

Additional Funding for Special Needs BASCC Students

WHAT'S NEW FOR 2008-2009?

- 🍏 Additional funding is available to defer the cost of staff working directly with special needs students for BASCC School Board Operated (SBO) sites.

WHAT YOU NEED TO DO?

- 🍏 A written request, from the principal is sent to the BASCC Coordinator. The principal explains the need for additional funds, and the number of staff required for that need. Attach to the memo the "intake form" from Section F of the BASCC Operational Handbook.

WHAT WILL HAPPEN IF YOU DON'T?

- 🍏 If procedures are not followed, the school's after school child care budget will have to support the financial responsibility (and the required staff) for accommodating a special needs student.

WHO NEEDS TO KNOW?

- 🍏 Principals of SBO programs
- 🍏 Program Supervisors of SBO programs

HOW WILL YOU COMMUNICATE FOLLOW-UP?

- 🍏 The BASCC Fund Committee will review the request and make a recommendation to approve or deny.
- 🍏 Principals of SBO programs are notified via email by the BASCC Coordinator as to the decision of the committee.
- 🍏 The BASCC department contacts the bookkeeper and/or the budgetkeeper at the school to get proper account information for transfer of funds, if approved.
- 🍏 A budget request for the approved transfer of funds for that school is submitted to the Budget Office from the BASCC department.

CONTACT

Before and After School Child Care (BASCC) Department
Dr. Deborah Gavilan, Coordinator, (754) 321-3330