



THE NEW YORK CITY DEPARTMENT OF EDUCATION

JOEL I. KLEIN, *Chancellor*

OFFICE OF THE CHIEF FINANCIAL OFFICER
52 Chambers Street, New York, NY 10007

BRUCE E. FEIG
Chief Financial Officer

SCHOOL ALLOCATION MEMORANDUM NO. 41, FY '06

DATE: June 9, 2005

TO: INSTRUCTIONAL LEADERSHIP DIVISION SUPERINTENDENTS,
SCHOOL PRINCIPALS and REGIONAL OPERATION CENTER
(ROC) DIRECTORS

FROM: Bruce E. Feig

SUBJECT: SPECIALIZED HIGH SCHOOL INSTITUTE (SHSI) ALLOCATION

The Specialized High School Institute (SHSI), formerly the Math/Science Institute, began in 1995. Its goal has been and will continue to be increasing the percentage of low-income underrepresented students attending the six specialized high schools: Bronx High School of Science, Brooklyn Technical High School; Stuyvesant High School; the High School for Math, Science and Engineering at City College; Queens High School for the Sciences at York College; and High School of American Studies at Lehman College.

Beginning in July 2005, SHSI is being decentralized. Each of the ten instructional regions has already submitted its plan for meeting the overall goal. Beginning with summer 2005, each region will begin implementing its plan to serve new incoming seventh graders participating in the region's foundations component. The central program will continue through the early fall, serving a final cohort of students enrolled in the citywide program. This is the last year of the central SHSI program.

Earlier this spring, the Division of Teaching and Learning issued a request to regions for proposals to adapt the SHSI model to local needs. Regions have already submitted these plans, which are currently undergoing final revisions. Region allocations are listed on the following page.

The Regional SHSI programs will be supported with New York State Magnet Funds. The grant period is July 1, 2005 to June 30, 2006. These funds will not rollover after June 2006. This legislation prohibits use of funds for administrative costs. This includes direct costs such as supervisors carrying out administrative responsibilities, school secretaries, and student aides performing clerical functions and all indirect costs. Regions may need to amend their plans to reflect this funding change in program rules.

Galaxy SHSI cost factor are being modified to reflect the prohibition of administrative costs. Allowable expenditures are teacher per session, supervisor per session, guidance counselor per session, supplies, postage, and printing. Student aides may be hired to serve as mentors and peer tutors; student aides may not be used for clerical tasks, which are not allowable.

Funds will be allocated via the transfer utility. State magnet school funds must be scheduled in district office locations. It is recommended that each region select one district as the program's "home." SHSI programs must be described in this district's magnet school application for the 05-06 school year.

For questions about SHSI programs, please contact Jean Claude Brizard, Executive Director, Office of Secondary Schools.

**2005-06 Magnet School Allocations for the
Specialized High School Institute (SHSI)**

<u>Region</u>	<u>Allocation</u>
1	\$ 232,343
2	232,343
3	232,343
4	232,343
5	232,343
6	232,343
7	232,343
8	232,343
9	232,343
10	232,343
<hr/> 48	<hr/> 476,473
<hr/> TOTAL	<hr/> \$ 2,799,903

c: Andres Alonso
Jean Claude Brizard
Evelyn Castro
Senior Grants Officers