



**Program Agreement Form
Community Partnership Program (CPP)
Preschool for All
2010-2011**

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:

_____ participating agencies must serve residents of the city of Chicago in facilities located within the city limits.

_____ participating 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 who are age eligible for kindergarten are not eligible for Preschool for All.

_____ participating children must be screened with the ESI-R within 45 days of enrollment.

_____ it is the agencies' responsibility to ensure Chicago Public Schools (CPS) has the necessary identifying information for all children to be enrolled in the Preschool for All (PFA) program.

_____ attendance for children with CPS ID numbers must be reported monthly by classroom and submit classroom attendance sheets as documentation.

_____ participating agencies must offer a research based educational curriculum including language development.

_____ participating agencies must utilize Creative Curriculum Continuum to assess each child in the program.

_____ participating agencies must offer an appropriate parent education and involvement component, and submit required monthly reports.

_____ participating teaching staff in the PFA program must hold a Type 04 Certificate or be registered in an approved certification program, and teacher assistants must have at least 30 college credit hours.

_____ each certified teacher must serve one group of 20 children or two groups of 20 children in the half-day Head Start model.

_____ group size can be no more than 20 children with a ratio of 1 (adult) to 10 (children).

_____ 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.

Program Agreement Form (continued)

I understand:

- _____ each PFA program will operate a 10-month program from September to June.
- _____ participating agencies must provide a Professional Development Plan on site or a commitment to the CPP professional development offerings.
- _____ participating agencies must provide a program Quality Improvement Plan (QIP) or Program 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.
- _____ participating 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 fund 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 authorized agency official

Signature of authorized agency official

Date