



Scholarship Bulletin | September 2016

Our Team Grows!

The School Choice Office would like to introduce our two newest regional managers: Joseph Simmons (left) and Alicia Saul (center). Kate Goff (right) has moved into the role of payment specialist. Your Regional Manager may have changed recently; select the link in the More Information box on the right to see the contact information for the team member assigned to your area.



Annual Survey

The 2016 Annual Survey of Private Schools is now available online. By law, all private schools in Florida are required to submit the Annual Survey. It is also a requirement for participation in the state scholarship programs and must be completed as part of the Compliance process. To submit the survey, log into our website as a private school, complete the information and submit it online. The survey must also be printed, signed by the owner/chief administrative officer, notarized and mailed to our office.

McKay Upcoming Deadlines

September 15

Date by which requests for use of alternate NRT must be submitted.

October 2

Enrollment deadline for the November 1 McKay payment.

October 3-7

McKay Attendance Verification week for the 2nd payment period.

More Information

[Regional Managers](#)

[McKay Calendar](#)

[McKay Deadlines](#)

[Application & Renewal Instructions](#)

[McKay Student Technical Assistance](#)

[Compliance Resources](#)

[McKay Parent Affidavit](#)

[Update Notification Form](#)

Other Resources



By submitting the survey, your school will be included in the private school directory available on our website, your students will be able to qualify for a Bright Futures Scholarship, and you will receive updates from our office on federal initiatives and other issues affecting private schools.

Please complete this important requirement promptly.

Fingerprint Retention Requirement

Private schools participating in state scholarship programs must ensure that all staff having contact with students pass a Level 2 background check through FDLE, and retain staff fingerprints in the Applicant Fingerprint Retention Notification Program (AFRNP).

FDLE sends invoices to private schools monthly for the retention of fingerprints in their database. Invoices must be paid as soon as possible. If the invoice is not paid, the prints are deleted from the AFRNP. Once fingerprints are deleted, they cannot be retrieved. To be in compliance with the law, your school employees will have to again submit their fingerprints for state and national checks and for retention; and an additional fee will be assessed.

Regular Student Attendance

Remember that students participating in the Florida Tax Credit Scholarship, McKay Scholarship, and Gardiner Scholarship Programs must have regular and direct contact with their private school teachers at your school's physical location. That means your school must provide a program of instruction that meets for a minimum of 170 actual school instruction days with the instructional hours required for each grade level.

Legislation passed earlier this year allows private schools to establish a transition-to-work program for high school students participating in the McKay Scholarship Program which allows students to earn high school credits while working off-site. For more information on Transition to Work programs, contact your regional manager.

FTC Norm-Referenced Testing

Private schools participating in the Florida Tax Credit (FTC) or Gardiner Scholarship Programs must make provisions for scholarship students in grades 3-10 to take one of the nationally norm-referenced tests identified by the Department of Education. Approved assessments and specific instructions are available on our website at: <http://www.fldoe.org/schools/school-choice/k-12-scholarship-programs/ftc/annual-assessment-requirement.stml>.

The **Coalition of McKay Scholarship Schools** will be hosting the Twelfth Annual Fall Conference on September 30th at the DoubleTree Orlando – East. “Best Practices for McKay Schools: Business and Curriculum” is the conference theme. To learn more about the Coalition and to register for the conference, visit their website at www.mckaycoalition.org

Celebrate Freedom

Prepare for Celebrate Freedom Week (September 26-30) by considering some of the resources available on the Department of Education's website:

[Celebrate Freedom Week Resources](#)

Art in the Capitol Competition

2017 is the first year for the Art in the Capitol Competition for students in grades 6 thru 8. This fall, school districts will hold a competition for all public, private, and home education students. Winning submissions will be displayed in the Capitol Building during the regular legislative session. Check with your local school district for dates, submission guidelines, and other details.

Emergency Management Virtual Toolkit

The US-DOE Readiness and Emergency Management for Schools (REMS) Technical Assistance (TA) Center created a [new virtual toolkit](#) for school safety and emergency management. The toolkit is free and available for private school officials to use as they prepare their school communities to be ready when the unexpected

McKay Payment Problems

As you know, warrants for the first McKay payment arrived earlier this month. Now that you have had the chance to determine if any enrolled and eligible McKay students have not been paid, review the [Resolving Payment Issues](#) page on our website for assistance in determining how to remedy issues. For students marked EPS-Enrolled in Public School in error, check our website for [McKay district contact](#) details.

Any payments you received for students not in attendance at your school should be returned to our office at the address below. If you have questions, please contact your Regional Manager.

happens. Visit the Emergency Management Virtual Toolkit [Registration Page](#) to complete the form and request a copy of the toolkit and accompanying full installation package.

Dads Take Your Child to School

Dads Take Your Child to School Day is being observed Wednesday, September 28, 2016. Dads and male role models can make a significant difference when they take an active role in the life of a child. A [toolkit of resources](#) about the initiative is available on the FDOE website.

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