



# PARTNERSHIP DISTRICT AWARDS

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

## 2003-04 School Year

School DISTRICTS in the National Network of Partnership Schools (NNPS) are working to develop, implement, and improve their leadership and programs of school, family, and community partnerships. This includes AREAS and CLUSTERS within large districts that are “district” members of the National Network.

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

- strong leaders and outstanding teamwork
- annual leadership plans for partnerships
- interdepartmental connections
- activities that help schools in the district develop effective partnership programs
- a local “network” of schools that also are NNPS members
- an emphasis on partnerships linked to school goals for successful students
- evaluations of district and school progress on partnerships
- improvements in the quality of the district’s activities on partnerships and in the number and quality of schools’ programs of partnership from year to year.

**Partnership District Awards** for the 2003-04 school year will recognize school DISTRICTS, AREAS, and CLUSTERS that have been members of the National Network of Partnership Schools for **at least two years** and have **EXCELLENT** programs of school, family, and community partnerships.

The annual awards are based on written applications from districts (or areas or clusters) in the NNPS and careful reviews by NNPS at Johns Hopkins University. Award winners will receive:

- ★ **A Partnership Award plaque.**
- ★ **One free registration for the NNPS Leadership Development Conference in Fall 2004 or Spring 2005 (a \$200 value).**
- ★ **Recognition in *Type 2* and on the NNPS website, in *Education Week*, and in other local and national education news media.**

★ ★ ★ **NEW for 2004! \$500 and SPECIAL RECOGNITION**

Up to 10 school, district, state, or organization award winners 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/advisory roles in NNPS for the next school year.

# PARTNERSHIP DISTRICT AWARDS

## EXPECTATIONS

The National Network of Partnership Schools expects districts, areas, and clusters with **EXCELLENT** programs to:

- ★ Maintain active leadership for school, family, and community partnerships.
- ★ Write and implement annual plans for district-wide partnership activities.
- ★ Write and implement annual plans for activities that facilitate schools' Action Teams for Partnerships to develop comprehensive partnership programs with the six types of involvement.
- ★ Identify a budget to support staff and partnership program activities.
- ★ Allocate time for regularly scheduled meetings within the district and with schools' Action Teams for Partnerships to help them develop their programs of partnership.
- ★ Encourage schools to connect plans for family and community involvement to school improvement goals for student achievement and success.
- ★ Conduct end-of-year activities and evaluations of the quality of district and school partnership programs.
- ★ Increase connections from year to year with colleagues across departments and in other organizations.
- ★ Improve the quality of district/area/cluster leadership from year to year.
- ★ Increase the number of schools in the district that develop partnership programs from year to year, and that improve the quality of their programs.
- ★ Ensure program continuity with strategies to orient new leaders to the district's work on partnerships.
- ★ Develop local district (area, cluster) networks with schools as NNPS members.
- ★ Communicate with NNPS annually and participate in NNPS activities.

## WHO SHOULD APPLY?

Key contacts in **DISTRICTS, AREAS, and CLUSTERS** 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.
- ★ Organized district leadership activities to encourage, support, and enable **schools** in the district to build their programs of school, family, and community partnerships and to join NNPS.
- ★ Returned the NNPS *2004 DISTRICT UPDATE* to renew membership for the 2004-05 school year. If 2004 *UPDATE* was not already submitted, please **ATTACH IT** to this application.

**NOTE:** Districts, areas, and clusters that are not ready to apply this year are encouraged to review the NNPS expectations (above), strengthen the quality of their programs of school, family, and community partnerships, and apply for a Partnership District Award next year.

Visit past Partnership Award winners on NNPS' website at [www.partnershipschools.org](http://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 the 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 DISTRICT AWARDS

## 2004 APPLICATION

Please answer all sections to describe how your program of school, family, and community partnerships addresses NNPS' expectations for **EXCELLENCE**. In all questions, the term "district" refers to an LEA or an area or cluster of schools that operates as a "mini-district" within an LEA.

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. LEADERSHIP (15 points)

#### DESCRIBE (5 points/short answer)

How is your office's work on school, family, and community partnerships connected to the district's leadership structure?

#### HIGHLIGHT (10 points)

How would a new District Superintendent (or Area or Cluster Administrator) learn about your office's work on school, family, and community partnerships? In your answer, include examples of how you have oriented new leaders and colleagues to your program of partnerships over the past two years.

### 2. TEAMWORK (20 points)

#### DESCRIBE (5 points/short answers)

- How often and for what reasons do you meet with colleagues from your office, other departments, and/or organizations about school, family, and community partnerships?
- What are some of the responsibilities that these colleagues have undertaken to help improve school, family, and community partnerships in your district?

#### HIGHLIGHT (15 points)

Report **one** example of a successful activity to increase school, family, and community partnerships that your office organized that illustrates good **district-level teamwork**. Note the positions of colleagues, supervisors, or other "team players" who worked with you on this activity or who supported it in important ways. Discuss how **teamwork** helped make this activity successful.

### 3. PLANS FOR ACTION (20 points)

#### DESCRIBE (5 points/short answers)

- How do you decide *which* district-level and school-based activities to include each year in your office's annual leadership plan for partnerships?
- How does your leadership plan link family and community involvement to student achievement and other important goals for student success?

#### HIGHLIGHT (5 points)

Discuss **two** actions that your office has included in its plans for the **2004-05 school year** (next year) to improve its program of school, family, and community partnerships. Explain how each of the two actions will help to increase the **number** of schools that will be assisted by your office and/or help to improve the **quality** of district and school partnership programs and practices.

#### ATTACHMENT (10 points)

Please attach **two** documents that illustrate your office's leadership plans, schedules of activities, or other evidence of district actions on partnerships for the 2002-03 and 2003-04 school years. The two attachments must be from **two different school years**. The documents may refer to different leadership activities (e.g., a schedule of meetings with schools' Action Teams, agendas for team-training workshops or end-of-year celebrations, or other evidence of leadership).

# PARTNERSHIP DISTRICT AWARDS

## APPLICATION, page 2

### 4. FACILITATION AND IMPLEMENTATION (15 points)

#### DESCRIBE (5 points/short answers)

- List **two** examples of how your office helps **schools** in your district to develop and sustain their comprehensive programs of school, family, and community partnerships.
- About how often do you meet with schools' Action Teams for Partnerships, Action Team Chairpersons, and/or Principals to facilitate their programs and progress on partnerships?

#### HIGHLIGHT (10 points)

Discuss fully **one** example of a difficult challenge that your office solved over the past two years in order to help schools improve their programs of school, family, and community partnerships.

### 5. EVALUATION (15 points)

#### DESCRIBE (5 points/short answers)

What tools do you use to document or evaluate:

- . .the quality and/or progress of the **district's** program and practices of partnerships?
- . .the quality and/or progress of **schools'** programs and practices family and community involvement?

#### HIGHLIGHT (10 points)

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

### 6. NETWORK CONNECTIONS (10 points)

#### DESCRIBE (5 points/short answer)

Describe how you are organizing your **local network** of schools working on family and community involvement and how you connect your schools with the resources of the National Network of Partnership Schools.

#### HIGHLIGHT (5 points)

Suppose a leader from another district called you and wanted to know:

*Should my district join the National Network of Partnership Schools to develop district leadership and school programs of school, family, and community partnerships?*

What would be your advice, and why?

### 7. RECOMMENDATION (5 points)

#### ATTACHMENT (5 points)

Please ask **one supervisor or other district administrator** to write a letter of support that addresses this question:

*From your view, how has this district's program of school, family, and community partnerships contributed to the district's school improvement efforts?*

NOTE: The letter should be on letterhead, addressed to the NNPS Partnership Awards Committee, and signed.

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



# PARTNERSHIP DISTRICT AWARDS

NATIONAL NETWORK OF PARTNERSHIP SCHOOLS  
AT JOHNS HOPKINS UNIVERSITY

2004

## APPLICATION COVER PAGE

"District" refers to an LEA or Area or Cluster of schools that operates as a "mini-district" within an LEA.

1. Name of District: \_\_\_\_\_

2. Key Contact(s) to the  
National Network of Partnership Schools: \_\_\_\_\_

3. Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

5. E-mail: \_\_\_\_\_ Website: \_\_\_\_\_

6. District Superintendent or Administrator: \_\_\_\_\_

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 (i.e., two documents of leadership activities from two school years and the recommendation letter)



**SEE REVERSE FOR MAILING ADDRESS**





# PARTNERSHIP DISTRICT AWARDS



**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](mailto:kwilliams@csos.jhu.edu)**

**[www.partnershipschools.org](http://www.partnershipschools.org)**

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