

2008-2009 PROPOSED TIMELINE OF SERVICES AND PROCEDURES

Timeframe	Major Activity
January	Applicants participate in an RFA technical assistance workshop with date and location to be announced at http://www.fldoe.org/flbpso
February 1	FDOE releases and posts the RFA at http://www.fldoe.org/flbpso Applicants may access the On-line Application
February - March	Mail or hand deliver to the Bureau of Public School Options the hard-copy Documentation Requirements: <ul style="list-style-type: none"> • Cover Page • Checklist of Hard-Copy Documentation Requirements • Financial Soundness Documentation • Original signed and properly executed assurances on Attachment A: General Assurances and Attachment B: Internet Statement of Assurances no later than 5:00 p.m. EST on March 3, 2008. Receipts will be provided to document hand-delivered documents Final Submit on-line portion of application at http://www.fldoe.org/flbpso no later than 5:00 p.m. EST on March 3, 2008
May	Applicants notified regarding approval or non-approval of application State-approved provider applications posted at http://www.fldoe.org/flbpso School districts initiate the contractual process by notifying each state-approved provider designated for the specific district
June	FDOE releases AYP results and identifies Title I schools that have not achieved AYP for three or more consecutive years and are required to offer SES to eligible students Approved SES providers attend a mandatory NCLB School Choice Leadership Summit in Orlando, FL School districts and state-approved providers finalize contracts
July - September	Providers coordinate with school districts to develop parent outreach, Student Learning Plans, background checks, and assignment of students Implement plan to hire and train employees Develop infrastructure to serve students Participate in provider fairs, if applicable Collaborate with parents for the development of the Student Learning Plans
August – October	Begin providing Supplemental Educational Services to students no later than October 15
Ongoing	Submit invoices and attendance records for payment Progress Monitoring - Provide student's academic progress at regularly scheduled intervals in an understandable format for each student's parents, school, and school district in accordance with the Student Learning Plan Participate in scheduled FDOE conference calls, the 3 rd Wednesday of the month Participate in monitoring and evaluation reporting