



PARTNERSHIP SCHOOL AWARDS

NATIONAL NETWORK OF PARTNERSHIP SCHOOLS
AT JOHNS HOPKINS UNIVERSITY
Working Together for Student Success

2003-04 School Year

Schools in the National Network of Partnership Schools (NNPS) are working to develop, implement, and improve their programs of school, family, and community partnerships.

★ Some schools have **EXCELLENT** programs with:

- a well-functioning Action Team for Partnerships
- annual action plans that include six types of involvement
- activities to inform and involve all families in their children's education
- an emphasis on family and community involvement to help improve student achievement, behavior, attendance, and other goals
- evaluations of progress on partnerships at the end of each year
- improvement in the quality and results of partnerships from year to year

Partnership School Awards for the 2003-04 school year will recognize schools that have been members of NNPS for **at least two years** and have **EXCELLENT** partnership programs.

The annual awards are based on written applications from schools in NNPS and careful reviews by NNPS at Johns Hopkins University. All award winners will receive:

- ★ **A Partnership School Award banner or plaque.**
- ★ **One free registration for the NNPS Leadership Development Conference in Fall 2004 or Spring 2005 (a \$200 value).**
- ★ **Recognition in the Fall 2004 issue of *Type 2* and on the NNPS website.**
- ★ **A local press release to publicize the school's leadership in developing school, family, and community partnerships. National recognition in *Education Week* and other education news media.**

★ ★ ★ **NEW for 2004! \$500 and SPECIAL RECOGNITION**
UP TO 10 school, district, state, or organization award winners also will receive **SPECIAL RECOGNITION** and a check for \$500 to support their programs of school, family, and community partnerships. They will be invited to present their programs at an NNPS Conference and serve in other leadership and advisory roles in NNPS for the next school year.

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NNPS EXPECTATIONS

The National Network of Partnership Schools expects schools with **EXCELLENT** programs to:

- ★ Maintain a well-functioning Action Team for Partnerships, including teachers, parents, and an administrator. At the high school level students also must serve on the ATP. Community partners and other school staff also may serve on an ATP.
- ★ Write clear and ambitious One-Year Action Plans for partnerships every year.
- ★ Implement activities for all six types of involvement that are linked to school improvement goals.
- ★ Meet challenges to inform and involve all families.
- ★ Identify funds to support planned activities.
- ★ Allocate time for team meetings and work on partnerships.
- ★ Create a welcoming school climate for students, families, and the community.
- ★ Demonstrate how family and community involvement activities promote student achievement, attendance, positive attitudes, good behavior, or other goals.
- ★ Conduct end-of-year evaluations of family and community involvement activities and the quality of teamwork..
- ★ Improve the organization and quality of partnerships from year to year.
- ★ Ensure program continuity by replacing members who leave the Action Team for Partnerships and by orienting new team members.
- ★ Communicate with NNPS annually and participate in Network activities.

WHO SHOULD APPLY?

Elementary, middle, and high schools that:

- ★ Have been a member of the National Network of Partnership Schools for **at least two years**, including the 2002-03 and 2003-04 school years.
- ★ Wrote and implemented One-Year Action Plans for at least two years.
- ★ Returned the NNPS *2004 SCHOOL UPDATE* survey to renew membership for the 2004-05 school year. If 2004 UPDATE was not already submitted, please ATTACH IT to this application.

NOTE: Schools not ready to apply this year are encouraged to review the NNPS expectations (above), strengthen the quality of their partnership programs, and apply for a Partnership School Award next year.

Visit past Partnership School Award winners on the NNPS website at www.partnershipschools.org. Click on In the Spotlight and follow the link to Partnership Award Winners.

HOW TO APPLY?

Applications must be typed, double-spaced, and **NO MORE THAN 10 PAGES (not including attachments)**

- ★ Send the Application Cover Page and the completed application, postmarked by June 30, 2004, to:

Dr. Joyce L. Epstein and Awards Committee
National Network of Partnership Schools
Johns Hopkins University
3003 N. Charles Street, Suite 200
Baltimore, MD 21218

Late applications will NOT be considered. Award winners will be notified in August 2004.

PARTNERSHIP SCHOOL AWARDS

2004 APPLICATION

Please answer all sections to describe *how* your school's program of school, family, and community partnerships addresses NNPS' expectations for **EXCELLENCE**.

NOTE: "Short Answers" may be a sentence or two. "Highlights" may be one-half to one page in length. The full application should be no more than 10 typed, double-spaced pages, not including attachments.

1. TEAMWORK (20 points)

DESCRIBE (5 points/short answers)

- What is the meeting schedule for your school's Action Team for Partnership's (ATP)?
- How are responsibilities of ATP members shared and delegated?
- How are new members added to the ATP and oriented to its plans and activities?

HIGHLIGHT (10 points)

Report **one** example of **good teamwork** of the members of your ATP. Explain the purpose of the activity and the good teamwork that occurred.

ATTACHMENT (5 points)

Attach a list of the names and positions of members of your school's Action Team for Partnerships for the 2003-04 school year **along with their signatures** to document their support for this application.

2. LEADERSHIP (15 points)

DESCRIBE (5 points/short answers)

- How is the Action Team for Partnerships (ATP) connected to the school's leadership structure?
- How are the ATP chairperson(s) and committee chairs selected and prepared for their work?

HIGHLIGHT (10 points)

How would a new principal coming to your school learn about your Action Team for Partnerships and its work on school, family, and community partnerships? In your answer, include examples of how your ATP has oriented new teachers, administrators, and parents to your school's program of partnerships over the past two years.

3. ACTION PLANS (20 points)

DESCRIBE (10 points/short answers)

- How is the school's One-Year Action Plan for partnerships shared with the School Improvement Team (or School Council), faculty, parents, and other groups at the school?
- How does the school's One-Year Action Plan for partnerships link family and community involvement to student achievement and other important goals for student success?

ATTACHMENT (10 points)

Please attach one copy of:

- Your school's **2004-05 One-Year Action Plan for partnerships** (next year's draft or final plan)
- Your school's **2003-04 One-Year Action Plan for partnerships** (this year's plan)
- Your school's **2002-03 One-Year Action Plan for partnerships** (last year's plan)

NOTE: Do not count attachments toward the typed 10-page limit of the application.

PARTNERSHIP SCHOOL AWARDS

APPLICATION, page 2

4. IMPLEMENTATION (20 points)

DESCRIBE (5 points/short answers)

Who helped the members of the Action Team for Partnerships (ATP) **implement** activities in the One-Year Action Plan in 2003-04? List **two** partnership activities **in this year's plan** and briefly explain how other teachers, parents, administrators, and community partners *who are not on the ATP* helped the ATP implement each of these activities.

HIGHLIGHT (15 points)

Discuss fully **one** example of a difficult challenge that your ATP solved in order to involve families who might not otherwise have been involved in their children's education at school or at home.

5. EVALUATION (15 points)

DESCRIBE (5 points/short answers)

What tools does your Action Team for Partnerships (ATP) use to document or evaluate. . .

- a. . . the quality of family and community involvement **activities** that are conducted?
- b. . . the quality of your school's **partnership program** at the end of each school year?

HIGHLIGHT (10 points)

Report the results of one evaluation that your ATP conducted in 2003 or 2004 to assess the **quality or progress** of a partnership activity at your school. Include information on the measure(s) used or observations made, the number of families that participated, effects on families or students, or other important results. Describe how your ATP used (or will use) the results of this assessment.

6. NETWORK CONNECTIONS (5 points)

HIGHLIGHT (5 points)

Suppose a principal from another school met with your ATP and asked:

Should my school join the National Network of Partnership Schools and develop a program of school, family, and community partnerships?

What would your Action Team for Partnerships advise this principal, and why?

7. RECOMMENDATION (5 points)

ATTACHMENT (5 points)

Please ask **one** teacher OR administrator OR parent from your school who is NOT presently a member of the ATP to write a short letter of support for this application. The letter should address this question:

From your view and experience, how has this school's program of school, family, and community partnerships helped to improve the school?

NOTE: The letter of support should be addressed to the Partnership Awards Committee and must be signed.

Please check: Have you fully answered all 7 sections of the application?



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AT JOHNS HOPKINS UNIVERSITY

2004

APPLICATION COVER PAGE

1. Name of school: _____

2. Chairperson, Action Team for Partnerships: _____

3. School address: _____

4. Phone: (____) _____ Fax: (____) _____

5. E-mail: _____ Website: _____

6. Principal: _____

7. Whom should we contact this summer if there are questions about this application?

Name of summer contact: _____

Summer phone: (____) _____

APPLICATION DUE JUNE 30, 2004

Please ✓ that your application package includes:

- Application Cover Page
- Double-spaced, typed responses to all questions (no more than 10 pages)
All attachments, including:
 - List of members of the Action Team for Partnerships and their signatures
 - One-Year Action Plans for 2002-03, 2003-04, and a draft or final plan for 2004-05
 - Signed letter of recommendation



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APPLICATION DUE JUNE 30, 2004

Send your completed application (including this cover page, your typed responses, and all attachments) to:

**Dr. Joyce L. Epstein and Awards Committee
National Network of Partnership Schools
Johns Hopkins University
3003 N. Charles Street, Suite 200
Baltimore, MD 21218**

**Questions? Contact Kenyatta Williams, Network Coordinator:
Tel: 410-516-2318
Fax: 410-516-8890
e-mail: kwilliams@csos.jhu.edu**

www.partnershipschools.org

**THANK YOU for your leadership
in the National Network of Partnership Schools,
and for your school's work on
school, family, and community partnerships!**



**NATIONAL NETWORK OF
Partnership Schools
JOHNS HOPKINS UNIVERSITY**