



# PARTNERSHIP ORGANIZATION AWARDS

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

## **2003-04 School Year**

ORGANIZATIONS 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. Some organizations assist district and/or state leaders to guide schools on partnerships. Others work directly with schools to help them develop excellent partnership programs.

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

- strong leaders and outstanding teamwork
- annual leadership plans for partnerships
- activities that help districts and/or schools develop effective partnership programs
- an emphasis on partnerships linked to school goals for successful students
- “networking” activities that link districts and/or schools to each other and to NNPS
- collegial connections for partnerships in the organization and in the sites assisted
- evaluations of progress in programs of school, family, and community partnerships
- improvements in the quality of the organization’s activities on partnerships and in the number and quality of schools’ programs of partnership from year to year.

**Partnership Organization Awards** for the 2003-04 school year will recognize ORGANIZATIONS 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 organizations in NNPS and careful reviews by NNPS at Johns Hopkins University. Award winners will receive:

- ★ **A Partnership Organization 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.

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## EXPECTATIONS

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

- ★ Maintain active leadership for school, family, and community partnerships.
- ★ Write and implement annual plans for the organization's partnership activities.
- ★ Write and implement annual plans for activities that facilitate district leaders or school 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 with district or state leaders or 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 the organization's program of partnership and the quality of programs of the schools, districts, or states that are assisted.
- ★ Improve the quality of the organization's leadership on partnerships from year to year.
- ★ Increase the number of schools that develop partnership programs from year to year and/or that improve the quality of their programs.
- ★ Ensure program continuity with strategies to orient new leaders to the organization's work on partnerships.
- ★ Assist the schools and/or districts in the organization's projects to network with others by becoming members of NNPS.
- ★ Communicate with NNPS annually and participate in NNPS activities.

## WHO SHOULD APPLY?

Key contacts in **ORGANIZATIONS** 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 leadership activities to encourage, support, and enable **schools, districts, and/or states** to build their programs of school, family, and community partnerships and to join NNPS.
- ★ Returned the *2004 ORGANIZATION UPDATE* to NNPS to renew membership for the 2004-05 school year. If *2004 UPDATE* was not already submitted, please **ATTACH IT** to this application.

**NOTE:** Organizations in NNPS 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 Organization 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 ORGANIZATION AWARDS

## 2004 APPLICATION

Please answer all sections to describe how your organization's partnership program 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. LEADERSHIP (15 points)

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

- a. How is your organization's work on school, family, and community partnerships connected to the leadership structure of the schools, districts, or state(s) that you assist?
- b. How does your work with NNPS relate to other projects, departments, or leaders in your organization?

#### HIGHLIGHT (10 points)

How would a new leader in the schools, districts, or state(s) that you assist learn about your office's work on school, family, and community partnerships? In your answer, include examples of how you have oriented new school, district, or state leaders to your program of partnerships and to your connections with NNPS over the past two years.

### 2. TEAMWORK (20 points)

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

- a. How often and for what reasons do you meet with colleagues from your organization, from the schools, districts, or state(s) that you assist, and/or from other organizations to discuss plans and activities for school, family, and community partnerships?
- b. What are some of the responsibilities that these colleagues have undertaken to help improve school, family, and community partnerships?

#### HIGHLIGHT (15 points)

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

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

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

- a. How do you decide *which* activities to include each year in your office's annual leadership plan for partnerships?
- b. 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 districts or schools in your project and/or help districts or schools improve the **quality** of their partnership 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**. They 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).

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

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

- List **two** examples of how your office helps schools, districts, or state departments of education to develop and sustain comprehensive programs of school, family, and community partnerships.
- About how often do you meet with schools' Action Teams for Partnerships, district leaders, or state colleagues 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, districts, or state departments of education improve their programs of school, family, and community partnerships.

### 5. EVALUATION (15 points)

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

What tools do you use at the end of each school year to document or evaluate . . .

- . . .the quality and/or progress of your organization's program of partnerships?
- . . .the quality and/or progress of the partnership programs in the schools, districts, or states with which you work?

#### HIGHLIGHT (10 points)

**Report the results of one evaluation** that your organization conducted in 2003 or 2004 to assess the **quality** *or* **progress** of a school-level, district-level, or state-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 organization used (or will use) the results of this assessment.

### 6. NETWORK CONNECTIONS (10 points)

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

Describe how you assist the schools, districts, or state(s) that you work with to use NNPS resources and to join NNPS to network with other sites that are developing partnership programs.

#### HIGHLIGHT (5 points)

Suppose a leader from an organization like yours called you and wanted to know:

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

What would be your advice, and why?

### 7. RECOMMENDATION (5 points)

#### ATTACHMENT (5 points)

Please ask **one** administrator from a school, district, or state that you assist on partnerships to write a letter of support that addresses this question:

*From your view, how has this organization helped us develop a program of school, family, and community partnerships that contributes to our 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?**



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AT JOHNS HOPKINS UNIVERSITY

**2004**

## APPLICATION COVER PAGE

“Organization” refers to an agency or group that assists schools, districts, and/or state departments of education to develop programs of school, family, and community partnerships.

1. Name of Organization: \_\_\_\_\_

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

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

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

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

6. Organization 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 that illustrate leadership activities from two school years and the recommendation letter)



# PARTNERSHIP ORGANIZATION 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 organization's work on  
school, family, and community partnerships!**



**NATIONAL NETWORK OF**

**Partnership Schools**

**JOHNS HOPKINS UNIVERSITY**