

DaVinci Academy of Science and The Arts

Policy Number: 603

Policy Section: 600 – Community

POLICY TITLE: Partnerships in Education

Revision History

Effective Date	Action Date	Revised
DRAFT	New Policy	New Policy

Partnerships in Education Policy

Effective: draft 11/03/04

Revised:

1. PURPOSE AND SCOPE

To outline administrative procedures governing participation in the Partnerships in Education program, to provide guidelines for appropriate activities, and to define school and community participation in partnerships.

2. GENERAL INFORMATION

- 2.1 Definition. Partnership in Education:** A partnership recognized by the Board of Directors, formalized by a written agreement, between DASA, or a DASA program and a business, another educational entity, a community organization (service, educational, or cultural), a government agency, or a military command. The intent of a partnership is to provide mutual assistance and resources to improve student achievement by supporting teaching and learning in the classroom.
- 2.2 The major emphasis of partnerships** is the utilization human resources, not the donation of funds. Activities focus on four major areas: tutor/mentor recruitment, educational technology, curriculum, and school-to-career. All activities in a partnership are based on the mutual needs and resources of the school and partner. They are conducted with the consent of the school and its partner(s).
- 2.3 Names.** Projects and activities of a partnership may display the name or logo of the school and its partner. It is suggested that the word “partner” accompany names.

3. IMPLEMENTATION**3.1 Create DASA Program Administrator /Community Relations Director****3.2 Create survey of interest areas for potential Partners**

- a. Contacts interested business, community organizations, government agencies or military commands or school site/programs to provide program information and to seek potential partners.
- b. Provides prospective partners with the appropriate interest survey and asks for their completion of the survey, and suggests areas of special interest and/or need.
- c. Meets informally with potential partners to determine interests, resources and needs.
- d. Holds initial planning meeting between DASA and prospective partner to draft agreement, which will be renewed each year.

- e. Continues to meet periodically with school/program and partner organization until a written partnership agreement has been formalized.
- f. Provides ongoing support and quality review for partnerships.
- g. Plans recognition events for all programs and their respective partners.
- h. Organizes in-services for partnership enrichment.

3.3 Official Recognition. Upon completion of a written agreement, each partnership is officially recognized and announced and announced to the community at a Board of Directors meeting.

3.4 Continuing Participation. Activities will continue with ongoing communication and planning between partners. DASA and their partners will be asked to complete an End-of-Year Survey each year. Participation in each succeeding year of a partnership is subject to willingness of both partners to continue. A written renewal agreement for each succeeding year must be submitted by the partners to the Board of Directors.

4. FORMS THAT NEED TO BE CREATED

School Interest Survey
Organization Interest Survey
Program/Department Interest Survey
Partnership Agreement Form
Partnerships in Education Program brochure
Partnerships in Education Recruitment Packet
Mentor Program Guide
Mentor Handbook
Website Information