



FLORIDA DEPARTMENT OF  
**EDUCATION**  
fldoe.org

OFFICE OF INDEPENDENT EDUCATION  
AND PARENTAL CHOICE

## Scholarship Bulletin | September 2019

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### Private School Annual Survey

The 2019 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 school's information and submit it online. The survey must also be printed, signed by the owner/chief administrative officer, notarized, and mailed to our office.

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.

### Regular Student Attendance

Remember that private school students participating in the state 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.

### Transition To Work Program

Previous legislation passed 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), Hope Scholarship, 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>.

## 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 **FALCON** system. By obtaining report data on fingerprints retained in FALCON, users can determine through provided reports which specific individual fingerprints were deleted and other information that will be useful to their organization. For more information about the fingerprint retention process, contact the FDLE's VECHS program at [PublicRecords\\_VECHS@fdle.state.fl.us](mailto:PublicRecords_VECHS@fdle.state.fl.us) or 850-410-8161.

## McKay Payment Problems

As you know, warrants for the first McKay payment were mailed last week. 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 Enrolled in Public School (EPS) 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.

Florida Department of Education  
Office of Independent Education & Parental Choice  
325 W. Gaines Street, Suite 1044  
Tallahassee, FL 32399

## Upcoming Deadlines

### **September 15**

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

Date by which private school financial report (Agreed Upon Procedures) must be submitted.

### **October 2**

Enrollment deadline for the November 1<sup>st</sup> McKay payment.

### **October 3-9**

McKay Attendance Verification for the 2<sup>nd</sup> payment period.

## More Information

[Regional Managers](#)

[McKay Calendar](#)

[McKay Deadlines](#)

[McKay Parent Affidavit](#)

[Application & Renewal Instructions](#)

[McKay Student Technical Assistance](#)

[Compliance Resources](#)

[Update Notification Form](#)

## Other Resources



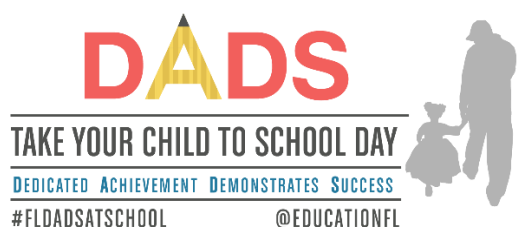
The Northeast Florida Educational Consortium offers free private school teacher professional learning. Face-to-face and online learning opportunities are available. For more information, visit <http://www2.nefec.org/elearning/title2-parta>.



Florida's Hispanic Heritage Month is observed between September 15<sup>th</sup> - October 15<sup>th</sup>. First Lady Casey DeSantis has announced the theme and student contests for this year's 2019 Hispanic Heritage Month; "Celebrating Public Service" to recognize and pay tribute to Hispanic leaders who play prominent roles in public service throughout Florida. **All entries must be received by 5 pm (ET) on Friday, September 13, 2019.**

Parents, students, teachers and principals are also invited to nominate full-time, outstanding educators for the Hispanic Heritage Month Excellence in Education Award.

More information is available at [FloridaHispanicHeritage.com](http://FloridaHispanicHeritage.com).



Dads Take Your Child to School Day is being observed Wednesday, September 25, 2019. Dads and male role models can make a significant difference when they take an active role in the life of a child. Additional information about the initiative is available on the FDOE website by checking out the [toolkit of resources](#).

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