

# FLORIDA DEPARTMENT OF EDUCATION



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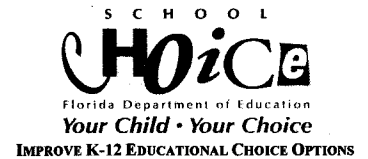
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## MEMORANDUM

**TO:** Select School District Superintendents

**FROM:** Adam Miller, Executive Director  
Office of Independent Education and Parental Choice  
Pam Stewart, Commissioner

**DATE:** March 5, 2014

**SUBJECT:** Opportunity Scholarship Program-Parental Notifications

### Contact Information

Kate Goff  
850-245-0502  
[Kate.Goff@fldoe.org](mailto:Kate.Goff@fldoe.org)  
DPS: 2014-31

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School eligibility as related to the Opportunity Scholarship Program (OSP) includes those schools earning a grade of "F" or three consecutive grades of "D" pursuant to section 1008.34, Florida Statutes. Section 1002.38, Florida Statutes requires districts to offer the parents of students within these schools the option to transfer and enroll their student(s) in a higher performing public school (receiving a performance grade of "C" or better).

Upon the release of the 2012-2013 high school grades, the Florida Department of Education (department) has determined that one or more public schools in your school district have been designated as having received a grade of "F" or three consecutive grades of "D." The list of eligible high schools is attached.

The OSP statute and State Board of Education rule 6A-6.0950, F.A.C., require the school district to timely notify parents of their Opportunity Scholarship options as soon as eligible schools are identified by the department. Parents of eligible students must be notified of the transfer options no later than 30 days prior to the beginning of the 2014-15 school year.

Specifically, your school district must provide the parents of students who attended the school(s) on the attached list for the 2013-2014 school year or are assigned to attend such schools in 2014-2015, the option to enroll their children in a higher performing public school in your district (with transportation) or in any other district in the state (without transportation). However, your school district is not required to

ADAM MILLER  
Executive Director  
Office of Independent Education and Parental Choice

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notify parents of students who attend the OSP eligible school through a public school choice option, such as a magnet or career academy program as those students have not been "assigned" to that school.

Additionally, if your district's OSP eligible school is considered an ESE Center School, please ensure that parents have been made aware of the McKay Scholarship private school option, in addition to the OSP transfer option.

We have attached sample parent notification letters in English, Haitian-Creole and Spanish that may be used as templates. The notifications should be made to families no later than 30 days prior to the beginning of the 2014-15 school year. School districts will be required to complete a *Notification Verification Form* after the notifications have been sent and parents have been given an opportunity to respond; therefore, **it is important to document and monitor the total number of transfer requests and placements**. Additionally, Rule 6A-6.0950 F.A.C., states that failure of the district to meet the deadline requirements in this rule will result in a withholding of FEFP funds as follows:

- (a) The department will withhold FEFP funds based on the total FTE of the eligible school from the next available FEFP distribution to the district; and
- (b) Subsequent distributions of the FEFP will continue to be withheld, until the district has fulfilled the requirements of subsections (3) and (4) of this rule.

In order to ensure compliance with this requirement, please submit the completed *Notification Verification Form* no later than September 30, 2014, to the Office of Independent Education and Parental Choice via fax to 850-245-9134. For questions or concerns please contact Laura Harrison by email or by phone at [Laura.Harrison@fldoe.org](mailto:Laura.Harrison@fldoe.org) or 850-245-0502.

Thank you for assisting us with the important task of ensuring families are aware of their educational options.

PS/AM/IN  
Attachments (4)  
Cc: Monica Verra-Tirado  
Charlie Hood  
Mark Eggers