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MEMORANDUM

TO: School District Superintendents

FROM: Hershel Lyons

DATE: December 16, 2016

SUBJECT: Annual Assurances of School Improvement Plans and School Advisory Council Composition

Contact Information:

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DPS: 2016-150

Each school year, the Florida Department of Education collects district assurances of compliance with school improvement requirements. The purpose of this memo is to inform you of the assurances the department will collect regarding school improvement plans (SIPs) and School Advisory Council (SAC) composition for the 2016-17 school year.

In accordance with section 1008.345(6)(c), Florida Statutes (F.S.), the department shall not release funds from the Educational Enhancement Trust Fund to any district in which a school, including schools operating for the purpose of providing educational services to students in Department of Juvenile Justice programs, does not have an approved SIP, pursuant to s. 1001.42(18), F.S., after one full school year of planning and development, or does not comply with SAC membership composition requirements, pursuant to s. 1001.452, F.S. The full list of statutory requirements is attached for your reference.

In order to receive lottery funding in the 2017-18 school year, your district must complete the SIP-SAC Assurances survey in the Continuous Improvement Management System (CIMS), located at <https://www.floridaCIMS.org>, by January 27, 2017. Your district's main school improvement contact has access to the online system and will be provided instructions for completing the survey which is scheduled to be released Friday, January 13, 2017. A list of school improvement contacts by district is attached for your convenience.

Districts not able to provide assurances that all school improvement requirements are met will be required to develop a plan for corrective action. The Bureau of School Improvement will work collaboratively with the school improvement contact in each district to establish strategies to bring the district into compliance so that lottery funding can be released. Public notice will be given of the department's intervention in each school without a SIP or appropriate SAC membership composition.

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Thank you for your continued commitment to enhancing the quality of education for Florida's students.

HL/js

Attachments

cc: School District School Improvement Contacts
School District DJJ Transition Contacts
School District DJJ Contract Managers
School District Finance Officers