

# FLORIDA DEPARTMENT OF EDUCATION



John L. Winn  
Commissioner of Education



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## MEMORANDUM

**TO:** District School Superintendents

**FROM:** Jim Warford

**DATE:** November 19, 2004

**SUBJECT: REVIEW OF DISTRICT STUDENT PROGRESSION PLANS**

We are pleased to announce that reviews of district Student Progression Plans are now complete. As required by line item 81 of the 2004-05 General Appropriations Act, districts were required to report on the implementation of the requirements of section 1008.25, Florida Statutes, in order for Supplemental Academic Instruction funds to be disbursed. This statute provides for public school student progression, remedial instruction, and reporting requirements and was amended during the 2004 Legislative Session.

To meet this requirement, the Department created a web-based reporting format, which is available at <http://info.doe.state.fl.us/distCert100825/>. The first cycle of reporting on district implementation of section 1008.25, Florida Statutes, for the 2003-2004 school year was due to the Department by July 1, 2004 (DPS Memo 04-138, dated June 21, 2004).

We would like to thank you for utilizing this reporting format for the July submission. The Department has reviewed all Student Progression Plans based on a standardized rubric that corresponds to the individual subsections of section 1008.25, Florida Statutes.

**JIM WARFORD**  
K-12 CHANCELLOR

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The results for your district are now available to you on the reporting website referenced above. Please access the site using your district name and password. Once you have logged onto the site, please click the "District Review Results" link.

Districts were not given rubric scores; rather, Department review teams indicated, through consensus, if specified elements were present in the Student Progression Plan or other documents specified by the district.

If, upon review, you find that specific elements indicated in the rubric are not present in your plans, please work with your district school board to amend the 2004-2005 Progression Plan to reflect the rubric standards. These changes must be reported to the Department by March 1, 2005, using the reporting website listed above. Please report these changes by accessing the "Verification of Existing Implementation" link and providing page numbers that correspond to the amended 2004-2005 Progression Plans. You must also report on the new provisions in section 1008.25, Florida Statutes, as amended in the 2004 Legislative Session, as well as on the Successful Progression of Retained Readers, by March 1, 2005.

The Department will utilize the same process for review of the 2004-2005 Student Progression Plans submitted during the December web-based reporting. In order to assist districts in revising their student progression plans to reflect the requirements of the new and amended language of section 1008.25, Florida Statutes, a rubric has been developed and is attached for your convenience. This rubric will be used by Department review teams to ensure that district student progression plans meet the intent of the law.

Thank you for your continued efforts to implement student progression policies that ensure all students are able to master appropriate grade level knowledge and skills.

JW:ls

Attachments - 1

cc: Shan Goff, Deputy Chancellor, K-12 Student Achievement  
Mary Laura Openshaw, Director, Just Read, Florida!  
Assistant Superintendents for Curriculum and Instruction  
Directors and Students Services  
Directors of Exceptional Student Education  
Directors for English for Speakers of Other Languages  
District Finance Officers