

Sample congratulatory letter for the SCOA Affiliate Journal Award

DATE

NAME

Name of Affiliate

email

Dear NAME:

Congratulations! As chair of the Affiliate Journal Awards of NCTE for YEAR, it is my pleasure to announce that *Name of Journal* is the first place award winner while the honorable mentions go to *Name of Journal* and *Name of Journal*.

The judges found the theme of "Title of Theme" to be timely as well as enjoyable reading. Your journal is outstanding in many categories, but some I would like to mention are the reader friendly format, a plethora of well-written articles mixed with poetry, art, and book reviews, and the writers' pictures which accompanied their articles. The pictures allow the readers to connect with the writer!

Your affiliate will be honored at the Affiliate Breakfast on Sunday, DATE, during the NCTE Annual Convention in CITY, STATE. Please be sure to have a representative from your affiliate attend the breakfast and note that those who attend the breakfast will need to purchase a breakfast ticket in advance.

Thank you for your participation in the NCTE Affiliate Journal Award Program. I look forward to congratulating you in person in CITY.

Sincerely,

NAME, SCOA Region (number) Representative
Chair, YEAR Affiliate Multicultural Program Award Committee

cc: Affiliate Director
Chair of SCOA

Sample "regret to inform" Letter for the SCOA Journal Award Chair

(date)

(First name, Last name of award application submitter)

(Affiliate Name)

(Street Address)

(City, State Zip)

Dear (First Name, Last Name):

As chair of the Affiliate Journal Awards of NCTE for YEAR, I wish to thank you for your submission, (*Name of Publication*). Unfortunately, among the many splendid journals, the judges could only select one winner and two honorable mentions. The award winner this year is (*Name of Publication*, published by affiliate name and edited by . . .) and the honorable mentions go to (*Name of Publication*, published by affiliate name and edited by . . .) and (*Name of Publication*, published by affiliate name and edited by . . .).

Judges applauded the number of different articles and graphics in your journal and suggested that you might want to consider including more articles that show evidence of research and scholarly exploration.

I invite you to submit an application for the NCTE Affiliate Journal Award next year. This year, if you're coming to convention , please join us at the Affiliate Breakfast (Day, Date, Time, City)-- note that those attending the breakfast need to purchase a breakfast ticket in advance—and stop by the affiliate booth where the winning newsletters will be on display.

Sincerely,

NAME, SCOA Region (number) Representative
Chair, YEAR Affiliate Multicultural Program Award Committee

cc: Affiliate Director
Chair of SCOA

Sample Press Release

For Immediate Release

DATE

Contact: Millie Davis, 800-369-6283, ext. 3634

affsec@ncte.org

LOCAL TEACHERS WIN NCTE AFFILIATE JOURNAL AWARD

The journal, *English in Texas*, edited by Leslie Patterson of Denton, Carol Wickstrom of Dallas, and Sharon O'Neal of Austin, and published by the Texas Council of Teachers of English Language Arts, won first place honors for journals published by affiliates of the National Council of Teachers of English (NCTE).

The Affiliate Journal Awards will be among awards presented by the NCTE Standing Committee on Affiliates during the Affiliate Breakfast on November 19, 2005. This event is part of the NCTE Annual Convention being held November 17-22 in Pittsburgh, Pennsylvania.

Twelve entries were received this year. Entries for the award were journals published during the year from May 2004 through the program deadline of May 1, 2005.

This program, established in 1995, recognizes affiliate journals that provide their members with scholarly articles on issues and topics related to the teaching of the English language arts. The entries are judged on content, organization, layout, and physical appearance as well as variety of articles published, quality of writing, evidence of research and scholarly exploration, appeal to many different groups within the affiliate, coverage of important issues in English language arts education, inclusion of other types of writing (poetry, affiliate news, book reviews, etc.), a readable and attractive design, appropriate cover art, clean typography for body copy and headlines, presence of basics of magazine publishing (folios, general information on publisher, date, cover, table of contents, etc.), use of graphic elements to aid readability, and quality of paper on which the journal is printed.

Inland: A Journal for Teachers of English/Language Arts, edited by Shelley Brulotte and Jeff Fox and published by the Idaho Council of Teachers of English, won the honorable mention award.

The National Council of Teachers of English, with more than 35,000 individual and institutional members worldwide, is dedicated to improving the teaching and learning of English and the language arts at all levels of education.

National Council of Teachers of English
1111 W. Kenyon Road
Urbana, Illinois 61801-1096

Phone: 217-328-3870 • 800-369-6283
Fax: 217-278-3761 • Web: www.ncte.org
Email: public_info@ncte.org