



In This Issue

[Welcome](#)

[Update Contact Information](#)

[Attendance Verification](#)

[McKay and FLVS](#)

[Administer The FCAT](#)

[Spotlight: Patrick Montooth](#)

[Mark Your Calendar](#)

[Regional Managers Map](#)

[View 2013-2014 Deadlines](#)



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Welcome

Our office would like to extend warm wishes of Happy Holidays to all scholarship schools. Please read over the friendly reminders pertaining to the scholarship programs as we continue with our 2013-2014 school year.

An important note to new participating schools: you are still required to submit documents for 2014-15 compliance by the deadline, even though we may have recently received your information for the 2013-14 school year.

An important note to all Scholarship participating schools: it is NEVER too early to start thinking about compliance; when it comes to compliance, the sooner the better.

Update Contact Information

A new year often brings changes such as new staff or a new location. Incorrect contact information or typos may prevent you from receiving important scholarship program communications. Please log in to the School Choice website and click "View School Info" to ensure your school's **address, telephone number, fax number, and e-mail address** are up to date. If corrections are necessary, please contact your [regional manager](#) as soon as possible.

Attendance Verification

Private schools must verify the continued attendance of and regular and direct contact with each McKay scholarship student in order to receive scholarship payment. An Attendance Verification link will appear on your Welcome page,

On the Web
at: www.floridaschoolchoice.org



usually the day after the enrollment deadline for the next payment period, and the private school administrator will have approximately one week to complete the process on-line. If the Attendance Verification process is not completed on time, payments will be delayed.

A confirmation page for Attendance Verification appears at the completion of the process. Private schools are advised to **print and retain a copy of the confirmation page.**

Students newly enrolled or transferred to your school after the enrollment deadline will not appear on the Attendance Verification page. In order to potentially receive payment for these students, your private school administrator must submit a [Scholarship Issue Form](#) and an attendance record for each student showing attendance of at least 10 days.

When a scholarship student attends multiple private schools or a private school and the public school in the same payment period, the right to retain the scholarship payment is given to the first private school the student attends for ten (10) or more school days during that payment period, as long as all other requirements are met.

McKay and FLVS

Florida statute specifies that scholarship students may take up to two courses from FLVS without jeopardizing scholarship eligibility. However, recent changes to the methodology for reporting and funding FLVS students may affect some students' McKay scholarship amounts. Beginning in February 2014, McKay scholarship payments will be reduced for students enrolled in or successfully completing FLVS courses. Please refer to the [memo](#) distributed to private schools last month for more information about the change to scholarship calculation.

Apply To Administer the FCAT

Pursuant to House Bill 859, passed during the 2012 Legislative Session, any participating scholarship school with at least one Florida Tax Credit student enrolled may have the opportunity to apply and participate in administering FCAT 2.0 and Florida End-of-Course Assessments to all students at your private school. In late December, the application to participate along with Frequently Asked Questions will be released and links available via your secured log-in. The application window will be January 2-March 1, 2014, with school eligibility determinations finalized in August 2014.



Spotlight on Patrick Montooth

The Office of Independent Education and Parental Choice would like to welcome Patrick Montooth, the newest regional manager to join our team. Patrick is from Moultrie, Georgia, and has resided in Tallahassee since January 2011. His postsecondary education started at Wesley College, where he earned an AA, and then continued on to Valdosta State University to earn a BA. Patrick completed his adult education at Florida State University where he received an MPA. He enjoys attending sporting events, surfing, watching science documentaries, and is a former competitive swimmer.

Patrick brings with him to the school choice office a strong work ethic and attention to detail stemming from a military background. Some of his favorite public figures are Rob Machado, for his laid back nature and willingness to help others, and astrophysicists Neil Degrasse Tyson and Michio Kaku, “because they are absolutely brilliant and not only are they geniuses but are also passionate about spreading their wealth of knowledge.”



Mark Your Calendar



January 2—Date by which new students with a valid intent must be enrolled to receive the February 1st payment.

January 3-10—Attendance Verification week for the third payment period.

January 31—Last day to file an intent to participate for the 2013-14 school year.

February 1—First day for new students to file an intent for the 2014-15 school year.

March 1— Scholarship Compliance Forms due for 2014-15 participation.

March 2—Date by which a new student must be enrolled to receive the fourth quarterly payment.

March 3-10—Attendance Verification week for the final payment period.

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

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

July 3—Intent filing deadline for the September 1 payment.

August 2—Enrollment deadline for the September 1 payment.

Questions? Please contact your Regional Manager.
