

FLORIDA DEPARTMENT OF EDUCATION



JIM HORNE
Commissioner of Education



March 2, 2004

MEMORANDUM

Contact Person

TO: District School Superintendents
District Finance Officers
District ETP Contacts

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FROM: Ava G. Byrne

**SUBJECT: Dale Hickam Excellent Teaching Program
Disbursement of Funds (Mentoring Bonus)**

Pursuant to Section 1012.72, Florida Statutes, the Dale Hickam Excellent Teaching Program, please be advised that funds for payment of the annual **mentoring bonus** for qualified National Board Certified Teachers (NBCT's) will be forthcoming. The **mentoring bonus** for the **2003-2004** school year is based on a calculation of ten percent (10%) of the **2002-2003** statewide average teacher's salary, which is **\$4,027.50**.

Effective July 1, 2002, the salary bonus became compensation for retirement as specified in Section 121.021 (22) (a) 6., Florida Statutes. When 7.65 percent for the district's share of FICA, which is **\$308.10**, and 7.39 percent for retirement, which is **\$297.63**, are added, the total amount to be forwarded to the district for each qualified National Board Certified Teacher is **\$4,633.23**. **The district shall determine the appropriate individual withholding for each qualified National Board Certified Teacher, make the deductions, and pay the remaining bonus to each teacher.**

Disbursement of Funds-Mentoring Bonus

March 2, 2004

Beginning **April 1, 2004** through **June 14, 2004**, district contacts will submit **mentoring bonus** request forms for each qualified National Board Certified Teacher who opted to mentor. The **June 14, 2004**, deadline allows the Dale Hickam Excellent Teaching Program staff to process and pay the bonuses by **June 30, 2004**, the end of the fiscal year. Upon receipt of the requests, bonuses will be processed **and sent via electronic wire transfer to the district finance office for payment to each teacher.**

If further clarification is needed regarding the transfer of funds, please do not hesitate to contact the Department of Education Comptroller's Office at 850-245-9211. If you have questions related to the Dale Hickam Excellent Teaching Program, please call Beatrice H. Monroe at the telephone number on the previous page.