

# Check-in Guide: Building Strong Community School Partnerships

## Integration with School

This check-in guide is a quick tool designed to facilitate conversation about your partnership. It can be used to set expectations or to check-in on how a partnership is going. It includes select questions from various tools that are part of a comprehensive partnership toolkit available on the OUSD website. You can use them all or pick the questions that are most useful for your specific partnership and meeting.

**Community School Partnership Assessment** helps schools and partners establish, assess, and strengthen expectations. The indicators represent best practices for each type of partnership. Rate where your partnership is: Not Applicable (NA), Emerging (E), Developing (D) or Sustaining (S).

CRITERIA	Specialized Partnership	Aligned Partnership	Core Partnership
<b>Involvement in site planning and implementation structures (COST, school climate, attendance, etc.)</b>	<input type="checkbox"/> School and partner have discussed appropriate site engagement opportunities; participation is optional but welcome	<input type="checkbox"/> School involves partner in core and program-relevant committees quarterly	<input type="checkbox"/> Partner is part of core school groups, inc. staff, COST, partner meetings <input type="checkbox"/> Partner joins program-relevant committees at least quarterly, e.g. grade level teams, PTA

**Guiding Questions** to consider in creating lasting and meaningful partnerships:

1. What kind of training and support does the school provide for partner agency staff? What kind of training and support can the partner agency provide for school staff and faculty? (LOA p.2)
  
2. Is the partner agency invited to participate in school staff meetings/retreats, mandatory registration, back to school, grade level team meetings, etc.? What is their role? (LOA p.2)
  
3. Is the partner agency represented in the school site plan? If so, what is their role?
  
4. Is there a Coordination of Services Team, regular partner meetings, or some other mechanism to ensure a coordinated approach and regular communication among partners, including the school? Is there an established referral protocol that the partner will follow? (LOA p.4)

**Next Steps** to strengthen integration of school and partners:

✓ Take away's or A-ha's:

✓ Decisions made:

✓ Action steps:

	Action/Next Step	Who	By When	Follow up – when/how?
1				
2				
3				

**Helpful Tips**

- ✓ Consider the level of integration that you want to have and include language that solidifies and institutionalizes it.
- ✓ Think about exiting school structures that partners can be incorporated into, both to keep them informed and also because of the perspective they bring.