



District Bulletin | August~September 2020

Clearing McKay EPS Flag

As the first quarterly McKay Scholarship payments have been provided to private schools, you may be contacted about students who did not receive a payment due to being marked as Enrolled in Public School (EPS) based on your district's response to the McKay Pre-Payment Verification File. If a student has been marked as EPS incorrectly, it's easy to correct the record. Once you log into our website, click the link called McKay EPS Student List. On this page you can click "Remove EPS Flag" next to the student's name to clear the EPS designation (or "Restore EPS Flag" if you cleared a student by accident). You will only need to submit a District Verification Form to our office if you're trying to clear the EPS flag from a previous pay period. Private schools may be unaware that your office has cleared a student's EPS flag and will continue to send a DVF for your signature. When a school submits a DVF for a student you have already cleared, there is no need to complete and send us the form. In addition to removing the EPS flag, please update the student's information in your district records if the student has withdrawn from public school. This will ensure the student is not erroneously marked as EPS in the future. If you have questions about the list, please email Claire.Padgett@fldoe.org.

Reporting FTE for McKay Students

The McKay Payment File is posted quarterly at Northwest Regional Data Center (NWRDC), coinciding with each scholarship payment. The file provides each district with a list of students receiving a scholarship payment for the quarter. These students must be reported as McKay students (3518) on Surveys 2 and/or 3 to generate the necessary FTE funding. However, if a student on the list is physically in attendance at a public school during the time of the survey, he or she should be reported as a public school student. Please also change students' matrix codes on our website when they have returned to public school. Remember, districts must report McKay students for FTE. Whether or not they are reported, funds will be deducted from a district's FEFP if an eligible McKay student attends an approved private school and meets the requirements for payment. Even if a student appears on only one of the two payment files for the survey period, he or she must still be reported as a McKay student on the survey.



McKay Public School Choice

As you may know, districts may accept McKay public school students throughout the school year provided the selected school has an appropriate program for the student according to his or her IEP or 504 Plan. The same applies for eligible McKay Scholarship students requesting transfer to a public school in an adjacent district. Please be reminded that there is no statutory deadline for the Public School McKay Scholarship Option.

Public School Placement: One of the common misconceptions about the McKay public transfer option is school capacity. [Rule 6A6.0970\(2\) and \(2\)\(a\)](#) states in part that a student meeting McKay eligibility may choose to attend another public school in the student's school district. The public school option is solely dependent on the ability of the public school to provide the required services for the student. Please be mindful that capacity is no longer a consideration when the district is determining a student's transfer request.

McKay Private to Public School Transfer: Students currently enrolled in a McKay private school may choose to exercise the McKay public school option. Parents are required to notify the district that the student is returning to the public school under the McKay Public School Option, and the district will discuss with the parent what choices are available. Once a McKay student withdraws from private school and returns to public school, the district will remove the McKay private code (3518) in order to place the student back into the public school system. In the future, if the parent wishes for the student to return to a private school under McKay, the student will need to file a new intent and meet all eligibility requirements for McKay. The department collects data related to the school choice options selected by students, including the number of students who transfer to another public school through the McKay Scholarship Program. Public school McKay participation is reported in the Educational Choice Data Element in the Automated Student Information System as code M. Please help us ensure that the number of students being reported as McKay public school students is accurate. Our office receives multiple requests for this information and greatly appreciates your assistance in providing the highest quality data.



Enrollment Verification Tips

Enrollment Status: As the August Enrollment Verification process concludes, there may be uncertainty in some cases as to the student's enrollment status. As a policy, if a student has not withdrawn from public school, or has registered as a new public school student, then the district should indicate the student as enrolled on the Enrollment Verification Form.

Withdrawal: When a student is determined to have returned to public school, the district should withdraw the student on the McKay website to indicate the student return to public school. In addition, the district should report the public school enrollment date. Withdrawal will prevent the system from incorrectly generating any further payments. (Simply reporting the enrolled date will cause the current payment to be cancelled, but future payments may still be processed if the student is not also shown as withdrawn from McKay.)

Please note: If a student does withdraw from the district to attend a McKay private school after being withdrawn via the McKay website, an Eligibility Correction Form will be required to get the student's matrix updated and validate the withdrawal.

Gardiner Payment List

On the 10th of each month, our office begins the payment process for a new set of potential Gardiner Scholarship students. Scholarship funding organizations send a list of eligible students to the department. For certain students, prior to the funding of a Gardiner Scholarship account, districts must verify that the students are not enrolled in public school. If there are students on the list for your district, you will receive an email notification. The link to the list will appear in the center of your welcome page when logged in to our [website](#). If you would like to change the email on file for the Gardiner Scholarship contact in your district, please let us know by emailing the School Choice office. We appreciate your assistance with this statutory requirement.



Department of Juvenile Justice

As a reminder, a McKay Scholarship student is considered to be able to return to public school upon entry into a Department of Juvenile Justice (DJJ) detention center for a period of more than 21 days. School districts should track McKay students that have entered a DJJ facility and on the twenty-second day, withdraw the student from the McKay program via the McKay website. These students should be withdrawn as “Student in DJJ” and the withdraw date should be the first day the student entered the DJJ facility where the 21 days were accrued.

District Contact Information

As we take on the 2020-2021 school year, please take a moment to check the district contact list information listed for your district on the School Choice website. You may edit or update the information by logging on to your district page. Should you need additional assistance, please contact our office.

Additional Resources:

[Regional Managers](#)

[McKay Calendar](#)

[McKay Deadlines](#)

[District Time Table](#)