

## 2023-2024 Adopt-a-School Partnership Plan

Instructions: Each school and partnering organization is required to submit a Partnership Plan to the by via this survey: <https://forms.gle/QzHZQ2LMRUuXNEge6> . Use this template to guide your conversation and capture notes to inform your final plan. Once submitted via the survey link, the School Partnerships Division will send a finalized Partnership Plan to both the school and partner.

### Background Information

School Name: \_\_\_\_\_ Partner Name: \_\_\_\_\_

School: Adopt-a-School Liaison(s) (name and email): \_\_\_\_\_

Partner: Adopt-a-School Liaison(s) (name and email): \_\_\_\_\_

### Sample Activity

|   |  |
|---|--|
| <i>Name of activity</i>   | <i>College and Career Panel</i>  |
| <i>Target month(s) for activity</i>   | <i>October</i>   |
| <i>Activity Location</i>  | <i>School</i>  |
| <i>Describe this partnership activity and outline partner's role</i>  | <i>Partner will visit 9<sup>th</sup> grade classrooms during College and Career week and share their personal experiences with selecting and financing college</i> |
| <i>Estimated # individuals served by this activity:</i>   | <i>1-25    26-50    <b>51-75</b>    76-100    101+    School-wide</i>  |
| <i>Name and title of <u>SCHOOL</u> based staff members that will help plan/coordinate this activity. (while the Liaisons should always be involved, the school may have a different staff person lead a specific activity)</i>  | <i>Marcus Smith, Guidance Counselor</i>  |
| <i>Name and title of <u>PARTNER</u> based staff members that will help plan/coordinate this activity (while the Liaisons should always be involved, the partner may have a different staff person lead a specific activity)</i> | <i>N/A</i>   |
| <i>Next step and timeline for planning this activity</i>  | <i>Connect guidance counselor with partner and finalize dates for event</i>  |

## PARTNERSHIP ACTIVITY #1

|   |   |              |                     |               |             |                    |
|---|---|--------------|---------------------|---------------|-------------|--------------------|
| <i>Name of activity</i>   | <i>College and Career Panel</i>   |              |                     |               |             |                    |
| <i>Target month(s) for activity</i>   | <i>Date(s)</i>  |              |                     |               |             |                    |
| <i>Activity Location</i>  | <i>School</i>   |              |                     |               |             |                    |
| <i>Describe this partnership activity and outline partner's role</i>  |   |              |                     |               |             |                    |
| <i>Estimated # individuals served by this activity:</i>   | <i>1-25</i>   | <i>26-50</i> | <b><i>51-75</i></b> | <i>76-100</i> | <i>101+</i> | <i>School-wide</i> |
| <i>Name and title of <u>SCHOOL</u> based staff members that will help plan/coordinate this activity. (while the Liaisons should always be involved, the school may have a different staff person lead a specific activity)</i>  |   |              |                     |               |             |                    |
| <i>Name and title of <u>PARTNER</u> based staff members that will help plan/coordinate this activity (while the Liaisons should always be involved, the partner may have a different staff person lead a specific activity)</i> | <i>N/A</i>  |              |                     |               |             |                    |
| <i>Next step and timeline for planning this activity</i>  | <i>Connect guidance counselor with partner and finalize dates for event</i> |              |                     |               |             |                    |

## PARTNERSHIP ACTIVITY #2

|   |  |
|---|--|
| <i>Name of activity</i>   |  |
| <i>Target month(s) for activity</i>   | <i>Date(s)</i>   |
| <i>Activity Location</i>  | <i>School</i>  |
| <i>Describe this partnership activity and outline partner's role</i>  |  |
| <i>Estimated # individuals served by this activity:</i>   | <i>1-25    26-50    51-75    76-100    101+    School-wide</i> |
| <i>Name and title of <u>SCHOOL</u> based staff members that will help plan/coordinate this activity. (while the Liaisons should always be involved, the school may have a different staff person lead a specific activity)</i>  |  |
| <i>Name and title of <u>PARTNER</u> based staff members that will help plan/coordinate this activity (while the Liaisons should always be involved, the partner may have a different staff person lead a specific activity)</i> |  |
| <i>Next step and timeline for planning this activity</i>  |  |

### PARTNERSHIP ACTIVITY #3

|   |   |
|---|---|
| <i>Name of activity</i>   |   |
| <i>Target month(s) for activity</i>   | <i>Date(s)</i>  |
| <i>Activity Location</i>  | <i>School</i>   |
| <i>Describe this partnership activity and outline partner's role</i>  |   |
| <i>Estimated # individuals served by this activity:</i>   | <i>1-25    26-50    <b>51-75</b>    76-100    101+    School-wide</i> |
| <i>Name and title of <u>SCHOOL</u> based staff members that will help plan/coordinate this activity. (while the Liaisons should always be involved, the school may have a different staff person lead a specific activity)</i>  |   |
| <i>Name and title of <u>PARTNER</u> based staff members that will help plan/coordinate this activity (while the Liaisons should always be involved, the partner may have a different staff person lead a specific activity)</i> |   |
| <i>Next step and timeline for planning this activity</i>  |   |

## DONATION EFFORT

|   |   |       |        |       |             |      |             |
|---|---|-------|--------|-------|-------------|------|-------------|
| Target month(s) for activity:   |   |       |        |       |             |      |             |
| Is this date confirmed or projected?  |   |       |        |       |             |      |             |
| Describe this donation effort:  |   |       |        |       |             |      |             |
| Estimated # individuals served by this donation:  | <table style="width: 100%; border: none;"> <tr> <td style="width: 16.6%;">1-25</td> <td style="width: 16.6%;">26-50</td> <td style="width: 16.6%;">51-75</td> <td style="width: 16.6%;">76-100</td> <td style="width: 16.6%;">101+</td> <td style="width: 16.6%;">School-wide</td> </tr> </table> | 1-25  | 26-50  | 51-75 | 76-100      | 101+ | School-wide |
| 1-25  | 26-50   | 51-75 | 76-100 | 101+  | School-wide |      |             |
| Name and title of <u>SCHOOL</u> based staff members that will help plan/coordinate this activity <i>(while the Liaisons should always be involved, the school may have a different staff person lead a specific activity)</i>   |   |       |        |       |             |      |             |
| Name and title of <u>PARTNER</u> based staff members that will help plan/coordinate this activity <i>(while the Liaisons should always be involved, the partner may have a different staff person lead a specific activity)</i> |   |       |        |       |             |      |             |
| Next step and timeline for planning this activity   |   |       |        |       |             |      |             |