

Coordinating Services Plan

Stoddard – Paddock B.E.S.T.

Date of plan draft: March 28, 2000

Revised: June 8, 2000

Coordinators: Connie Leech, Marian Wallen, Ken Maguire

Tasks of coordinators:

1. To look at models of “Community Connections” to get an idea of what information may need to be include in a community resource and what information would be most useful for school staff.
2. To speak with members of the community (e.g. president of Chamber of Commerce) to identify resources in the community & to obtain already available listings of these resources.
3. To recruit other staff from the elementary schools, middle school & high school to help in the development of the community resource. Coordinators may wish to have one or two community members on the team to help in the process.
4. To begin talking to community resources to acquire information about their services.

Training Needed: No additional training is probably necessary.

Questions to Consider:

- ◆ What information should be included in the resource booklet?
 - ◆ How to get services?
 - ◆ Who to contact?
 - ◆ Description of services available?
 - ◆ What can resource offer?
- ◆ How to gear the resource booklet toward serving the school?
- ◆ How to update resource booklet annually most efficiently & effectively?

Costs:

- ◆ Payment of personnel during the summer to compile community resource listings: 2 people for approx. 24 hours = \$288 each (\$576 total)
- ◆ Printing of the community resource booklet.
- ◆ Payment of person to update booklet annually.

Schedule of Implementation:

Time Line in Academic Years:

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| 1999-2000 | (Summer) Gather information from community resources & compile information that can be printed in a booklet. |
| 2000-2001 | Review printed booklet and distribute to school staff. Continue to update / add information as necessary. |
| 2001-2002 | Update booklet as necessary. |