



## PURPLE STAR DESIGNATION APPLICATION

### INSTRUCTIONS

The Missouri Purple Star designation is earned by military-friendly school districts or school buildings that have demonstrated a major commitment to students and families connected to our nation's military including active duty, National Guard, or reserve service members. School districts and/or individual school buildings that earn the award will receive a special Purple Star recognition to display onsite and may place the recognition on their website.

A school district or individual school building will be honored with the Purple Star award if personnel complete **all the required** activities and **one optional** activity. The Missouri Department of Elementary and Secondary Education Purple Star Review (DESEPSR), formed by the Department of Elementary and Secondary Education (DESE), will review all applications for the award. The DESE Purple Star Award will be for three (3) years.

#### Required Activities:

- **Required District-wide Activities** — District Designation. Purple Star school district personnel must provide evidence that the district completed at all of the following activities:
  - District-wide professional development regarding special considerations for military students and families. Evidence of this training should include the following documentation: agenda, presentation materials, and names of participants.
  - The school board passes a resolution publicizing the school's support for military students and families. Applicants must include a copy of the resolution.
  - The school district has an assigned central office staff member to be the contact for the identified school-based liaison and military families.
  - District personnel maintain a webpage dedicated to military student and family support. This webpage must include the following information:
    - Military Families: Planning your arrival to (Insert School District) information on enrollment and the registration process
    - Military Families: Preparing your move from (Insert School District) Information on educational records requests and transfers
    - Academic Planning for Military Families: Information on advanced academic programs and application deadlines (Specialty Centers), graduation requirements, diploma options, and home instruction
    - Interstate Compact on Educational Opportunities for Military Children: Information on the compact rules and their application
    - Special Needs Navigation and Parental Rights: Information on Special Education services and parental rights to include parental consent
    - Other matters of importance: This may include but not be limited to Impact Aid, Student-Parent Survey, Parent Teacher Association (PTA) and Parent Teacher Student Association (PTSA), extracurricular activities, and local community support.
- **Required School Building Activities** — Individual School Building Designation. Purple Star school building personnel must provide evidence of the following activities:
  - School building personnel must designate a point of contact (POC) to work with school administration and/or military program partners to conduct a school-wide professional development session that informs staff of the unique needs of military-connected students and the onsite resources available to support these students. Evidence of this training should include the following documentation: agenda, presentation materials, and names of participants.
  - Building personnel maintain a student-led transition program, to include a coordinator for the student transition team. This program must provide peer support for newly enrolled and withdrawing students to include those who are military connected. Evidence could include but not be limited to the following: Calendar of events, a narrative of activities conducted, flyers or photos of student welcoming, and/or training materials.
  - School or school district personnel host a military recognition event designed to demonstrate a military-friendly culture across the school or school district community. In addition to the event summary, documentation must include copies of marketing materials, news articles, or photographs. Event examples include but are not be limited to A Memorial Day Program, Veteran's Day Program, or Patriot Day Program (9/11).

The Department of Elementary and Secondary Education does not discriminate on the basis of race, color, religion, gender, gender identity, sexual orientation, national origin, age, veteran status, mental or physical disability, or any other basis prohibited by statute in its programs and activities. Inquiries related to department programs and to the location of services, activities, and facilities that are accessible by persons with disabilities may be directed to the Jefferson State Office Building, Director of Civil Rights Compliance and MOA Coordinator (Title VI/Title VII/Title IX/504/ADA/ADAAA/Age Act/GINA/USDA Title VI), 5th Floor, 205 Jefferson Street, P.O. Box 480, Jefferson City, MO 65102-0480; telephone number 573-526-4757 or TTY 800-735-2966; email [civilrights@desemo.gov](mailto:civilrights@desemo.gov).

**INSTRUCTIONS (cont.)**

- Building personnel maintain a link to the buildings or district's military student and family support webpage accessible from their main school district and/or building webpage.

**Optional Activities:** In addition to the required activities above, school district or individual building personnel must complete (and provide documentation of) at least one of the following optional activities:

- The school district or individual building displays a public military tribute. The tribute is any public demonstration of military support, such as a tribute wall for military-connected students and families, a memorial, a permanent bulletin board, a special purple star room, or other recognition of the military.
- The school district or individual building personnel host a military appreciation night at a sporting event.
- The school district or individual building personnel hosts special celebration activities for the month of the military child in April.
- The school district or individual building personnel formed and maintain an active military family committee or support group for military connected students.
- The school district or individual building personnel host fundraisers to support military veterans and active duty members.
- The school district or individual school has a U.S. military service-affiliated Junior Reserve Officer Training Corps (JROTC) program in place.

Send the completed application, with examples of your military support activities, to [PurpleStar@dese.mo.gov](mailto:PurpleStar@dese.mo.gov). **Please send documentation in a single file folder clearly listing each required activity and one optional activity. Submit information in a PDF or MS Word format. Do not submit in a link to your Google Drive or to another file hosting service.**

The deadline is **March 15**. DESE will not accept late or incomplete submissions.

You will receive an email confirmation within one to three business days acknowledging receipt of your application. If you do not receive a confirmation email, please resubmit.

If you have any questions, please contact Program Manager at [PurpleStar@dese.mo.gov](mailto:PurpleStar@dese.mo.gov) or 573-526-4987.

**SCHOOL INFORMATION**

SCHOOL DISTRICT NAME	COUNTY-DISTRICT CODE	BUILDING CODE
PRINCIPAL	PRINCIPAL'S EMAIL ADDRESS	
SUPERINTENDENT	SUPERINTENDENT'S EMAIL ADDRESS	

**MILITARY FAMILY POINT OF CONTACT INFORMATION FOR YOUR SCHOOL BUILDING**

NAME	EMAIL ADDRESS
POSITION IN THE BUILDING	
PROVIDE THE SCHOOL DISTRICT'S AND/OR BUILDING'S WEB ADDRESS FOR YOUR MILITARY FAMILY RESOURCE PAGE. ENSURE THE LINK IS ACTIVE AND LEADS DIRECTLY TO THE WEBPAGE ON THE BUILDING OR DISTRICT WEBSITE.	

**DESCRIBE THE PROFESSIONAL DEVELOPMENT TRAINING IN WHICH THE POINT OF CONTACT PARTICIPATED AND ANSWER THE FOLLOWING QUESTIONS:**

TRAINING TITLE
TRAINING PROVIDER
HOW WAS THE PROFESSIONAL DEVELOPMENT TRAINING DELIVERED (VIRTUAL, IN-PERSON, HYBRID)?
HOW DID YOU COMMUNICATE THE INFORMATION TO YOUR DISTRICT'S OR BUILDING'S FACULTY AND STAFF, PARENTS, AND COMMUNITY?
WHAT TWO USEFUL IDEAS DID YOU LEARN FROM THE PROFESSIONAL DEVELOPMENT TRAINING? (40 WORD MINIMUM)

HOW WILL (OR CAN) YOU IMPLEMENT THESE IDEAS IMMEDIATELY IN YOUR DISTRICT OR BUILDING? (40 WORDS MINIMUM)	
WHAT IDEAS DID YOU LEARN THAT COULD BE USEFUL BUT WILL REQUIRE FURTHER INVESTIGATION OR LONG-TERM PLANNING? (35 WORDS MINIMUM)	
<b>LIST THREE COLLEAGUES FROM YOUR SCHOOL AND THEIR POSITIONS WHO WILL HELP IMPLEMENT THE IDEAS LEARNED FROM YOUR PROFESSIONAL DEVELOPMENT IN YOUR DISTRICT OR BUILDING.</b>	
NAME	POSITION
NAME	POSITION
NAME	POSITION
<b>ASSURANCES</b>	
I hereby certify the above statements are unique to my school district and/or building and are true to the best of my knowledge. I understand that a false or inauthentic statement may disqualify my application. <i>Please note that an electronic signature is acceptable for this application.</i>	
If you provide any "personal information" as defined in Section 105.1500, RSMo, concerning an entity exempt from federal income tax under Section 501(c) of the Internal Revenue Code of 1986, as amended, you understand and agree that you are voluntarily choosing to seek a state contract and providing such information for that purpose. The Department of Elementary and Secondary Education will treat such personal information in accord with Section 105.1500, RSMo, unless such information is subject to disclosure pursuant to federal or state law.	
PRINT NAME	POSITION
SIGNATURE	DATE