

<u>Board Report</u>	<u>Policy Name</u>	<u>Reason for Rescission</u>
96-0124-PO3	State Chapter 1 Expenditure Guidelines	Outdated policy based on the repeal of Chapter 1 by the Illinois Legislature

DESCRIPTION

In order to more efficiently utilize available State Chapter 1 funds, a task force was convened in August 1995 to review and revise existing guidelines for the expenditures of State Chapter I funds, at qualifying schools. These guidelines are summarized under six categories.

I - CATEGORY I, EARLY CHILDHOOD

Program 6200: PreKindergarten. Provide assistance to the child in areas such as language development, reading and mathematics readiness, and physical and emotional growth.

Program 6201: Kindergarten. Provides necessary readiness activities and experiences for five-year olds prior to entering formal day-long school.

II - CATEGORY II, REDUCED CLASS SIZE

Program 6202: Grades 1-3. Designed to allow schools to reduce the number of students being served in one or more regular self-contained classrooms in grades 1 through 3.

Program 6203: Grades 3-8. Designed to allow schools to reduce the number of students being served in one or more regular self-contained classrooms in grades 3 through 8.

Other Innovative Programs: If the school's program cannot be described using the previous options, the design and the one-page program description form may be completed.

PROGRAM NARRATIVES

Supplementary and discretionary funds, at qualifying schools, are being used according to the following programs and options available under the six categories, as approved by the Illinois State Board of Education.

CATEGORIES

There are six program categories in the State Chapter 1 Design — Category I, Early Childhood; Category II, Reduced Class Size; Category III, Enrichment; Category IV, Improvement of Attendance; Category V, Remedial/Supportive Education; and Category VI, Other Educationally Beneficial Programs.

The following is an explanation of the codes for the column titled "Other Expenditures," which will be used to complete the description of a supplementary program: E = Equipment; M - Maintenance Agreement; IM = Instructional Materials; S = Supplies; F = Buses for Field Trips within Chicago's City limits only; A = Admission Fees; P = Parent Stipends; C = Consultant Services; SS = Substitute Services; T = Travel (Object 5500) for trips beyond Chicago's City limited for students, parents or teachers. NOTE: If consultant services (Object 5410); travel (Object 5500) or retreats are included, please use the "Consultant Services Procedures" (Appendix A), "Travel Procedures" (Appendix B), "Retreat Procedures" (Appendix C) forms when processing board reports for implementation of any of these services/activities. The Chicago Board of Education policy regarding indebtedness (Board Report 95-0726-EX3), which governs hiring and contracting and the Ethics Policy (95-0927-RU3) must be complied with prior to hiring anyone for this activity.

Category I, Early Childhood.

Program 6220 - Prekindergarten

All early childhood programs are supplementary, because the Board of Education provides no support for preschool programs. These programs are designed to provide assistance to the child in areas such as language development, reading and mathematics readiness, and physical and emotional growth. Parent involvement components may be provided. Funding may be provided for any aspect of this program, except for capital expenditures.

Option Teacher Asst./C.S.* No. of Students Other Expenditures**

1 1 1 15-20 per ½ day E, M, IM, S, F, A, P, C, SS

2 .5 .5 5-20 per ½ day E, M, IM, S, F, A, P, C, SS

4 (1) 0 1 20 per ½ day E, M, IM, S, F, P, C

(1) Only those schools with a Head Start program may select this option.

* Asst./C.S. refers to Assistant or Career Service Positions

** Refers to the codes listed in the first paragraph of this page

Program 6201 - Kindergarten

This program is designed to provide necessary readiness activities and experiences for five-year-olds prior to entering formal day-long school. Variables that distinguish this program from regular kindergarten may be an additional teacher to provide full-day kindergarten program instead of the usual half-day, an assistant who will provide additional individual attention to children, as well as new and innovative supplemental instructional materials, supplies, equipment, and other supplementary services to stimulate children lacking in readiness skills, except for capital expenditures.

Option Teacher Asst./C.S. No. of Students Other Expenditures

1 1 1 27-29 per full day E, M, IM, S, F, A, P, C, SS

2 .5 .5 14 per half day E, M, IM, S, F, A, P, C, SS

3 1 0 16-29 per full day E, M, IM, S, F, A, P, C, SS

4 0 1 (2) 27-29 per half day E, M, Im, S, F, A, P, C

5 .5 0 14 per half day E, M, IM, S, F, A, P, C
6 0 .5 (2) 27-29 per half day E, M, IM, S, F, A, P, C, SS
7 0 0 Identify number E, M, IM, S, F, P, C

(2) Under direction of teacher

Category II, Reduced Class Size.

Program 6202 - Grade 1-3

This program is designed to allow local school to reduce the number of students being served in one or more regular self-contained classrooms in grades 1 through 3. This supplementary program provides for reduced pupil-teacher ratio and enables the teachers to facilitate learning experiences that are not possible in the regular classroom setting. These learning experiences may include individualized instruction, greater time-on-task for students, and/or flexible and diverse. ()6 Tw 0earnioen dion

Program 6207 - TESL

Option Teacher Asst./C.S. No. of Students Other Expenditures

3 1 0 All students E, M, IM, S, F, A, P, C, SS

4 0 1 (2) All students E, M, IM, S, F, A, P, C

7 0 0 All students E, M, IM, S, F, A, P, C

10 1 1 SCR (3) All Students E, M, IM, S, F, A, P, C

(3) School Community Representatives

Program Category IV, Improvement of Attendance.**Program 6213 - Attendance Services**

Because the Board of Education provides no resources for attendance services, all activities in this area are supplemental.

Program may be designed for students in preschool through grade 12 to enhance school attendance and to assist students in avoiding behaviors which may contribute to students dropping out. Supplementary programs may incorporate additional, supportive staff and devices to monitor and record student attendance thus enabling staff and parents to provide immediate attention to any potential problem. Schoolwide recognition and awards which reward positive behaviors may be used. These rewards may include field trips, admission fees, and special incentives for a classroom. Additional staff, instruction materials, supplies, equipment, field trips, admission fees, and other supplementary items and/or services related to this program may be acquired, except for capital expenditures.

Option Teacher Asst./C.S. No. of Students Other Expenditures

1 1 1 All students E, M, IM, S, F, A, P, C, SS

2 .5 .5 All students E, M, IM, S, F, A, P, C, SS

3 1 0 All students E, M, IM, S, F, A, P, C, SS

4 0 1 (2) All students E, M, IM, S, F, A, P, C

7 0 0 Identify number E, M, IM, S, F, A, P, C

Program Category V, Remedial/Supportive Education.**Program 6214 - Language Arts**

This supplemental program is for students in kindergarten through grade 12, providing additional remedial instruction in English. Activities may include oral and written communication through a variety of experiences by providing the services of a pullout teacher and/or additional support staff, as well as consultants. Additional staff, instruction materials, supplies, equipment, field trips, admission fees, and other supplementary items and/or services related to this program may be acquired, except for capital expenditures.

Students are selected based on local unit criteria as identified by the design.

Option Teacher Asst./C.S. No. of Students Other Expenditures

1 1 1 Identify number E, M, IM, S, F, A, P, C, SS

2 .5 .5 Identify number E, M, IM, S, F, A, P, C, SS

3 1 0 Identify number E, M, IM, S, F, A, P, C, SS

4 0 1 (2) Identify number E, M, IM, S, F, A, P, C

5 5 0 Identify number E, M, IM, S, F, A, P, C, SS

6 0 .5 Identify number E, M, IM, S, F, A, P, C

7 0 0 Identify number E, M, IM, S, F, A, P, C

8 Ext. Day 0 Identify number E, M, IM, S, F, A, P, C

9 0 Ext. Day Identify number E, M, IM, S, F, A, P, C

Program 6215 - Reading

This supplementary reading program may provide students (K-12) with methods, skills and experiences, which will promote independent growth in reading for students not achieving at expected grade levels.

Additional staff, instruction materials, supplies, equipment, field trips, admission fees, and other supplementary items and/or services related to this program may be acquired, except for capital expenditures.

Option Teacher Asst./C.S. No. of Students Other Expenditures

1 1 1 Identify number E, M, IM, S, F, A, P, C, SS
2 .5 .5 Identify number E, M, IM, S, F, A, P, C, SS
3 1 0 Identify number E, M, IM, S, F, A, P, C, SS

Option Teacher Asst./C.S. No. of Students Other Expenditures

3 1 0 Identify number E, M, IM, S, F, A, P, C, SS

4 0 1 (4) Identify number No other expenditures allowed

(4) Under direction of principal, teacher

NOTE: Additional information may be requested prior to implementation of your summer program.

Category VI, Other Educationally Beneficial Programs

Program 6221 - Supplementary Needs

Option Teacher Asst./C.S. No. of Students Other Expenditures

4 0 1 (2) Identify number E, M, S, C

6 0 .5 Identify number E, M, S, C

7 0 0 Identify number E, M, S, C

Program 6228 - Career Employment Preparation

The program supports supplemental activities in career awareness for students in preschool through grade 12. Programs may include career awareness and field trips at the elementary school level and additional elective classes for career opportunities at the secondary school level.

Additional staff, instruction materials, supplies, equipment, field trips, admission fees, and other supplementary items and/or services related to this program may be acquired, except for capital expenditures.

Option Teacher Asst./C.S. No. of Students Other Expenditures

3 1 0 Identify number E, M, IM, S, F, A, P, C, SS

7 0 0 Identify number E, M, IM, S, F, A, P, C

Program 6229 - Security Services

This supplemental program may provide additional staff, supplies or equipment to increase the safety of students and staff in the school building or on the playground during regular or extended-day activities.

Additional staff, supplies, equipment and other supplementary items and/or services related to this program may be acquired, except for capital expenditures.

Parent and community volunteers should not be charged to this program.

Security staff must go through a personal background check and receive appropriate training prior to employment.

Option Teacher Asst./C.S. No. of Students Other Expenditures

4 0 1 Identify number E, M, IM, S, C

(Identify type of position)

7 0 0 Identify number E, M, IM, S, P, C

Program 6236 - Computer Education

This supplemental program is designed to provide pupils in preschool through grade 12 with experiences to enable them to develop computer skills and literacy. Students are selected based on interest and need to enhance their skills. Computer-assisted instruction should be identified in the appropriate content area. Additional staff, instruction materials, supplies, equipment, field trips,


admission fees, and offer supplementary items and/or services related to this program may be acquired, except for capita

APPENDIX B - TRAVEL PROCEDURES

Travel is to be used for educational conferences and official meetings. To justify travel, the "*Illinois Administrative Code*" of State Chapter 1, Section 202.10 and 202.30, states that a program justification statement be given that describes what feature(s) of the program qualify it as meeting the criteria for a supplementary program. Further, the *Code* states that a description of the program must specify what will be done during the travel activity, with whom the activity will be performed (e.g., number and grade levels of students, faculty, parents), and at what level of intensity (e.g., amount of instructional and/or service-provision time, staff-student ratio).

The educational benefits and outcomes to be derived and why dollars need to be spent on travel are

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