
SAMPLE PARTNERSHIP CHARTER

By signing below, you commit to roles and responsibilities for the duration of the partnership, from _____ to _____.

School Responsibilities

- Meet monthly with partnership stakeholders
 - Collect, share, and analyze best practices with CBO partners
 - Build a culture of collaboration and develop a shared vision for partnership impact
 - Cultivate data-driven decision making
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- Share building space with partners in accordance with district leasing agreement
 - Designate a staff contact for CBO partnership needs
 - Include CBO partners in school-based PD
 - Help identify target students and metrics
 - Identify and involve a family/parent representative

Principal

CBO Responsibilities

- Meet monthly with partnership stakeholders
 - Collect, share, and analyze best practices with school partners
 - Build a culture of collaboration and develop a shared vision for partnership impact
 - Cultivate data-driven decision making
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- Deliver services and/or programs
 - Execute quality assessments
 - Respond to needs of school
 - Comply with building usage and lease agreements
 - Comply with legal and FERPA regulations

CBO Executive Director

District Responsibilities

- Meet regularly with partnership stakeholders
 - Collect, share, and analyze best practices with partners
 - Build a culture of collaboration and develop a shared vision for partnership impact
 - Cultivate data-driven decision making
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- Dedicate staff to partnership needs
 - Develop data-sharing agreements
 - Support district processing protocols and FERPA needs
 - Advocate for partnership
 - Build infrastructure and systems to support the partnership
 - Provide technical assistance
 - Provide PD opportunities

Site-Based Program Coordinator
