

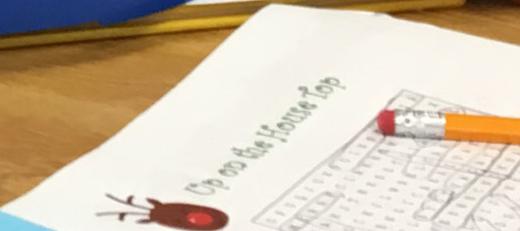
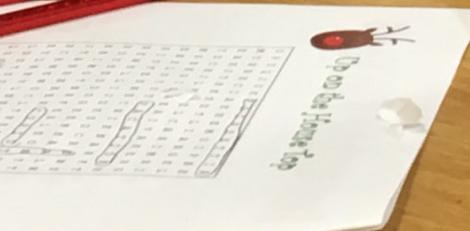
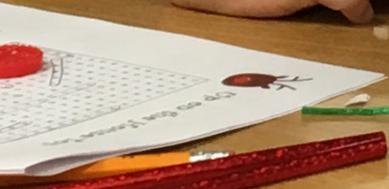


SAINT LOUIS PUBLIC SCHOOLS

District Partnership Handbook



Updated March 2024



NON-FICTION

Today is a great day

WEST

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Partner with Purpose

PREFACE

Saint Louis Public Schools (SLPS) takes pride that our schools are where children from all walks of life come together, where they learn not just facts and figures, but the values of empathy, cooperation, and understanding. We are helping to mold future leaders, thinkers, and innovators, equipping them with the knowledge and skills necessary to thrive in the modern world.

ABOUT THIS HANDBOOK

The Saint Louis Public Schools District Partnership Handbook will help strengthen the bond and alignment between Community Partners and the District. This Handbook will elevate best practices and help ensure that all Community Partners succeed in their goals of helping our students. SLPS is committed to providing equity of services across our District and that includes access to Community Partners.

It is our hope that this handbook will help the District and our Community Partners move forward in lock step to support our students, our staff, our schools and our community.

What's Inside



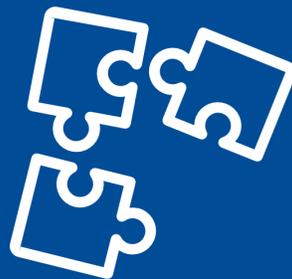
PARTNERSHIP GUIDELINES

Who should be applying to be a partner and what does partnership look like



BEST PRACTICES

Included are best practices for delivering effective services to our schools



WAYS TO BUILD PARTNERSHIPS

Whether you have been a longtime supporter of the schools or are new to SLPS, there are tips to create and strengthen relationships

ABOUT SAINT LOUIS PUBLIC SCHOOLS

Saint Louis Public Schools (SLPS) opened the doors to its first school in 1838. Today, the district serves nearly 19,000 students and is one of the largest school districts in the state with 62 schools. In 2023, we welcomed Dr. Keisha Scarlett as our new Superintendent and with a renewed focus on literacy, STEM, equity, and college and career readiness, we are looking forward to a bright future for our students and the district as a whole.

MISSION

We will provide a quality education for all students and enable them to realize their full intellectual potential.

VISION

Saint Louis Public Schools is the district of choice for families in the St. Louis region that provides a world-class education and is nationally recognized as a leader in student achievement and teacher quality.

STRATEGIC VALUES



Highly Effective Educators and Leaders



Joyful and Engaged Students



Authentic Family and Community Partnership



Personalized Supports and Innovative Pathways



Equitable and Multiple Sources of Data



College and Career Ready Critical Thinkers

STUDENT SUCCESS GOALS

We are committed to strategically moving forward with key Community Partners that would provide in-kind services or goods that elevate the following areas:



3rd Grade Reading

Growth and Proficiency



3rd Grade Math

Growth and Proficiency



College and Career Readiness

High School Students Prepared for Workforce and Post-Secondary Employment



Culture and Climate

Student Wellbeing



PARTNERSHIP TEAM

The Office of Partnership and Development at Saint Louis Public Schools handles all in-kind Community Partnerships. We are always available to help our Community Partners with any questions they may have about becoming a partner, renewing their support, or expanding service.

The Office of Partnership and Development works to increase equitable access to funding, in-kind donations, and high quality partnerships across all 62 schools within our school district. We accomplish this by vetting and assessing partners for quality, tracking the partner landscape and building relationships with partners, schools and central office staff to manage partnerships effectively.

Erin Kane
Director of Development
Erin.Kane@SLPS.org

ALIGN AND ASCEND

By working through this new Community Engagement process, Saint Louis Public Schools will be able to increase alignment with Community Partners and Community Circle Members that will lead to greater impact and growth for our students. Overall, we have the same goals that we want our children to succeed and be successful, by focusing on Literacy, Math, College and Career Readiness and Student Health and Wellbeing, together we can create stronger communities for students to thrive.



Starting a Partnership

WHAT IS A COMMUNITY PARTNER?

Community Partners at SLPS are:

- ▶ Provide services at no cost to the District that are inline with our focus area
- ▶ Provides resources and/or goods at no cost on a recurring basis and has a determined and agreed upon space at a school location

To become a Community Partner, your program or services must align with the 4 Student Goal areas that are defined by the District, be results driven, have effective communications, promote equity, foster safe and welcoming environments and coordinated services.

BENEFITS OF COMMUNITY PARTNERSHIP

Becoming a Community Partner is beneficial on so many fronts. First and foremost, the positive impact on students from these partnerships is unparalleled. When your organization goes through the formal Community Partnership process, you will be connected on a deeper level to our mission and various events happening across the District. In addition, the MOU will define the partnership for both parties and create a roadmap for the year.

WHEN SHOULD YOU BECOME A COMMUNITY PARTNER?

If any of these fit your organization will need an MOU:

- ▶ If your organization is in multiple schools
- ▶ Interacting with students without staff in attendance
- ▶ Committed to a program or series of visits
- ▶ Physically changing any part of a school building

If you have any questions about if your organization needs an MOU, please contact the Office of Development and Partnership. To start the process of obtaining an MOU, please complete the RFQ application.

WHAT IS A COMMUNITY CIRCLE MEMBER?

Community Circle:

- ▶ Provides goods at no cost to school on a one-off basis and has no physical location at the school
- ▶ Do not interact with the students without staff being present
- ▶ This is a new level of support created for 2024. Community Circle Members can join by contacting the Office of Development and Partnership and completing the Community Circle Agreement Form. The form includes contact information, value of donation, focus area, and which schools benefited in order to better track and direct resources.



ROLES AND RESPONSIBILITIES

Partnerships at SLPS are critical to students success. That is why we value them from every level of the district. While some partnerships might have different responsibilities, this chart provides a broad overview of a typical partnership:

DISTRICT'S ROLE

- ▶ Communicate about areas of focus for partnership
- ▶ Support Community Partners throughout the year
- ▶ Maintain accurate partner records including data from each partners impact
- ▶ Offer support to partners to help meet goals

COMMUNITY PARTNER'S ROLE

- ▶ Apply to provide goods or services at no cost to the school or district that benefit our students and is inline with the focus areas
- ▶ Comply with MOU
- ▶ Document and report impact of partnership on students and provide an end of year report

SCHOOL/ PROGRAM ROLE

- ▶ Primary relationship holder for the Community Partner
- ▶ Communicate regularly with Community Partner on scheduling, program needs, or other logistical points



REQUEST FOR QUALIFICATIONS (RFQ)

Starting in the Spring of 2024, SLPS will amend the way we approach partnerships. Starting with what is needed in our schools, we will focus on partnerships that help ensure our students have the resources they need to thrive.

The RFQ will highlight the focus areas. Every organization, whether new or a longstanding partner, will have to complete this process for the upcoming school year. This not only ensures equity but also will ensure we are crafting the very best school experience for all of our students.

The RFQ process may include various meeting with school and District leaders depending on the focus area.

All partners will be emailed about the changes in the process and updates will be made to our website.



PARTNER ONBOARDING

If selected to be a Community Partner, we highly recommend that organizations attend onboarding meetings at the start of each school year. These meetings will provide a space for critical updates from the past school year, meet District leaders, updates on what is planned for the year ahead, best practices to navigate the MOU process and the ability to network and build relationships with other Community Partners that are assigned to your school(s). A strong relationship between the school and the Community Partners often determines the success of the partnership.

MEMORANDUM OF UNDERSTANDING (MOU)

It is necessary that each Community Partner completes a memorandum of understanding every year with the District. This document allows us to agree on expectations, scope of work, insurance information, and is required by the District before any work begins.

BACKGROUND CHECKS

Safety is never something to be taken lightly. In compliance with the standard MOU for the District, all Community Partners must have their staff or volunteers who are in the school representing the organization complete a background check.

Maintaining a Partnership

Once an organization is selected as a Community Partner, there are a few things they can do to optimize their program. Community Partners that have a strong relationship with the schools they provide resources to are generally more successful. Here are a few tips for adding to the school culture:

- ▶ Join the school's email list
- ▶ Like the school and SLPS on social media
- ▶ Be on the lookout for quarterly Partner Posts that share highlights from across the District
- ▶ Attend the Community Partner events hosted by the District
- ▶ Attend the Community Partners Onboarding event
- ▶ Connect with Office of Development and Partnerships on successes or any areas of opportunity
- ▶ Maintain open, honest and respectful communications

Strengthening a Partnership

DATA SHARING

Sharing information is a key component of Community Partnerships. The District values the work our Community Partners complete and the impact it has on our students. Sharing the successes of the program and the number of students reached will help the District better plan for the next year and properly recognize the extensive hours our Partners put forth.

If your organization would need any additional data, it should be known in the RFQ process as well as the MOU so that proper data sharing agreements can be added. We take the privacy of our students seriously and therefore follow strict data sharing rules.

FUNDRAISING

We understand there are staffing costs, program costs, and other expenses that can come with being a Community Partner. If your organization plans to solicit restricted funds, including grants, that benefit your program, please contact the Office of Development and Partnership to discuss the opportunity as listed in the MOU.

As agreements are only renewed on a school year and we know that might not align with solicitation schedules.

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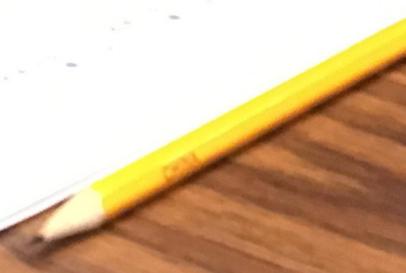
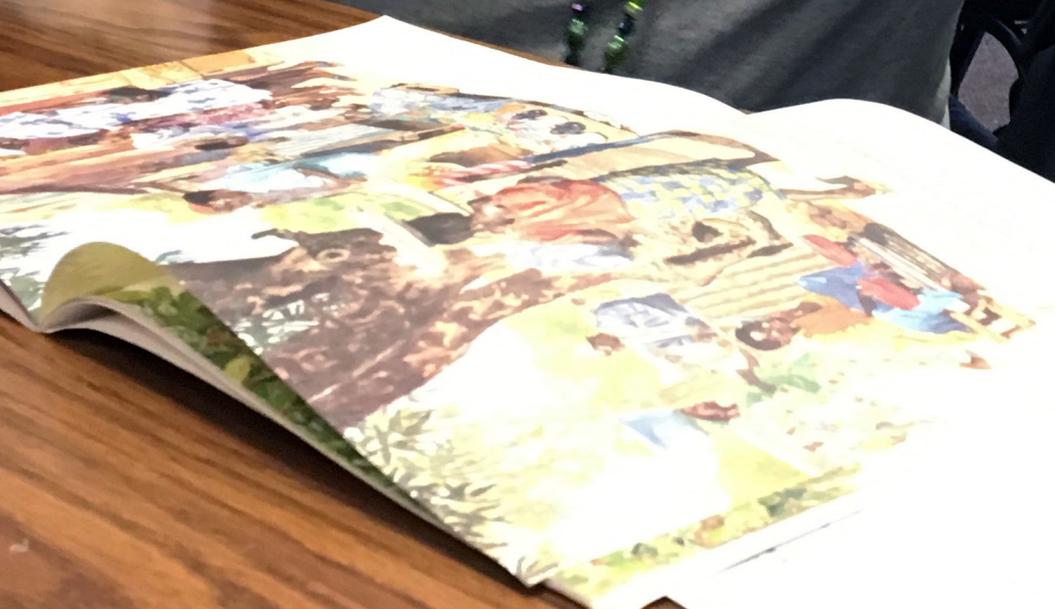
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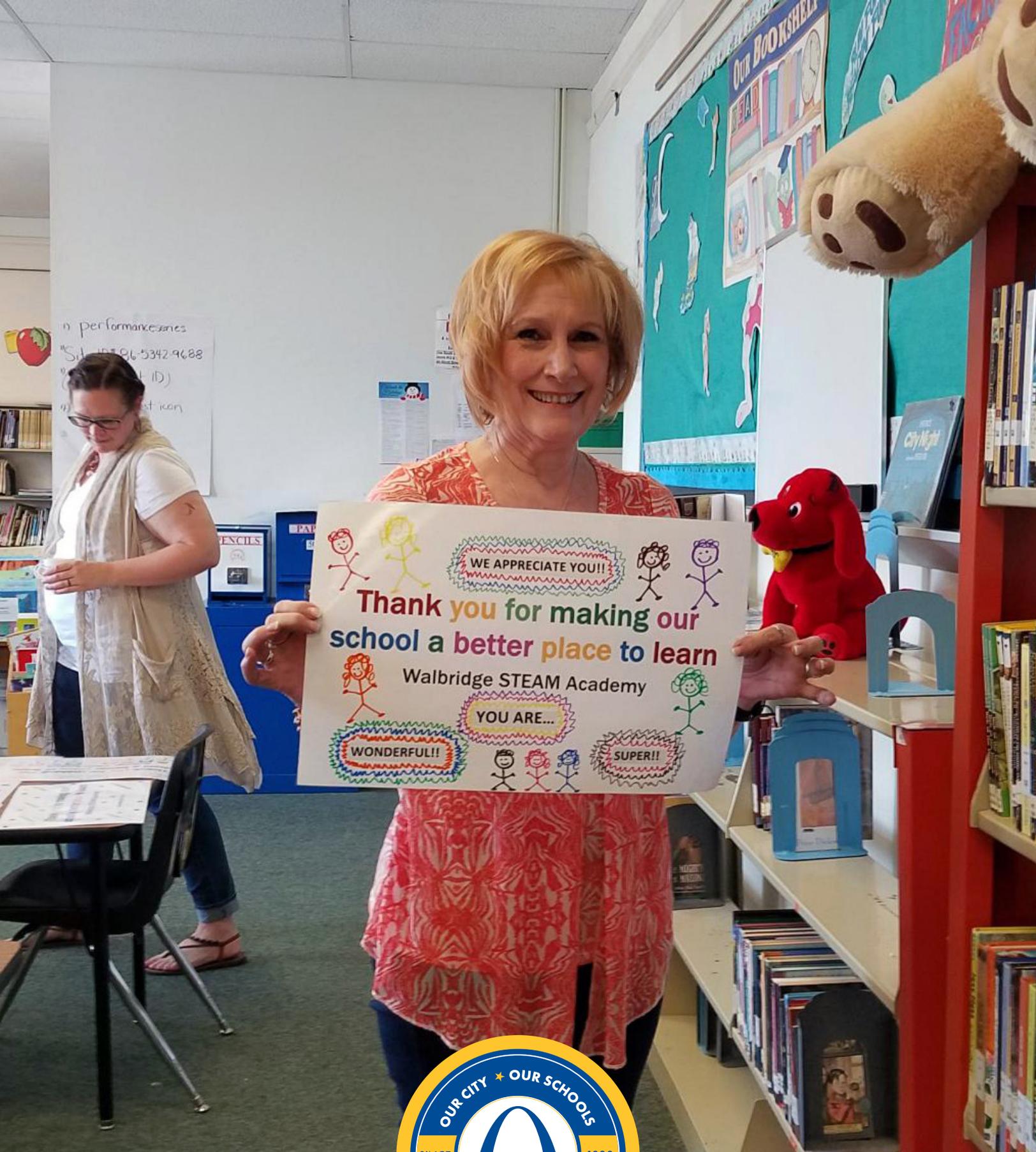
DREAM
BELIEVE
ACHIEVE

BELIEVE
IN
YOUNGSTE



EXPRESS SCRIPTS®





WE APPRECIATE YOU!!

Thank you for making our school a better place to learn

Walbridge STEAM Academy

YOU ARE...
WONDERFUL!!

SUPER!!



CENTRAL OFFICE
801 N. 11th St.
St. Louis, MO 63101

CONTACT US
314-231-3720
Erin.Kane@SLPS.org