

August 22, 2007

Cheri Pierson Yecke, Ph.D.  
Chancellor, K-12 Public Schools  
Florida Department of Education  
325 West Gaines Street, Suite 514  
Tallahassee, Florida 32399

Dear Chancellor Yecke:

Subject: Status Report of Paperwork and Data Collection in Brevard County

These are the changes that have been made in Brevard to help alleviate some of the instructional paperwork burden for our teachers:

1. A desktop reporting system that allows teachers immediate access to student and class data. Data includes academic achievement, attendance and contact information
2. An electronic grade book is used for grade calculation and reporting.
3. All interim reports and report cards are computerized.
4. EXCENT, a web-based application, is used by our Exceptional Education teachers for writing IEP's.
5. A<sub>3</sub>AIP is used by our teachers to write and monitor AIPs. This is a web-based application that allows online access
6. We utilize Blackboard for distance learning and knowledge sharing.
7. The District starts the kindergarten school year three days later than other students to allow time for teachers to test these students and complete necessary paperwork.
8. Secondary schools have added a seventh period day which allows for five extra planning times each week.
9. One work day each semester is given to teachers as a planning day to complete paperwork.
10. The Superintendent mandated that every school have a Paperwork Reduction Committee to be chaired by the principal. The purpose was to allow teachers to look at all paperwork they are required to process and see what is duplicated or abnormal so it can be alleviated.

If you should have any questions regarding our paperwork and data collection reduction details, please feel free to call me at 321/633-1000, extension 265.

Sincerely,

Joy A. Salamone, Director  
Human Resources Services/Labor  
Relations

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pc Richard A. DiPatri, Ed.D. - Superintendent