



# NATIONAL NETWORK OF Partnership Schools JOHNS HOPKINS UNIVERSITY

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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](http://www.partnershipschools.org), includes information on key program components (see NNPS Model), research summaries, and examples of outstanding programs and practices (see Success Stories.) See the list of benefits, levels of membership, details on “Why NNPS?”, and membership forms in the section Join NNPS.

*Requirements.* . . . Schools, districts, states, and organizations that join NNPS 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 in developing all of these essential elements for a research-based program that will improve from year to year.

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

- There is a **professional development and processing fee of \$500 for each school, district, state, and organization**, which must accompany each membership form.  
See options for districts, states, and organizations to join NNPS at the **Member** or **Partner** level.
- NNPS district, state, and organization leaders are invited to attend a **2-day Professional Development Institute in Baltimore or online in the spring or fall** to prepare to be experts on partnership programs and to facilitate schools in developing excellent programs of family and community engagement.
- There is an annual renewal fee of \$250 per member to continue membership benefits and services from year to year, including an 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:

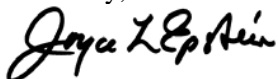
- **Comprehensive handbook.** *School, Family, and Community Partnerships: Your Handbook for Action, Fourth Edition* includes summaries of research, guidelines for workshops on partnerships, presentation PowerPoint on CD, an inventory of starting points, planning and evaluation forms, and other tools 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.
- **Monthly E-Briefs** from NNPS Facilitators with information and resources for on-going program development.
- **On-call consultations with NNPS staff.** Members may contact NNPS at any time by phone, e-mail, or website to ask questions or request information about partnership program development.
- **Excellent website – [www.partnershipschools.org](http://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.
- **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 is posted on the website.
- **Annual evaluations.** The annual *UPDATE* survey enables members to assess their program's progress each year. NNPS collects the data and provides summaries of *UPDATE* data from schools and districts to all members to use in their own evaluations of family and community engagement. The annual renewal fee covers data collection, processing, analysis, reporting, customized reports to districts, and all other membership benefits for the next school year.
- **Promising Partnership Practices.** The annual e-book spotlights activities from schools, districts, states, and organizations in NNPS. All members may submit a best practice for consideration in each book. Each member-site receives a copy by email and the e-book is posted on the NNPS website in the section *Success Stories*.
- **Partnership Awards.** NNPS recognizes schools, districts, states, and organizations that demonstrate excellence in implementing research-based approaches to improve 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.
- **Leadership Development Institutes (registration fee required).** NNPS conducts a 2-day intensive professional development Institute for district, organization, and state leaders in the fall and spring in Baltimore or online. The Institute helps leaders establish and improve their partnership programs and effectively facilitate schools to work with their own students' families.

*Why should you join?* NNPS will help your district, school, 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 policies for family and community engagement. 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 school, district, state, or organization Membership Form.

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*

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## Membership Form for STATES

Please complete and return this form to register your office in a State Department of Education 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 organize and strengthen programs of school, family, and community partnerships. You are invited to work with colleagues in other departments. Only one membership form per state is required.

State Department of Education: \_\_\_\_\_  
Please write the name exactly as it should appear on the NNPS Certificate of Membership.

Name of your office and Key Contact(s) to NNPS: \_\_\_\_\_

Position/Office: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: (\_\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_\_) \_\_\_\_\_

E-mail address: \_\_\_\_\_ Website: \_\_\_\_\_

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

### ABOUT YOUR STATE'S SCHOOLS

How many school districts (LEAs)? \_\_\_\_\_

How many: \_\_\_\_\_ elementary schools \_\_\_\_\_ middle schools \_\_\_\_\_ high schools

\_\_\_\_\_ other (describe) \_\_\_\_\_

### PLEASE ESTIMATE FOR YOUR STATE:

Number of students: \_\_\_\_\_

Number of classroom teachers: \_\_\_\_\_

Number of *districts* with Title I Funds: \_\_\_\_\_

Number of *schools* with Title I Funds: \_\_\_\_\_

Does your state have regional service agencies (e.g., intermediate units) that provide technical assistance to districts schools to improve their programs? ☐ YES ☐ NO

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

☐ In an article or book

☐ On the internet ([www.partnershipschools.org](http://www.partnershipschools.org))

☐ At a conference or workshop

☐ From a district leader

☐ From a colleague at the state level

☐ Other (describe) \_\_\_\_\_

## FIVE REQUIREMENTS AND GOALS FOR MEMBERSHIP

To join NNPS, a state (e.g., office/department/project) must be willing to work toward five state leadership targets. NNPS will help you meet these leadership goals.

THIS STATE DEPARTMENT OF EDUCATION OFFICE WILL . . .

Check YES or NO

1. **Identify a Leader(s) / Coordinator(s) for School, Family, and Community Partnerships.**

☐ YES ☐ NO

This office will serve as a central location for the state on school, family, and community partnerships; work with other departments and divisions; and become known to districts, schools, and the public as a place to contact for information and assistance on partnerships.

2. **Conduct leadership activities on school, family, and community partnerships.**

☐ YES ☐ NO

The leader(s) / coordinator(s) will write an annual leadership plan for partnerships including ways to develop interdepartmental ties on partnerships; conduct conferences and/or training workshops for districts and/or schools; award small grants; collect and recognize excellent practices of partnership; evaluate progress on partnerships; or other statewide leadership activities.

3. **Allocate an annual budget** for the work and activities of the state's leader(s) / coordinator(s) to advance district and school partnership programs. Funds for salaries and program costs may come from federal and state programs that mandate or support family and community engagement, including Title I and other sources.

☐ YES ☐ NO

4. **Complete an annual UPDATE survey to evaluate progress and renew membership in the National Network of Partnership Schools.**

☐ YES ☐ NO

The state Key Contact to NNPS will complete UPDATE to identify progress made each year, and challenges to solve in the next school year. By returning UPDATE, the state renews membership in NNPS and continues to receive benefits and services.

5. **Alert districts and schools to the research-based resources offered by the National Network of Partnership Schools (NNPS) at Johns Hopkins University.** See the NNPS District and School Membership Forms for details.

☐ YES ☐ NO

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

## HOW MANY DISTRICTS and SCHOOL WILL YOU ASSIST ON PARTNERSHIPS?

One goal of NNPS is to help *states* work with regional or area leaders to help *districts* help *schools* develop comprehensive programs of school, family, and community partnerships. Although states work in different ways on this agenda, over time the number of districts and schools that develop goal-linked partnership programs should increase.

Please estimate the number of districts and schools that the state and its partners will guide in developing their programs of school, family, and community partnerships over the next three years.

In year 1, the state plans to work with at least \_\_\_\_\_ districts and at least \_\_\_\_\_ schools

In year 2, the state plans to work with at least \_\_\_\_\_ districts and at least \_\_\_\_\_ schools

In year 3, the state plans to work with at least \_\_\_\_\_ districts and at least \_\_\_\_\_ schools

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

## POLICIES ON PARTNERSHIPS

Check (✓) one on each line.

	YES	NO
Does your STATE have a formal written policy about involving families? * If YES, please attach a copy of the state policy to this form.	<input type="checkbox"/>	<input type="checkbox"/>
Does every DISTRICT have a formal written policy about involving families?	<input type="checkbox"/>	<input type="checkbox"/>
Does every SCHOOL have a School Council or School Improvement Team or similar group?	<input type="checkbox"/>	<input type="checkbox"/>
If YES, do parents serve on every School Council/School Improvement Team?	<input type="checkbox"/>	<input type="checkbox"/>
Does every school write an annual School Improvement Plan?	<input type="checkbox"/>	<input type="checkbox"/>
If YES, are these plans routinely collected and monitored by the districts?	<input type="checkbox"/>	<input type="checkbox"/>
If YES, are these plans routinely collected and monitored by the state?	<input type="checkbox"/>	<input type="checkbox"/>
Does your STATE <i>presently</i> have an office or department dedicated to assisting districts and schools to strengthen their partnership programs?	<input type="checkbox"/>	<input type="checkbox"/>

## STATE ASSISTANCE FOR DISTRICTS AND SCHOOLS

State Departments of Education are at different starting points in assisting districts and schools with partnerships.

Please check (✓) if your state presently conducts the following activities or plans to start.	YES	NO	Plan to
State or regional workshops on partnerships for district leaders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
State, regional, or district workshops on partnerships for school teams	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Small grants for district or school projects to improve partnerships	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dissemination of information to all districts and schools on effective practices of family and community engagement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Recognition and/or rewards for good partnerships	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Website with information on partnerships for districts, schools, and families	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other state assistance on partnerships (please describe)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## QUALITY OF FAMILY AND COMMUNITY INVOLVEMENT

How would you rate the quality of partnerships in your state, on average, at this time?

Check (✓) one on each line.

	Excellent	Good	Fair	Weak	Don't Know
Quality of family and community involvement plans and activities in most of this state's <u>elementary schools</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Quality of family and community involvement plans and activities in most of this state's <u>middle schools</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Quality of family and community involvement plans and activities in most of this state's <u>high schools</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Quality of school and district connections with communities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
State leaders' commitment to improve partnership programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Communication among leaders of state programs that work on school, family, and community connections and services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
District leaders' commitment to improve partnership programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Why is your State Department of Education joining NNPS? Please check (✓) the top THREE reasons. **This state wants to improve:**

- |   |  |
|---|--|
| <input type="checkbox"/> How to work with regional leaders on partnership | <input type="checkbox"/> Student attendance                      |
| <input type="checkbox"/> How districts guide schools to plan partnerships | <input type="checkbox"/> Student academic test scores and grades |
| <input type="checkbox"/> How schools link partnerships to school goals    | <input type="checkbox"/> Student behavior and discipline         |
| <input type="checkbox"/> How educators and families work together         | <input type="checkbox"/> Other (describe) _____                  |
| <input type="checkbox"/> The number of families involved at each school   |  |
| <input type="checkbox"/> Student graduation rate                          |  |

Think ahead three years. How might your state's leadership and activities on partnerships be different from today? Give two examples how your state wants to change and improve its program and services on family and community engagement over the next three years.

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### APPROVAL BY STATE SUPERINTENDENT or DEPARTMENT SUPERVISOR (REQUIRED)

I have reviewed and discussed this membership form with the Key Contact named above. I will support this state's work with the National Network of Partnership Schools (NNPS) at Johns Hopkins University to help our districts and schools develop and maintain strong programs of family and community engagement for student success in school.

Signature \_\_\_\_\_

Name and Position (please print) \_\_\_\_\_

Supervisor's Email \_\_\_\_\_

Date \_\_\_\_\_

### MEMBERSHIP FORM and PAYMENT

How is your state joining NNPS? (Check one and complete the correct payment section.)

- |   |  |
|---|--|
| <input type="checkbox"/> <b>LEVEL 1: MEMBER</b> (state only)            | Complete <b>FORM 1</b> , below.          |
| <input type="checkbox"/> <b>LEVEL 2: PARTNER</b> (state with districts) | Complete <b>FORM 2</b> , skip to page 5. |

**FORM 1 (State MEMBER)** The processing fee for a state to join the National Network of Partnership Schools is \$500.

#### Method of payment:

- |   |  |
|---|--|
| <input type="checkbox"/> Purchase Order | Include a copy of the P.O.<br>P.O.# _____ Vendor: Johns Hopkins University   |
| <input type="checkbox"/> Credit Card    | <input type="radio"/> Visa <input type="radio"/> Master Card <input type="radio"/> Discover<br>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 STATE Membership Form with a copy of a P.O. to NNPS at:

[nnps@jhu.edu](mailto:nnps@jhu.edu)

#### or MAIL TO :

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

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

Please keep a copy of this membership form for your records. Thank you!

**FORM 2 (STATE PARTNER with 5 districts or more)**

Send NNPS your **STATE PARTNER PACKET**. Include the following attachments.

1. **List of District Partners.** Include a **list of the names of districts** that are partners with the state and NNPS. There must be 5 districts or more to qualify for a free state membership in NNPS.

On the list, identify which collaborating districts are in **GROUP A** or **GROUP B**.

**GROUP A:** Districts join NNPS with the state. Their schools may join later on.

The state will pay for Group A District memberships in the section on payment, below.

**GROUP B:** Districts join NNPS with the state AND with 8 schools or more (or all schools in a smaller district). This qualifies each district for one free district membership in NNPS.

2. **Membership Forms.** All membership forms are at [www.partnershipschools.org](http://www.partnershipschools.org) in JOIN NNPS.

**GROUP A:** States send NNPS the **State Membership Form** and all **GROUP A** District Membership Forms.

**GROUP B** will send NNPS the District Membership Form and the School Membership Forms for schools in the District's Partner Packet.

The state Key Contact to NNPS will see that all membership forms in the STATE PARTNER packet are sent to NNPS at about the same time. All Key Contacts will receive the NNPS new member packet and all benefits and services.

3. **Payment.**

**GROUP A:** States make one payment for all **GROUP A** DISTRICT MEMBERS @\$500 per district. One payment form, below, make P.O. payable to Johns Hopkins University. State membership is free. Use the payment form below.

**GROUP B** districts will pay for their schools' membership forms, as directed on the NNPS District Membership Form for PARTNER DISTRICTS.

**LEVEL 2: PARTNER FREE STATE MEMBERSHIP**

**METHOD OF PAYMENT: Do not send cash.**

☐ **Purchase Order**

**P.O.#** \_\_\_\_\_ (Attach a copy of P.O.)

☐ **Credit Card**  
(Select one):

☐ Visa ☐ Master Card ☐ Discover

Name on Card: \_\_\_\_\_

(Print clearly)

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.

**LEVEL 2-STATE PARTNER PACKET: Include 3 attachments:**

- (1) List of Districts in Group A and/or B
- (2) Membership forms for STATE and GROUP A DISTRICTS
- (3) Payment for GROUP A DISTRICTS (FREE membership for STATE)

**PLEASE SCAN AND SEND.**

EMAIL the STATE Membership Form  
with a copy of a P.O.  
to NNPS at: [nnps@jhu.edu](mailto:nnps@jhu.edu)

**or MAIL TO :**

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

If your state requires a different method of payment, or if you have any questions, contact Rachel Chappell, NNPS Coordinator, [nnps@jhu.edu](mailto:nnps@jhu.edu). Tel: 410-516-2318 or Dr. Joyce L. Epstein, Director, NNPS, [jepstein@jhu.edu](mailto:jepstein@jhu.edu). Tel: 410-516-8807  
Please keep a copy of this membership form for your records. Thank you!