

## SCHOOL ALLOCATION MEMORANDUM NO. 92, FY 14

**DATE:** October 28, 2013

**TO:** Community Superintendents  
High School Superintendents  
Children First Networks School Principals

**FROM:** Michael Tragale, Chief Financial Officer

**SUBJECT:** Common Core Lab Schools Allocation

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The Office of Instructional Support is supporting the Common Core Lab in the 2013-14 school year to (1) deepen the system's understanding of what effective and highly effective Common Core-aligned teaching and learning look like and (2) coherently support teacher development by integrating the lenses of the Common Core and Danielson's *Framework for Teaching* (the *Framework*).

Each participating school will designate a School Team, comprised of two school leaders (SLs) (e.g. principal and assistant principal) and four teacher leaders (TLs), including two literacy teacher leaders (LTLs) who are implementing the ELA/literacy Common Core standards in ELA, social studies, and/or science and two math teacher leaders (MTLs) who are implementing the Common Core standards in math. Each participating network will designate a Network Lab Lead (NLL) for its participating schools. The Children First Intensive (CFI) team will designate a CFI coach for each participating school. The full group (School Team + NLL + CFI) will comprise the Lab Study Group.

The research plan is designed to help Charlotte Danielson create a more effective and streamlined instrument for evaluating and developing teaching while focusing upon the CCSS. All information shared and data collected will remain confidential. In no way is this study an evaluation of observers or the teachers being observed. The study is also *not* an evaluation of the accuracy with which either the *Framework* or the CCSS Instructional Practice Guides assess teaching. Instead, we are interested in exploring what effective Common Core aligned teaching and learning looks like and how school leaders can support it among individual teachers and school wide goals.

Common Core Lab schools will receive an allocation (equal across all schools) to support their participation and implementation of this work in 2013-14. They will be able to flexibly apply the allocation to supplement staffing, per session, and/or per diem activities. We expect Common Core Lab schools to devote a significant percentage of their time to the Lab work developing strategic plans that will support Common Core implementation across their schools and implementing, monitoring and refining those plans. The direct allocation to each school will be \$10,857. Schools that participated in last year's Common Core Lab were invited to continue their participation and 24 of these schools have confirmed their participation for FY14. Additionally, a District 75 school was

selected for FY14 participation by district leadership to ensure the Common Core Lab learns how effective Common Core aligned teaching looks in District 75 classrooms.

This allocation must be spent by June 30, 2014 and cannot be rolled over into FY 15 school budgets. Allocations will be scheduled to the allocation category, **TL Common Core Lab and TL Common Core Lab CW.**

Schools should refer to Chancellor's Regulation 175 (C-175) for per session instructions, including the process for approval of per session hours, and necessary documentation for payment for per session activities. Documentation must include timecards, time sheets, job posting and applications for the posting.

**Allowable cost factors include:**

Per Session / Per Diem

- Supervisor Per Session
- Principal Per Session
- Prep Period Coverage
- Teacher – Regular Grades – Per Session
- Teacher – Regular Grades – Per Diem

Teacher Salary

- Teacher – Regular Grades
- Teacher – Special Ed (3101)
- Teacher – Lead Teacher
- Teacher – Lead Special Ed

This allocation of funds may only be used to support teams working on Common Core Lab work. Schools should be prepared to meet at a minimum three times this school year with Central Lab Coaches and provide the documents outlined above upon request on a periodic basis (e.g., per session audit requires job posting, job applications, timecards and timesheets). Any additional evidence supporting the schools' activities include, but are not limited to, team agendas, meeting minutes, and school-wide memos to teachers and staff around Common Core implementation. Finally, schools which elect to partially fund teacher salaries are required to complete monthly time and effort certification reports for each staff position.

[Click here to download a copy of the School Allocation Memorandum.](#)

Attachment:

Table 1 – School Allocations ([click here for a downloadable Excel file](#))

MT: pp

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## School Allocation Memorandum No. 92, FY 14

### Common Core Lab Schools

#### Table 1: Schools Allocation Summary

Cluster	Network	DBN	School	Allocation
94CL01	94N112	01M378	School for Global Leaders	\$ 10,857
94CL01	94N108	03M505	Edward A. Reynolds West Side HS	\$ 10,857
94CL05	94N534	04M012	TAG Young Scholars	\$ 10,857
94CL04	94N410	05M286	Renaissance Leadership Academy	\$ 10,857
94CL05	94N532	06M052	Inwood Intermediate School	\$ 10,857
94CL05	94N551	06M223	The Mott Hall School	\$ 10,857
94CL05	94N532	06M278	The Paula Hedbavny School/PS/MS 278	\$ 10,857
94CL05	94N532	06M319	MS 319 Maria Teresa Mirabal	\$ 10,857
94CL01	94N108	07X379	Jill Chaifetz High School	\$ 10,857
94CL06	94N612	13K008	P.S. 008 Robert Fulton	\$ 10,857
94CL01	94N112	15K442	New Horizons Middle School	\$ 10,857
94CL01	94N112	16K267	M.S. 267 Math, Science & Technology	\$ 10,857
94CL04	94N410	17K191	P.S. 191 Paul Robeson	\$ 10,857
94CL04	94N410	17K289	George V. Brower	\$ 10,857
94CL04	94N410	17K316	P.S. 316 Elijah Stroud	\$ 10,857
94CL06	94N605	21K253	P.S. 253	\$ 10,857
94CL01	94N112	21K410	Abraham Lincoln High School	\$ 10,857
94CL06	94N605	22K207	P.S. 207/ Fillmore Academy	\$ 10,857
94CL05	94N571	27Q062	P.S. 062 Chester Park	\$ 10,857
94CL01	94N112	27Q323	Scholars' Academy	\$ 10,857
94CL02	94N202	30Q085	P.S. 085 Judge Charles Vallone	\$ 10,857
94CL02	94N202	30Q148	P.S. 148	\$ 10,857
94CL01	94N112	32K383	Phillippa Schuyler MS for the Gifted & Talented	\$ 10,857
	97MD97	97M079	P.S. M079 - Horan School	\$ 10,857
<b>TOTAL</b>				<b>\$ 260,568</b>