



## SPECIAL POINTS OF INTEREST

### 2010–2013 Grants

- Spend down your funds as you plan to move to the next phase. Funds will not carry over from one phase to the next.

### 2009–2012 Grants

- Contact your Grant Specialist immediately if: 1) you opened in 2009 and are not yet in Imp. II, or 2) you opened in August 2010 and are not yet in Imp. I; your Planning grant ended 12-30-10.
- Schools that began Implementation on 7-01-09 cannot extend their grants beyond 6-30-11.

### 2008–2011 Grants

- Grant ends April 30, 2011. Spend down remaining funds. Send receipt reports to your sponsor.
- Prepare your Itemized Expenditure Report for your sponsor and FDOE by March 30, 2011.

## Commingling of Funds— *What is it? How to avoid it.*

Commingling is the act of mixing dedicated funds and/or using them for other purposes than those approved. Commingling of grant funds is prohibited. Only the school that receives the grant award may benefit from the award. Funds may not be used to purchase goods or services for another school at the same location or under the same management as the recipient school, or to benefit a Pre-K program that may be part of the charter school. Grant recipients must be able to track all expenditures back to the funding source. The TAP, [Charter School Program Subgrant Awards to Schools with Pre-K Students](#), further addresses commingling of funds.

For additional information on financial practices, please read [Guidance for Developing and Monitoring Charter School Financial Practices](#), or call your grants specialist.

## Meet New Grants Specialist, Heather Harrell



The Charter School Office is pleased to introduce new grants specialist, **Heather Harrell**. Heather will be handling CSP Grant issues for schools in the Miami-Dade area.

A Florida native raised in Zephyrhills, Heather graduated from FSU with a degree in Merchandising. Prior to joining our staff, she worked for Pitney-Bowes in sales, followed by six years with the Office of Student Financial Aid as a program specialist in loan account processing.

Heather is excited to be working with Charter Schools, and says she sees them as “a valuable educational alternative that allows for more innovation in teaching.” Heather is looking forward to talking with each of her schools and helping them with their grants.

## TRAINING/RESOURCES

### Florida Association for Staff Development Spring Forum

Education personnel are invited to attend the Florida Association for Staff Development Spring Forum May 2–3, 2011, in Melbourne, Fla. Attendees will have the opportunity to participate in a variety of learning experiences related to improved professional development that supports student achievement. For more information, visit [www.fasdonline.org](http://www.fasdonline.org).

### Professional Development Weblinks

[Professional Development Weblinks](#), found under **TA Publications and Resources** on the Charter School Website, includes a collection of links for Charter School faculty interested in increasing their content or pedagogical knowledge.

## CHARTER SCHOOL OFFICE

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### For assistance

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