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August 13, 2004

JIM HORNE
Commissioner of Education



MEMORANDUM

TO: School District Superintendents
District Charter School Contacts

FROM: Theresa A. Klebacha, Ph.D.

SUBJECT: Public Charter Schools 2004-05 Dissemination Grant Application

The purpose of this memorandum is to reflect the recent changes in the 2004-2005 Charter School Dissemination Grant Program eligibility criteria. The original memorandum was sent to you via paperless communication dated July 1, 2004.

The revised eligibility criteria will now allow charter schools in the following categories to apply for the 2004-2005 Dissemination Grant.

1. Charter schools not graded in 2003-2004 for one of the following reasons:
 - The school tested fewer than 30 students.
 - The school did not enroll students in grades 3 through 10.
 - The school served predominately students with disabilities and students' Individualized Education Plan (IEP) provided for alternative assessments.
 - The school had missing FCAT data.

Applicants must provide, in writing, the reason(s) the school did not receive a school letter grade.

2. Charter schools that did not receive a school grade for the 2003-2004 school year must provide documentation that an alternative assessment was used to demonstrate that the students made adequate learning gains during that school year and provide the school's analysis of the assessment results.
3. Charter schools that did not meet Adequate Yearly Progress (AYP) for the 2003-2004 school year may apply. However, preference will be given to those charter schools that met AYP.

THERESA A. KLEBACHA, Ph.D.
Executive Director
Office of Independent Education and Parental Choice

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It is important to note that the following eligibility criteria stated in the memorandum of July 1, 2004 are still required:

- The charter school must have been in operation for at least three years.
- The charter school must have demonstrated fiscal soundness.

The revised eligibility criteria will increase the number of eligible charter schools that may wish to apply for the 2004-2005 Charter School Dissemination Grant. Charter schools that meet the eligibility requirements as stated in this memorandum and are interested in applying for this grant are invited to attend an information workshop to be held **Friday, September 17, 2004, from 9:30 a.m. to 1:30 p.m.**, at the following location:

Embassy Suites Hotel
Downtown Orlando
191 East Pine Street
Orlando, Florida 32801
1-407-841-1000

Directions to the hotel are attached.

If you plan to attend the Charter School Dissemination Grant workshop on September 17, 2004, please notify Karen Hines at 850-245-0864 no later than **Monday, September 13, 2004.**

In addition, the Department of Education has revised the timeline for the 2004-2005 Charter School Dissemination Grant, as noted below:

Notice of Intent to Apply

Interested parties wishing to receive “answers to frequently asked questions” and competition updates must submit, in writing, a letter of Intent to Apply for the 2004-2005 Dissemination Grant. This letter is to be submitted to Karen Bennett via email (Karen.Bennett@fldoe.org) or fax (850-245-0868) no later than **September 3, 2004.** The notice of Intent to Apply must include the applicant’s e-mail address. Submitting an “intent-to-apply” is not a requirement. Its purpose is to assure that interested applicants receive “answers to frequently asked questions” and competition updates.

Answers to frequently asked questions and competition updates will be posted on the Florida Department of Education website. Applicants will be notified of the exact website address.

Questions will not be answered after 4:30 p.m. on Friday, October 8, 2004.

Application Due Date

The 2004-2005 Charter School Dissemination Grant application must be submitted by close of business on Friday, October 15, 2004. Applications submitted after this date cannot be considered.

In addition, if you have any questions, please contact Karen Bennett at 850-245-0867 for assistance.

TK/nsb

Attachment