

## Engaging Families in Education

# School Partnership Agreement

In order to establish a framework for the successful implementation of a Learning Leaders program for the 2010-2011 school year, each party agrees to the following terms:

### Requirements from the school

#### I, the undersigned principal, agree to:

1. Designate a staff person to work directly with Learning Leaders.
2. Work with Learning Leaders to develop a recruitment, outreach and management plan.
3. Schedule Learning Leaders to present to teachers and staff during regularly scheduled school functions.
4. Greet participants at Learning Leaders education and training programs and recognize and celebrate volunteer and parent/family efforts.
5. Schedule Learning Leaders to participate in school functions to engage parents and recruit volunteers.
6. \*Designate and authorize the use of an appropriate room for Learning Leaders training and parent/family education programs.
7. Assure that volunteers always work under supervision of school staff.
8. Work with Learning Leaders in program evaluation and assure that volunteer activities are documented.
9. Provide Learning Leaders with comprehensive school calendar and include Learning Leaders programs in monthly calendar.
10. Provide official school rules to Learning Leaders for integration and discussion at trainings.

### Requirements from Learning Leaders

#### I, the undersigned authorized representative of Learning Leaders, agree to:

1. Delivery of a high quality program that is aligned with school goals and focused on student academic success.
2. Work directly with designated staff in managing Learning Leaders programs.
3. Develop an outreach and recruitment plan with input from the school
4. Present to teachers and staff during regularly scheduled school functions.
5. Participate in school functions to engage parents/family members and recruit volunteers.
6. Screen all volunteers before placement and review each volunteer's application and references.
7. Work towards student success by increasing meaningful parent/family engagement.
8. Provide ongoing support and professional development to entire school community.
9. Conduct Learning Leaders program evaluation and share outcomes.
10. Develop and participate in Volunteer Recognition events.

\*Please note that cafeterias are only appropriate for use in the afternoons.



80 Maiden Lane, 11th Floor, New York, NY 10038  
212 213 3370 learningleaders.org

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# School Partnership Agreement

School \_\_\_\_\_ School Grades \_\_\_\_\_

Borough \_\_\_\_\_ School District \_\_\_\_\_

**Learning Leaders** volunteers are accountable to the Principal and serve at his/her discretion. They are required to follow all school rules and regulations and the **Learning Leaders Code of Conduct**. Their services are supplemental to those of school staff and must be conducted on school grounds, during school hours, and under the supervision of teachers or other professionals designated by the Principal. **Learning Leaders** reserves the right to discontinue program services to any school that does not meet the requirements of this **Partnership Agreement**.

## School Contact Information

Principal Name \_\_\_\_\_

Principal Email \_\_\_\_\_

Direct Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Designated School Contact \_\_\_\_\_

Designated School Contact Email \_\_\_\_\_

Direct Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Name, title, phone and email of assistant/backup person(s) \_\_\_\_\_

### Agreed to by the Principal:

### Agreed to by Learning Leaders, Inc.:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name & Title

\_\_\_\_\_  
Date