

CAPE MONTHLY PLANNING CALENDAR, 2017-18

August

**16-17 Career-themed Course 2nd update window
(Including Dual Enrollment Courses)**

17-18 High School Academy registration opens

18-19 CareerSource Florida submission window opens

Recommended Activities

Collect information for 18-19 CareerSource Florida submission

Review 17-18 CCD and CTE Frameworks to ensure course/program codes are still active

Submit 16-17 Industry Certification format

September

17-18 High School Academy Registration closes

17-18 Middle School Academy Registration opens

Recommended Activities

Submit 18-19 CareerSource Florida requests

Review summary reports on 16-17 data

Work with district MIS on 16-17 edit corrections and submit corrections

October

18-19 CareerSource Florida submission window closes

16-17 Survey 5 Reporting, cut-off for federal and state accountability

17-18 Middle School Academy registration closes

**17-18 Career-themed Course registration opens
(Including Dual Enrollment Courses)**

Recommended Activities

Work with all schools, including charter schools, on identification of 17-18 career-themed courses

Work with district MIS on 16-17 edit corrections and submit corrections

November

17-18 Career-themed Course (CTC) registration closes

Recommended Activities

Review 16-17 student level data reporting in advance of the 17-18 FEFP, 3rd calculation

Submit data corrections for 16-17, Survey 5

Submit career-themed courses no later than November 20 and review and update records from Nov. 21-30

December

17-18 FEFP, 3rd calculation, released

Recommended Activities

Review Appendix FF Career-themed Course registrations with all schools and identify corrections for February update.

January

**17-18 FEFP 3rd calculation student level reports available
(F71102 and F71297)**

Recommended Activities

Review F71102 and F71297 reports

Work with district MIS on edits to 16-17 Survey 5

Review 17-18 FEFP calculation with district finance office

Prepare reports on required teacher bonuses

Review the DRAFT 18-19 CTE Frameworks and

Change Document for any potential course/program changes in advance of 18-19 student master calendar

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February

**17-18 Career-themed Course (CTC) 1st update window
(Including Dual Enrollment Courses)**
16-17 Survey 5 window closes

Recommended Activities

Submit corrections to CTC registration
*Review the DRAFT 18-19 CTE Frameworks and
Review Change Document for any course/program
changes in advance of 18-19 student master calendar*

March

18-19 CareerSource Florida recommendations posted
**18-19 FLDOE submission window for the
CAPE Industry Certification Funding List (ICFL)**

Recommended Activities

*Review Appendix FF summary with all schools and
identify corrections*
*Review the DRAFT 18-19 CTE Frameworks and
Change Document for any potential course/program
changes in advance of 18-19 student master calendar*

April

18-19 FLDOE submission window for CAPE ICFL closes
17-18 FEFP 4th calculation released
**17-18 FEFP 4th calculation student level reports available
(F71102 and F71297)**
**18-19 CTE curriculum frameworks adopted by State
Board of Education**

Recommended Activities

Review 17-18 FEFP calculation with district finance office
Prepare final reports on required teacher bonuses

May

Recommended Activities

*Work with school and district MIS on
17-18 Industry Certification format submissions*

June

**18-19 Recommendations for new industry certifications
released by FLDOE**

Recommended Activities

*Work with school and district MIS on
17-18 Industry Certification format submissions*

July

17-18 Survey 5 data reporting window opens

Recommended Activities

*Conduct final review of 17-18 Career-themed Course
registrations for submission of final updates*
*Work with school and district MIS on
17-18 Industry Certification format submissions*
*Identify academy and career-themed courses
by school and begin collecting information for
the 18-19 submission*