**Business Partnership in Education Activities Agreement**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ enter into this Business/School Partnership beginning \_\_ MO \_\_ Date \_\_\_\_Yr. The length of the partnership is one academic year (September-May), at which the relationship will be evaluated by both parties and further plans, made based on these evaluations. Above partners will participate in the following activities.**

* **Miscellaneous business partnership activities**
* **Work based learning experience**
* **Curriculum planning and input**
* **Other (please specify)**

**ROLE OF THE SCHOOL**

* **Share school profile with the business (enrollment data, school improvement goals, etc…)**
* **Determine school needs with which the business can help, and school resources the business can access.**
* **Arrange an assembly or other activity to announce the new partnership.**
* **Keep records of partnership activities and maintain contact with the Business Partnership Coordinator**
* **Generate publicity for the program and for your partner within the school and community.**
* **Maintain responsibilities for “thank you” letters and notes, and appreciation activities.**

**ROLE OF THE BUSINESS**

* **Designate an employee to coordinate the business participation and maintain contact with school.**
* **Promote the partnership within the business through presentations to staff, requests for input, letters in paychecks, etc…**
* **Seek publicly for the program.**
* **Evaluate partnership and keep records of time, money, human resources, etc…Invested.**
* **Contribute to annual grant and monthly donation projects**
* **Participate in school projects as needed**
* **Maintain active involvements in literacy campaign with school**

**Terms of this agreement include: The partnership may be terminated at any time by one or both parties, so long as the Business Partnership coordinates and the school is notified; planning meetings are to occur on as-needed basis.**

**I have read and agree to the above:**

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School Principal Phone Business Contact Phone

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School Operations Mgr. Phone Business Partnership Coordinator Phone