



Scholarship Bulletin | September 2021

2021 Annual Private School Survey

The **2021 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.

Changing Location?

If your school expanded to an additional location, or relocated over the summer, don't forget to alert our office. Be sure to have all applicable inspections completed before students attend your new location. Avoid delays in scholarship payments--submit an [Update Notification Form](#) to inform our office of your move, and provide the necessary documentation as soon as possible.

Employment Screening

Private schools accepting state scholarship students must conduct employment history checks for new personnel and use the Bureau of Educator Certification as well as the Professional Practices Database screening tools available through our website.

Be sure to complete the screening before new employees begin to work with students, and remember to document the findings. This employment screening process is in addition to the Level II criminal background screening obtained through the VECHS program. Contact your Regional Manager if you have questions about either process.



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 or 850-410-8161.

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, please contact a Regional Manager.

Norm-Referenced Testing

Private schools participating in the Florida Tax Credit (FTC), Hope Scholarship, or Family Empowerment 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.shtml>.



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

2021-22 Upcoming Scholarship Deadlines

September 3

McKay Enrollment deadline for the September payments.

September 2

McKay Intent filing deadline for the November payments.

September 15

2020-21 Agreed Upon Procedures Reports submission deadline.

October 2

McKay Enrollment deadline for the November payments.

October 4 - 11

McKay Attendance Verification window for the 2nd payment period.



2021-22 McKay Payment Coverage Deadline Schedule for Private School Enrollment

Parent intent filed by:	Private school must enroll student by:	For the school to receive payment on:	Scholarship percentage:	Payment Period:	Private School Attendance Verification
July 3	August 2	September 1	100%	July 1 - Sept 30	None
September 2	October 2	November 1	75%	Oct 1 - Dec 31	Oct 4 – Oct 11
December 3	January 2	February 1	50%	Jan 1 - Feb 28	Jan 3 – Jan 11
January 31	March 2	April 1	25%	March 1 - June 30	March 3 – March 10

Additional Information:

[Regional Managers](#)

[McKay Calendar](#)

[McKay Deadlines](#)

[McKay Parent Affidavit](#)

[Application & Renewal Instructions](#)

[McKay Student Technical Assistance](#)

[Compliance Resources](#)

[Update Notification Form](#)



Other Resources



Florida's Hispanic Heritage Month is observed September 15th - October 15th. First Lady Casey DeSantis has announced the theme and student contests for this year's **2021 Hispanic Heritage Month: "Celebrating Hispanic-American Community Leaders and Champions"**. This theme will 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, October 11, 2021.**

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.



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>.



Dads Take Your Child to School Day is being observed Wednesday, September 22, 2021. 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 [Dads Take Your Child to School Day](#).

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