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April 28, 2015

Mr. William V. Husfelt, Superintendent
Bay County School District
1311 Balboa Avenue
Panama City, Florida 32401

Dear Superintendent Husfelt:

This letter is to inform you of findings of noncompliance related to Bay County School District’s 2014-15 exceptional student education self-assessment monitoring process, including validation by bureau staff and reassessment by the district. Records were reviewed for Department of Juvenile Justice, Evaluation, Development, Implementation and Secondary Transition. Findings of noncompliance were identified for one area. Two prongs of corrective action are required: student-specific correction and demonstration of 100 percent compliance. Your district has completed both prongs of correction and no further corrective actions are required.

In addition to the self-assessment referenced above, a Matrix of Services review was required. The Bay County School District was required to review seven matrices for students reported at the 254 or 255 cost factors for weighted funding through the Florida Education Finance Program. A cost factor discrepancy was found in one of those records. Verification of correction was submitted by your school district.

The following is a summary of the school district’s timely correction of student-specific findings of noncompliance.

Noncompliance by Student

	Number of Items	Percentage
Total Items Assessed	423	--
Noncompliant	3	0.7%
Timely Corrected	3	100%

Mary Jane Tappen
Executive Vice Chancellor, K-12 Schools

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Results of districts' self-assessments may be used to inform general supervision activities, including the selection of districts for on-site monitoring and the local educational agency determinations required under section 300.603, Title 34, Code of Federal Regulations.

We understand that the implementation of this self-assessment requires a significant commitment of resources and we appreciate the time and attention your staff has devoted to the process thus far. If you have questions regarding this process, please contact your district liaison for monitoring or Patricia Howell, program director, at 850-245-0475 or via email at patricia.howell@fldoe.org.

Sincerely,

Mary Jane Tappen

MJT/mvt

cc:	Patrick Martin	Cathy Bishop
	Hershel Lyons	Patricia Howell
	Monica Verra-Tirado	Jacqueline Roumou