



Private School Scholarship Newsletter | January 2023

2023 Scholarship Compliance Renewal

The 2023 compliance season is now underway! Your school's Scholarship Compliance Form must be submitted online, printed, signed, notarized, and a **hard copy mailed, postmarked by March 1, 2023**, if your school plans to renew participation in K-12 Scholarship programs for the **2023-2024 school year**.

Additional Compliance Notes:

Private schools should prepare to contact your county's Department of Health and Fire Department about scheduling inspections well in advance of compliance deadlines if your school's last annual report has expired. **Any annual inspections reports dated prior to March 2022 may no longer be valid for submission after March 1, 2023.**

Health Inspection

To participate in state scholarship programs, private schools must have on file with our office a current, satisfactory Department of Health Private School Inspection Report. Once your county Health Department conducts the necessary inspection and provides the results on their DH 4160 form, include a copy of the "Satisfactory" report in the renewal school compliance package. Private schools that store, prepare, or serve food to students must also possess a current and satisfactory Food Service Inspection Report. Furthermore, the Department of Health is now required to also send private school inspection reports to t

Fire Inspection

Private schools participating in state scholarship programs must also have on file with our office a current, violation-free Fire Inspection Report. There is no statewide fire inspection form, but the standards for the inspection are to be for an educational facility, private school, and/or life safety inspection as established by the State Fire Marshal's office. Schools are required to submit a copy of a "Satisfactory" or "Violation Free" inspection with your compliance package. Additionally, the State Fire Marshall is now required to grant the Department of Education access to private school fire inspection reports. This is accomplished by your local fire inspector entering your school's inspection information into a statewide database called the [Online Reporting System](#). Depending upon when the inspection is sent, this may cause a delay in your school's approval.

Remember your inspection report must match the school's name and address listed on file.

Ethics Policy

Florida law requires private schools participating in any state scholarship program to adopt policies that establish certain minimum standards of ethical conduct for teachers and administrators. The policy must specifically mention a **requirement for employee training** on the ethical conduct standards. It must also contain the **duty of school staff to report alleged employee or administrator misconduct that affects the health, safety, or welfare of a student, as well as the procedures for reporting alleged employee or administrator misconduct**.

Website Posting Requirements

Schools that participate in state scholarship programs must also post notices at the school site and on the school's website with information about reporting professional misconduct by school staff.

Section 1006.061(2), Florida Statutes, requires private school that accepts scholarship students to post at the school site and on the schools' internet site (if available) the policies and procedures for reporting alleged misconduct by instructional personnel or school administrators which affects the health, safety or welfare of a student.

Please refer to the **new template** emailed with your checklist for further guidance.

Norm-Referenced Testing

Private schools participating in the Florida Tax Credit (FTC) Scholarship, Family Empowerment Scholarship (Education Option), or Hope Scholarship Program must make provisions for students in grades 3-10 to take one of the nationally norm-referenced tests identified by the Department of Education. FES-UA students for whom the tests are appropriate are also included in this requirement. Students awarded the Family Empowerment Scholarship (Unique Abilities) option for whom the tests are appropriate are also included in this requirement. Florida Statutes allow participating private schools to offer and administer Florida's statewide assessments to all students who attend the private school in grades 3 through 10. **A list of approved assessments, specific instructions, and deadlines are available on the [School Choice website](#)**

Apply to Administer Statewide Assessments

Participating scholarship schools with at least one Florida Tax Credit, Family Empowerment, and/or Hope Scholarship student have the opportunity to apply and participate in administering Florida State Assessments including, Florida Assessment of Student Thinking [FAST], Florida EOC assessments, and Statewide Science Assessment to all students at the private school. This program is one of many available options that private schools with students receiving a scholarship may use to fulfill the annual private school assessment requirement. The application to participate, along with Frequently Asked Questions, is available on the [Department of Education website](#).

The application window for the 2023-2024 school year is open thru March 1, 2023, with school eligibility determinations finalized in August 2023.

Useful Links:

[Regional Managers](#)

[Application & Renewal Instructions](#)

[Compliance Resources](#)

[Update Notification Form](#)

Other Resources



School choice means giving parents the opportunity to select the best K-12 education environments for their individual kids. National School Choice Week kicks off January 22nd! For more information, visit <http://schoolchoiceweek.com/>



The 2023 Celebrate Literacy Week, Florida! Initiative is scheduled for January 23 – January 27, 2023. This year's theme is s Take a Deep Dive Into Literacy – Splash Into New Worlds! For toolkits and other information, visit the [Celebrate Literacy Week, Florida!](#) website or contact the Just Read, Florida! Office at 850-245-0503 or JustRead@fldoe.org.



Florida Vocational Rehabilitation (VR) is an agency that helps youth and adults with disabilities find, get, or keep jobs leading to meaningful careers. To learn more about VR and see how they can help your students, please go to <http://www.rehabworks.org/>.



First Lady Casey DeSantis has announced the theme for this year's Kindergarten through 12th grade art and essay contests will be *"Celebrating the Achievements of African American Floridians"*. Information about the contests and Florida's Black History Month is available at <http://www.floridablackhistory.com/>.

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