

ADMINISTRATIVE CIRCULAR NO. 97
Office of the Chief District Relations Officer

SAN DIEGO UNIFIED SCHOOL DISTRICT

Date: April 28, 2009

To: All Schools and District Offices with a Business Partnership

Subject: PARTNERSHIPS IN EDUCATION AND VOLUNTEER PROGRAM END-OF-YEAR SURVEYS

Department and/or Persons Concerned: Principals, Partnership Site Liaisons, Volunteer Coordinators, and District Program/Department Contacts

Due Date: **Friday, May 29, 2009**

Reference: None

Action Requested: **Required:** (1) Complete Partnerships in Education End-of-Year Survey at www.sandi.net/partners/evaluation and electronically submit to the Community Relations Department by **Friday, May 29, 2009**.
(2) Complete Volunteer Survey at www.sandi.net/depts/comm_relations/volunteersurvey.pdf and submit to the Community Relations Department by **Friday, May 29, 2009**.

Brief Explanation:

Partnerships in Education Program.

The Community Relations Department is pleased to announce that the Partnerships in Education End-of-Year Survey is available to schools and their partners online at www.sandi.net/partners/evaluation beginning **Monday, April 27, 2009**. Please complete the online form and electronically submit it to the Community Relations Department by **Friday, May 29, 2009**. **Schools need to complete only one survey for all of their partners.**

Business partners will be sent instructions on how to access and submit the online survey. You are highly encouraged to complete your surveys **together**. If this is not possible, please share your survey with your partner(s) and print a copy from your Web browser **before** it is electronically submitted to the Community Relations Department. Once submitted, the school or partner cannot retrieve the information.

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We ask our partners and school collaborators to complete an "End-of-Year Survey" *every two years*. This valuable information helps us to assess the effectiveness of your participation and to strengthen our support for students and parents. Your opinions will be compared with those from prior years and extend the longitudinal analyses of these results. **Your response to this user-friendly survey is critical to forming strategies to best support our collective work.**

Volunteer Program

The Community Relations Department collects data on school volunteer programs *every 2 years*. Total numbers of volunteers and volunteer hours should include **ALL** school volunteer activities including PTA, school foundation, site governance, school events, tutoring, classroom and non-classroom assistance. Please total the number of school volunteers, the number of volunteer hours, and indicate the type of school volunteer activities on the survey form www.sandi.net/depts/comm_relations/volunteersurvey.pdf. Submit completed survey forms to Ellen Tiffany in the Community Relations Department, Eugene Brucker Education Center, Room 2121 or by fax 619-725-5599 by **Friday, May 29, 2009**.

The data collected from the Partnerships in Education online surveys and the Volunteer Surveys will be compiled and included in the *2008 - 2009 Partnerships in Education Annual Data Report* and shared with the Board of Education, superintendent, school improvement officers, district personnel and community organizations.

If you have additional questions or concerns regarding either survey, please contact Ellen Tiffany at (619) 725-5594 or e-mail etiffany@sandi.net.

Janet D. Delaney
Director
Community Relations Department

APPROVED:



Bernie Rhinerson
Chief District Relations Officer

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Distribution: D, E, and F