



**Program Agreement Form
Community Partnership Program
Preschool for All
2008-2009**

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.

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).
- _____ 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.
- _____ 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, and teacher assistants must have at least 30 college credit hours.
- _____ each certified teacher may serve no more than two groups of 20 children each.
- _____ each PFA program must be at least 2½ hours per day and 5 days per week.
- _____ group size can be no more than 20 children with a ratio of 1 (adult) to 10 (children).
- _____ participating agencies must provide a Professional Development Plan on site or a commitment to the CPP professional development offerings.

Program Agreement Form *(continued)*

I understand:

- _____ monetary awards are based on program staff required for the PFA program and the number of children enrolled per quarter.
- _____ 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 automated payroll, including the Type 04 teacher and teacher assistant's names or cancelled 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, PMA, 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