

CONGRATULATIONS! You are about to tap into a wealth of experience and assets to help build capacity and resources for your students and school!

Only FOUR steps to guide you in setting up a new Partner in Education PiE relationship.

1 School Needs

- Most businesses want specifics, so **share a comprehensive list of your school needs** so a partner can decide where they can best assist you.
- What are your **schools' traditions**? Determine how a partner can be part of and support these traditions even if leadership changes! The relationship will be based around your school traditions and annual activities which fosters sustainability.

3 Introduce & Launch

- Plan an **immediate way to get your new partner involved** with your school and students.
- Discuss **what the school can offer the partner** in this two-way relationship. Review *Ways to Support your Partner in Education*.
- Set up a **tour** with the potential partner at your school to introduce them to your students and staff. Share your list of needs, demographics, and wish-list for the year. Planning ahead will help your partner fulfill your requests.
- Complete the 1-page Partner in Education Agreement Form and get all signatures at the meeting. The form lists contact information and **guidelines for the partnership**.

2 Dedicate a Hero

- Keeping a partnership strong requires **ongoing communication** – designate a PiE hero on school staff to ensure this happens regularly (AP, Dean, Teacher Leader, or Faculty Committee).

4 Celebrate & Share

- Education Alliance team is here to assist you through this easy process so keep us in the loop so we can share recognition of both school and partners – we want to share your good work with our district and community! Email EducationAlliance@washoeschools.net
- Nominate your Partner as PiE Champion!

Did you know having a Partner in Ed can align within your SPP as an ESSA evidence Connectedness Improvement Strategy with students, staff, family, and the community? (School Improvement can help you craft a SMART goal!)



Ways to Support your Partner

There are many ways to recognize and celebrate your Partner in Education! This list includes some ideas — be creative and have fun!

- Put a banner or sign in the school cafeteria or multi-purpose room.
- Send pictures of students enjoying the items/support provided by your partner.
- Write a shout-out or article in the school newsletter about your partner – include their logo and website.
- Have students write thank-you notes – they LOVE these!
- Invite your partner to school events, such as Back to School nights, family events, assemblies, learning nights, music or theatrical performances, athletic events. Thank them at these events.
- Put a link to your partner’s website on the school webpage.
- Print and send a school calendar of events to your partner and invite them to everything!
- Display information about your partners’ business/organization on a school bulletin board.
- Have students create artwork to display at your partners’ business/organization.
- Have school musical groups perform for your partner at their business/organization.
- Invite a partner representative to serve on a school committee, site council, or hiring committee.
- Shop at your partner’s business.
- Recognize your partners’ support at school assemblies.
- Provide a school tour for your partner’s employees.
- Invite your partner to be Principal for a 1/2 Day hosted annually by Education Alliance.
- Invite your partner to judge Science Fairs or other competitions.
- Have your partner sit in or speak at a faculty meeting.
- Update your partner on the academic achievement and other school data results.
- Plan a Career Day for students with presentations by your partner.
- Invite your partner to share information with you on their business practices or speak to a classroom about their industry or field.
- Ask your partner how they would like to be recognized.
- Nominate your Partner in Education as a PiE Champion! (Nominations open in December.)
- Share the good work you do together with Education Alliance who will post on their social media platforms or share yours!
- Email EducationAlliance@washoeschools.net if you need more ideas!

(Note: business solicitation only permitted at discretion of principal.)