

FLORIDA DEPARTMENT OF EDUCATION



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MEMORANDUM

TO: District School Superintendents

FROM: Dr. Frances Haithcock

DATE: June 3, 2011

SUBJECT: **Annual Assurance of School Improvement Plans & Student Advisory Council Compositions**

Each year the Department of Education collects assurances on school improvement requirements. The purpose of this memo is to request your assurance that all schools in your district have approved School Improvement Plans and the required School Advisory Council composition. In compliance with Section 1008.345(6)(c), Florida Statutes (F.S.), "...the Department shall not release funds from the Educational Enhancement Trust Fund to any district in which a school, including schools operating for the purpose of providing educational services to youth in Department of Juvenile Justice programs, does not have an approved school improvement plan, pursuant to S. 1001.42(18) after one full school year of planning and development, or does not comply with school advisory council membership composition requirements pursuant to S. 1001.452."

To ensure that your district receives lottery funding in a timely manner, the 2011 due date for assurance of compliance is **June 30, 2011**. Please forward this information via online reporting.

DR. FRANCES HAITHCOCK
CHANCELLOR OF PUBLIC SCHOOLS

This year, we are asking for reports from each district to certify the following information:

- Whether **ALL** schools in the district have a new, amended, or continuing school improvement plan in the process of revision approved by the school board as of **June 30, 2011**. It is understood that many plans are revised due to 2011 school achievement data. It is also understood that some revisions will be required by the State Board of Education and these revisions will need to be approved by district school boards at a later date.
- Whether **ALL** schools in the district have a School Advisory Council with a majority of its members not employed by the school as of **June 30, 2011**.
- Whether **ALL** schools in the district have a School Advisory Council that is comprised of the principal and an appropriately balanced number of teachers, education support employees, students, parents, and other business and community citizens who are representative of the ethnic, racial, and economic community served by the school. (Some charter schools are allowed to use their Governing Bodies as their School Advisory Council.)
- Whether **ALL** schools in the district operating for the purpose of providing educational services to youth in Department of Juvenile Justice (DJJ) programs have an approved new, amended or continuation individual school improvement plan or district plan that covers all DJJ sites as of **June 30, 2011**.
- Whether **ALL** schools in the district have a school improvement plan designed to achieve the state education priorities pursuant to S. 1000.03(5), F.S. and student proficiency on the Next Generation Sunshine State Standards pursuant to S. 1003.41, F.S. Each plan addresses student achievement goals and strategies based on state and school district proficiency standards and includes an accurate, data-based analysis of student achievement and other school performance data pursuant to S. 1001.42(18)(a), F.S.
- Whether each secondary school (grades 6 through 12) plan includes a redesign component based on the ten guiding principles established in S. 1003.413 (2) (a-j), F.S.

Reporting is to be done online at the following website:

<http://www.flbsi.org/SIPAssurance/login.aspx>

Should any schools NOT be in compliance, we ask that you check those individual schools by name as provided in the online district list. If any school or DJJ site needs to be reported but is not on the list, please list each missing school in the fields provided.

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In support of Florida's education goal for Highest Student Achievement and the implementation of the State Board of Education's Strategic Imperative 3: Improve Student Rates of Learning, the Florida Department of Education thanks you for your continued commitment to enhancing the quality of education for Florida students. If you have any questions, please contact the Bureau of School Improvement, at 850-245-0426 for assistance

FH/kgp

cc: District School Improvement Contacts
District Directors of Charter Schools
District Juvenile Justice Contract Managers
District Educational Administrators for DJJ Programs
District Finance Officers
Linda Champion, Deputy Commissioner