

September 21, 2016

# Adopt-a-School Program

## *Partnership Kick Off Meeting*



# Agenda and Goals

## GOALS

- **Celebrate** year 1 success
- Create **shared understanding** of program, expectations, and timelines
- Share **best practices and resources** in partnership development and management
- Provide time to get to know each other, and **start planning** possible collaborations

I. Introductions (10 mins.)

II. Adopt-a-School Program  
Overview (20 mins.)

III. Doing the Work (10 mins.)

IV. Doing the Work: FAQs  
(10 mins.)

V. Work Time and Closing  
(40 mins.)

# The School Partnerships Division

## *Office of Family and Public Engagement*

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**Josephine Bias Robinson**

Chief, Office of Family and Public Engagement



**Najla Hussein**

Director, School Partnerships



**Carla Mike**

Coordinator, School Partnerships



**Abbey Hable**

VISTA, School Partnerships



**Nichole Hill**

Coordinator, Special Projects

## Who's In the Room?

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### Turn and Talk

- Name and Role
- School/Organization and mission
- What impact will your partnership have on your school/organization?

30

Returning  
Partnerships

17

New  
Partnerships

# Agenda

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I. Introductions (10 mins.)

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## Program Goals

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ADOPT-A-SCHOOL

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- Provide a structured model for a **lasting relationship**
- Use resources to **enhance the student experience**
- Be **flexible and responsive** in partnerships
- **Show-off** all of your great work!

# 2015-2016 Adopt-a-School Success

School Year 2015-16

**38**

PARTNERSHIPS WERE CREATED

**188**

Engagements and  
Donations Completed

92% would  
recommend  
the program

80% of partnerships launched in year one are continuing in the 2016-2017 school year.

**6,000+**

DCPS students impacted

*EACH SCHOOL BUS REPRESENTS 100+ STUDENTS*

# Columbia Heights Education Campus & District Church





# Agenda

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- I. Introductions (10 mins.)
- II. Adopt-a-School Program Overview (20 mins.)
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## Program Requirements

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- Designate Adopt-a-School Liaisons
- Attend 1-3 program meetings
- Develop and submit Partnership Plan
- Collaborate on at least 3 school-based activities and 1 donation effort
- Provide regular updates to School Partnerships Division
  - Invite [adoptaschool@dc.gov](mailto:adoptaschool@dc.gov) to all activities
  - Complete reports

## Introducing: Progress Reports

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### Designed to capture

- Event summary
- Impact data
- Quotes and anecdotes

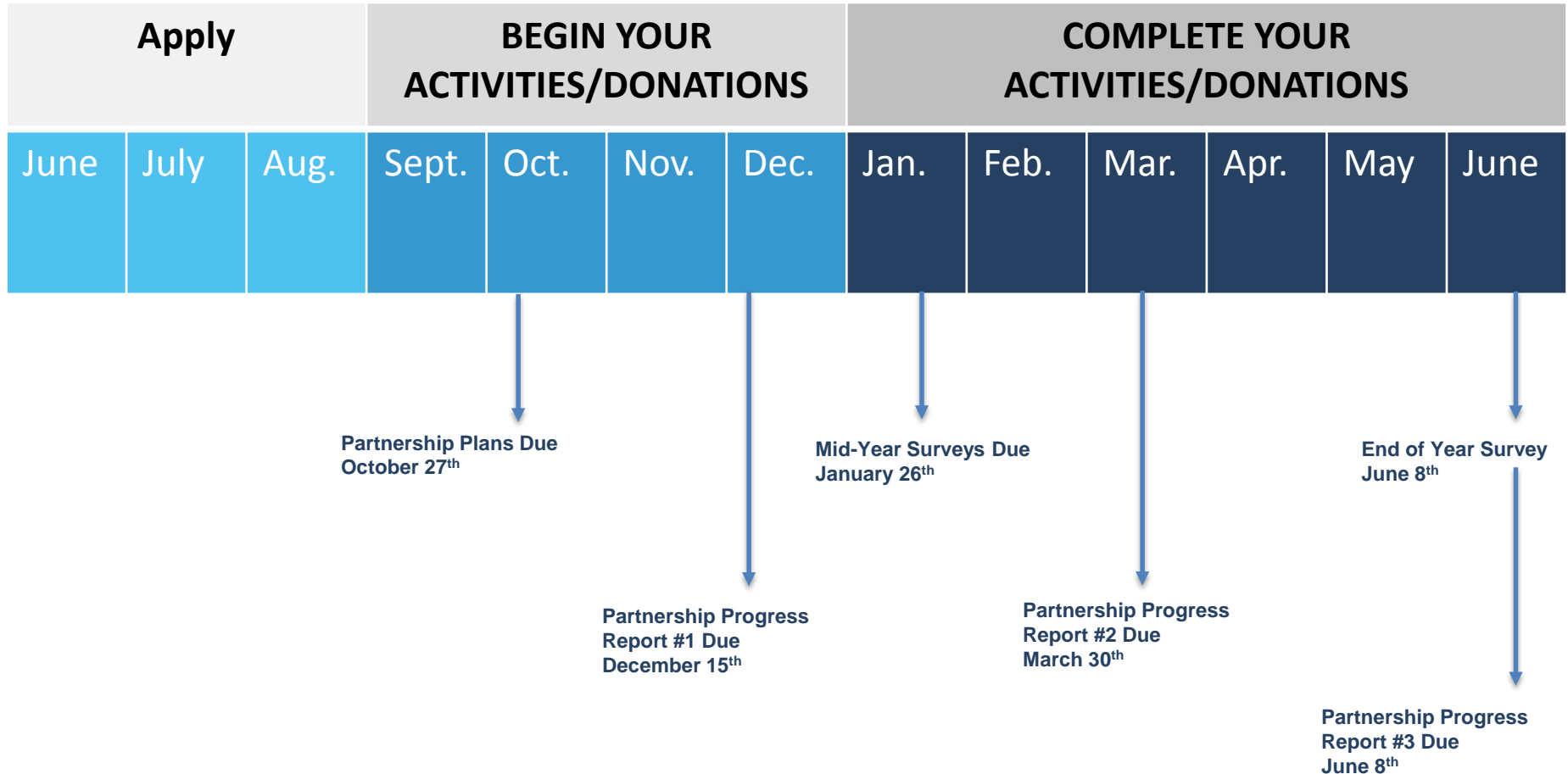
### Submission due dates

- Immediately after completing an activity or donation

### Person responsible for submission

- Partner

# Program Timeline



# Adopt-a-School Website:

<http://www.dcpsadoptaschool.org/>










The screenshot shows the homepage of the DCPS Adopt-a-School website. At the top, there is a logo for 'ADOPT-A-SCHOOL' with the DCPS logo below it. A navigation menu includes 'PROGRAM OVERVIEW', 'PARTICIPANT NEXT STEPS', 'RESOURCES', 'SPOTLIGHT', and 'CONTACT US'. Below the menu is a large photograph of five people (three adults and two children) standing in a snowy outdoor setting. Underneath the photo, a text block states: 'The DCPS Adopt-a-School Program provides structured pathways to partnerships between our schools and community of supporters. Schools and partners commit to work together for a minimum of one school year, supporting at least 3 activities and 1 donation effort to directly support school goals.' A black button labeled 'Next Steps for Current Participants' is positioned below the text. The bottom section is divided into two columns. The left column is titled 'Adopt-a-School Newsletter' and contains a sign-up form with fields for 'Name \*' (split into 'First Name' and 'Last Name'), 'Email Address \*', and 'School/Organization \*'. The right column is titled 'Adopt-a-School 2015-16' and features a large number '38' with the text 'PARTNERSHIPS WERE CREATED' below it. Further down, it shows '188 Engagements and Donations Completed' and a circular graphic indicating '92% would recommend the program'.

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# What are ideas for activities and donation efforts?

-  Support field trips or other enrichment opportunities
-  Serve as a judge for school fairs
-  Participate in classroom activities (read a-louds, science experiments)
-  Speak at a school career day
-  Volunteer at family nights
-  Coordinate a beautification project
-  Donate incentives to celebrate student achievement
-  Host donation drives (supplies, winter clothing, etc.)
-  Sponsor spirit days or school-wide events
-  Support efforts to celebrate teachers
-  Offer pro-bono professional support

# How do I tell others about what my partnership is up to?

## Social Media

- Share via social media
  - #DCPSadoptaschool
  - @dcppartners
  - @dcpublicschools
- Participate in DCPS spotlight/ appreciation campaigns



## Stakeholder Communications

- Website
- Newsletters
- Meetings/events



# What do I need to know about donations and policies?

- Donation efforts are diverse
- Business Managers are trained on the donations process
- Donations guidance can be found on the website
- Join a donations assistance call for additional assistance



D.C. United CR @DCU\_CR - Aug 8

Thank you to all who donated school supplies on Sat. We stuffed 3 boxes for @JATrojans students in need. #GiveBack

You, DC Public Schools, D.C. United and 3 others



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# What do I need to know about volunteer fingerprinting?

- Schools can offer guidance around school specific policy



## When to Fingerprint

- Ongoing direct service with students
- Potential of unsupervised time with students

## Exceptions

- One-time volunteers who will be supervised at all times

## Questions

- [hanswers@dc.gov](mailto:hanswers@dc.gov)



# How will I remember all of this?

## Website

- Programmatic deadlines and benchmarks
- Surveys and reports
- Partnership spotlights

## Newsletters

- Upcoming deadlines and reminders
- Links to surveys and reports
- Programmatic updates
- Partnership spotlights



PROGRAM OVERVIEW PARTICIPANT NEXT STEPS RESOURCES SPOTLIGHT CONTACT US



## Adopt-a-School Program

DC PUBLIC SCHOOLS



We are thrilled to welcome [29 partnerships](#) from the 2015-2016 school year back to the Adopt-a-School Program for 2016-2017. Seeing partnerships last and grow from one year to the next is one of our primary goals and a valuable resource to schools. We applaud your commitment and look forward to seeing your impact next year.



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## Work time

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### I. Partnership Goals – 10 min

- School shares first -- *What are you looking to accomplish through Adopt-a-School?*

### II. Proposed Partnership Activities/Donation – 20 min

- Partner shares first -- *What are all the ways in which you could work together?*
- **Jointly draft your partnership plan**

### III. Communication Norms – 5 min

### IV. Wrap Up – 5 min

- Agree on next steps to complete partnership plan
- Complete exit survey

## Reminders

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- Complete your Exit Slips
- **School** submit your Partnership Plan by **THURS., OCTOBER 27<sup>th</sup>**
  - <http://bit.ly/PartnershipPlanSurvey>
- Email us with questions and updates!
  - [adoptaschool@dc.gov](mailto:adoptaschool@dc.gov)

***"We are DCPS and we can do this...but we cannot do it alone."***  
*- Chancellor, Kaya Henderson*