

AMEND BOARD REPORT 03-0326-ED06
APPROVE A SPECIAL ON-LOAN LEAVE OF ABSENCE FOR JAN LETTS

THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Approve a Special On-Loan Leave of Absence for Jan Letts, to enable her to work with the Chicago Leadership Academies for Supporting Success (CLASS) as a technology facilitator. CLASS shall provide the Board with a written guarantee to reimburse the Board for the full salary, benefits, pension payments and related expenses that the Board pays to Ms. Letts during the term of the leave. Information pertinent to this leave is stated below:

This amended Board Report is necessary to extend the term of the leave of absence.

ORGANIZATION: Chicago Leadership Academies for Supporting Success
221 N LaSalle Street – Suite 1550
Chicago, Illinois 60601
Attention: Ingrid Carney, Executive Director
(312) 263-7767

USER: Chicago Public Schools
Office of Professional Principal Preparation and Development
125 S Clark Street, 5th Floor
Attention: Al Bertani Nancy Laho, Chief Professional Principal Preparation and Development Officer

TERM: The term of this leave and reimbursement will begin March 31, 2003 and will end ~~March 27, 2004~~ **March 27, 2005**. By mutual consent, and subject to Board approval, this leave may be extended for up to a twelve (12) month period under the same terms and conditions of this leave.

SCOPE OF DUTIES: Jan Letts, as technology Facilitator for Chicago Leadership Academies for Supporting Success, will assist with identifying, acquiring and maintaining hardware, software and the network products for CLASS. She will observe, model, and co-teach with staff; convene planning sessions and workshops using the integration of technology into the leadership role of school administrators and their instructional programs. In addition, she will advocate and model the integration of technology into the leadership programs at CLASS.

AFFIRMATIVE ACTION: Not applicable.

LSC REVIEW: Not applicable.

FINANCIAL: The Board will pay Jan Letts' full salary, benefits, pension payments and related expenses and the Chicago Leadership Academies for Supporting Success will reimburse the Board for these expenditures after receiving the Board's quarterly invoices.

BUDGET CLASSIFICATION: 0300 280 428 0215 5110

GENERAL CONDITIONS:

Inspector General – Each part shall acknowledge that in accordance with 105 1LCS 5/34-13.1, the Inspector General of the Board of Education has the authority to conduct certain investigations and that the Inspector General shall have access to all information and personnel necessary to conduct those investigations.

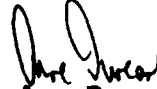
Ethics – The Board's Ethics Code adopted September 27, 1995 (95-0927-RU 3), as amended from time to time, shall be followed.

Approved for Consideration:



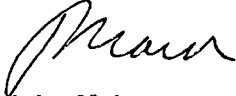
**Barbara Eason-Watkins
Chief Education Officer**

Approved:




**Arne Duncan
Chief Executive Officer**

Within Appropriation:



**John Maiorca
Chief Fiscal Officer**

Approved as to legal form: 



**Ruth Moscovitch
Acting General Counsel**