

September 2010



Office of Independent Education & Parental Choice
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Private School Newsletter

Private School Annual Survey

The Private School Annual Survey for the 2010-2011 school year will be available September 1, 2010 on the School Choice Web site at www.floridaschoolchoice.org. Completing the Annual Survey is one of the requirements outlined in Section 1002.42, Florida Statutes, which states in part:

“Each private school shall annually execute and file a database survey form on a date designated by the Department of Education.”

We encourage you to complete the Annual Survey as soon as possible and take advantage of benefits such as:

- Being listed in the Directory of Private Schools, where parents can access and view your school's information;
- Serving as the first step in applying to participate in the McKay and Florida Tax Credit Scholarship Programs;
- Receiving timely updates on federal initiatives or changes affecting private schools;
- Allowing eligible students in your school to qualify for a Bright Future's Scholarship; and
- Receiving information from the Florida Department of Education on issues or requirements affecting private schools including IDEA, Title I, attendance requirements, record retention, and student immunizations.

Please note that there have been changes in the Annual Survey. Options have been added under “Program Types,” and the grade level categories for the “Teacher Information” have been adjusted.

The failure of any institution to submit the annual database survey form and notarized statement of compliance with the fingerprinting and criminal background provisions of Section 1002.42(c), Florida Statutes, shall be judged a misdemeanor and, upon conviction, proper authorities of such institution shall be subject to a fine not exceeding \$500. Submission of data for a nonexistent school or an institution providing no instruction or training, the purpose of which is to defraud the public, is unlawful and the person or persons responsible commit a misdemeanor of the second degree, punishable as provided in Section 775.082, or Section 775.083, Florida Statutes. Persons owning or operating a private school found to have been convicted of a crime involving moral turpitude commit a misdemeanor of the first degree, punishable as provided in Section 775.082, or Section 775.083, Florida Statutes.

Please visit the School Choice Web site at www.floridaschoolchoice.org, click on "Private School Annual Survey," https://www.floridaschoolchoice.org/login/login_private_school.asp, log-in using your four-digit school code and password, and complete your Annual Survey. Your completed survey must be printed, signed, notarized, and mailed to the Office of Independent Education and Parental Choice. If you have questions or need assistance, please contact our toll-free School Choice Information Hotline at (800) 447-1636.

Private School Closure

When a private school closes, or has no students, it is required to transfer all permanent student records to the superintendent of the public school district in which it was located. If a member of a private school system or association, the school may transfer records to the principal office of that system or association. The school should then notify the Department of Education of the date of transfer of student records, the location of storage, the custodian of such records, and the number of records stored. The department acts as a clearinghouse and maintains a registry of transfers of student records.

It is not the intent of the Legislature to limit or restrict the use or possession of any student records while a school is operational, but to facilitate access to academic records by former students seeking to continue their education or training after a private school has become defunct. **(Section 1002.42, F.S.)**

Emergency Planning

Practical tools for school emergency planning are available on the U.S. Department of Education's Readiness and Emergency Management for Schools (REMS) Technical Assistance Center Web site at: <http://rems.ed.gov/>. The site has links to publications and resources such as "Emergency Management Opportunities and Challenges for Non-Public Schools" (http://rems.ed.gov/views/documents/ERMgmtOppts_Challngs4N_PS.pdf). The site is updated regularly and includes a wealth of information on emergency preparedness for the education community.

Immunization Requirements for Children Entering or Attending Childcare, Family Daycare, Preschool and/or School

Florida immunization requirements are found in the *Immunization Guidelines for Florida Schools, Childcare Facilities, and Family Daycare Homes*, <http://www.immunizeflorida.org/schoolguide.pdf>, which is incorporated by reference in Rule 64D-3.046, *Florida Administrative Code*. This guide provides technical assistance for healthcare professionals, schools, preschool, childcare and family daycare operators.

Prior to entry, attendance, or transfer to Florida schools (kindergarten through 12th grade), each child shall have on file a Florida Certification of Immunization, DH 680, documenting the following:

Public/Non-public Schools Kindergarten through 12th Grade (children entering, attending, or transferring to Florida schools):

- Four or five doses of DTaP vaccine
- Three, four or five doses of polio vaccine
- Two doses of MMR vaccine
- Two or three doses of hepatitis B vaccine
- Two doses of varicella vaccine* (kindergarten effective school year 2008-2009, then each year an additional grade)

*Varicella vaccine is not required if there is a history of varicella disease documented by the healthcare provider.

Additional Immunization Required for 7th Grade Entry:

In addition to compliance with all other immunization requirements, children entering, attending, or transferring to the seventh grade in Florida schools must complete the following:

- One tetanus-diphtheria-pertussis (Tdap) vaccine

For more information, call (850) 245-4342 or visit www.ImmunizeFlorida.org.

Florida KidCare

Florida KidCare is the state of Florida's health insurance program for children providing high-quality, low-cost health insurance for uninsured children under age 19. Studies show insurance coverage improves children's access to the medications and treatment they need to control childhood illnesses and may help decrease student absences. Being in good health helps children attend school regularly, and allows them to participate in classroom and recess activities—all essential parts of succeeding in school. Children enrolled in Florida KidCare receive comprehensive health care, including doctor visits, check-ups, shots, prescriptions, vision and hearing screenings, and more. To learn more about Florida KidCare or to apply online, visit www.floridakidcare.org today!

Coordinated School Health Partnership

The Florida Department of Health, and the Department of Education, partner to promote a Coordinated School Health approach to assist in the development and enhancement of state, district and school-based infrastructures that protect and maintain student health and support academic achievement. The Coordinated School Health approach provides a strategy for improving the health and learning of Florida's school age children.

Visit <http://www.doh.state.fl.us/Family/CSHP/index.html> for more information.

Seizure Management

Free resources, programs and materials are available at <http://www.discoveryeducation.com/epilepsy/>:

- **Seizure Training for School Personnel** – A program teaching seizure first aid that includes facilitator's guide, handouts, DVD & CD-ROM
- **Seizures and You: Take Charge of the Facts** – An award-winning, school-based educational program with free lesson plans and multimedia to teach teens about epilepsy and seizures.
- **Take Charge of the Facts** – A Web site especially for high-school students to explore on their own and hear directly from teens living with epilepsy.

Effective July 1st, 2010, the Epilepsy Foundation of Florida is designated as the lead agency to provide epilepsy services in the state of Florida and will expand statewide services to streamline care and provide resources for residents with seizure disorders, especially children. The Epilepsy Foundation of Florida Web site at <https://www.epilepsyfla.org/services.asp> provides many valuable services to individuals and their families regardless of their financial situation.

Contact: Susan Eddins
Statewide Prevention and Education Coordinator
1000 N.W. 8th Avenue, Suite A
Gainesville, FL 32601
Ph: (800) 330-9746
seddins@efor.org

Providing Services to Eligible Private School Children

Summary: Local Educational Agencies (LEAs) that receive Title I, Part A, funds must ensure that private school students receive equitable services. This document describes the funding process, services that LEAs must provide, the process LEAs must follow, and the documentation LEAs must keep.

The Department of Education has issued the following technical assistance paper DPS: 2009-060 regarding the Providing Services to Eligible Private School Children. The technical assistance paper may be viewed at: <http://info.fldoe.org/docushare/dsweb/Get/Document-5461/dps-2009-060.pdf>.

Evaluations for Special Education Services: Information for Parents

District program contacts expressed concerns regarding potential miscommunications between school personnel and parents when parents request an evaluation for special education services for their child. Therefore, the Florida Department of Education, Bureau of Exceptional Education and Student Services has provided a brochure designed to answer the following questions for parents:

- My child needs help in school. Does my child have a disability?
- What is RtI?
- I have requested an evaluation for my child. Now what?
- What is the evaluation going to include?
- How will I know the results?

The direct link to the brochure is <http://www.florida-rti.org/EvaluationsSpecialEd.pdf> or you may access the brochure at Florida's Response to Instruction/Intervention Web site at <http://www.florida-rti.org/> under the *RtI News* section.

Supplemental Educational Services (SES)

SES is a part of the No Child Left Behind (NCLB) Act. SES providers offer high-quality, research-based instruction designed to increase academic achievement for eligible students who are enrolled in Title I schools that have not made Adequate Yearly Progress for three consecutive years in reading or math.

Eligible students are public school students from low income families, as determined by the school district under Title I. Students attending private schools are not eligible to receive funding for SES.

Private schools are eligible to be SES providers. Private schools that are approved as providers of SES may only receive funding for supplemental educational services provided to public school students.

Information for potential providers: http://www.fldoe.org/flbпсо/nclbchoice/ses/ses_providerinfo.asp

The application deadline for the 2010-2011 school year has passed. For information related to applications, please call (850) 245-9947.

Florida Bright Futures Scholarship Program

The 2010 Legislative session resulted in **no changes to the Bright Futures initial eligibility criteria for 2011 high school graduates** (the increase in the mathematics requirement to 4 credits was made three years ago). Our website has been updated to reflect the academic requirements for all three awards for 2011 high school graduates (see www.FloridaStudentFinancialAid.org/SSFAD/bf/acadrequire.htm) and our Initial Eligibility brochure for 2011 high school graduates is posted on our website under the Brochures/Posters link. There are also other helpful tools for you to share the Bright Futures requirements under the **HELP** tab on the Bright Futures secure, guidance counselor website.

There are increases in test score requirements for future high school graduating classes. There are also changes to the Bright Futures Scholarship Program for the High School graduates of 2010 and thereafter regarding award amounts, scholarship length, and renewal requirements. These changes are summarized on our Web site at www.FloridaStudentFinancialAid.org/SSFAD/bf/ under the "Florida Legislative Session 2010 Updates and Legislative History" quick link.

The Office of Student Financial Assistance (OSFA) is pleased to provide private high school guidance staff with FREE training sessions for Bright Futures Initial Eligibility throughout the year with WebEx delivery. To attend a session, participants need to connect to the "Classroom" via a computer and the teleconference via telephone. Multiple participants can attend from one computer and a speaker phone with only one registration required. Our WebEx offering includes:

- OSFA/BF Initial Eligibility Requirements for High School Guidance Counselors
- OSFA SSFAD/*State Student Financial Aid Database for High School Guidance Counselors*
- OSFA/BF CCT--Comprehensive Course Table for High School Guidance Counselors
- OSFA/BF Priv HS Online Transcript Entry & Evaluation System for Private School Guidance Counselors

To register, go to <https://suncom.webex.com>. Select the **Training Center** tab at the top of the page and then the **Upcoming** tab. Scroll through the training sessions and select the training session you want to attend, then select the **Register** link and follow the onscreen instructions.

Be sure to submit your annual surveys!! Please remember, in order for your students to earn a Florida Bright Futures Scholarship, you must:

- 1) Be registered as a private high school with the Florida Department of Education by visiting www.floridaschoolchoice.org/Information/Private_Schools/annual_survey_info.asp each year and completing the Private School Annual Survey.
- 2) Request secure access to the Bright Futures Scholarship Program's Online Evaluation System to electronically submit your high school students' transcripts for evaluation. Contact Beverly Lahtinen via e-mail at Beverly.Lahtinen@fldoe.org, directly at (850) 245-1898, or toll-free at 1-888-827-2004 to obtain access to the Bright Futures Evaluation System.

Contact Information: OSFA@fldoe.org or toll-free 1-888-827-2004

New Content Available on iTunes U

The Florida Department of Education has partnered with The Florida Channel to provide new civics content including Historic Markers and Florida Facts, Florida Portraits, Florida's Attic, Great Floridians, 60 Second Civics and Florida Symbols, utilizing The Florida Channel's extensive library of public affairs programs and educational content to engage students in the workings of Florida government. To learn more or to download content from Florida on iTunes U, visit www.floridaitunesu.com.



Literacy League Podcast Now Available

The second installment of the Florida Department of Education's Literacy League book club series featuring author Laurel Snyder is now available for download from iTunesU. The Atlanta-based author answered questions from middle school students about her book, "Any Which Wall," and shared her thoughts about how her childhood prepared her for a career as a writer and author. The Literacy League podcast can be downloaded from iTunesU which provides free multimedia content to schools, parents, students, administrators and teachers both in Florida and around the world. To view the Literacy League program, visit www.floridaitunesu.com. For more information about the Literacy League, visit www.fldoe.org/literacyleague.

Sunshine State Young Reader's Award Program

Welcome back to another exciting year with our Florida students! A new school year brings with it countless opportunities to continue our commitment to furthering student achievement and nurturing lifelong readers. Our library media programs will continue to provide literature-based activities that promote the enjoyment of reading and enhance instructional initiatives. Participation in the Sunshine State Young Reader's Award (SSYRA) Program is an excellent way to nurture lifelong reading and to motivate students in grades three through eight to read high quality, high interest contemporary literature.

The SSYRA Program is co-sponsored by the Florida Department of Education's Library Media Services and the Florida Association for Media in Education (FAME). The **School Participation Form** is located on the SSYRA Program Web site at <http://myssyra.org/>. If you have additional questions, please contact Katrina Figgett in the Bureau of Curriculum and Instruction at (850) 245-0758 or by e-mail at Katrina.Figgett@fldoe.org.

"Grow Healthy" Community Garden Project

The Comprehensive Cancer Control Program and their partners are excited to announce an opportunity for community members throughout Florida to participate in the second annual "Grow Healthy" Community Garden Project. This is an opportunity for gardeners to work with their local partners in planting a community vegetable garden.

Growing a vegetable garden may be one opportunity for you to help yourself and your community members incorporate healthy behaviors, such as a maintaining a nutritious diet and regular exercise.

Interested gardeners who want to participate in the "Grow Healthy" Community Garden Project must submit a community garden proposal, which details:

1. Who the contributing and sustaining partners are;
2. Where the garden will be planted;
3. When the garden will be planted;
4. What population(s) will benefit from the garden; and
5. Why this population was selected.

Those interested in submitting a community garden proposal for the "Grow Healthy" Community Garden Project may submit their proposal to Sue Higgins at sue_higgins@doh.state.fl.us. The selected proposals will receive a supply of garden seeds, a small supply of sunscreen, as well as information on community gardens, community garden grant information, and various health education materials.