



Chicago Public Schools
Office of Early Childhood Education

Program Agreement Form Community Partnership Program Preschool for All 2011-2012

Authorized agency official: Please read and initial each of the following requirements of the Preschool for All program and sign the bottom of the statement on page 2. All information is contained in the Board agreement.

I understand:

- _____ agencies must serve residents of the city of Chicago in facilities located within the city limits.
- _____ agencies must serve children who are three or four on or before September 1st of the program year (with the exception of children with IEP's).
- _____ children must be screened with the ESI-R within 45 days of enrollment.
- _____ children that score in the rescreen or referral range of the ESI-R must be screened with the ASQ-SE within 45 days of enrollment.
- _____ children that respond "yes" to either of the Home Language Survey questions must be screened with the Pre-IPT Oral English Language Proficiency Test by a teacher with a valid teaching certificate.
- _____ it is the agency's responsibility to ensure Chicago Public Schools (CPS) has the necessary identifying information for all children enrolled in the Preschool for All (PFA) program.
- _____ attendance for children with CPS ID numbers must be reported monthly by classroom with classroom attendance sheets..
- _____ agencies must offer a research based educational curriculum including language development.
- _____ agencies must utilize Teaching Strategies GOLD to assess each child in the program.
- _____ agencies must offer an appropriate parent education and involvement component and submit the required annual report.
- _____ teaching staff in the PFA program must hold a Type 04 Certificate or be enrolled in an approved certification program, and teacher assistants must have at least 30 college credit hours.
- _____ each certified teacher, in the half-day Head Start model, must serve one group of 17 (15) children or two groups of 17 (15) children.
- _____ group size can be no more than 20 children with a ratio of 1 (adult) to 10 (children).

Program Agreement Form *(continued)*

I understand:

- _____ two adults are required in each classroom at all times.
- _____ each PFA program must be at least 2½ consecutive hours of instructional time per day (exclusive of meals and rest time) and 5 days per week.
- _____ each PFA program must operate a 10-month program from September to June.
- _____ agencies must provide an on-site Professional Development Plan or a commitment to attend the CPP professional development offerings.
- _____ agencies must provide a Quality Improvement Plan (QIP) or Program Self-Evaluation Plan.
- _____ monetary awards are based on program staff required for the PFA program and the number of children enrolled per month.
- _____ monetary awards will be withheld for programs that exceed group size and ratio per classroom.
- _____ salaries and benefits are based on the educational background and experience of the staff, and comply with CPS salary ranges.
- _____ agencies are required to submit four expense reports based on expenditures from the previous payment period.
- _____ payments will not be made until prior expenditures have been reconciled.
- _____ account reconciliations that are received after the deadline will jeopardize current and future funding.
- _____ account reconciliations must include automated payroll, including the Type 04 teacher and teacher assistant's names, or canceled checks and funds distribution forms.
- _____ CPS has the right to audit the actual number of children enrolled, the placement of the certified staff, program quality and the center's professional development plan.
- _____ a variety of different tools may be selected to monitor program quality such as, but not limited to, ECERS, ELLCO, Creative Curriculum Implementation Checklist, etc.
- _____ CPS has the right to utilize data audited to make program decisions for future funding.

Type name of agency

Type name of authorized agency official

Signature of authorized agency official

Date