

Florida Scholarship Programs Newsletter

Office of Independent Education and Parental Choice

Volume 5, Issue 3

October 2010

Scholarship Program Compliance Renewal

Private schools participating in the McKay or Florida Tax Credit Scholarship programs must renew their participation annually by submitting verification of their compliance with program requirements. The Department will soon begin distributing instruction packets for private schools to renew participation in the scholarship programs for the 2011-12 school year. Private schools selected for the **full renewal**, which is required every three years, and for the **standard renewal** required annually, will receive the renewal instruction packets so that they can immediately prepare the required documentation for submission.



The **2011-12 Scholarship Compliance Form** will be posted on the School Choice Web site on November 1. The Scholarship Compliance Form must be submitted online and also printed, signed, notarized and postmarked no later than **March 1, 2011**. Any outstanding issues must be resolved on or before May 1 in order for the school to remain eligible to participate in the McKay or Florida Tax Credit Scholarship Programs for the next school year.

Please see the checklist on page 3 to determine if your school is ready for the Compliance process.

Scholarships bring success to Seven Hills Academy students



From top left: Jeffery Swilley, Timeshia Hinton, Shanterria Williams, Veronica Larkins, Frendrica Jackson, Ediquis Brown, Jestina Johnson. **Middle:** Brittany Lamb, Christopher Weeks, NeKeith Phillips. **Bottom:** Jada Lamb, Kendra Kelly-Malone, Gabriel Austin, Eric Gosha. **Not pictured:** Christopher Jakes.

Friday, June 4, brought an event that the parents and students of **Seven Hills Academy** in Tallahassee welcomed with joy—Graduation Day. All 15 Seven Hills graduates are scholarship students on the McKay or Florida Tax Credit Scholarships. Twelve of them are now college-bound, says Seven Hills Director, DuWayne Baum. He and his staff are very proud. Says Baum, “These are hard-working students, and we all know they will pursue their dreams, and they will achieve.”

Special Points of Interest:

- New students must have been enrolled by October 2nd to receive a second quarter payment on November 1st.
- Attendance verification for the second payment period must be submitted between **October 4-8, 2010**, to receive a November 1st payment.
- The 2010-11 Private School Annual Survey is now available. Please submit to be included in the online Private Schools Directory.



Inside:

In the News	2
Mark Your Calendar	2
Regional Manager Changes	2
Compliance Checklist	3
Important Dead-lines	4
Contact Information	4



Mark Your Calendar

October 2—Date by which students filing by September 2 must be enrolled to receive the second quarterly payment.

October 4-8—Attendance Verification week for the second payment period.

November 1—Compliance Form posted online.

December 3—Date by which students with a valid 2010-11 intent must be enrolled in order to receive the February 1 payment.

January 2—Date by which students with a valid intent must be enrolled to receive the February 1 payment.

January 4-11—Attendance Verification week for the third payment period.

January 31—Last day to file an intent to participate for the 2010-11 school year.

February 1—First day to file an intent for the 2011-12 school year.

March 2—Date by which students filing by January 31 must be enrolled to receive the April 1 payment.

March 3-16—Attendance Verification period for the fourth payment period.

March 1—Date by which Scholarship Compliance Form must be postmarked, after being submitted online, printed, signed, notarized.

May 1—Date by which all Compliance issues must be resolved.

Please contact your Regional Manager with questions regarding these deadlines.



In the News

NEXT: Free for high school students

In its 11th year of publication, Florida Trend's **NEXT: Your Future After High School in Florida™** has earned a reputation as a high-quality publication that provides students with important information about high school life, college preparation and workforce opportunities. The magazine has gained wide acceptance and usage by teachers and counselors because it presents crucial information in a teen-friendly format. It's the "next" best thing to having a personal guidance counselor for students seeking answers to tough questions about their futures.

Published once a year at the beginning of the school year by Trend Magazines Inc., **NEXT** is distributed to 400,000 students in public and private high schools. The magazine is provided free to students and free to schools. For more information, go to <http://www.floridnext.com/> or call (727) 821-5800.

Regional Manager Changes



The School Choice Office is pleased to announce the appointment of **Monica Robertson** to the position of Regional Manager for **Region 2**, which includes most northeast Florida districts. Monica, who graduated from FSU with a BA in Social Work, has been with us for over a year on the

Information Hotline. She is now looking forward to expanding her skills in her new position to help private schools as well as parents. "I love helping the parents who call, because I think it's important for them to find the right place for their kids to get the services and education they need, and helping schools is the next step," she said.

In other news, **Vicki Maldonado**, previously serving as manager for **Region 1**, will now work with **Region 5** in south Florida. Vicki, who moved into a Regional Manager position from the Information Hotline in 2009, is bilingual in English and Spanish. She looks forward to working with the schools and parents of Miami-Dade.



Reminder — FTC Norm-referenced Testing

As a reminder, private schools participating in the Florida Tax Credit (FTC) Scholarship Program must **annually** administer or make provisions for FTC students in grades 3-10 to take one of the nationally norm-referenced tests identified by the Department of Education. A complete list of approved tests is available on the School Choice Web site at: www.floridaschoolchoice.org/information/ctc/files/norm_CTC.pdf.

Once the test is administered and the scores are received by the school, copies of the scores must be reported to the Project Director, David Figlio. Score submission instructions will be provided later this winter.

Compliance — Is your school ready?

Now is the time to ensure this year's Compliance process will be smooth and trouble free. Take a few minutes to review the **Private School Compliance Checklist** below. A "No" to any of these questions means your school may need to take steps now to correct the issue. Contact your Regional Manager if you have any questions.



Private School Compliance Checklist

- Yes** **No** 1. Has your school submitted an Annual Private School Survey to the Department of Education?
- Yes** **No** 2. Has your chief administrative officer filed a complete set of VECHS Live Scan fingerprints with the Department of Law Enforcement which is available for public inspection?
- Yes** **No** 3. Do you have current VECHS Live Scan fingerprint results on file for all employees and contracted personnel?
- Yes** **No** 5. Do the children attending your school maintain regular attendance for a minimum of 170 actual school days with the required instructional hours as determined by grade level?
- Yes** **No** 6. Does your school require students to present certification of a school entry health examination?
- Yes** **No** 7. Does your school require students to present certification of immunization and scoliosis testing as appropriate?
- Yes** **No** 8. Does your school possess a current semi-annual Public/Private School Inspection Report (DH 4030)?
- Yes** **No** 9. Does your school possess a current and acceptable Mandatory Measurements Non-residential Radon Measurement Report if applicable (DH 1777 and lab results)?
- Yes** **No** 10. Does your school facility possess a current, violation free or satisfactory Fire Code Inspection Report?
- Yes** **No** 11. Can your school provide documentation of Fiscal Soundness in the form of a letter of credit or surety bond if you have been in business for less than 3 years?
- Yes** **No** 12. Has your school developed an Ethics Policy, and can you provide documentation of staff training in your Ethics Policy?

If you answered "No" to any of these questions, please review the [Detailed Requirements for Private Schools](#). If you have questions, please contact your Regional Manager.

Office of Independent Education and Parental Choice

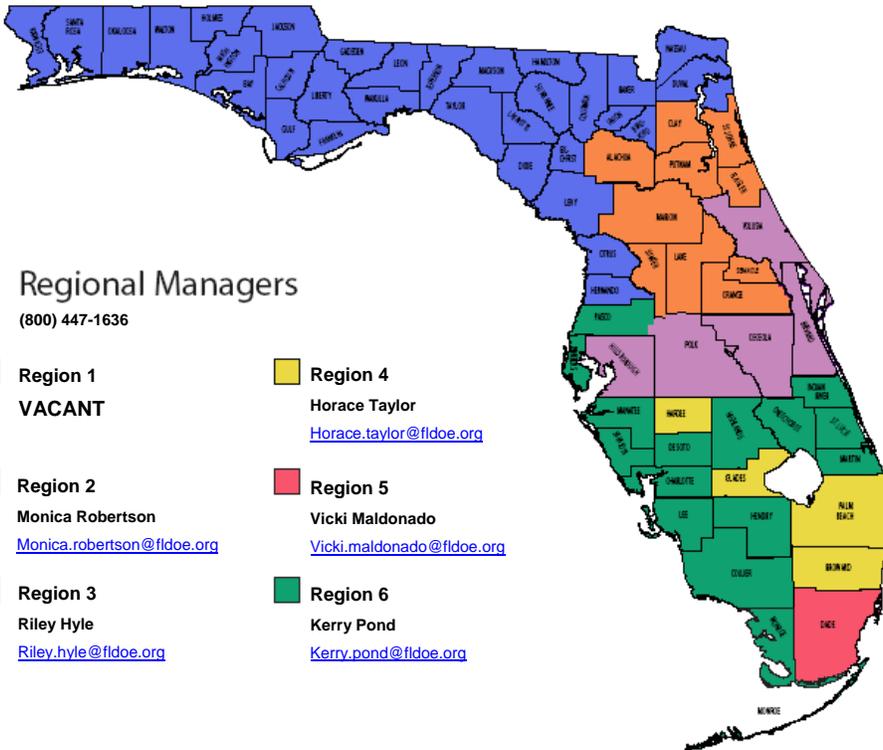
McKay Scholarship Program 2010 - 2011 IMPORTANT DEADLINES*

Payment Periods	Payment Date	Parental Intent Deadline	Private School Enrollment Deadline	Attendance Verification Available Online	Attendance Verification Deadline
July 1 – Sept 30	September 1	July 3	August 2	N/A	N/A
Oct 1 – Dec 31	November 1	September 2	October 2	October 4	October 8
Jan 1 – Feb 28	February 1	December 3	January 2	January 4	January 11
Mar 1 – June 30	April 1	January 31	March 2	March 3	March 16

*** Please note:**

- Private schools participating in the **Florida Tax Credit Scholarship Program** must meet the deadlines set by their Scholarship Funding Organizations to receive payment.
- The deadlines for filing a parental intent and private school enrollment are statutory deadlines. Therefore, the Department cannot make exceptions if these deadlines are missed.

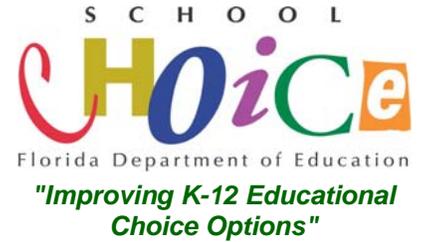
Regional Managers



Regional Managers

(800) 447-1636

- Region 1**
VACANT
- Region 2**
Monica Robertson
Monica.robertson@fldoe.org
- Region 3**
Riley Hyle
Riley.hyle@fldoe.org
- Region 4**
Horace Taylor
Horace.taylor@fldoe.org
- Region 5**
Vicki Maldonado
Vicki.maldonado@fldoe.org
- Region 6**
Kerry Pond
Kerry.pond@fldoe.org



Michael Kooi, Esq.
Executive Director

Florida Department of Education
325 W. Gaines Street, Suite 522
Tallahassee, FL 32399-0400

Toll-Free: (800) 447-1636
Fax: (850) 245-0875
E-mail: schoolchoice@fldoe.org

On the web at:
www.floridaschoolchoice.org

Current and previous newsletters are available on the School Choice Web Site.