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Dear Colleague:

You are invited. . . . You are invited to join the National Network of Partnership Schools (NNPS) at Johns Hopkins University. NNPS invites schools, districts, states, and organizations to work together to improve their leadership and programs of school, family, and community partnerships. Based on more than three decades of research and field tests, we know that this goal can be attained by all elementary, middle, and high schools, and that district, state, and organization leaders can play important roles in assisting schools to improve partnerships in ways that increase student success.

About NNPS. . . . NNPS guides school teams of educators, parents, and community partners to use research-based approaches including an Action Team for Partnerships and the framework of six types of involvement (*parenting, communicating, volunteering, learning at home, decision making, and collaborating with the community*) to plan and conduct comprehensive partnership programs. Researchers and facilitators at Johns Hopkins University train and assist school, district, state, and organization leaders to understand, implement, evaluate, and continually improve goal-oriented programs of partnerships. The purpose is to ensure a welcoming climate, improve student attendance and school behavior, and increase student achievement, graduation rates, and readiness for college or career.

NNPS presently includes over 500 schools, districts, organizations, and state departments of education that want to apply research to improve the quality of family and community involvement and results for students. The NNPS website, www.partnershipschools.org, includes information on key program components (see NNPS Model), research summaries, and examples of outstanding programs and practices (see Success Stories.)

Requirements. . . . Schools, districts, states, and organizations that join the National Network of Partnership Schools must meet a few requirements described on the membership form. Our research identified 8 essential elements of successful programs: leadership, teamwork, written plans, implemented action, funding, collegial support, evaluation, and networking. NNPS will assist you to develop all of the essential elements for a research-based program that will improve from year to year.

Fees. . . . NNPS charges very modest fees for many benefits and services.

- There is a **professional development/processing fee of \$500 for each school, district, state, and organization**, which must accompany each membership form. Districts are advised to join **along with** an initial set of schools or with all schools in the district.
- NNPS district, state, and organization leaders are invited to attend a **2-day Professional Development Institute in Baltimore or online in the fall or in the spring** to prepare to be leaders of partnership programs and facilitate and encourage schools to engage all students' families in their education and success in school.
- There is an annual renewal fee of \$250 per member to continue membership benefits and services from year to year, including the annual evaluation of program progress.

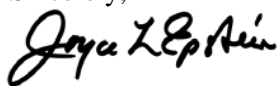
Benefits. . . . The National Network of Partnership Schools offers many benefits and services to help members increase their knowledge and develop skills in developing effective programs of partnerships for student success. These are provided as part of membership, unless otherwise noted. Benefits include:

- **Comprehensive handbook.** *School, Family, and Community Partnerships: Your Handbook for Action, Fourth Edition* includes summaries of research, guidelines for workshops on partnerships, presentation PowerPoint on CD, an inventory of starting points, planning and evaluation forms, and other tools to help develop and strengthen your partnership program. The CD includes materials in English and Spanish.
- **Certificate of membership.** This recognizes your commitment to developing a goal-linked program of school, family, and community partnerships.
- **Leadership Development Institutes.** 2-day intensive professional development (registration fee required) is offered to district, organization, and state leaders to help them establish and improve their partnership programs to effectively facilitate schools to work with their own students' families. The Institutes include step-by-step training in how to use the *Handbook for Action* and conduct basic training of schools' Action Teams for Partnerships.
- **Type 2 Blog.** Each *Blog* features a summary of new research, examples of good practices, or guidelines for continuous progress in partnership program development. *Type 2 Blog* is e-mailed to all NNPS Key Contacts and may be copied and distributed to team members and other colleagues.
- **Promising Partnership Practices.** This annual e-book spotlights activities from schools, districts, states, and organizations in NNPS. A copy is emailed to each member and is posted on the NNPS website, www.partnershipschools.org, in the Section *Success Stories*.
- **On-call consultations with NNPS staff.** NNPS members may contact NNPS at any time by phone, email, or website to ask questions or request information or resources about partnership program development.
An interactive website – www.partnershipschools.org. The NNPS website is chock full of information on partnerships; research summaries; examples of best practices in elementary, middle, and high schools, districts, states, and organizations; and more.
- **Annual evaluations.** The annual *UPDATE* survey enables members to assess their progress each year. NNPS collects the data and provides summaries of *UPDATE* data from schools and districts for members to compare their work with the network as a whole. *UPDATE* surveys, renewal certificates, and data reports are e-mailed to each member each year. The annual renewal fee covers data collection, processing, analysis, reporting, customized reports to districts, and all other membership benefits.
- **Annual Partnership Awards.** NNPS recognizes schools, districts, states, and organizations that demonstrate excellence in implementing and improving their programs of school, family, and community partnerships for two years or more.
- **Other tools, materials, and webinars.** NNPS designs and develops new guidelines and training activities each year to assist you with your work on school, family, and community partnerships.

Why should you join? NNPS will help your school, district, state, or organization become a national leader in conducting school, family, and community partnerships that contribute to school improvement goals. NNPS's research-based approaches help create a welcoming school environment, strengthen families, and increase student success in school. These approaches enable schools, LEAs, and SEAs to meet Title I and other requirements for family involvement focused on student achievement. In NNPS, members network with each other to learn about and share successful partnership practices.

If you are committed to improving school, family, and community partnerships for student success, complete and return the correct Membership Form (for school, district, state, or organization) to NNPS. Call with any questions. My staff and I look forward to working with you on this important agenda.

Sincerely,



Joyce L. Epstein, Ph.D.
Director and Professor of Education and Sociology



NATIONAL NETWORK OF
Partnership Schools
JOHNS HOPKINS UNIVERSITY

Working Together for Student Success

Membership Form for SCHOOLS

Please complete and return this form to register your school as a member of the National Network of Partnership Schools (NNPS) at Johns Hopkins University. The Key Contact will be sent a handbook and other information to help your school organize and strengthen its program of school, family, and community partnerships.

Name of School: _____

Please write school name exactly as it should appear on the NNPS Certificate of Membership.

Name of Action Team Leader/Key Contact to NNPS: _____

Position: _____

School Mailing Address: _____

School Telephone: (_____) _____ Fax: (_____) _____

Email address: _____ Website: _____

(You may list up to 4 contacts with email addresses to receive the e-communications from NNPS)

Name of Your School District: _____

ABOUT YOUR SCHOOL

Grade levels: _____ Number of students: _____ Number of teachers: _____

PLEASE ESTIMATE:

Percent of students in your school who are:

_____ % Black _____ % American Indian _____ % Asian American
_____ % Latino/Hispanic American _____ % White _____ % Other

Percent of families who speak a language other than English at home: _____ %

Percent of children receiving free or reduced-price lunch: _____ %

In what area is your school located? ☐ Large Urban ☐ Small Urban ☐ Suburban ☐ Rural

Does your school serve children whose families are in the military? ☐ YES ☐ NO ☐ NOT SURE

Does your school receive Title I funds? ☐ YES ☐ NO

If YES, is it a school-wide program? ☐ YES ☐ NO

Check ALL that apply to your school: ☐ Public ☐ Private ☐ Religious Affiliation

☐ Magnet ☐ Charter ☐ City-wide ☐ Other feature: _____

Is your school part of any other major school improvement program or model? ☐ YES ☐ NO

If YES, which one(s)? _____

FIVE REQUIREMENTS AND GOALS FOR MEMBERSHIP

To join the National Network of Partnership Schools, a school must be willing to work toward five membership requirements. NNPS will guide your school to meet these goals.

THIS SCHOOL WILL...

Check YES or NO

1. **Create or identify an Action Team for Partnerships.** ☐ YES ☐ NO
The Action Team for Partnerships (ATP) works as the "action arm" of the School Improvement Team to plan, implement, evaluate, and continually improve family and community engagement. An ATP consists of teachers, parents, and an administrator. At the high school level, also students. Others (from community or staff) may be added.
2. **Use the framework of six types of involvement to plan a partnership** ☐ YES ☐ NO
The framework of six types of involvement helps a school's Action Team for Partnerships (ATP) write a comprehensive partnership plan with activities for parenting, communicating, volunteering, learning at home, decision making, and collaborating with the community. This ensures parental engagement in different ways and different places.
3. **Allocate an annual budget for family and community involvement activities.** ☐ YES ☐ NO
A modest budget is needed for the activities planned each year. Funds may come from federal, state, and local programs that mandate or support family and community involvement, including Title I.
4. **Allocate time for an initial one-day team training workshop, and at least one hour per month for the Action Team for Partnerships to meet to plan, coordinate, and evaluate activities.** ☐ YES ☐ NO
An ATP needs sufficient time and collegial support to do its work. The principal and district leaders support partnership work by allowing time for ATP meetings and activities.
5. **Complete an annual UPDATE survey to evaluate progress and renew school membership in the National Network of Partnership Schools.** ☐ YES ☐ NO
The school must complete UPDATE—a progress report for the National Network of Partnership Schools—to identify progress made that year and challenges to solve in the next school year. By returning UPDATE, a school renews membership in NNPS and continues to receive benefits and services.

If you cannot answer YES to these five program goals,
please postpone returning this form until your school is ready.

How did you learn about the National Network of Partnership Schools (NNPS)?

- | | |
|--|---|
| <input type="checkbox"/> In an article or book | <input type="checkbox"/> On the Internet (www.partnershipschools.org) |
| <input type="checkbox"/> At a conference or workshop | <input type="checkbox"/> From a district leader |
| <input type="checkbox"/> From a colleague | <input type="checkbox"/> Other (describe) _____ |
-

Why is your school joining the National Network? Please check the top THREE reasons.

We want to improve:

- | | |
|--|--|
| <input type="checkbox"/> The number of families involved | <input type="checkbox"/> Student academic test scores and grades |
| <input type="checkbox"/> School climate and sense of community | <input type="checkbox"/> Homework completion |
| <input type="checkbox"/> School safety and student health | <input type="checkbox"/> Student attendance |
| <input type="checkbox"/> Parent satisfaction with the school | <input type="checkbox"/> Student behavior and discipline |
| <input type="checkbox"/> Other main goal (describe) _____ | |
-

Please help us understand where your school is starting from in its work on partnerships.

POLICIES ON PARTNERSHIPS

YES NO Don't Know

Check one on each line.

Does your SCHOOL have a formal written policy about involving families?

☐ ☐ ☐

*If YES, please attach a copy of the school policy to this form.

Does your DISTRICT have a formal written policy about involving families?

☐ ☐ ☐

Does your STATE have a formal written policy about involving families?

☐ ☐ ☐

Does your school have a School Improvement Team or similar decision-making unit?

☐ ☐ ☐

If YES, do parents serve on that unit?

☐ ☐ ☐

Does your school have a formal team or group that plans, implements, and evaluates activities for family and community involvement?

☐ ☐ ☐

If YES, what is that team or group called? _____

FAMILY AND COMMUNITY INVOLVEMENT ACTIVITIES

How well does your school implement the following activities? Check one on each line.

ACTIVITY

Already Very Strong Need to Improve We Do Not Do This Yet

Conduct workshops on parenting topics to help all families understand their children or adolescents

☐ ☐ ☐

Conduct parent-teacher conferences with all families at least once a year

☐ ☐ ☐

Recruit and train parents and other volunteers to help at the school and in other locations

☐ ☐ ☐

Provide information from teachers to all students' families about how to monitor and help on homework

☐ ☐ ☐

Support an active parent association (e.g., PTA, PTO)

☐ ☐ ☐

Provide all families with information on community resources and services to help them and their children

☐ ☐ ☐

Work with business partners and the community to improve the school in important ways

☐ ☐ ☐

Create a welcoming school environment to encourage all families to become involved

☐ ☐ ☐

Link family and community involvement activities to specific learning goals for students (e.g., improving reading, math, attendance, behavior)

☐ ☐ ☐

DISTRICT AND STATE ASSISTANCE ON PARTNERSHIPS

Please check if your district, state, or neither conducts the following activities with your school:

District State Neither

Staff development or workshops specifically on partnerships

☐ ☐ ☐

Small grants for projects to improve partnerships

☐ ☐ ☐

Dissemination of information on effective practices of family and community involvement

☐ ☐ ☐

Recognition and/or rewards for good partnerships

☐ ☐ ☐

Surveys of all families on school matters

☐ ☐ ☐

Other district or state assistance on partnerships (please describe):

Think ahead three years. How might your school's partnership program be different from today? Give two examples how your school wants to change and improve its program of family and community involvement over the next three years.

APPROVAL AND SUPPORT BY PRINCIPAL (REQUIRED)

I have reviewed and discussed this membership form with the Key Contact named above. I will support the school's work with the National Network of Partnership Schools (NNPS) at Johns Hopkins University, and will support the plans and activities of our Action Team for Partnerships to improve family and community engagement for student success in school.

Principal's Signature

Principal's Name (please print)

Principal's Email Address

Date

MEMBERSHIP FORM and PAYMENT

The processing fee for a school to join the National Network of Partnership Schools is \$500.

Upon receipt of this school's membership form, the Key Contact to NNPS will receive a comprehensive handbook; certificate of membership; poster of six types of involvement in English and Spanish; monthly E-briefs from an NNPS Facilitator; information on training workshops; on-call consultations with NNPS by telephone, e-mail, and website; annual book of best practices; and other benefits and services.

Method of payment:

☐ Purchase Order Include hard copy of the P.O.
P. O. # _____ Vendor: Johns Hopkins University

☐ Visa ☐ Master Card ☐ Discover

☐ Credit Card

Name on Card: _____

NOTE: Johns Hopkins University now requires additional security for credit card payments. Your program may pay its membership fee with a credit card by calling:!

Rachel Chappell, NNPS Coordinator, 410-516-2318

Verify the Name on Card.

Have ready your Card Number and Expiration Date.

Rachel will complete the payment electronically with you online.

PLEASE SCAN AND SEND.

**EMAIL the SCHOOL Membership Form
with a copy of a P.O. to NNPS at: nnps@jhu.edu**

or, MAIL TO :

**Dr. Joyce Epstein, Director
NNPS at JHU
2800 North Charles Street, Suite 420
Baltimore, MD 21218**

If your school requires a different method of payment, or if you have any questions, contact Rachel Chappell, NNPS Coordinator, nnps@jhu.edu. Tel: 410-516-2318 or Dr. Joyce L. Epstein, Director, NNPS, jepstein@jhu.edu. Tel: 410-516-8807

If you have any questions, contact NNPS at 410-516-2318.