

*Cobb Chamber of Commerce*

# PARTNERS IN EDUCATION

*Invest in education. Invest in the future.*

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*Revised June 2008*

## **Community Partner Handbook**



**COBB**

Chamber of Commerce

**A Program of the Cobb Chamber of Commerce  
for Cobb County and Marietta City Schools**

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## Introduction

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The quality of a community is defined by the strength of its public schools. While the most important “stakeholders” in our schools are the students, Cobb County businesses and organizations have a vested interest in the success of schools as well. Transpiring from a desire to enhance the quality of education and to be good citizens, businesses have made charitable contributions to Cobb County and Marietta City schools for years. Challenged by budget limitations and focusing on the link between strong schools, student achievement and a thriving economy, schools and businesses are becoming more involved and innovative in their efforts to work in concert. Recognizing the benefits to schools, businesses, students, teachers and the community, businesses and community groups began establishing partnerships with local schools through the Cobb Chamber of Commerce in 1986. The Cobb Chamber Partners in Education Program (CCPIE) has grown and strengthened exponentially over the years as an increasing number of businesses and community groups understand and appreciate the impact that their involvement could have on our educational systems.

This handbook was created as a guide for effectively establishing and maintaining school-community partnerships. The Cobb Chamber encourages community partners and schools to learn from the success of others by reviewing and replicating the models provided in this handbook. A sampling of partnership activities and best practices were contributed by community partners and school partner liaisons to share with those who are exploring the program for the first time, those who are just getting started, and those who may be searching for ways to enhance their current partnerships.



## Cobb Chamber Partners in Education

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**Cobb Chamber Partners in Education (CCPIE)** is a program of the **Cobb Chamber of Commerce Education Department (CCED)** and **Cobb County and Marietta City Public School Systems**. A partnership is a voluntary relationship that is formed between a business or organization (**community partner**) and a school or school system(s). These relationships create support systems designed to meet the needs of the schools through the resources of the community partners to the benefit of both.

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## Then and Now

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The Partners in Education program is national in scope. CCPIE was established by the CCED in 1986 with five partners. Today the program has grown to over 700 partnerships, representing a total estimated value of more than **\$6.6 million** of time, money, goods, and services given back to our schools during the 2007-2008 school year.

## CCPIE Mission

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To establish and support partnerships that will utilize community resources to enrich and extend the educational opportunities for Cobb County and Marietta City students.

## CCPIE Goals

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- Strengthen Cobb County's commitment to education
- Foster relationships between businesses and community groups and our educational systems
- Stimulate academic achievement and life-long learning

## CCPIE Program Benefits

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### To the school

- Assistance in meeting school needs beyond available resources and in light of budget constraints
- Collaboration from the community in accomplishing the goals of annual school improvement plans
- Business expertise and technical support, providing a more complete education

### To the business

- Presenting firsthand the requirements and expectations of the business world
- Heightening awareness of present and future job needs
- Understanding the quality and needs of the public school systems, whose health is vital to the community's economic well-being
- Building support for schools among employees and simultaneously boosting company morale
- Being recognized as a community-involved company, which adds to your public relations efforts
- Improved education of future employees and customers

### To the students

- Higher self-esteem
- Association with successful role models and mentors from the community
- Increased motivation to achieve success in the areas of academics, attendance, and character
- Enriched curriculum
- Individualized help with subjects outside of the classroom
- Education on the types of jobs in the workplace and how their academic skills apply

### To the teachers

- Instructional support
- Improved morale
- Recognition for achievement
- Assistance in the classroom, allowing more time for planning and instructional activities
- Additional resources not provided for in the budget
- More contact with community members

### To the community

- Increased communication among citizens
- Strengthened school systems
- Educated citizenry
- Well-prepared work force
- Improved economic development; i.e., lower dropout rates are tied to lower crime rates, less unemployment and fewer welfare recipients
- Ability to draw new businesses to the community

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*“We must have strong schools and families to be a strong nation. There are a lot of organizations trying a variety of things to improve the educational system in Georgia.”*

## Two Levels of Participation

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### Partner in Education:

A **Partner in Education (PIE)** is a business or an organization that partners with **one school** and commits to participate in at least one activity per quarter with that school. A business may become a PIE with up to three schools a year as long as they meet the one activity per quarter requirement.

### Partner at Large:

A **Partner at Large (PAL)** is a business or an organization that desires to form partnerships with **three or more schools** but *does not meet the one activity per quarter requirement*. The purpose of such a partnership is to allow a business or an organization to offer its resources for the benefit of Cobb County education systems in its entirety or multiple schools within one or both of the school systems.

## Consideration Points

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- Review this handbook to determine whether the program would benefit you and a school or school system(s).
- Consider the number of employees who can participate, the amount of time that can be given, the resources your organization has to offer, the interest level of employees in the needs of public education and the degree of commitment at all levels of your organization.
- Decide which level of participation is appropriate for your business or organization.
- Select the appropriate school or school system(s) for your partnership. Examine the needs of the school(s) and determine whether the resources that you can offer would be beneficial. The CCED can help you determine the needs of the school(s).

*“The key component to a successful partnership is first a desire to guide children and assist them in their years of growing as much as possible.”*

## How PIE Partnerships are Formed

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1. Schedule an in-person meeting with the school.
2. Request a “wish list” from the school.
3. Review the school’s “wish list.”
  - Determine whether the school needs coincide with the resources that you can offer. Involve decision-makers and program participants in discussions.
  - Should the school not be a good match for your business/organization, please notify the school and contact the Cobb Chamber for a school better suited for you.
4. Formulate a list of the time, resources and donations that you can commit to the school.
  - **Partners are required to engage in at least one partnership activity per quarter.** Quarters are Aug-Sept, Oct-Dec, Jan-Mar, Apr-May.
5. Attend the meeting with the school.
  - The school should have an agenda for the meeting and a copy of the Partnership Plan (see Partnership Plan on page 7) that will be completed together during the meeting. The Partnership Plan will reflect the current or anticipated activities or contributions that are being, or will be, undertaken as part of the partnership for the school year.
6. Make a copy of the Partnership Plan for your records.
  - Fax a copy to the Cobb Chamber.
  - You will receive a confirmation letter from the Cobb Chamber, acknowledging receipt.
7. A Signing Ceremony is scheduled for partners to formalize and publicize partnerships. Signings should be well-planned and occur during a time mutually agreed upon by the community partner and the school. See section notes below on how to plan a Signing Ceremony.

## How to Plan a Signing Ceremony

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1. Partner and school should meet to plan a time, date and program where the Signing Ceremony may be held (Signing Ceremonies have been held during student assemblies, PTA meetings or in the principal's office). **The school is responsible for inviting its community partners to the signing.**
2. Once scheduled, the school should contact the CCED at [partners@cobbchamber.org](mailto:partners@cobbchamber.org) or **770-859-2366** to request Declarations of Partnership. Requests should be made **two weeks** prior to the Signing Ceremony to allow time to prepare and mail the Declaration of Partnership certificates.
3. The school can mail signing invitations to their school district superintendent, area superintendent, area Board of Education member and other guests, if desired. The CCED provides a suggested invitation list.
4. School administration should conduct the Signing Ceremony. Remember, the purpose of a Signing Ceremony is for the school to let their community partner(s) know that they are wanted, needed and appreciated. It is also an opportunity for the community partner to become acquainted with the school faculty, students and parents.

## How PAL Partnerships are Formed

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1. A business or organization contacts the CCED sharing a desire to be involved with Cobb County school systems.
2. The CCED supplies the business/organization with a Partnership Plan to be completed by the business/organization (see Partnership Plan on page 7). The business/organization provides in writing what they intend to offer in the activity section of the Partnership Plan. A prospective PAL fills out the same Partnership Plan as the PIE denoting "Partner at Large" above the activity section of the form.
3. The business/organization makes a copy of the Partnership Plan for its records; then faxes a copy to the Cobb Chamber, wherein it will be reviewed and then sent to the appropriate school system(s).
4. The school system(s) will approve or deny the business' proposal to become a Partner at Large. The school systems' contacts inform the CCED of the decision.
5. The CCED will send a letter to the business/organization informing them of the decision. *Upon approval only* will the CCED send an e-mail to the appropriate school system(s) informing them of the new Partner at Large.
6. The business/organization then contacts and markets to the schools within the appropriate school system(s) as they see fit. Businesses/organizations are responsible for contacting and marketing to schools in order to give support and provide resources. The CCED is only responsible for e-mailing the appropriate school system(s) of the new Partner at Large, thus has no part in marketing or further contacting schools for Partners at Large.
7. Upon approval of the partnership, the new PAL will receive a Declaration of Partnership certificate with their confirmation letter that can be displayed at their office. Due to the nature of the Partner at Large level, Signing Ceremonies are generally not held for Partners at Large. Signing Ceremonies held for Partners at Large are at the sole discretion of the partner school(s).



The Cobb Chamber Partners in Education Program is coordinated by the Cobb Chamber of Commerce's Education Department for the Cobb County and Marietta City Schools. Our mission is to establish and support partnerships that utilize community resources to enrich and extend the education opportunities for Cobb County and Marietta City students.

**Community Partner Contact Information**

**Business/Organization Name:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Type of Business:** \_\_\_\_\_ **Website Address:** \_\_\_\_\_

**Partnership Activities (to be completed collaboratively by community partner and school representative)**

This plan signifies a commitment to the partnership for a period of **two school years**. The plan should highlight the most significant activities/contributions planned as a result of the partnership. This document is a starting point for planning partnership activities and should not limit the activities of the partnership. Both parties should be aware that additional needs may arise. Please remember to include activities that the school can do for their partner. Feel free to add or delete bullets as needed.

**This plan represents partnership activities for the following school(s):**

**Recommitment or New Partnership (circle one)**

|  |
|--|
| <b>1<sup>st</sup> Quarter (August-September) Significant Activities</b><br>• |
| <b>2nd Quarter (October-December) Significant Activities</b><br>•            |
| <b>3<sup>rd</sup> Quarter (January-March) Significant Activities</b><br>•    |
| <b>4<sup>th</sup> Quarter (April – May) Significant Activities</b><br>•      |

**Authorizing individual:** \_\_\_\_\_

Name

School/Business

Phone Number

Please email a copy of the completed form to [partners@cobbchamber.org](mailto:partners@cobbchamber.org); fax to 770-690-4016 or mail to Cobb Chamber Education Department · P.O. Box 671868 · Marietta, GA 30006

## Things to Keep in Mind When Completing a Partnership Plan

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- **PIE** are required to commit to at least **one activity per quarter** with their partner school. If any given activity occurs consistently throughout the school year, you may indicate “ongoing” in the first activity section or rewrite the activity in each section.
- **PAL** fill out the same Partnership Plan as PIE denoting “Partner at Large” above the activity section of the form.
- Please give thought to specific activities and document one per quarter on your plan. Avoid generalizations such as “whatever we can do to help” and “we will assist in various ways.”
- Incomplete Partnership Plans will not be processed. To ensure that your plan is complete on the first turn-in, please check the following:
  1. Every section is filled out
  2. The plan is signed by an authorizing party.

When a copy of the plan is submitted to the Cobb Chamber, partners and schools will receive confirmation letters.

## Partnership Recommitments

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Partners will be asked to reevaluate their partnerships at the end of **two school years** and to complete a Partnership Plan as a renewal. Partners will be notified when they are up for renewal by the Cobb Chamber.

Recommitments prevent partnerships from becoming inactive with time, provide opportunities to strengthen relationships and create “an out” for either party if there is no longer a desire to continue the relationship. Recommitments provide the school and the Cobb Chamber with the most up-to-date partner contact information and offer insight into which schools are in the greatest need of additional partners.

## The Importance of Formalizing Partnerships

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- To receive a Partners in Education handbook that offers insight and guidance on establishing and maintaining healthy and mutually beneficial partnerships.
- To have a point of contact at the Cobb Chamber to call with program questions, to discuss any concerns or challenges with the partnership and receive feedback on solutions, and to share partnership success stories for potential publication.
- **[PIE ONLY]** To participate in a Signing Ceremony to publicize your partnership. The Signing Ceremony is an opportunity to be introduced to the school faculty, students and parents, and make them aware of your participation in the school.
- To receive a Declaration of Partnership certificate to display at your place of work to inform your staff, clients, members and the community-at-large of your commitment to your partner school.
- To be notified of when the Partners in Education Program training sessions take place. These sessions provide environments for new and long-standing partners to learn about ways to enhance their partnerships, to share best practices and success stories with other program participants, and to ask questions to seasoned coordinators.
- To receive an invitation to the annual luncheon honoring Partners in Education, Partners at Large and Teachers of the Year from Cobb and Marietta. Partners often join their school's teacher of the year and principal for the event.
- To be eligible for the Outstanding Partner Awards which are presented to the top partners in Cobb County every year at the annual Partners in Education & Teachers of the Year Luncheon.
- To be recognized as new or active participants in the CCPIE Program through Cobb Chamber publications, events, etc.
- To be informed and invited to participate in other programs that the CCED coordinates for the school systems (i.e. Principal for a Day, Give Our Schools a Hand, etc).
- To be acknowledged before the Cobb County and Marietta City Boards of Education for the contributions that your business/organization provides to our schools every year.

## Partnership Activities

The community partner, school principal and/or school partner liaison will discuss goals and activities for the year at the initial meeting. At this time the Partnership Plan will be completed. **Partners are required to commit to a minimum of one activity per quarter.** The following list provides a sampling of the partnership activities that exist in our schools.

### Support student achievement

- Volunteer for tutoring, reading, or mentoring
- Award good attendance, character, academic or extracurricular achievement with recognition, prizes, scholarships, etc.
- Provide food and refreshments for school events and programs
- Donate “Honor Student” bumper stickers
- Be an e-mail buddy
- Be a lunch buddy

### School-to-Career

- Share a special skill with a class
- Share information specific to your vocation
- Speak at Career Day
- Create a mock business in a classroom
- Review applications and resumes and conduct mock interviews
- Offer job shadowing experiences for students and teachers
- Employ students in summer months or on a part-time basis

*“There are children that never get talked to while they are at home. If a teacher doesn’t talk to them directly during the day they may go all day without hearing their own name.”*

### Encourage student performance and learning

- Display student artwork at your facility
- Display listings of student accomplishments at your facility (i.e. Reader of the Month)
- Host motivational programs and activities
- Invite students to perform for employees and customers
- Provide peppermints to students during testing periods
- Offer demonstrations and presentations on various topics. Suggested topics include, but are not limited to, drug awareness, health and nutrition, understanding of money and how to handle it, self-esteem, goal setting, problem solving, interviewing techniques, resume writing, backpack safety, etc.

### Donate supplies and resources

- Basic school supplies
- Books for the school library
- Books for students to take home and keep to promote reading outside the classroom
- Copying equipment and paper for large projects
- Use of your facility for staff/PTA meetings, student activities
- Use of your facility for school nights and donate a portion of proceeds to school
- Use of your facility for community-based instruction for special education students
- Transportation, use of company vans
- Departmental supplies
- Printing services
- Funding to cover the cost of field trips for low-income students
- Purchase school uniforms
- Supply a classroom with newspapers (AJC News for Kids) or relevant trade publications
- Funding for a homework center to benefit ASP students

## Partnership Activities (continued)

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### Support teachers and faculty

- Recognize and thank teachers during appreciation week and Give Our Schools a Hand Month (October)
- Donate teacher incentives, such as gift certificates or coupons for products and services
- Supply food and refreshments for appreciation events, meetings, and in-service workdays
- Offer teacher scholarships
- Provide staff development opportunities
- Host a best practices luncheon for school staff where they can discuss challenges they are facing and collaborate to find solutions
- Work with classroom teachers to develop lesson plans
- Be a Give Our Schools a Hand sponsor (Call the CCED for more information)

*“Yes, we have an absenteeism problem. Our teachers are missing too many days.”*

### Support school programs

- School fundraisers - book drives, bake sales, fun runs, auctions, canned food drives, etc.
- Join the PTA
- Student performances
- Welcome program, orientation for new students & families
- Special school activities - Career Day, Field Day, Red Ribbon Week, fairs/carnivals, etc.
- Holiday celebrations
- Extracurricular activities; sponsor a club or sports team

### Volunteer time

- Serve on the school council
- Provide translators for parent/teacher meetings
- Serve as a school judge
- Assist with school newsletter, yearbook or other publications
- Work in classrooms, front office, media center, lunchroom or on bus duty
- Be a fieldtrip chaperone
- Work with students on community service projects

### Assist with school improvement projects

- Landscaping
- Renovations
- Painting
- Playground needs
- Nature trails
- Outdoor classroom construction
- Furniture and décor donations

## Best Practices

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### Preparing for your new partnership

- Identify and understand the difference between business and education as institutions and the variances in cultures.
- Understand that the **true purpose** of your involvement should be to help **enhance the education of students**.
- At the initial meeting **talk openly** about what you can and cannot do for the school, enlighten them on what they can do for you.
- Determine if **partnership goals are appropriate and achievable**. Every partnership activity should have **clear objectives** and **on-going evaluation**.
- Make sure the partnership **represents the interests of all** involved.
- Add your school partner and the CCPIE staff to your “**safe sender list**” to avoid losing their messages to spam filters.

### Establishing a relationship

- Get to know your school partner. Build rapport with teachers and administrators. **Get involved**. Visit your school and attend events.
- Invite school staff to participate in company or organization activities.
- Create a display highlighting partnership events for an employee or member gathering area to **generate awareness and increase participation**.
- Compose a story describing your involvement with your partner school for your employee newsletter.
- Display the Partners in Education decal at your company or organization’s location.
- Make sure your company has the **interest and enthusiastic commitment** to build a long-term relationship.

### Communication

- **Employ a system of exchanging information** between the school and the community partner to ensure direct communications. Designate one person to be your partner liaison.
- **Stay in touch!** Direct and consistent communication is a big contributor to successful partnerships.
- Schedule **regular meeting dates** with your school partner (i.e. the second Tuesday of every month, 8 a.m. at the school). Meet several times a year at integral periods during the school year.

*“I have found that the most successful partnerships are with businesses who are consistent with their involvement with the school.”*



## Obstacles to Avoid

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- Placing too much emphasis on advertising and marketing products and services
- Over committing your resources
- Using the program as a public relations stunt or method of scrutinizing the school
- Not utilizing the time, resources and expertise that the Cobb Chamber offers, demonstrated by:
  - Acting as an “unofficial” partner
  - Not returning phone calls from the CCED or its committee/volunteers
  - Not notifying the Cobb Chamber when there are problems with partnerships
- Not maintaining consistent contact with your partner school throughout the year
- Not viewing partnerships as a two-way street
- Not notifying the Cobb Chamber of changes to your contact information

## Frequently Asked Questions

### **Who can participate in the CCPIE program?**

Businesses (small and large), civic groups, government agencies, churches, colleges and university organizations, non-profit agencies

### **Is a Cobb Chamber membership needed to participate in CCPIE?**

No, but the Cobb Chamber welcomes all interested businesses and community organizations.

### **Is there a minimum financial investment for partners?**

There is **no cost** associated with establishing a partnership. Financial and in-kind donations are made at the discretion of the community partner.

### **What are the requirements for becoming an official Partner in Education (PIE) through the Cobb Chamber?**

Every PIE should **complete a Partnership Plan** with their partner school and commit to a **minimum of one activity per quarter to their partner school**. Quarterly interaction helps build a relationship and contribute to sustainability, thus enhancing the quality of partnership. Partnership activities range from volunteering to donating goods and services (see pages 9-10 for ideas).

### **What are the requirements for becoming an official Partner at Large (PAL) through the Cobb Chamber?**

Every PAL should **complete a Partnership Plan** for the appropriate school system(s) and submit it to the Cobb Chamber.

### **Can community partners join more than one school in partnership?**

The Cobb Chamber strongly encourages new **PIE** to only partner with one school at a time. This allows a community partner the opportunity to establish a strong relationship with one school before acquiring a partnership with an additional school. It also prevents time and resources from being spread too thinly among several schools, sacrificing the quality of all partnerships. However, **community partners may partner with up to three schools within one calendar year** as long as they meet the one activity per quarter requirement. Exceptions will be evaluated on a case by case basis.

*The PAL category is designed for businesses that desire to work with three or more schools but do not meet the one activity per quarter requirement. The purpose of such a partnership is to allow a business to offer its resources for the benefit of Cobb County education systems in its entirety or multiple schools within one or both of the school systems. (Please refer to pages 4 and 6 for details)*

### **Is there a bad time of year to enter into a partnership?**

No; in fact, partnerships that begin late in the school year get the advantage of a “test drive” before planning their activities for the next year.

### **How long do partnerships last?**

Most partnerships continue for as long as the relationship is beneficial and effective for all involved. The Cobb Chamber encourages community partners and schools to reevaluate their partnerships at the end of two school years.

### **Do we have to renew our partnerships? How often?**

Partners will be asked to complete a Partnership Plan at the end of **two school years** as a renewal. Partners will be notified by the Cobb Chamber when they are up for renewal.

Recommitments prevent partnerships from becoming inactive with time, provide opportunities to strengthen relationships, and create “an out” for either party if there is no longer a desire to continue the relationship. Reccommitments provide the school and the Cobb Chamber with the most up-to-date partner contact information and offer insight into which schools are in the greatest need of additional partners.

## Frequently Asked Questions (*continued*)

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### **What are the benefits to completing the Recommitment Partnership Plan?**

Partners who complete Recommitment Partnership Plans are considered “official” Cobb Chamber Partners in Education or Partners at Large, and receive added recognition and exposure from the Cobb Chamber for their involvement in the program. For partners that are reluctant to complete the plan, we encourage them to read the “Importance of Formalizing Partnerships” section of the handbook (page 8).

### **I have a small business; how can I help?**

Many small businesses have successful partnerships with schools. The key is to know your limitations going into the relationship and committing to attainable activities that support student achievement. Partnership activities need to help students reach higher levels of achievement whether you provide volunteer time or financial (cash or in-kind) support. Many activities don’t require an inordinate amount of time or, if time intensive, don’t require many people. For example, programs requiring little time on the part of the community partner include: donating prizes to school incentive programs, participating in Career Day, judging. Other activities may require time, but don’t necessarily require many people to which one volunteer is welcome. Many schools have an active mentoring program. While the program asks for a commitment of one hour per week for the school year, there are no requirements on the number of employees participating. Some partners engage in job shadows at their work sites. Employees who might not otherwise be able to leave work to volunteer are often able to host students at their office and provide them with a unique exposure to the business world.

### **How does a PIE choose a partner school?**

The CCPIE staff will assist in identifying the school that is the best for your organization. Community partners are generally paired with a school that is located near the place of business or convenient to the members of an organization. The objective of partnership matching is meeting the interests, needs and resources of the organization and the school. If a business/organization has a specific school in mind, the match can be explored.

### **Should we track our donations and time spent with our partner schools?**

Yes. It is important to keep record of your monetary donations, scholarships, value of donated goods and services, number volunteers and volunteer hours to your partner schools over the course of the year. We will ask for a copy of your contributions each May. Your responses will be used to generate a report detailing the actual value of the Partners in Education program to the Cobb County and Marietta City Boards of Education. Your information is *confidential* and will only be factored into totals for this report.

### **What should I do if my partner school isn’t responsive?**

Don’t lose faith in your partnership if your partner school does not return your phone call or e-mail immediately or does not honor every request you may ask of them. Please be patient and keep in mind that principals and partner liaisons are frequently away from their desks. In the meantime, reevaluate the partnership to make sure that it represents the best interest of all involved. Examine the frequency and scope of your requests to determine whether they coincide with the commitments that were originally agreed upon in your Partnership Plan.

### **What should I do if my partnership becomes stagnant?**

First try to determine the source of the problem and schedule an in-person meeting with your school to share your concerns and discuss solutions. If outside counsel is needed, the CCPIE staff will help you evaluate the situation and recommend a course of action, in light of the circumstances.

### **What should I do if my partnership cannot be revitalized and needs to be dropped?**

Notify the Cobb Chamber and your partner school.

### **What should I do if the principal or partner liaison is no longer at the school?**

The CCPIE staff can assist with facilitating a meeting between the new parties.

## The CCED's Role in the Partners Program

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- To match schools and organizations in partnership
- To recruit new partners
- To provide information to prospective partners
- To serve as the liaison between community partners and schools
- To oversee a systematic process for establishing partnerships
- To prepare materials for establishing partnerships
- To educate new community partners and lay the foundation for successful partnerships
- To provide training sessions for community partners and schools
- To prepare Declarations of Partnership for new partners
- To recognize outstanding partners
- To honor Teachers of the Year and Partners in Education every fall
- To recognize partners in our publications
- To recognize all partners before the Cobb County and Marietta City Boards of Education
- To promote the CCPIE program and recruit new community partners at Chamber events and out in the community

## When to Contact the CCED

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- To receive a PIE handbook
- To report changes in your contact information
- To receive school contact information
- To share your success stories and pictures for possible publication
- To inquire about school needs
- To report changes in your partnership
- To discuss concerns or challenges

**Contact the Education Department at [partners@cobbchamber.org](mailto:partners@cobbchamber.org) or 770-859-2366**



**Notes**

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**Notes**

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