

# **Technical Assistance Meeting for No Child Left Behind (NCLB) Public School Choice Options 2008-2009**

Florida Department of Education  
Orlando, Florida  
February 19-20, 2008

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## **Submitting the NCLB Public School Choice Application**

- Time line
- Log in
- Stand-alone application

## **Submitting the NCLB Public School Choice Application (cont.)**

## **Submitting the NCLB Public School Choice Application (cont.)**

- Indicate if LEA must offer NCLB public school choice options.

## **Submitting the NCLB Public School Choice Application (cont.)**

- Most districts will check "Yes"
- If district does not offer NCLB choice, check 'No' and complete the application by clicking on

**Application Complete. Send notice to  
DOE**

## **Submitting the NCLB Public School Choice Application (cont.)**

Budget description form DOE 100A  
**DOE 100A**

## **Budget Description Form**

- DOE 100A => Budget Description Form

Total dollar amount of the set-aside of **Title I funds** (not > 20 % of Title I allocation, no other Title funds added)

- Original signature of the appropriate agency head
- Returned to the Office of Grants Management at FDOE

### **DOE 101 - Budget Narrative Form**

- Reflect funding for fiscal year 2008-2009 only

### **DOE 101 - Budget Narrative Form (cont.)**

- Provide detailed budget description

Examples:

- SES: 5100 Basic
  - 310 Professional & Technical Services
- CWT:7800 Pupil Transportation Services
  - 160 Salaries of other support personnel
  - 210 Retirement
  - 220 Social Security
  - 350 Maintenance
  - 450 Gasoline

### **DOE 101 - Budget Narrative Form (cont.)**

#### **A. NCLB Public School Choice Options Funded by Title I Funds**

#### **A. NCLB Public School Choice Options Funded by Title I Funds (cont.)**

#### **B. NCLB Public School Choice Options Funded by Non-Title I Funds**

- Amount and funding source(s) **beyond** the amount of **Title I** for CWT and SES

## **B. NCLB Public School Choice Options Funded by Non-Title I Funds (cont.)**

- Detailed narrative of non-Title I funds with object codes

## **C. Notification to Parents NCLB Public School Choice Options**

The district must designate:  
**Early Parent Notification**  
for 2008-2009 and 2009-2010

**or**

**Regular Post-AYP Parent Notification**  
for 2008-2009

## **C. Notification to Parents NCLB Public School Choice Options (cont.)**

*DOCUMENTATION*

**For 2008-2009 and 2009-2010**

**Early Parent Notification**

- 2008-2009 *Pre*-AYP Parent Notification Letter for Early-Identified Schools
- 2008-2009 *Post*-AYP Parent Notification Letter for Early-Identified Schools
- 2008-2009 *Post*-AYP Parent Notification Letter for all Other Schools
- 2008-2009 Choice Enrollment Form

**AND**

- 2009-2010 *Pre*-AYP Parent Notification Letter for Early-Identified Schools (required if participating in Early Parent Notification for 2009-2010)

## **C. Notification to Parents NCLB Public School Choice Options (cont.)**

*DOCUMENTATION*

**Early Parent Notification**

**2008-2009 *Pre*-AYP Parent Notification Letter for Early-Identified Schools**

- ❖ School's 2006-2007 AYP results and what the identification means
- ❖ Option to participate in CWT
- ❖ List of eligible receiver schools (more than one school)
- ❖ Academic achievement of each potential receiver school

## **C. Notification to Parents NCLB Public School Choice Options (cont.)**

*DOCUMENTATION*  
**Early Parent Notification**  
**2008-2009 *Post*-AYP Parent Notification Letter**  
**For Early-Identified Schools**

- ❖ School's 2007-2008 AYP results and what the identification means & reason for identification
- ❖ How the school compares to other public schools
- ❖ What the school/ district will do to address the academic problem(s) and how parents can help
- ❖ Options for NCLB Public School Choice Options – SES & CWT

**C. Notification to Parents**  
**NCLB Public School Choice Options (cont.)**

*DOCUMENTATION*  
**Early Parent Notification**  
**2008-2009 *Post*-AYP Parent Notification Letter**  
**For All Other Schools**

- ❖ School's 2007-2008 AYP results and what the identification means & reason for identification
- ❖ List of eligible receiver schools (more than one school)
- ❖ How the school compares to other public schools
- ❖ Academic achievement of each potential receiver school

**C. Notification to Parents**  
**NCLB Public School Choice Options (cont.)**

*DOCUMENTATION*  
**Early Parent Notification**  
**2008-2009 *Post*-AYP Parent Notification Letter**  
**For All Other Schools (cont.)**

- ❖ What the school and district will do to address the academic problem(s)
- ❖ How parents can help address the academic problem(s)
- ❖ Options for NCLB Public School Choice Options – SES & CWT

**C. Notification to Parents**  
**NCLB Public School Choice Options (cont.)**

*DOCUMENTATION*  
**Early Parent Notification**  
**2009-2010 *Pre*-AYP Parent Notification Letter for Early-Identified**  
**Schools (required if participating in Early Parent Notification for**  
**2009-2010)**

- ❖ School's 2007-2008 AYP results and what the identification means
- ❖ Option to participate in CWT
- ❖ List of eligible receiver schools (more than one school)

- ❖ Academic achievement of each potential receiver school

**C. Notification to Parents  
NCLB Public School Choice Options (cont.)**

*DOCUMENTATION*

**Early Parent Notification**

**2008-2009 Choice Enrollment Form**

**C. Notification to Parents  
NCLB Public School Choice Options (cont.)**

*DOCUMENTATION*

**Regular Post-AYP Parent Notification**

**2008-2009 Post-AYP Parent Notification Letter**

- ❖ School's 2007-2008 AYP results and what the identification means & reason for identification
- ❖ How the school compares to other public schools
- ❖ What the school/ district will do to address the academic problem(s)
- ❖ How parents can help address the academic problem(s)

**C. Notification to Parents  
NCLB Public School Choice Options (cont.)**

*DOCUMENTATION*

**Regular Post-AYP Parent Notification**

**2008-2009 Post-AYP Parent Notification Letter (cont.)**

- ❖ Options for NCLB Public School Choice Options – SES & CWT
- ❖ List of eligible receiver schools (more than one school)
- ❖ Academic achievement of each potential receiver school

**C. Notification to Parents  
NCLB Public School Choice Options (cont.)**

*DOCUMENTATION*

**Regular Post-AYP Parent Notification**

**2008-2009 Choice Enrollment Form**

**C. Notification to Parents  
NCLB Public School Choice Options (cont.)**

*APPLICATION NARRATIVE*

- Outline process to notify parents (including timeline - no later

- than the first day of the school year)
- Provide description of process and procedure to enable parents to communicate choice (> 2 weeks)
  - Provide description of process and procedure to prioritize services

**C. Notification to Parents  
NCLB Public School Choice Options (cont.)**

*APPLICATION NARRATIVE*

**D. Notification to Parents  
Supplemental Educational Services**

*DOCUMENTATION*

**SES Parent Notification**

- 2008-2009 Post-AYP SES Parent Notification Letter
- 2008-2009 SES Provider Directory
- 2008-2009 SES Enrollment Form
- Samples of other communications related to SES (optional)

**D. Notification to Parents  
Supplemental Educational Services (cont.)**

*DOCUMENTATION*

**SES Parent Notification**

**2008-2009 Post-AYP SES Parent Notification Letter**

- ❖ Procedures and timelines that parents must follow in selecting a provider and commencement of services
- ❖ Sufficient amount of time for parents to make informed decisions
- ❖ Offer from the LEA to assist parents in choosing a provider

**D. Notification to Parents  
Supplemental Educational Services (cont.)**

*DOCUMENTATION*

**SES Parent Notification**

**2008-2009 SES Provider Directory**

- ❖ Brief description of providers' services
- ❖ Tutor qualifications of provider staff
- ❖ Contact information for providers

**D. Notification to Parents**

## **Supplemental Educational Services (cont.)**

### *DOCUMENTATION*

#### **SES Parent Notification**

#### **2008-2009 SES Enrollment Form**

#### **Samples of other communications related to SES (optional)**

#### **D. Notification to Parents**

### **Supplemental Educational Services (cont.)**

#### *APPLICATION NARRATIVE*

- Outline process to notify parents
- Include timelines for notifying prior to and after the start of school year
- Include description of process and procedure to enable parents to communicate choice (> 2 weeks) (including collecting rejection of SES)

#### **D. Notification to Parents**

### **Supplemental Educational Services (cont.)**

#### *APPLICATION NARRATIVE*

- Describe how streamlining of enrollment and selection will ensure services begin by October 15
- Describe how enrollment forms will be available prior to and after start of school year

#### **D. Notification to Parents**

### **Supplemental Educational Services (cont.)**

#### *APPLICATION NARRATIVE*

- Provide description of process and procedure to prioritize service
- Address any additional communication to parents related to SES

#### **E. LEA/Provider Contract**

### *DOCUMENTATION*

- Student's progress
- School facilities
- Confidentiality of students' records
- Provision for applicable health, safety, and civil rights laws
- Termination agreement
- Provision for payments
- Background checks and fingerprinting

### **E. LEA/Provider Contract (cont.)**

### **E. LEA/Provider Contract (cont.)**

### *APPLICATION NARRATIVE*

- Describe the process for development and implementation of contract
- Provide timelines ensuring students will receive services by Oct. 15th

### **E. LEA/Provider Contract (cont.)**

### **E. Student Learning Plan (SLP)**

### *DOCUMENTATION*

- Specific student achievement goals
- How students' progress will be measured
- Timetable for improving achievement
- Consistency of the SLP with individualized education program for students with disabilities

## **E. Student Learning Plan (SLP) (cont.)**

### *APPLICATION NARRATIVE*

- Describe timelines for development, implementation, and monitoring of SLPs
- Describe how to ensure that individual needs are assessed and individual gaps are identified
- Describe process if all three parties can not meet face to face to develop SLP

### **Resources**

- Non-Regulatory Guidance
- Financial and Program Cost Accounting and Reporting for Florida Schools (Redbook 2001)
- Bureau of Public School Options' Website
- Technical Assistance Materials

## Small Group Exercise

### Best Practices

### **1. Small Group Exercises**

#### **How would you revise the following response regarding the Parent Notification Letter?**

*"The district will prioritize services if demand exceeds funds."*

#### Suggestion

*"If demand for services (transportation or SES) exceeds available funds, services will be prioritized to the lowest achieving low income students based on:*

#### Priority 1

- A. all FRPL applicants that score at Level 2 or below in FCAT reading or math
- B. all FRPL applicants that score AGS in the second stanine or below

- *C. all FRPL applicants who have been retained instead within the past two years of schooling*

Priority 2

- *A. all FRPL applicants that score at Level 3 in FCAT reading or math*
- *B. all applicants that score AGS in the third or fourth stanine”*

## **2. Small Group Exercises**

### **How would you revise the following response regarding the LEA/Provider Contract?**

*“Progress reports are required to be sent to both district and parents.”*

#### **Suggestion**

*“Progress reports are required to be sent to both district and parents monthly (or any other approved timeline). Failure to furnish progress reports is considered a violation of the contract and the district may terminate agreements with providers who fail to comply.”*

## **3. Small Group Exercises**

### **How would you revise the following response regarding the Student Learning Plan?**

*“In the event any or all parties are unable to physically be present to sign and date the SLPs, every effort will be made.”*

#### **Suggestion**

*“In the event any or all parties are unable to physically be present to sign and date the SLPs, a site liaison will serve as the district representative. The liaison will arrange for home visits.”*

accompanying the provider in such  
circumstances as needed to facilitate  
parent participation.”

## **Florida Department of Education Contacts**

**Program Contact for Title I, Part A, NCLB Public School Choice  
Options (CWT, SES)**

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