



District Bulletin | January - February 2017

McKay Intent Process

For the current school year: 2016-2017

The last day to file intent for the 2016-17 school year is January 31, 2017. Any new scholarship students who file intent by this date must be enrolled in a participating private school by March 2, 2017, to be eligible to receive a fourth quarter scholarship payment on April 1, 2017. Intents for the current school year will not be valid after April 30, 2017. If the parent has not utilized the scholarship by this date, a new intent should be filed for the 2017-18 school year.

For the upcoming school year: 2017-18

Intents filed on or after February 1, 2017 will be for the 2017-18 school year. Although a student is not eligible for payment during the current school year if the intent is filed after January 31, a parent with a valid 2017-18 intent may choose to enroll a student in a participating private school for the remainder of the 2016-17 school year at his/her own expense. Of course, parents also have the option of keeping the student in public school for the rest of the 2016-17 school year.

For intents filed for the 2017-18 school year, we will use the following process to verify a student's prior year in attendance in public school:

1. If the intent is filed prior to the receipt of the February 2017 survey data by the Office of Independent Education and Parental Choice, the system verifies the student's attendance based on the October and February surveys from the **previous school year** (2015-16) per statute.
2. A student that is **not** found in the previous year's October and February FTE data will be verified against the current year's October survey. If the student was reported in October 2016, a red flag by the

Scholarship Contact Information

Please take a moment to check the scholarship contact information for your district on the [School Choice website](#). You may edit or update the information when logged into your district page. If you need assistance, please contact your regional manager.

More Information

[District Verification Deadlines](#)

[Regional Managers](#)

[McKay Calendar](#)

[McKay Deadlines](#)

McKay Scholarship: Parent Notification Requirements

Districts are required by Section 1002.39, Florida Statutes, to notify parents of public school students with disabilities of all available school choice options **by April 1 of each year and within 10 days of an Individual**

student's name will prompt the district to verify the student's attendance in public school during the February 2017 survey week.

3. After the receipt of the February 2017 survey data, the system will verify that the student is found in the October 2016 and February 2017 survey data only. If the student is not found in both surveys, the student is ineligible and the intent cannot be completed. Our records indicate only a small number of intents filed each year require manual verification of attendance as described in step 2. We greatly appreciate your continued assistance in effectively determining student eligibility for the McKay Scholarship.

McKay Intent List

Since parents may continue to file intent for the current school year through February 1, be sure to check your intent list on a regular basis. Our system does a preliminary check on whether or not the student met FTE requirements. Within 30 days of the intent being filed, district staff should notify the Department whether or not the student met FTE requirements, was a public school student when intent was filed, and has an Individual Education Plan or a 504 Plan that is effective for more than 6 months.

Gardiner Scholarship EPS list

Scholarship Funding Organizations may continue to submit prospective students for Gardiner Scholarship funding throughout the school year. For certain students, prior to funding, districts must verify that they are not enrolled in a public school. Our office will notify scholarship contacts via email if Gardiner students are awaiting verification in your district. If you are notified, you can find the Gardiner EPS student link at the top of the main section of your district home page when logged in as a scholarship contact. If you have questions about the process, please contact Kate Goff, Scholarship Payment Specialist: kate.goff@fldoe.org, or by calling our office at 850-245-0502.

Education Plan (IEP) or a 504

Accommodation Plan meeting. Districts may comply with the IEP meeting or 504 Plan notification requirement by providing the parent with information at the end of an IEP or 504 Plan meeting or by mail after the meeting.

The information must include the Department's toll-free information hotline and School Choice website, and must offer the student's parent an opportunity to enroll the student in another public school within the district. Sample notification letters will soon be available through our website.

Please document the method and number of notifications provided. The Department will request verification of compliance through the completion and submission of the Notification Verification Survey. A memorandum including the reporting survey link will be distributed to districts via e-mail in the near future.

McKay Information for Parents

After a parent files intent to participate in the McKay program, a letter or e-mail message is sent to the parent that includes the student's intent confirmation number and intent date. A brochure entitled *Next Steps for Parents Filing for the John M. McKay Scholarship* is also enclosed. The brochure includes instructions for choosing a participating private school or requesting public school McKay options from the district. The [brochure](#) is available to district scholarship contacts on the School Choice website.

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