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## REGULATION 1325

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### PARTNERSHIP REGULATIONS

The following Partnership Regulations have been designed to support any school or District Department in the development of an on-going relationship with a community organization. This includes both the business and non-business sectors.

#### School/District Department and Responsibility

Schools and Departments can actively seek **a partnership opportunity**. ~~This search should include consultation with the District's Partnership Directory. The Directory includes an active list of various District partnerships and can be used as a guide in exploring potential activities, goals and objectives.~~

It is important that potential partnerships ~~plans and/or any developments~~ be **communicated with the schools' District Administrator Superintendent** ~~as this enhances and speeds up the establishment of the partnership.~~ This communication will occur prior to a commitment to any partnership agreement and will continue on a monthly basis if the partnership continues. ~~can be done by phone, fax, memo or in-person during a one-on-one meeting.~~

School and District ~~Department personnel staff~~ will work together to ensure that District **Policies and Regulations Protocols and Guidelines are** followed. ~~These can be found in Section 1 of the District's Partnership Directory.~~

Anyone pursuing a partnership activity should ensure that **stakeholders** are consulted, informed and **in agreement** with the partnership plans.

When schools or district departments have large projects with a budget of \$100,000.00 or greater, a committee comprised of stakeholder groups (CUPE, GVTA, PAC) will be formed to coordinate the activities and relationships with the business and/or community organization.

Upon the successful completion of a partnership arrangement, the school or ~~d~~District ~~d~~Department will communicate with the Superintendent regarding the successful completion of the partnership. ~~complete a Partnership Directory Template and forward it to the District Office for inclusion in the Directory. A copy of the template can also be found in Section I of the Directory.~~

~~School or District Departments must undertake a review of the goals, objectives and outcomes of each partnership on an annual basis. This must involve input from both partners. It will ensure each has the opportunity to see if the activities are still meeting the original intentions and/or needs. It will also allow for any revisions and updating of the partnership. Any changes to an existing partnership must be recorded on a Directory template and forwarded to the District Office to update the status of the partnership. An evaluation and review checklist can be found in Section II of the Partnership Directory.~~

### District Superintendent's Role and Responsibility

~~The District staff will~~ The Superintendent shall:

- ensure any **partnership activities comply with** all legal and legislated/ **Ministerial orders**. These will fall under the School Act ~~and are clearly articulated within the District partnership Directory, Section I.~~
- ensure that District ~~Protocols and Guidelines are~~ **Policies and Regulations** **are followed**. These can be found in Section I of the District's Partnership Directory.
- ~~provide an orientation and training session once a year. The orientation is intended to help school and other District staff review the protocols and guidelines required to establish and maintain partnerships, and identify the importance and rationale for pursuing these types of relationships.~~
- ~~encourage and guide schools through the development of partnership guidelines and an inventory of activities. These can be found in the GVSD Partnership Directory.~~
- ~~maintain and manage a District Partnership Directory. This directory will include:~~
  - ~~a) protocols and guidelines for setting up partnerships;~~
  - ~~b) a template that can be used for gathering and recording specific partnership details;~~

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- ~~— c) a review and evaluation checklist to help both partners look at the relationship on an annual basis; and~~
- ~~— d) an outline of current/active partnership activities across the District.~~
- ~~will increase the awareness of partnership opportunities for~~ inform schools and the community of potential partnership opportunities. This will be done in a fair and equitable manner. ~~through memos, notices and direct contact with schools. Schools are also encouraged to seek out and pursue partnership of their own specific interests. The District will be active in seeking District-wide partnership opportunities and will recognize and support existing school-based partnerships. It is not the District's desire to be in conflict with, or to take over, any existing partnership. It is the Board's wish to remove any barriers to establishing partnerships and facilitate appropriate opportunities.~~
- ~~will review and evaluation~~ **District-wide partnerships** to ensure they are still meeting the intended goals, objectives and outcomes consistent with Board policies, regulations and values. ~~This review must include feedback from both partnership.~~
- ~~it is important for the District to~~ **recognize partnerships** offered by the community to schools and/or the District and acknowledge such activities in a fair and equitable manner.
- approve any formal recognition in the form of a fixed sign or plaque ~~Ways to do this can include things such as as paper ads, radio ads, or celebration events and should be done annually.~~

*Greater Victoria School District*

Adopted: January 25, 1999