

# The School District of Osceola County, Florida

**BLAINE A. MUSE – SUPERINTENDENT**

817 BILL BECK BOULEVARD • KISSIMMEE, FLORIDA 34744-4495

PHONE: 407-870-4600 • FAX: 407-870-4010 • [www.osceola.k12.fl.us](http://www.osceola.k12.fl.us)



DATE: August 28, 2007

SUBJECT: Legislative Changes Relating to Paperwork Reduction

## SCHOOL BOARD MEMBERS

**THOMAS E. CHALIFOUX, JR.**  
DISTRICT NO. 2-KISSIMMEE  
PHONE: 407-846-0977

**TOM GREER**  
DISTRICT NO. 4-KISSIMMEE  
PHONE: 407-892-8200

**JOHN MCKAY**  
DISTRICT NO. 5-ST. CLOUD  
PHONE: 407-957-4056

**DAVID STONE**  
DISTRICT NO. 3-KISSIMMEE  
PHONE: 407-933-2700

**JAY WHEELER**  
DISTRICT NO. 1-KISSIMMEE  
PHONE: 407-390-0505

## Status Report Findings and Potential Solutions

House Bill 7087 (A+++ ) is designed to reduce the paperwork and data collection burden placed on our teachers, principals, and district staff.

The 2006-2007 school year was the initial year in this initiative. I sent an email to all district employees asking for suggestions concerning paperwork reduction using the First Class email system. Numerous ideas were submitted and reviewed by a task force committee. Some suggestions were to place newsletters, flyers, district forms, and handbooks online rather than using paper. This would save the cost of paper, printing, and distribution.

There are several potential solutions that Osceola County is conducting to address these suggestions. The Osceola Data Management System (ODMS) is intended for all teachers and administrators to have access to their students' data in order to drive instruction. There will be a flag by a student's name to indicate attendance, behavior, and lowest quartile concerns. Technology Services is in the process of migrating all schools to the new active directory server. The intention is for all schools to have full access during the 2007-2008 school year. There are 19 schools presently active with one more in progress at this time. The school sites that are already active will be able to access the automated Progress Monitoring Form which is tied to TERMS. This management system will relieve school staff of extra data collection and enable them to effectively utilize the information to plan instruction.

In Spring of 2007, procedural district wide documents were collected and sent to Education Management Consultant Services (EMCS). EMCS will produce a draft of a single procedure manual. Committees will edit the draft and send it to the Superintendent and the School Board for approval. When this process is complete, appropriate county forms, handbooks, and procedures manuals will be available on the district website.

Osceola County has been a partner in developing the state-wide Individual Education Plan (IEP) system. We are in the second round of implementation. ESE Compliance Specialists will be trained on the system in October 2007. They will train employees on the system and then we plan to initiate the state wide system in January 2008. Reduction of time, paperwork, and resources are the components in this venture to enable our county staff to readily access students' IEP records.

There are several newsletters and flyers currently available on the Osceola District website for employees and the community. Osceola County continues to be committed to student achievement and in pursuing potential paper reduction solutions for all district employees.

Sincerely,

Deborah Felblinger  
ESE Resource Specialist

## ADMINISTRATIVE COMPLEX OFFICES:

ALTERNATIVE PROGRAMS  
805 BILL BECK BOULEVARD  
KISSIMMEE, FL 34744-4495  
PHONE: 407-343-8713  
FAX: 407-343-8776

EXCEPTIONAL STUDENT ED.  
805 BILL BECK BOULEVARD  
KISSIMMEE, FL 34744-4495  
PHONE: 407-343-8700  
FAX: 407-343-8626

FACILITIES  
809 BILL BECK BOULEVARD  
KISSIMMEE, FL 34744-4495  
PHONE: 407-518-2964  
FAX: 407-518-2985

PROFESSIONAL DEVELOPMENT  
799 BILL BECK BOULEVARD  
KISSIMMEE, FL 34744-4495  
PHONE: 407-518-2940  
FAX: 407-518-2988

STUDENT SERVICES  
801 BILL BECK BOULEVARD  
KISSIMMEE, FL 34744-4495  
PHONE: 407-870-4897  
FAX: 407-870-4629