



+ 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. 87, FY06

DATE: December 20, 2005

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

FROM: Bruce E. Feig

SUBJECT: SPECIAL EDUCATION BENCHMARK INTERVENTION

The Department of Education's Office of School Improvement (OSI), a division of the Office of Special Education Initiatives, has identified five schools in each region for technical assistance in improving instructional outcomes for students with disabilities. The purpose of this intervention is to increase the movement of each school toward the achievement of the established benchmarks which measure the instructional, procedural, and operational aspects of special education service delivery.

This allocation memorandum provides funds to enable these selected schools to effect systemic changes which will enhance the quality of programs and services for students with disabilities. The attached table lists each school and its allotment.

All selected schools will:

- Collaborate with the OSI team to develop an action plan, inclusive of short term actions and long term goals, which address movement toward achievement of the benchmarks
- Actively participate in the implementation of the aforementioned action plan
- Designate appropriate personnel to serve as liaisons for each aspect of the action plan
- Offer availability to the OSI team for all necessary communications
- Plan for full integration of the action plans into the school's program design and operational procedures
- Provide the OSI team with all pertinent information needed to provide relevant technical assistance
- Schedule funds in Galaxy in accordance with the approved action plan. Changes in spending must be done upon consultation with the OSI team and the LIS.
- Maintain all documentation regarding spending related to the action plan at the school site

Allowable Program Activities:

Funds must be used to support the action plans agreed upon and approved by the LIS and the Deputy Superintendent of Special Education Initiatives. The following are examples of allowable activities:

Per Session for:

- Common planning time for teams of teachers before or after school
- Teacher consultation with Math and Literacy Coaches before or after school
- Supervised study groups to develop, modify and/or adapt curriculum for LRE settings
- Teacher attendance at LRE/PPT meetings before or after school
- After school and/or Saturday tutoring

Paid Preps for:

- Classroom coverage for teachers to participate in Inter-visitation to model programs
- Classroom coverage for teachers to attend central or regional professional development workshops

Training Rate for:

- Attendance at professional development workshops not available during school hours

Professional Development opportunities such as:

- Math and Literacy consultants providing direct classroom assistance and consultation
- School-based workshops on CTT, PBIS, Differentiated Instruction, IEP development and implementation, Curriculum-based assessment, Research-based ELA and Mathematics instructional methodologies, Pre-referral strategies, Instruction for ELLs

Professional Resources such as:

- Books and Videos which support the implementation and best practice of CTT, PBIS, Differentiated Instruction, IEP development and implementation, Curriculum-based assessment, Research-based ELA and Mathematics instructional methodologies and Pre-referral strategies, Instruction for ELLs
- Classroom materials which support the implementation of the instructional methodologies in which teachers are trained through this initiative.

Parent Involvement Activities such as:

- Workshops which provide information regarding school programs, supports and services
- Programs which encourage parental participation in their child's educational program

Allocation Methodology

Selected schools were allocated \$15,000 for the implementation of this project. Funds were placed in the [TL Instructional Programs](#), [TL Instructional Programs HS](#) or the [TL Instructional Programs CW](#) allocation category.

Required Action Plans

The action plans which address the identified benchmarks in need of improvement must be signed by the Local Instructional Superintendent. Once signed, one copy must be kept at the school as part of the school's Comprehensive Educational Plan and one copy given to the OSI team. Schools may not encumber funds without this sign-off.

Attachment
BEF:BGF:TS

C: Andres Alonso
Brian Osborne
Linda Wernikoff
Regional Administrator of Special Education (RASE)

SPECIAL EDUCATION BENCHMARK INTERVENTION

Region	Location	Amount	School Name
01	09X166	15,000	JHS 166 ROBERTO CLEMENTE
01	09X339	15,000	IS 339 SCHOOL OF COMM. TECH.
01	10X085	15,000	PS 085 GREAT EXPECTATIONS
01	10X399	15,000	MS 399
01	10X475	15,000	JOHN F KENNEDY HS
02	08X125	15,000	JHS 125 HENRY HUDSON
02	08X174	15,000	I S 174 EUGENE T MALESKA
02	08X686	15,000	NEW SCHOOL FOR ARTS/SCIENCE
02	11X111	15,000	PS 111 SETON FALLS
02	12X098	15,000	JHS 098 HERMAN RIDDER
03	26Q115	15,000	PS 115 GLEN OAKS
03	26Q158	15,000	JHS 158 MARIE CURIE
03	26Q495	15,000	BAYSIDE HS
03	28Q008	15,000	JHS 008 RICHARD S GROSSLEY
03	28Q072	15,000	JHS 072 CATH. & COUNT BASIE
04	24Q073	15,000	IS 073 WILLIAM COOPER
04	24Q485	15,000	GROVER CLEVELAND HS
04	30Q141	15,000	IS 141 THE STEINWAY
04	30Q145	15,000	IS 145 JOSEPH PULITZER
04	32K106	15,000	PS 106 EDWARD EVERETT HALE
05	19K174	15,000	PS 174 DUMONT
05	19K273	15,000	PS 273 WORTMAN
05	19K615	15,000	ENY-TRANSIT TECH HS
05	23K184	15,000	PS 184 NEWPORT
05	27Q183	15,000	PS 183 DR. RICHARD R. GREEN
06	17K398	15,000	PS 398 WALTER WEAVER
06	17K600	15,000	CLARA BARTON VHS
06	18K211	15,000	IS 211 JOHN WILSON
06	18K232	15,000	IS 232 THE WINTHROP
06	22K014	15,000	JHS 014 SHELL BANK
07	20K227	15,000	JHS 227 EDWARD B SHALLOW
07	21K225	15,000	PS 225 THE EILEEN E ZAGLIN
07	31R024	15,000	I S 024 MYRA S BARNES
07	31R600	15,000	RAPLH MCKEE VHS
08	13K113	15,000	JHS 113/OLD 294 EDMONDS CNTR
08	13K117	15,000	JHS 117 FRANCIS SCOTT KEY
08	14K610	15,000	AUTOMOTIVE HIGH SCHOOL
08	15K010	15,000	MAGNET SCH. OF MATH, SCI. AND DESIGN TE
08	16K143	15,000	MS 143 PERFORMING & FINE ARTS
09	04M013	15,000	JHS 013 JACKIE ROBINSON
09	04M102	15,000	PS 102 JACQUES CARTIER
09	04M117	15,000	TITO PUENTE EDUCATION COMPLEX
09	04M435	15,000	MANHATTAN CENTER-SCIENCE&MATH
09	07X162	15,000	JHS 162 LOLA RODRIGUEZ DE TIO
10	03M165	15,000	PS 165 ROBERT E SIMON
10	03M479	15,000	BEACON SCHOOL
10	05M172	15,000	POWELL MS FOR LAW & SOC JUSTIC

SPECIAL EDUCATION BENCHMARK INTERVENTION

Region	Location	Amount	School Name
10	06M052	15,000	JHS 052 INWOOD
10	06M143	15,000	JHS 143 ELEANOR ROOSEVELT
75	97R373	15,000	PS 373R @ P040
TOTAL		\$750,000	