



CHICAGO PUBLIC SCHOOLS ■ 125 S. Clark Street, 10th Floor ■ Chicago, Illinois 60603

Erica L. Harris
Officer
Office of Extended Learning Opportunities

DATE: May 17, 2007
TO: SES Principals
FROM: Erica L. Harris
RE: FY07 After School Program Application for SES Eligible Schools
CC: Area Instructional Officers, Erica Harris, Mandee Polonsky, Elliott Collazo

Enclosed, please find the Academic and Enrichment After School Program Application for FY07. Please note the following:

- 1) All elementary schools that are eligible for NCLB Supplemental Educational Services (SES) are eligible to apply for the After-School All-Stars (ASAS) enrichment program.
- 2) Priority for ASAS will be given to schools that do not already offer comprehensive after school programs and programs that serve SES students in 5th-8th grade.
- 3) Information on SES will be forthcoming the week of June 11, 2007. Principals will be presented with a list of eligible SES providers wishing to use CPS facilities, along with a program description of each provider program. A mandatory online survey will allow SES principals to indicate their preferred onsite providers for the 2007-2008 school year. The survey for Principal Preferences will be due July 6, 2007, and school, provider matches will be finalized the week of July 16, 2007.
- 4) The ASAS application due date **is Friday, June 22nd at 4:00 p.m.** Please note that this grant is competitive, therefore late or incomplete applications may **not** be considered.
- 5) Applications will also be posted and available for downloading on our website at: www.cpsafterschool.org

If you have questions regarding ASAS please contact Mandee Polonsky at (773) 553-1499. If you have questions regarding SES, please contact Elliott Collazo at (773) 553-2056. Thank you.

Approved:

Handwritten signature of Barbara Eason-Watkins in black ink.

Dr. Barbara Eason-Watkins
Chief Education Officer



Office of Extended Learning Opportunities

ACADEMIC AND ENRICHMENT
AFTER SCHOOL PROGRAM
Request for Proposal
SES Eligible Schools

2007-2008

DEADLINE: Friday, June 22, 2007

AFTER SCHOOL PROGRAM APPLICATION 2007-2008

The Office of Extended Learning Opportunities of the Chicago Public Schools (CPS) is proud to announce the **2007-2008 After-School Application** to support comprehensive after-school programs in grades K-8. This year we are combining all programs into one application. Please read the eligibility requirements and instructions carefully in order to avoid any delays in the review process.

ELIGIBILITY:

All elementary schools are eligible for an academic (Reading and Mathematics) after school program. If your school is required to offer NCLB **Supplemental Educational Services (SES)**, you will NOT be eligible for **After School Counts (ASC)**.

After-School All-Stars (ASAS) is the enrichment after school program for the district. The program is available for grades K-8, however, priority will be given to programs serving 5th – 8th grades. Priority will also be given to schools that do not currently offer a comprehensive after-school program.

Please refer to the program descriptions below:

- **After-School All-Stars (ASAS):** *Contact: Mande Polonsky, Enrichment Manager (3-1499)*
ASAS is a program that engages CPS students in structured enrichment and independent learning activities to create a comprehensive after school program for 4 hours each week, 20 weeks per year. These hours are in addition to the 4 hours of academic offerings through ASC or SES.

- **After School Counts (ASC):** *Contact: Carolina Ortega, Program Coordinator (3-2220)*
After School Counts provides after school reading and math instruction for students in grades K-8 and is offered for a minimum of 4 hours per week, 20 weeks per year.

- **Community Schools Initiative** *Contact: Tawa Jogunosimi, Community Schools Senior Manager(3-3590)*
Community schools bring together the academic and social supports needed to ensure that all students succeed by offering programs before, during and after the school day for students and their families. The programs are designed to support the school’s academic program and expand the services offered within the community. Through the *Campaign to Expand Community Schools in Chicago* and the *21st Century Community Learning Centers (21st CCLC)* program, CPS has established 102 community schools.

- **Supplemental Educational Services (SES)** *Contact: Elliott Collazo, SES Manager (3-3590)*
SES is a component of Title I of the Elementary and Secondary Education Act (ESEA) as reauthorized by the *No Child Left Behind Act* (NCLB) that provides additional academic instruction, specifically reading and math, outside of the regular school-day to increase the academic achievement of students in low-performing schools. These services may include academic assistance such as tutoring, remediation and other educational interventions. SES must be consistent with the content and instruction of Chicago Public Schools are aligned with the Illinois State Board of Education’s academic content standards.

- **Tuition Based After School:** *Contact: Mande Polonsky, Enrichment Manager (3-1499)*
The tuition based after school programming addresses a common concern among working parents – the need for an extended school day. Tuition based after school programming provides a “one stop shop” for parents, offering after school care until at least 6:00 p.m. and the opportunity to enroll their children in enriching activities such as dance, music, and foreign language instruction on-site at the school instead of going elsewhere in the community for these classes.

INSTRUCTIONS

1. Schools are not required to apply for ASAS, however, schools eligible for Supplemental Educational Services (SES) are mandated by law to offer the program.
2. Information on SES will be forthcoming the week of June 11, 2007. Principals will be presented with a list of eligible SES providers wishing to use CPS facilities, along with a program description of each provider program. A mandatory online survey will allow SES principals to indicate their preferred onsite providers for the 2007-2008 school year. The survey for Principal Preferences will be due July 6, 2007, and school, provider matches will be finalized the week of July 16, 2007.
3. Funding for ASAS is based on total school enrollment and varies by program. Please complete the budget summary based on your projected enrollment in FY07. Each year funding is subject to change, therefore submitting an application **DOES NOT** guarantee an award.
4. **Students served: K-8; Priority given to lowest performing and 5th-8th grade students.**
5. Those students not served by SES should be offered homework help through the ASAS program.
6. In order to apply for ASAS, you must identify a coordinator who is responsible for managing the program, maintaining attendance, completing evaluations and corresponding with Central Office staff.
7. Currently our Office is in the process of developing a new attendance system which will be announced at a later date. All schools will be required to enter attendance for After School Counts and After-School All-Stars on a *monthly basis*, otherwise, **may result in removal of funds**. Please note that part of the criteria for your application is to review your school's compliance with the After School Attendance Reporting (ASAR) system as well as the program's budget expenditure for FY06-07.

Timeline:

- Application due date: June 22, 2007 by 4:00pm. Due to budget constraints, funding is competitive. Therefore, incomplete or late applications may **not** be considered for these grants.
- Notification: award letters will be sent by the end of July 2007.
- **Original** application plus 1 copy should be submitted to (***No faxes will be accepted***):
 After School Application
 Office of Extended Learning Opportunities
 Chicago Public Schools
 125 South Clark – 10th Floor
 Chicago, IL 60603
 or
 GSR# 125 -10th Floor

Please refer to the sample schedule below as a guide for creating your after school program

Sample After School Schedule	
2:45 p.m.	End of school day
2:45 p.m. - 3:00 p.m.	Snack (Third Meal Option)
3:00 p.m. - 4:00 p.m.	CHOOSE FROM THE FOLLOWING ACTIVITIES: Academic: SES Reading and Math Enrichment OR Independent Learning through Homework Assistance/Tutoring (provided by ASAS)
4:00 p.m. - 5:00 p.m.	CHOOSE FROM THE FOLLOWING ACTIVITIES (rotate at 4:30): Sports and Recreation (basketball, volleyball or track) OR Cultural Arts (drama, arts & crafts, African dance)
4:30 p.m. - 5:00 p.m. (Mondays)	Service Learning Project

AFTER-SCHOOL APPLICATION COVER PAGE

School Name: _____	Unit #: _____	Instructional Area: _____
GSR #: _____	Total School Enrollment: _____	Phone #: _____ Fax#: _____
Principal's Name: _____	E-mail: _____	
Assistant Principal's Name: _____	E-mail: _____	
Principal's Signature: _____	Date: _____	
Coordinator Name: _____ (if applicable)	Coordinator E-mail: _____	

Please indicate which programs you are applying for below. If your school is mandated to offer Supplemental Educational Services, it is indicated below.

- Supplemental Educational Services (mandatory)

- After-School All-Stars Program Amount Requested: \$ _____

Please indicate any other programs that will be offered at your school next year:

- Community Schools Initiative (specify amount of 21st Century or Campaign funding) _____
 - ASAS priority will be given to schools currently not offering comprehensive after school.
- Tuition Based After School
 - If you are interested in learning more about Tuition Based programming, check here ____
- Other _____

APPLICATION CHECK LIST

Please note that any modifications to the application will **not** be accepted. Please submit your original **completed** application (5 pages min. including the answers to the narrative page) and **1** additional copy.

Application pages to submit:

- Application Cover Page (page 4)
- Program Schedule (page 6)
- Application Budget Summary (page 7)
- Narrative Questions and Program Descriptions-After-School All-Stars (page 8-9)

AFTER-SCHOOL ALL-STARS PROGRAM

It is with pleasure that the Office of After School and Community School Programs announces the 2007-2008 applications for the After-School All-Stars (ASAS) Program. After-School All-Stars is a nationally recognized comprehensive after-school program that provides K– 8th grade students the opportunity for academic, recreation and social enrichment. The national After-School All-Stars organization (www.afterschoolallstars.org) emphasizes the need for 5th-8th grade participation in after-school, therefore priority will be given to programs that target this group of students. Priority will also be given to schools that do not currently offer a comprehensive program.

ASAS will allow students to take advantage of a broad array of after-school activities in addition to their academic programs. **Students enrolled in Supplemental Educational Services (SES) *must be given priority for acceptance into the ASAS program.*** ASAS schools must provide a comprehensive after-school program. In addition to your current 4 hour academic programs (SES), participating schools must commit an additional 4 hours of programming per week, for a minimum of 20 weeks.

There are three components to the ASAS comprehensive program. You will be required to offer a minimum of one activity from each component:

- 1) **Academics**- Building reading and math skills through ASC, SES and/or additional tutoring programs.
- 2) **Recreation**- Building social, physical, and emotional skills through programming approaches that offer a range of activities that include creative expression, communication, and cooperative or teamwork. Programs include athletics, recreation, technology, dance, music, art, etc.
- 3) **Independent Learning** Building independent learning skills through active homework and service learning projects.

FUNDING:

Please refer to the chart below for funding eligibility. Maximum funding allocations are based on school enrollment. Schools may *not* request funding exceeding \$120 per student and/or the maximum allocation indicated below and all funding is subject to availability.

ASAS Funding Eligibility Chart

Total Student Enrollment	Maximum Students Served (Based on School Enrollment)	Teachers (Max. 20 students p/Teacher)	Hr/k (Min)	Wks/ Yr (Min)	Rate of pay p/Hr	Maximum ASAS Award (Approx. \$120 p/Student)	25% School Matching Funds	Total Budget
0-250	60	3	4	20	\$30	\$6,630	\$1,650	\$8,280
251-500	100	5	4	20	\$30	\$11,040	\$2,760	\$13,800
501-750	140	7	4	20	\$30	\$15,460	\$3,860	\$19,320
751-1000	180	9	4	20	\$30	\$19,880	\$4,960	\$24,840
1001-1500	240	12	4	20	\$30	\$26,500	\$6,620	\$33,120
1551-1750	300	15	4	20	\$30	\$33,120	\$8,280	\$41,400
Over 1751	360	18	4	20	\$30	\$39,750	\$9,930	\$49,680

AFTER-SCHOOL ALL-STARS PROGRAM SCHEDULE

Programming Information: Please provide *all* information requested

School Name _____ Total School Enrollment _____ Total ASAS Enrollment _____

Program Start/End Date: _____ to _____ Total weeks: _____ (20 wks. minimum)
 (mm/dd/yr) (mm/dd/yr)

Hrs enrichment/wk: ___ hrs. and ___ min. (4 hrs. min.)

of Students Who: Will **only** receive recreation/enrichment? _____

Will receive **both** academics (SES) and recreation/enrichment? _____

PROGRAM	# of Students Per Grade Level								Total # Students	Days of Programming (Please check days)						Program Times	
	1	2	3	4	5	6	7	8		M	T	W	Th	F	S	Start	End
After-School All-Stars Enrichment																	
Program Name (Remember to include enrichment and independent learning activities. Schedule should allow for SES students to participate in ASAS. Please outline the program description on the next page)																	
<i>Proposed SES Schedule</i>																	
TOTALS – (Do not duplicate student count)																	

AFTER SCHOOL PROGRAM BUDGET SUMMARY

School Name _____ Unit # _____ Total School Enrollment _____ Total ASAS Enrollment _____

Please refer to the charts on the previous pages funding eligibility. Maximum funding allocations are based on school enrollment. Schools may *not* request funding exceeding the maximum allocation indicated in the table and/or per student allotment of \$120. In addition:

- After-School All-Stars funds will fund Teacher and ESP's for enrichment at the \$30/hr non-academic rate.
- After-School All-Stars schools will each receive a \$1,000 supply stipend and a \$1,000 coordinator stipend in addition to their award. Coordinators may also instruct an ASAS class, however they are responsible for all attendance, management, and associated paperwork for the program.
- Schools may choose to use outside agencies for on-site program assistance, however CPS Purchasing rules and procedures must be adhered to when paying service providers.
- Schools must provide a *25% match* for ASAS. These funds may be used for clerks, security, engineers, additional materials, etc.

Program-Object Code	Personnel	Amount Requested	Assumptions (Example for ASAS)				
			# of Personnel (2)	\$ / hr (\$30)	# of hrs/wk (4)	# of weeks (20)	Total (\$4,800)
8122-5113	Teacher Pay/ASAS Enrichment \$30 p/hour	\$					
8122-5213	ESP Pay / ASAS Enrichment \$30 p/hour	\$					
8122-5410	External On-Site Program Provider- <u>Optional</u> , ¹	\$					
Total ASAS Enrichment Grant Award		\$					
Add 25% REQUIRED School Cash Contribution²		\$					
Specify Budget Line reserving funds: _____							
Unit - Fund - Project - Program - Object							
TOTAL ASAS Budget		\$					

¹ Any program using an outside agency as a service provider must adhere to the CPS Purchasing rules and procedures. Please refer to your Budget Handbook or <http://www.cps.k12.il.us/AboutCPS/Departments/Finance/schoolbusiness.html>

² Schools are reminded to amend their SIPAAA to include the required 25% match.

AFTER-SCHOOL ALL-STARS NARRATIVE QUESTIONS

Narrative Questions: Please type the responses to ALL of the following questions on a separate page and attach to your application. Failure to complete these questions will result in an incomplete application.

1. Please provide a brief overview of your proposed After-School All-Stars program. Include how you incorporate academics, recreation, and independent learning in a comprehensive program and how this program supports your regular school day activities. Describe each class on page 11.³
2. How will your ASAS program schedule accommodate your SES students (as required by the program guidelines)? How will students not served by SES be included in the program (homework help, tutoring assistance, etc.)?
3. How does this program support your regular school day?
4. What are the projected outcomes of the ASAS program? Please explain briefly how you plan to evaluate the effectiveness of your program. (i.e. measuring achievement of the program outcomes)
5. Outline how you plan to use your \$1,000 Equipment and Supply Stipend you will receive in addition to your award amount.
6. Has your Physical Education instructor received SPARK PE training and/or has your school received SPARK/Sportime equipment through our office? If not, would you be interested in PE training and equipment for your school (pending a grant award from the Department of Education this summer)?
7. Describe your service learning program and how the project will serve the needs of the students and community. This may be a program offered weekly or periodically. For more information on Service Learning Projects, please visit www.servicelearning.org

According to the National Commission on Service learning, service-learning is an on-going project that:

- Links to academic content and standards
- Involves young people in helping to determine and meet real, defined community needs
- Is reciprocal in nature, benefiting both the community and the service providers by combining a service experience with a learning experience
- Can be used in any subject area so long as it is appropriate to learning goal
- Works at all ages, even among young children

You should include the following components in your programs: Youth planning, Community Need, Learning Objectives, Meaningful Service, Reflection, Evaluation and Celebration.

³ Please note, if you plan to incorporate an outside vendor or program provider, please name them in your description. For further information on program providers in Chicago, please refer to our *Guide to On-site After School Enrichment Providers in Chicago*. This guide will be mailed to your school and available on our website at www.cpsafterschool.org

AFTER-SCHOOL ALL-STARS PROGRAM DESCRIPTION

Please list all the programs outlined in your program calendar and briefly describe each one in the space provided. If you need additional space, feel free to make copies of this page.

<u>Program Category</u> Academic (A), Recreational (R), Independent Learning (I)	<u>Program Name</u>	<u>Brief Description of Program</u>	<u>Anticipated Participant Outcomes</u>