

Florida Scholarship Programs Newsletter

Office of Independent Education and Parental Choice

Volume 5, Issue 9

April 2011



Special Points of Interest:

- Parents must file intent for the 2011-12 school year by **July 3**, and schools must enroll by **August 2** in order to receive the first quarter payment.
- Requests for missed payments must be made by **June 1** of the fiscal year in which they are due.
- McKay deadlines for the 2011-12 school year are now available. See the updated chart on page 4.



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Fee Schedules and Student Enrollment

The McKay program requires the submission of two kinds of fee schedules. **General fee schedules** are required to be submitted each school year by April 4th. **Individual student fee schedules** must be submitted upon enrollment of a new scholarship student or re-enrollment of a current scholarship student. For the 2011-2012 school year, the fee schedule submission and student enrollment process will begin in May.

Enrollment of a scholarship student is a two-step process.

1. First, the student must be **REGISTERED**. To accomplish this, locate the student's information in the Department's database and add the student to your private school's McKay student list. These students will appear under the **Registered Students** heading.
2. To complete the process and ensure payment, the student must then be **ENROLLED**. In this step, you must create and submit an individual fee schedule for the student. By statute, enrollment must be completed at least 30 days prior to payment; therefore, the enrollment deadline for a first payment is August 2, 2011.

Notices will be posted on the Private School Administrator home page when the fee schedule submission and student enrollment functions are available for the 2011-12 school year.

Scholarship Compliance Deadline — MAY 1

Renewing private schools that met the Scholarship Compliance Form submission deadline of March 1 must resolve any outstanding compliance issues by **May 1, 2011**, in order to remain eligible to participate in the state scholarship programs for the 2011-12 school year. This means all documentation ***must be received by our office*** on or before May 1. Schools having unresolved issues after May 1 will not be able to participate in the McKay or FTC Scholarship Programs for the upcoming school year.

Outstanding compliance issues may include the need to submit inspection reports, the Owner/Chief Administrator's background screening results, fiscal soundness documentation for schools that have been in operation for less than three years, or a corrected Scholarship Compliance Form. Please contact your regional manager promptly if you have any questions.

Payment Issues

June 1 Payment Request Deadline

Missed scholarship payments may be requested by the private school. However, those requests must be made by June 1 of the current school year, according to paragraph (5)(f) of Rule 6A-6.0970 F.A.C.:

(f) To ensure proper administration of scholarship funds, all claims by private schools for missed scholarship payments must be made by June 1 of the fiscal year in which the scholarship payment was originally due.

Please ensure that any payment requests are made by the June 1 deadline.

Expiration of Warrants

Any warrant that is not cashed within six months of payment will be cancelled. A reminder notice is issued to schools with checks that are still outstanding three months after payment. No further reminders are provided. Please ensure that all warrants are appropriately handled within this time frame.

Returning Payments

If your school receives a payment for a student who did not attend classes for at least 10 school days within the payment period, the warrant must be immediately returned. Failure to return scholarship funds issued in error may jeopardize the private school's ability to continue participation in the state scholarship programs.

Please send returned payments along with an explanation for the return to:

*Florida Department of Education
Independent Education and Parental Choice
Attn: Rajani Karri
325 W. Gaines Street, Suite 522
Tallahassee, FL 32399-0400*



Mark Your Calendar



April 30—Date on which a 2010-11 intent expires if unused.

May 1—Date by which all Compliance issues must be resolved.

May 1—System is open for reenrollment.

June 1—Date by which returning McKay students not reenrolled in their current school will become available in the system.

June 1—Date by which requests for missing payments must be submitted.

July 3—Intent filing deadline to be eligible for the first 2011-12 payment on September 1.

August 2—Date by which new and renewing McKay students must be registered and enrolled in order to receive the September 1 payment.

September 2—Intent filing deadline to be eligible for the November 1 payment.

October 2—Date by which students filing by September 2 must be enrolled to receive the second quarterly payment.

Please contact your Regional Manager with questions regarding these deadlines.

FTC Testing Reminder

Private schools participating in the Florida Tax Credit (FTC) Scholarship Program must annually administer or make provisions for FTC students in grades 3-10 to take one of the nationally norm-referenced tests identified by the Department. When sending the assessments to be scored, please be sure to **request national percentile rankings** (not just the number correct) from the scoring company.

Once the test scores are received by the school, copies of the scores must be reported to the Project Director, Professor David Figlio. Send copies of score sheets with the student's name, testing date, and national percentile ranking to: *David Figlio, School Reporting Compliance Center, Department of Economics, University of Florida, Gainesville, FL 32611-7140.*



In the News

FLORIDA ASSOCIATION FOR STAFF DEVELOPMENT SPRING FORUM

Education personnel are invited to attend the **Florida Association for Staff Development Spring Forum** May 2 – 3, 2011, to be held at the Crowne Plaza Melbourne Oceanfront in Melbourne, Florida. Attendees will have the opportunity to participate in a variety of learning experiences related to improved professional development that supports student achievement. For more information, visit www.fasdonline.org.

ONLINE GRADUATE CERTIFICATE PROGRAM IN POSITIVE BEHAVIOR SUPPORT

The Department of Child and Family Studies at USF announces, beginning in Spring of 2011, a new online graduate certificate program in **Positive Behavior Support**.

This certificate program offers an evidence based approach to resolving challenging and supporting pro-social behavior in children and youth within schools and early

education settings. Courses include Intensive Individualized Positive Behavior Support, Consultation and Collaboration, Addressing Challenging Behaviors in Young Children, and School-Wide Positive Behavior Support taught by nationally known researchers in Positive Behavior Support. For more information on the program, please visit <http://pbs.cbcs.usf.edu/>.

AGRICULTURE IN THE CLASSROOM

Language arts, math, nutrition, social studies and science teachers will benefit from the **2011 National Agriculture in the Classroom Conference** June 22 – 25, 2011, in Ft. Lauderdale, Florida, at the Marriott Harbor Beach Resort. Engaging interactive workshops and tours will showcase unique agricultural operations in South Florida and illustrate how educators can incorporate real-life agriculture applications into their lesson plans. Visit <http://www.conference.ifas.ufl.edu/aitc/> for more information and conference registration.

Parent Reminders



Check Contact Information

As participating private schools accept new students and reenroll current McKay students, we ask you to ensure valid parent contact information in the student's McKay Scholarship record. Please also ensure that the SSN for the parent/guardian is correct. Failure to verify the SSN may result in the delay/cancellation of payments.

Parent contact information may be updated by selecting a student's name from the McKay Student List. Then click on the link titled **View/Edit Parent Data**. From this page, you may revise the parent's address, phone numbers, and e-mail address. Click the **Save Changes** button to store the new data.

For changes to a parent's name or social security number, please submit a **Guardian Change Form** because these changes affect the McKay Scholarship payment system.

Summertime Warning

Far too often, McKay parents seeking summertime activities for their child make the mistake of enrolling them in summer programs provided by the local school district, thereby losing the scholarship. Please remind parents that entering **any** program funded by the school district through the FEP (Florida Education Finance Program) is regarded as a "return to public school" and will result in forfeiture of the McKay Scholarship. These programs may include Extended School Year, Drivers Education, remedial programs, summer camp, or any other program for which the district receives FEP funding.

Office of Independent Education and Parental Choice

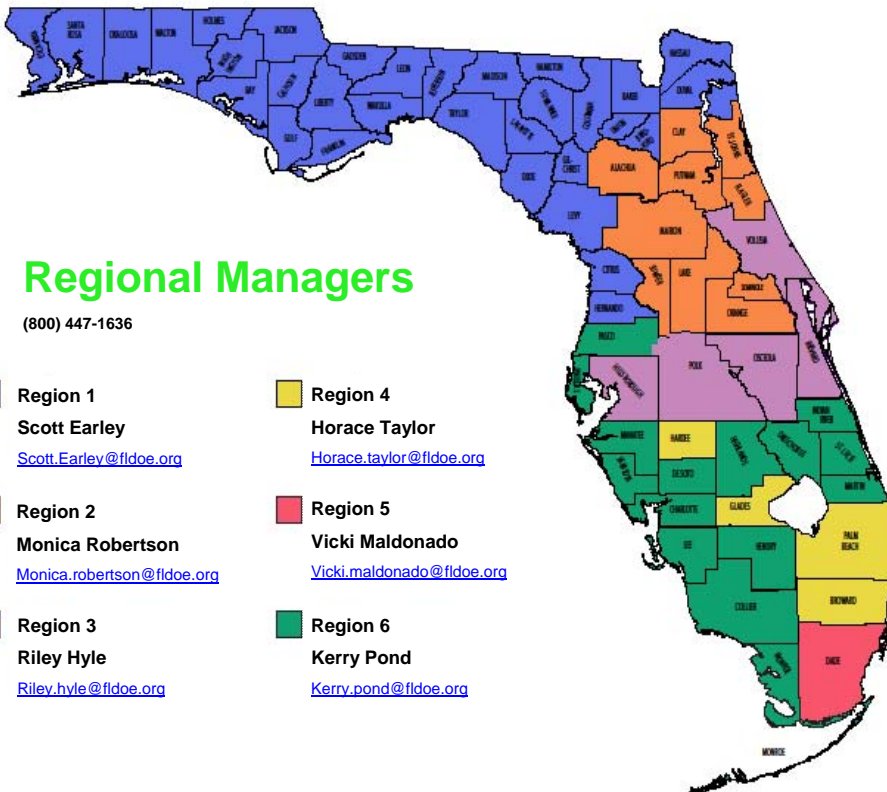


McKay Scholarship Program 2011 - 2012 IMPORTANT DEADLINES

Payment Periods	Payment Date	Parental Intent Deadline	Private School Enrollment Deadline	Attendance Verification	
				Available Online	Submission Deadline
July 1 – Sept 30	September 1	July 3	August 2	N/A	N/A
Oct 1 – Dec 31	November 1	September 2	October 2	October 3	October 10
Jan 1 – Feb 28	February 1	December 3	January 2	January 3	January 9
Mar 1 – June 30	April 1	January 31	March 2	March 5	March 14

Please note:

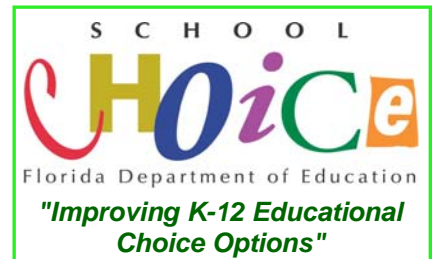
- Private schools participating in the **Florida Tax Credit Scholarship Program** must meet the deadlines set by their Scholarship Funding Organizations to receive payment.
- The deadlines for filing a parental intent and private school enrollment are statutory deadlines. Therefore, the Department cannot make exceptions if these deadlines are missed.



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Current and previous newsletters are available on the School Choice Web Site.