School Partner Agreement Form SY24-25

Thank you for your interest in preparing a School Partner Agreement (SPA) with the School District of Philadelphia.

Please note that this SPA form is for programs falling within the **2024-25 school year**. This form will ask you to provide all of the information that is required to fill in the scope of work for your SPA.

Almost all of the information is required, so please take a minute to review what is required ahead of starting the form. Once you have the necessary information, you should be able to complete and submit this form guickly.

	complete and submit this form quickly.
	Review SPA Guidance: https://www.philasd.org/strategicpartnerships/current-partners/school-partner-agreement/
	Programs may not begin until all required compliance documentation have been submitted, reviewed and approved by the appropriate District offices. Individual partner staff may not enter buildings until all required background clearances have been submitted and approved.
	Programs that are non-compliant with the requirements will have their SPAs terminated.
	Please submit a separate SPA for each distinct program that your organization is operating. If you have questions about what is considered a distinct program, please email Marianna Sann at msann@philasd.org .
	If you have any questions, please email the Office of Strategic Partnerships at partnerships@philasd.org .
t Į	ndicates required question
۱.	Email *

2.	Have you received confirmation from the principals of the schools to be listed on this agreement that the schools are willing and able to partner with your program? You may only list school locations on this agreement from which you have received approva to operate. You may not list locations that you intend to approach about prospective partnerships. If you need to add schools later in the year, e-mail us at partnerships@philasd.org . We will then generate a new SPA with the updated site list upon request.	*
	Mark only one oval.	
	Yes No	
3.	Will the schools you list on this form be receiving your programming or services at no cost?	*
	Mark only one oval.	
	Yes	
	○ No	
4.	Will you be able to provide a valid certificate of insurance and background clearances for all staff members/volunteers associated with the program, prior to your start date?	*
	View our Onboarding Guide for guidance on how to submit insurance and clearance documentation to the appropriate District offices: https://docs.google.com/document/d/1Fo06lnL_1_ZsTtx6T9K9D-VD4jpfx0MG/edit?usp=sharing&ouid=105420500245159668268&rtpof=true&sd=true	
	Mark only one oval.	
	Yes, I understand that our program may not begin until we are fully-compliant with the partner requirements and have received approval to operate. Failure to provide all compliance documents is a violation of the SPA's terms and conditions, and will result in the termination of my program's SPA.	

5.	Does your organization intend to offer in-person or virtual programming this year? *
	Mark only one oval.
	We intend to offer in-person programming.
	We intend to offer virtual programming.
	We intend to offer both in-person and virtual programming.
S	chool Partner Agreement Wizard
Р	omplete this form to populate the School Partner Agreement. After you submit the form, a DF version of your School Partner Agreement will be automatically generated and e-mailed you.
6.	Organization Name *
	This should be the official name that appears on any official documentation including your corporate designation (e.g. Inc., LLC, etc.)
7.	Organization Mission Statement * What is your organization's mission statement?
8.	Organization's Employer Identification Number * The Employer Identification Number (EIN), also known as the Federal Employer Identification Number (FEIN) or the Federal Tax Identification Number, is a unique nine-digit number assigned by the Internal Revenue Service (IRS) to business entities operating in the United States for the purposes of identification. Please format your EIN using the traditional format (e.g. 00-0000000).

9.	Confirm Organization's Employer Identification Number *
10.	Program Name * If your organization only operates one program and it is known by the same name as your organization, please just enter in the organization name.
11.	Street Address (official mailing address for partner organization) * Please provide a valid street address for your organization (e.g. 440 N. Broad Street). P.O. Boxes may not be used for the School Partner Agreement.
12.	City and State (official mailing address for partner organization) * (e.g. Philadelphia, PA)
13.	Zip Code (official mailing address for partner organization) *
14.	Organization's Phone Number *
15.	Organization's Website

16.	Name of person responsible for executing agreements on behalf of your organization	*
	(e.g. Jane Evans, Ph.D.)	
17.	Title of person responsible for executing agreements on behalf of your organization (e.g. Chief Executive Officer)	*
18.	What is the e-mail address for the person responsible for executing agreements on behalf of your organization? We need this so that we can send the SPA to this person for e-signature.	*
19.	What is the name of the program contact? * Please enter the name of the person responsible for managing the program.	
20.	What is the title of the program contact? *	
21.	What is the phone number for the program contact? *	
22.	What is the e-mail address of program contact? * This is the address that will receive the PDF version of your agreement.	

23. Other than the Office of Strategic Partnerships, do you have another point of contact at the District? If so, please list the office(s) or individual(s).

D 0''

Program Sites

Please select all schools participating in the program. Please only include schools with which you have confirmed a partnership.

If you list schools that you have not confirmed, this may delay the execution of the School Partner Agreement.

24. School Locations Served by Program *

'nε	еск ан тпат арріу.
	Academy at Palumbo
	Academy for the Middle Years (AMY) at Northwest
	Adaire, Alexander School
	Allen, Dr. Ethel School
	Allen, Ethan School
	Alternative Middle Years (AMY) at James Martin
	Anderson, Add B. School
	Anderson, Marian Neighborhood Academy
	Arts Academy at Benjamin Rush
	Bache-Martin School
	Baldi Middle School
	Barry, John Elementary School
	Barton, Clara School
	Bartram, John High School
	Bethune, Mary M. School
	Blaine, James G. School
	Blankenburg, Rudolph School
	Bluford, Guion S. Elementary School
	Bodine, William W. High School
	Bregy, F. Amedee School
	Bridesburg School
	Brown, Henry A. School
	Brown, Joseph H. School
	Bryant, William C. School
	Building 21
	Carnell, Laura H. School
	Cassidy, Lewis C. Academics Plus School
	Castor Gardens Middle School
	Catharine, Joseph W. School
	Cayuga School
	Central High School
	Childs, George W. School
	Clemente, Roberto Middle School
	Comegys, Benjamin B. School
	Comly, Watson School
	Constitution High School
	Conwell Russell H. School

Cooke, Jay School
Cook-Wissahickon School
Cramp, William School
Creative and Performing Arts (CAPA) High School
Crossan, Kennedy C. School
Crossroads Accelerated Academy
Crossroads at Hunting Park
Day, Anna B. School
De Burgos, Julia School
Decatur, Stephen School
Dick, William School
Disston, Hamilton School
Dobbins, Murrell Career and Technical Education High School
Dobson, James School
Duckrey, Tanner G. School
Dunbar, Paul L. School
Edison, Thomas A. High School
Edmonds, Franklin S. School
Elkin, Lewis School
Ellwood School
Emlen, Eleanor C. School
Farrell, Louis H. School
Fell, D. Newlin School
Fels, Samuel High School
Feltonville Intermediate School
Feltonville School of Arts and Sciences
Finletter, Thomas K. School
Fitler Academics Plus School
Fitzpatrick, A. L. School
Forrest, Edwin School
Fox Chase School
Frank, Anne School
Frankford High School
Franklin Learning Center (FLC)
Franklin, Benjamin High School
Franklin, Benjamin High School - EOP
Franklin, Benjamin K8 School
Furness, Horace High School
Gideon, Edward School
Girard Academic Music Program (GAMP)

Girard, Stephen School
Gloria Casarez Elementary School
Gompers, Samuel School
Greenberg, Joseph School
Greenfield, Albert M. School
Hackett, Horatio B. School
Hamilton, Andrew School
Harding, Warren G. Middle School
Harrington, Avery D. School
Hartranft, John F. School
Henry, Charles W. School
Heston, Edward School
High School of Engineering and Science - Carver
High School of the Future
Hill-Freedman World Academy
Holme, Thomas School
Hopkinson, Francis School
Houston, Henry H. School
Howe, Julia Ward School
Hunter, William H. School
Jackson Coppin, Fanny School
Jenks Academy for Arts and Sciences
Jenks, Abram S. School
John Hancock Demonstration School
Juniata Park Academy
Kearny, General Philip School
Kelley, William D. School
Kelly, John B. School
Kenderton Elementary School
Kensington Health Sciences Academy
Kensington High School
Kensington High School for Creative and Performing Arts (CAPA)
Key, Francis S. School
King, Martin Luther High School
Kirkbride, Eliza B. School
Lamberton, Robert E. School
Lankenau High School
Lawton, Henry W. School
Lea, Henry C. School
Lincoln, Abraham High School

<u> </u>
Lingelbach, Anna L. School
Locke, Alain School
Loesche, William H. School
Logan, James School
Longstreth, William C. School
Lowell, James R. School
Ludlow, James R. School
Marshall, John School
Marshall, Thurgood School
Mastbaum, Jules E. Area Vocational Technical High School
Masterman, Julia R. High School
Mayfair School
McCall, General George A. School
McCloskey, John F. School
McClure, Alexander K. School
McDaniel, Delaplaine School
McKinley, William School
McMichael, Morton School
Meade, General George G. School
Meredith, William M. School
Middle Years Alternative (MYA) School
Mifflin, Thomas School
Mitchell, S. Weir Elementary School
Moffet, John School
Moore, J. Hampton School
Morris, Robert School
Morrison, Andrew J. School
Morton, Thomas G. School
Motivation High School
Munoz-Marin, Honorable Luis School
Nebinger, George W. School
Northeast Community Propel Academy
Northeast High School
Northeast High School - EOP
Olney High School
Olney School
Overbrook Educational Center
Overbrook Elementary School
Overbrook High School
Parkway Center City Middle College High School

Parkway Northwest High School
Parkway West High School
Patterson, John M. School
Peirce, Thomas M. School
Penn Alexander School
Penn Treaty High School
Pennell, Joseph School
Pennypack House School
Pennypacker, Samuel School
Penrose School
Philadelphia High School for Girls
Philadelphia Juvenile Justice Services Center
Philadelphia Learning Academy North (PLAN)
Philadelphia Learning Academy West
Philadelphia Military Academy (PMA)
Philadelphia Virtual Academy (PVA)
Pollock, Robert B. School
Potter-Thomas School
Powel, Samuel School
Prince Hall School
Randolph, A. Philip Career and Technical High School
Rhawnhurst School
Rhoads, James School
Rhodes, E. Washington Elementary School
Richmond School
Robeson, Paul High School for Human Services
Roosevelt Elementary School
Rowen, William School
Roxborough High School
Saul, Walter B. High School
Sayre, William L. High School
Science Leadership Academy (SLA)
Science Leadership Academy (SLA) at Beeber
Science Leadership Academy Middle School (SLAMS)
Sharswood, George W. School
Shawmont School
Sheppard, Isaac A. School
Solis-Cohen, Solomon School
South Philadelphia High School
South Philadelphia High School - EOP

School affile Agreement of 10124-25
Southwark School
Spring Garden School
Spruance, Gilbert School
Stanton, Edwin M. School
Stearne, Allen M. School
Steel, Edward T. School
Stetson, John B. Middle School
Strawberry Mansion High School
Sullivan, James J. School
Swenson Arts and Technology High School
Taggart, John H. School
Taylor, Bayard School
The LINC
The U School
The Workshop School
Tilden, William T. Middle School
Vare-Washington School
Vaux High School - Big Picture
Wagner, General Louis Middle School
Waring, Laura W. School
Washington, George High School
Washington, Grover Jr. Middle School
Washington, Martha School
Webster, John H. School
Welsh, John School
West Philadelphia High School
Widener Memorial School
Willard, Frances E. School
Wright, Richard R. School
Ziegler, William H. School

25.	Do you anticipate adding additional schools to your site list later in the school year?
	Please email Marianna Sann at msann@philasd.org any site list updates. Please note that changes will be reflected in our system, and does not require that a new School Partner Agreement is generated for re-signature unless requested.
	Mark only one oval.
	I attest to notifying OSP if schools are added or removed from my program's site list.
Sc	hool Partner Scope of Work (Part 1)
Tel	I us about the program schedule and structure.
<u>pro</u> sur	TICE: This form does not cover summer 2025 programming. Partners confirmed to evide summer programming in schools will receive an email with guidance containing the mmer 2025 SPA form. Please email Marianna Sann at msann@philasd.org if you have y questions.
26.	Program Start Date *
	Start date must fit within SY25 SPA term (8/26/2024 - 6/13/2025). It will not cover summer 2025 programming.
	Example: January 7, 2019
27.	Program End Date *
	End date must fit within SY25 SPA term (8/26/2024 - 6/13/2025). It will not cover summer 2025 programming.
	Example: January 7, 2019

28.	Day(s) of the week for program operation *
	Check all that apply.
	Monday
	Tuesday
	Wednesday
	☐ Thursday
	Friday
29.	Time of day for program operation *
	Check all that apply.
	Before the start of school
	During the regular school day
	After school
30.	Program Structure/Delivery Method *
	What is the format for your programming? Check all that apply.
	Check all that apply.
	Out of School Time/After-school Programming
	One-on-One/Small Group Support
	Collaboration with teachers to provide lessons/programming during class time
	Workshops/Assemblies
	Residencies
	Field Trips
	Student Internships
	Other:

Grade Range of Students Served by Program *

31.

	Check all that apply.
	Pre-K
	□ K
	<u> </u>
	☐ 6
	□ 7
	8
	9
	<u> </u>
	<u> </u>
	□ 12
32.	If your program focuses on serving a specific student subpopulation, please select
	from the list below or use the "other" option to specify another student
	subpopulation that is not on the list.
	Check all that apply.
	Only boys
	Only girls
	LGBTQIA+ Students
	Multilingual Learners
	Students with Disabilities
	Other:
33.	What is the target number of School District of Philadelphia students that your *
	program intends to serve in the 2024-2025 school year?

34.	What is the total estimated value of goods and/or services for operating this program in the District school(s) you selected?	
	You must only enter the number that represents the total dollar amount of investment across all District-operated schools.	
	Please refrain from using commas when writing the numeric value (e.g. 1000 instead of 1,000).	
Scl	nool Partner Scope of Work (Part 2)	
35.	Program Description: Please detail your program's approach and goals. *	
	Describe in full detail the "who, what, and how" of your program. Descriptions should adequately capture what your program is designed to do, how it works, and its goals.	
	Incomplete descriptions will require follow-up.	
		_
		_

36. Please select **ONE MAIN** area of focus for your program or services.

While your program may focus on a number of the areas listed below, we want to know what the MAIN area of focus are for your program.

Please only select up **one** area from the list below. You will be able to select additional focus areas to help describe your program in the next question.

View descriptions of each focus area **HERE**.

Check all that apply.

	Main focus of
	our program
Academic Support - English Language Arts	CP
Academic Support - Math	
Academic Support - Science	
Academic Support - Social Studies	
Academic Support - STEM or STEAM	
Academic Support - World Languages	
Arts - Dance	
Arts - Drama	
Arts - Media Arts	
Arts - Music	
Arts - Visual Arts	
Attendance and Truancy	

	School Faither Agreement Form S124	2
Career Readiness - Career Readiness - Opportunities		
Career Readiness – जिस्कार मिठ्ठ diness –		
Ant prentices hips /		
Work-Based Learning		
College - Application		
Support - Application		
College - College		
(ନ୍ୟାଳ୍ ge - College _Visits		
College - Financial		
Colfeges Financial		
Completion		
College - Mentoring		
College - Mentoring		
College - SAT/ACT		
ြောမြှေge - SAT/ACT		
College - Scholarship		
Research Sapplieration		
Passarch/Application		
College - Financial College - Financial		
Literacy		
Community/Civic		
Engagement		
Cultural & Affinity		
Pulty Early Annity		
_Programming		
Financial Literacy		
Health and Wellness		
Health and Wellness		
an@hxethim aisease		
Prevention		
Health and Wellness		
H ealthand W ellness		
Health and Wellness - Nutrition Education		
/ Programming		

/ Programming

Healthiand Welleassn + 例识的和Artivity Breaks / Recess	
Steam and Wellness	
- Priysical Activity मिल्लीकि शाहि शिल्लीकि ess Supposed Health Education / Services	
ாeaim and weimess Mgஆ்லுள் ருealth	
School Beautification	
School Climate	
School Greening	
School Library	
Revitalizationingd Support	
School Fibrary Revieu Example and Sempling	
Speras to the second of the se	
Sputted-sadedshiputh	
Youth Leadership	

37. Please select the **ADDITIONAL** areas of focus for your program or services.

(Maximum of 3)

While your program may focus on a number of the areas listed below, we want to know what the ADDITIONAL areas of focus are for your program. Please only select up to three areas from the list below.

View descriptions of each focus area **HERE**.

Check all that apply.

	Additional
	Focus
Academic Support - English Language Arts	
Academic Support - Math	
Academic Support - Science	
Academic Support - Social Studies	
Academic Support - STEM or STEAM	
Academic Support - World Languages	
Arts - Dance	
Arts - Drama	
Arts - Media Arts	
Arts - Music	
Arts - Visual Arts	
Attendance and Truancy	

Career Readiness -

Career Examilés - Career Examilés -	
Opportunities Career Readiness –	
Carees Readiness – AREFRETIGES hips / WorkeRased Ligarning	
work-based Learning College - Application	
Eunege Application	
Support College - College	
Visitege - College	
visits College - Financial	
eightegeseinancial জন্মসমূহাভুগ্ন	
Completion College - Mentoring	
College - Mentoring College - SAT/ACT	_
College - SAT/ACT	
Prep College - Scholarship	
Renegich scholiasting	
kesearcn/Application College - Financial	
citalegy – Financial	
Literacy -Community/Civic	
ECGAGAMAN/Civic	
Engagement Cultural & Affinity	
Braggar Windshity	
Programming Financial Literacy	
Financial Literacy	_
Health and Wellness Figure 1	_
and the stime is ease	
and Astinna	
Prevention Health and Wellness	
Heaindfuldewellness	
- minaruiness Health and Wellness	
Nutrition Education/ Programming	

38.

Health and Wellness Health and Wellness - Nutrition Aducation - Physical Activity / Programming Breaks / Recess			
Support Health and Wellness		-	
- Physical Activity Health and Wellness Breaks / Recess - Sexual Health Support Education / Services		-	
Health and Wellness Mentoring – Sexual Health Education / Services School Beautification		· ·	
Mentoring School Climate		-	
School Beautification School Greening		· -	
School Climate School Library Revitalization and School Greening Support		-	
School Library Social Emotional Revitalization and Learning Support			
Sports-based Youth Social Emotional Development Learning			
Youth Leadership Sports-based Youth Development			
Youth Leadership			
If your program has additional focus areas that were not represented on the prior list, please list them here.			

School Partner Scope of Work (Part 3)

39.	How do you define a "touchpoint?" *
	Partner program models differ in how they deliver their programming to students. We are interested in knowing how you define a "unit" of your programming or "touchpoint." For example, some programs may consider sessions that they offer to a group of students as a touchpoint.
40.	When your program is running, how many touchpoints does your program have *with each participant?
	Mark only one oval.
	Less than 1 touchpoint per week
	1 touchpoint per week
	2 touchpoints per week
	3 touchpoints per week
	4 touchpoints per week
	5 touchpoints per week
	More than 5 touchpoints per week
41.	If you selected less than once per week, describe how often your program connects
	with students. (e.g. twice per month)

42.	programming. Please select any outcomes that your program is currently working towards.
	Check all that apply.
	Students have fun and enjoy activities Students have spaces where they are free to be their full selves Students develop social and interpersonal skills Students make new friends and deepen existing friendships Students build positive and supportive relationships with adults Students explore and discover new interests Students learn about themselves Students build new skills Students develop and employ creative problem solving skills Students take risks and learn through mistakes
43.	Below is a list of student outcomes that occur in school/community as a result of * enrichment partner programming. Please select any outcomes that your program is currently working towards. Check all that apply. Students view learning and new experiences as sources of joy Students feel welcome and like they belong in school and their communities outside school Students get connected to/participate in other programs and opportunities Students increase their level of engagement in school Students have an increased sense of agency to identify what matters to them and pursue it Students navigate and persist through challenges Students have improved confidence

44.	Are there additional goals or desired outcomes of your program is working towards? Please list up to 3.			
45.	What metrics are used to measure progress toward your program's desired outcomes?			
46.	Do you have a logic model for your program? *			
	Logic models are not currently required for partners, but they help our office to understand your program and draw connections between your organization and other District stakeholders. For guidance on what we are looking for in a logic model, please consult our guidance: https://www.philasd.org/strategicpartnerships/logic-model-guidance/			
	You may upload your logic model via the upload feature on our website here: https://www.philasd.org/strategicpartnerships/current-partners/school-partner-agreement-form/			
	Mark only one oval.			
	Yes			
	No No			
	I don't know			

47. Do you have a third party evaluation of your program? *

If available, please submit an evaluation report on your program conducted by a third party evaluator at the following link: https://www.philasd.org/strategicpartnerships/current-partner-agreement/school-partner-agreement-form/

You may upload your program evaluation via the upload feature on our website here: https://www.philasd.org/strategicpartnerships/current-partners/school-partner-agreement-form/

Mark only one oval.
Yes
No
I don't know

District Alignment

The Board of Education has identified <u>Goals and Guardrails</u> that outline the District's priorities and areas of focus. <u>Accelerate Philly</u> is the roadmap for serving our students, families, staff, and community over the next five years.

We are interested in knowing if your programming is aligned, as it may help us to know how we can involve your program in discussions and information sharing around these topics.

48. Board of Education Goals Alignment *

Please note if your program either directly or indirectly overlaps with any of the following Goals.

We strongly encourage you to only claim a direct overlap if your program truly focuses on a specific Goal.

Mark only one oval per row.

	Directly	Indirectly	N/A
Reading - Every student reads on or above grade level			
Math - Every student performs on or above grade level in math			
College & Career - Every student graduates ready for college and careers			

49. Board of Education Guardrails Alignment *

Please note if your program either directly or indirectly overlaps with any of the following Guardrails.

We strongly encourage you to only claim a direct overlap if your program truly focuses on a specific Guardrail.

Mark only one oval per row.

	Directly	Indirectly	N/A
Welcoming and Supportive Schools			
Enriching and Well-Rounded School Experiences			
Partnering with Parents/Family Members			
Addressing Racist Practices			

50. Accelerate Philly Alignment *

Please note if your program either directly or indirectly overlaps with any of the following Priorities.

We strongly encourage you to only claim a direct overlap if your program truly focuses on a specific Priority.

Check all that apply.

	Directly	Indirectly	N/A	_
Priority 1: Improve safety and well-being (physical, social- emotional, and environmental)				
Priority 2: Partner with families and community	0	4		
Priority 3: Accelerate academic achievement				
Priority 4: Recruit and retain diverse and highly effective educators				
Priority 5: Deliver efficient, high- quality, cost- effective operations				

Advancing Equity

We are working towards supporting our partner organizations in advancing equity in their programming.

Please indicate below your organization's interest in training and resources related to Diversity, Equity and Inclusion for SY24-25.

View our DEI Guidance for Partners HERE

51.	Is your organization interested in additional resources or support to ensure your programming is intentional in welcoming the following student groups? Check all that apply.	7
	Check all that apply.	
	LGBTQIA+ Students	
	Multilingual Learners	
	Students with Disabilities	
	□ N/A	

52. Is your organization interested in any resource related to Diversity, Equity and Inclusion from the District (such as workshops, trainings, and/or guidance documents)?

Mark only one oval.

Yes Skip to question 53

No Skip to question 55

DEI Topic Interest

53.	What types of support is your organization interested in? Check all that apply.
	Check all that apply.
	 □ District resources or videos to review independently □ Presentations by District partners on best practices for student inclusion and equity □ Training led by the District's Office of Diversity, Equity, and Inclusion □ Structured time to connect with other organizations and discuss problems of practice around specific equity topics □ Workshop to review your organization's policies and practices with an equity lens
	workshop to review your organizations policies and practices with an equity lens
54.	What types of topics is your organization interested in? Check all that apply. Check all that apply.
	Focus on specific student groups (i.e. trans/gender nonconforming students; adultification of girls of color; model minority myth)
	Equitable practices and structures (i.e. recruitment, hiring, decision-making frameworks)
	Introduction to equity sessionsPower, privilege, and root causes of inequity
	Overview of SDP policies related to equity
Ad	ditional Programs
55.	Do you have at least one other program for which you will need to prepare a *separate School Partner Agreement?
	If yes, please submit a SPA for each additional program using this same form.
	Mark only one oval.
	Yes
	No

This content is neither created nor endorsed by Google.

Google Forms

