be accounted for separately from other ESP Region funds.
- (b) Donations cannot be earmarked for any particular individual or individuals.
- (c) Donations for the ESP Jack Connolly Gettysburg Scholarship Program **are not tax deductible contributions** and in no event will any fundraising efforts for the Program be publicized as otherwise.

**PSEA SUMMER LEADERSHIP CONFERENCE  
ESP JACK CONNOLLY GETTYSBURG SCHOLARSHIP APPLICATION**

Member ID #: \_\_\_\_\_ Name: \_\_\_\_\_  
(please print)

Address: \_\_\_\_\_

Phone: \_\_\_\_\_  
Home School/Work Cell

Email: \_\_\_\_\_

Local Association: \_\_\_\_\_ ESP Division: \_\_\_\_\_

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1. Will you be holding an officer position in your local association during the next school year? YES \_\_\_\_\_ NO \_\_\_\_\_

If yes, which position will you hold and how long have you held that position? Please state any prior officer positions you have held in your local association and length of service for each position.

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If no, do you desire to hold an officer position in your local association? Please state which position you wish to hold and why. Please also describe your past and current involvement with your local association.

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2. Is your local association a newly organized local association (newly organized is defined as in existence less than 5 years). YES \_\_\_\_\_ NO \_\_\_\_\_

If yes, please state approximately how long your local association has been in existence.

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3. Have you ever attended the Summer Leadership Conference before? YES \_\_\_ NO \_\_\_

If yes, please state how many times and what School(s) you attended.

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(Continued on next page)

APPENDIX A

4. Will you be receiving any other scholarship/funding by PSEA to attend the Leadership Conference? YES \_\_\_\_\_ NO \_\_\_\_\_

(If you answered yes, you are ineligible for this scholarship)

5. Which Summer Leadership School are you planning to attend?

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6. Please indicate why attending the Summer Leadership Conference and specifically receiving the ESP Jack Connolly Gettysburg scholarship is a high priority for you.

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7. Please state any other considerations or extenuating circumstances you wish the Scholarship Selection Committee to consider.

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Deadline for Applications is: **FEBRUARY 21, 2020**

Please return completed application to:

PSEA  
Attn: *Candace Kuba*  
400 N. Third Street  
P.O. Box 1724  
Harrisburg, PA 17105-1724