



Chicago Public Schools
Office of Early Childhood Education

**Program Agreement Form
Community Partnership Program
Prevention Initiative Center Based Birth to Three Model
2009-2010**

Authorized agency official: Please read and initial each of the following requirements of the Prevention Initiative Center Based 0-3 Model and sign the bottom of the statement on page 2.

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 from six weeks to three years on or before September 1st of the program year.
- _____ it is the agencies' responsibility to ensure Chicago Public Schools (CPS) has the necessary identifying information for all children to be enrolled in the Prevention Initiative Center Based Model.
- _____ attendance for children with CPS ID numbers must be reported monthly.
- _____ participating children must be screened with a developmental screening to determine risk.
- _____ participating agencies must offer a research based educational curriculum including language development.
- _____ programs must provide a language curriculum or a commitment made to the CPS *Reading is Fundamental* program.
- _____ 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 must provide monthly reports.
- _____ participating teaching staff in the Prevention Initiative Center Based Model must hold either a BA/BS in Human Services or a related field in Early Childhood Education, Child Development, and teacher assistants must have at least 30 college credit hours of which 15 must be in early childhood education.
- _____ each qualified teacher may serve no more than one group of children.
- _____ group size and ratio of adults to children must follow NAEYC recommended guidelines.

Program Agreement Form *(continued)*

I understand:

- _____ participating agencies must provide a Professional Development Plan on site or a commitment made to the CPP professional development offerings.
- _____ monetary awards are based on the CPS Prevention Initiative Center-Based Model.
- _____ participating agencies are required to submit quarterly expense reports based on expenditures from the previous quarter.
- _____ payments for the next quarter will not be made until the prior quarter expenditures have been reconciled.
- _____ account reconciliations must include funds distribution forms and either automated payroll with the teacher and teacher assistant's names or cancelled checks.
- _____ CPS has the right to audit the actual number of children enrolled, the placement of the qualified 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, ITERS, Ages and Stages, Creative Curriculum, 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