

AP 520 – Community Agency Partnership Agreements

Purpose

In fulfilling its policy mandate, the Board of Education of Nanaimo Ladysmith Public Schools is committed to developing community partnerships that focus on prevention, early intervention and the provision of quality programs and services.

To ensure this is carried out in an effective manner, there will be a written agreement with partner agencies and the creation of a Joint Management Committee to oversee the partnership agreement.

Written Partnership Agreements

The written agreement will outline:

- Roles and Responsibilities of Participants;
- Services to be Provided;
- Allocation of Resources;
- Qualifications of Service Providers/Staff;
- FOIPOP Agreement;
- Insurance Coverage;
- Process to Deal with Complaints/Issues; and
- Other items as appropriate.

Joint Management Committee

The Board of Education and each identified Community Agency Service Provider will create a Joint Management Committee to facilitate the management of programs and services undertaken by the organizations in the Nanaimo-Ladysmith school area.

The Joint Management Committee will be comprised of the following participants:

School District

Superintendent/CEO or designate

Community Agency

Executive Director or designate

Additionally, as issues arise, the Joint Management Committee will ensure appropriate representation from the field.

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The primary purpose of the Joint Management Committee will be to facilitate the management of programs and services undertaken by the organizations.

Additionally, the Joint Management Committee will be responsible for:

- Defining the role of the community agency in Nanaimo Ladysmith Public Schools;
- Performing a planning function regarding allocation of services;
- Serving as a method for consultation and decision making; and
- Dealing with related issues as they arise.

The Joint Management Committee will meet on an “as needed basis” as issues arise but no less than once per year.

The partnership agreements will be maintained in the office of the Secretary-Treasurer and provided to the Board on a regular basis as information.

In order to enhance the implementation of the partnership, the Joint Management Committee shall submit an annual report to the Education Committee. The purpose of the report is to:

- promote collaborative/joint planning;
- formalize and ensure communication; and/or
- exchange information.

Adopted: September 26, 2007
Amended: April 19, 2016