

## **Business/Education Partnerships Self-Assessment Tool for Partnership Improvement**

<b><u>Indicators</u></b>	<b><u>Fully In Place</u></b>	<b><u>Partially In Place</u></b>	<b><u>Under Development</u></b>	<b><u>Not In Place</u></b>
1. There is a mission statement developed for the school/business partnership.	3	2	1	0
2. The mission statement is a clear, concise statement of the purpose of the educational partnership.	3	2	1	0
3. Relevant stakeholders were involved in development of the mission statement.	3	2	1	0
4. The mission statement considers the school's, the district's and the partner's values and goals.	3	2	1	0
5. The mission statement appears in all promotional material related to the partnership.	3	2	1	0
6. The mission statement is used in public relations and marketing tools for targeted audiences (brochures, annual reports, newsletters, etc.)	3	2	1	0
7. A partnership team assessed needs and implemented an awareness plan.	3	2	1	0
8. The responsibility for implementing awareness activities is assigned to specific person(s).	3	2	1	0
9. Strategies are developed to ensure ongoing awareness of school/business partnership.	3	2	1	0
10. A needs assessment is completed on a regular basis to develop goals and objectives that are consistent with the mission statement.	3	2	1	0
11. A variety of methods are used to collect and assess information to determine the needs of the school, faculty, students, parents, community and partners.	3	2	1	0
12. A wide variety of methods are used to identify and secure human, material and financial resources.	3	2	1	0
13. Equity for all students is considered when matching resources with identified needs.	3	2	1	0
14. The partnership goals reflect the educational goals of the school district and the needs of the school and partner.	3	2	1	0
15. The partnership objectives are specific and measurable to provide a basis for monitoring and evaluation.	3	2	1	0
16. There is a process for periodic review and adjustment of the partnership goals and objectives.	3	2	1	0

17. The goals and objectives of the partnership are communicated to the school faculty, partners, students and community.	3	2	1	0
18. The partnership appears on the school and/or school district's organizational chart.	3	2	1	0
19. The partnership plan includes procedures for volunteer involvement (public safety, health regulations, identification badges, parking, guidelines for attendance, etc.).	3	2	1	0
20. Procedures for volunteers are clearly communicated to the school staff and partners.	3	2	1	0
21. The partnership administrative procedures are reviewed regularly and revised to improve effectiveness and relevancy.	3	2	1	0
22. A role description has been developed for each position involved in the partnership or program activity.	3	2	1	0
23. Participants in the partnership and/or program activity provide input for developing role descriptions.	3	2	1	0
24. A partnership budget is in place that identifies relevant line item expenditures.	3	2	1	0
25. The partnership's budget is monitored on a regular basis and accountability for all expenditures is documented.	3	2	1	0
26. Formal/informal orientation is available for every volunteer, principal, teacher and student involved in partnership activities.	3	2	1	0
27. Public recognition is planned for all participants in the school/business partnership.	3	2	1	0
28. Evaluation of the partnership and specific activities of the partnership is planned and conducted in the context of the partnership's mission.	3	2	1	0
29. There is a partnership evaluation coordinator in place with an established timeline and budget.	3	2	1	0
30. Data is collected to determine the partnership effectiveness the following areas:				
A. Awareness of partnership	3	2	1	0
B. Needs Assessment	3	2	1	0
C. Resource Development	3	2	1	0
D. Communication (orientation)	3	2	1	0
E. Recognition	3	2	1	0
31. Evaluation data is analyzed and recommended changes are made to improve the effectiveness of the partnership.	3	2	1	0
32. Evaluation results are shared with the partnership participants and other appropriate audiences.	3	2	1	0

**COLUMN TOTALS: For Each column, add up the numbers that are circled and enter the sum in this row.** \_\_\_\_\_

**TOTAL POINTS: Add the four sums above and enter to the right.** \_\_\_\_\_

**SELF-ASSESSMENT SCORE: Total points/108 x 100** \_\_\_\_\_%