

# INDIANA SCHOOL FOR THE BLIND AND VISUALLY IMPAIRED

## Outside Entity Collaboration

### Policy O-72

#### **Policy Statement:**

The Indiana School for the Blind and Visually Impaired School Board Policy O-72 mandates active participation from the superintendent or their delegate in all facets concerning need identification, financial planning, service delivery, program implementation, and information sharing (letters, media, posts, etc.) related to collaborations with external entities seeking or providing support for the Indiana School for the Blind and Visually Impaired (ISBVI). As a State Agency/school, it is imperative to not only fulfill legal obligations regarding resource solicitation and allocation but also to engage in and authorize resource requests and their utilization, especially regarding student well-being, financial needs, confidentiality, and service and program delivery. This ensures thorough planning, approval of requests, and protection of the school's interests.

#### **Procedure:**

When interacting with external entities, school administrators will follow a formal process to evaluate school requirements and/or requests to determine the school's level of participation. This involves arranging meetings with these entities to identify specific needs or requests and then crafting a comprehensive written plan of action. This plan includes, but is not limited to, the following components:

#### **Identification of the Area of Need or Request:**

Thorough examination and determination of the specific area within the school requiring attention or assistance.

#### **Resources Required:**

Assessment and documentation of the resources needed/requested to effectively address the identified need or request.

#### **Detailed Plan for Resource Acquisition:**

Receiving a detailed strategy outlining the steps for acquiring the necessary resources. This includes:

- Identifying potential grantors or providers who could/will contribute to fulfilling the need or request.
- Publishing information about the specific need/request and/or the school facility to ensure transparency and visibility.
- Implementing and delivering the resources, considering factors such as staffing requirements, calendar conflicts, instructional needs, and other logistical considerations.

#### **Review:**

Implementing a structured review process to assess the effectiveness and efficiency of the plan, ensuring alignment with the school's objectives and priorities.

Approval:

Obtaining signatures from both the Indiana School for the Blind and Visually Impaired Superintendent or their designee and the appropriate authority or designee from the external entity.

**ISBVI Policy O-72**

**Approved: 8/26/24**

**ISBVI Superintendent:** \_\_\_\_\_ **Date**

**ISBVI Board Chair:** \_\_\_\_\_ **Date**