



**THE NEW YORK CITY DEPARTMENT OF EDUCATION**  
JOEL I. KLEIN, *Chancellor*

OFFICE OF THE CHANCELLOR  
52 Chambers Street – New York, NY 10007

SUSAN OLDS  
*Acting Chief Financial Officer*

## **SCHOOL ALLOCATION MEMORANDUM 17, FY07**

DATE: June 16, 2006

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

FROM: Susan Olds

SUBJECT: **SCHOOL RESTRUCTURING: SMALL LEARNING COMMUNITIES  
ALLOCATION**

---

Restructuring large middle schools and high schools into small learning communities (SLCs) is a major component of the Chancellor's "Children First" agenda. The program goal is to improve student academic performance through the establishment of small, safe, nurturing and academically rigorous learning environments. Student populations will be grouped into several small themed learning communities. Each community will have a dedicated teaching staff, guidance counselor, and director. Pupils remain in their community with the same teaching staff for the duration of their stay at the school.

This memorandum provides supplemental resources for schools that are restructuring into smaller learning communities to help support the additional initial cost of implementing program goals. Title I funds will provide supplemental support to Title I schools implementing SLC for the first time in September '06. PCEN funds will provide the comparable support in non-Title I buildings implementing SLC for the first time in September '06. To support schools participating in last year's initiative, tax levy will continue to support second-year implementation of SLC (middle schools that were funded for SLC implementation in September '05). Allocations are presented on the attached table.

### **Guidelines for Small Learning Communities (SLC) Allocations**

Implementing smaller learning communities in schools requires thoughtful and careful planning and execution. Too often, schools focus on the structures of SLC and personalization where what is also clearly needed is a real focus on curriculum and classroom instruction. Teachers must engage in research-based instructional techniques and use a wide variety of instructional strategies as appropriate. Schools must refer to their approved School Restructuring Plan and/or Comprehensive Educational Plan (CEP) as well as documents from the Office of Small Learning Communities (OSLC), and should consult with their Local Instructional Superintendent for guidance in determining the most appropriate use of these funds to support the additional initial cost of implementation of program goals.

**SLC funds may only be used for activities related specifically to the development and implementation of the SLC reform.** Specifically, SLC funds may be used to support the following areas: professional development activities; purchase of supplemental instructional materials, professional books and supplies; strategies to increase parental and student involvement; partially funded guidance counselor or social worker (over and above the basic staffing requirement); and/or a teacher/coordinator to guide the instructional planning. In addition, school-wide program schools may budget up to .5 of one or more assistant principals, assistant principals supervision of English, reading, mathematics, science or social studies, and/or assistant principals pupil personnel services who oversee implementation of the school's comprehensive educational plan if these individuals would otherwise not be hired if the school did not have Title I funds.

The following Galaxy cost factors are allowable in all schools (subject to modification during the school year):

- Curriculum & Staff Development Contracts
- Educational Consultants
- F-Status Teacher
- Guidance Counselor
- Guidance Counselor – Per Session
- Non-Contractual Services
- Prep Period Covg
- School Social Worker
- School Social Worker – Per Session
- Supervisor Per Session
- Supplies – General
- Teacher – Regular Grades – Per Diem
- Teacher – Regular Grades – Per Session
- Textbooks
- Transportation of Staff – Non-Contract

In addition to the above, Title I school-wide program schools may also use these additional Galaxy cost factors:

- Assist Principal (10 Month)
- Assist Principal (12 Month)
- Coach – Literacy
- Coach – Math
- Teacher – Regular Grades

Additional cost factors are also available to schools receiving tax-levy funding.

### **Allocation Methodology**

Allotments are distributed based on a pupil per capita using October 31, 2005 audited registers. Allocations were based on the following per capita differential approach:

- New Small Learning Communities (starting in Sept '06):
  - Year 1
  - \$157/student for elementary & middle schools
  - \$125/student for high schools

(Current plan is for per capita to phase down annually, for a total of three years incremental support.)

- Schools implementing a Comprehensive School Reform Program (CSR) that were implementing SLC for the first time in September '05 will receive 50% of the SLC per capita allocation (\$75.50/student for elementary & middle schools and \$62.50/student for high schools.
- Middle School SLC that were funded last year will receive 66% of last year's SLC funding level.
- High schools in Cohort 1 of the SLC Demonstration Project funded by the Gates Foundation will have allocations based of the following:
  - Year 1  
\$85 per student
  - Year 2  
\$56 per student

**Allocation Categories:**

Funds should be scheduled in the following Allocation Categories:

- Title I schools implementing SLC for the first time in September 2006:  
[TITLE I TA- SMALL LEARNING COMMUNITIES / TITLE I SWP - SMALL LEARNING COMMUNITIES](#)
- Non-Title I schools implementing SLC for the first time in September 2006:  
[PCEN - SMALL LEARNING COMMUNITIES](#)
- All schools in second year of implementation:  
[TL SMALLER LEARNING COMMUNITIES](#)

The Office of Small Learning Communities will provide schools receiving these funds with the appropriate assistance, documentation and materials for engaging in SLC work

Attachment: *Allocation table*

Cc: Carmen Fariña  
Andres Alonso  
Brian Osborne  
Laura Kotch  
Jean-Claude Brizard  
Sharon Rencher  
Evelyn Castro  
Joan Smith  
Anne Wolf  
Lawrence Gradman  
Aaron Turner  
Local Instructional Superintendents  
Regional Directors of School Improvement  
Senior Grant Officers

## Table: Small Learning Communities

Region	Location	Amount	School Name
<i>Small Learning Communities Starting September 2006 (Year 1)</i>			
03	28Q505	\$267,155	HILLCREST HS
07	21K410	228,820	ABRAHAM LINCOLN HS
07	31R440	192,100	NEW DORP HS
08	13K605	78,200	GEORGE WESTINGHOUSE
09	02M620	258,375	NORMAN THOMAS H.S.
<b>Year 1 Subtotal</b>		<b>1,024,650</b>	
<i>Small Learning Communities Starting September 2005 (Year 2)</i>			
01	10X020	150,650	PS 20 P.O.GEORGE J. WERDAN III
01	10X045	157,827	JHS 045 THOMAS C. GIORDANO
01	10X095	78,088	PS 095 SHEILA MENCHER
02	11X144	146,395	JHS 144 MICHAELANGELO
02	11X415	201,200	CHRISTOPHER COLUMBUS HS
02	12X129	35,049	PS 129 TWIN PARKS UPPER
04	24Q005	196,040	Q005
04	24Q073	226,759	IS 073 WILLIAM COOPER
04	24Q089	193,116	PS 089 ELMHURST
04	24Q125	203,714	IS 125 THOM J MCCANN WOODSIDE
04	30Q010	117,954	IS 010 HORACE GREELY
04	30Q230	133,049	INTERMEDIATE SCHOOL 230
04	32K296	126,375	JHS 296 THE HALSEY
04	32K349	67,771	IS 349 MATH, SCIENCE & TECH.
05	19K013	74,689	PS 013 ROBERTO CLEMENTE
05	19K420	134,792	FRANKLIN K LANE HIGH SCHOOL
05	27Q226	119,638	JHS 226 VIRGIL I GRISSOM
05	27Q400	155,018	AUGUST MARTIN HS
05	27Q410	226,043	BEACH CHANNEL HS
05	27Q465	103,118	FAR ROCKAWAY HS
05	27Q475	273,524	RICHMOND HILL HS
07	31R061	149,702	I S 061 WILLIAM A MORRIS
09	02M520	158,312	MURRY BERGTRAUM H.S.
09	07X031	89,635	PS 031 WILLIAM L GARRISON
09	07X049	72,819	PS 049 WILLIS AVE
09	07X162	119,497	JHS 162 LOLA RODRIGUEZ DE TIO
10	05M172	35,272	POWELL MS FOR LAW & SOC JUSTIC
10	06M004	77,234	PS 004 DUKE ELLINGTON
10	06M008	40,058	PS 008 LUIS BELLIARD
10	06M028	149,182	PS 028 WRIGHT BROTHERS
10	06M098	43,032	PS 098 SHORAC KAPPOCK
10	06M153	136,978	PS 153 ADAM CLAYTON POWELL
<b>Year 2 Subtotal</b>		<b>4,192,530</b>	
<i>Small Learning Communities Starting September 2004 (Year 3)</i>			
01	09X117	117,791	I.S.117 JOSEPH H WADE
01	09X166	130,056	JHS 166 ROBERTO CLEMENTE
01	10X080	125,013	JHS 080 THE MOSHOLU PARKWAY
01	10X118	130,359	JHS 118 WILLIAM W NILES
01	10X440	50,802	DEWITT CLINTON HS
04	24Q061	150,901	IS 061 LEONARDO DA VINCI
04	24Q077	133,795	IS 077

**Table: Small Learning Communities**

<b>Region</b>	<b>Location</b>	<b>Amount</b>	<b>School Name</b>
04	24Q093	138,815	IS 093 RIDGEWOOD
04	30Q126	108,929	IS 126 THE ASTORIA
04	30Q141	124,286	IS 141 THE STEINWAY
04	30Q145	166,192	IS 145 JOSEPH PULITZER
04	30Q204	117,227	IS 204 OLIVER W HOLMES
04	32K162	104,763	JHS 162 THE WILLOUGHBY
07	31R049	122,894	I S 049 BERTHA A DREYFUS
08	13K117	96,006	JHS 117 FRANCIS SCOTT KEY
08	13K258	104,965	JHS 258 DAVID RUGGLES
08	13K265	105,513	JHS 265 SUSAN S MCKINNEY
08	14K050	100,843	JHS 050 JOHN D WELLS
08	16K143	88,020	MS 143 PERFORMING & FINE ARTS
09	02M440	176,445	HS FOR HUMANITIES
10	06M143	147,585	JHS 143 ELEANOR ROOSEVELT
10	06M218	143,650	I S 218 SALOME UKENA
<b>Year 3 Subtotal</b>		<b>2,684,850</b>	
<b>Total</b>		<b>\$7,902,030</b>	