

# FLORIDA DEPARTMENT OF EDUCATION



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Commissioner of Education

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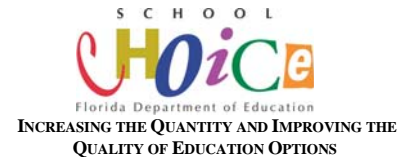
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February 11, 2005

## MEMORANDUM

**TO:** District Charter School Contacts  
2005-06 New Charter School Operators

**FROM:** Paulette Mainwood

**SUBJECT:** Public Charter Schools Federal Grant Writing Workshop

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As one of Florida's fastest growing choice options, charter schools have a key role in helping to accomplish the State Board of Education's Strategic Imperative 5: *Increasing the quantity and improving the quality of education options*. The Florida Department of Education is conducting a workshop to assist district charter school contacts and new charter school operators to complete an application for federal funding that meets the requirements of the Public Charter Schools Federal Grant Program. The two-day workshop is scheduled for February 22-23, from 9:00 a.m. until 5:00 p.m., at the Embassy Suites Hotel in Fort Lauderdale. Directions to the hotel and room information are attached.

Attendance at this workshop is mandatory for receipt of the Public Charter Schools Federal Grant Program funds for districts with new charter schools opening the 2005-06 school year and the operators of these new schools. Each approved school should have a representative from the school attend both days of the workshop. If you have an approved charter school application and plan to defer your opening until 2006-07, then you should plan to attend the mandatory workshop that will be scheduled for the 2006-07 school year.

The grant writing workshop is designed for the following participants:

- Charter school operators who have approved charter applications for 2005-06;
- Charter school applicants who were denied and plan to file an appeal;
- Potential charter school operators who have pending applications for school board approval; and
- District charter school contacts in districts that have charter schools opening in 2005-06.

**PAULETTE MAINWOOD PH.D.**  
*Interim Executive Director*  
*Office of Independent Education and Parental Choice*

District Charter School Contacts  
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The Public Charter Schools Federal Grant Program provides funds to charter schools partnering with local charter agencies. The funds are designed to assist with initial startup and implementation costs that are necessary to establish the charter school during its first year of operation and to increase the quality of educational services offered by the charter school. Some of the topics to be addressed during the grant writing workshop include school transportation, school finance, food service, Title I, Exceptional Student Education (ESE), and management information services.

In order to ensure that Department staff will have enough materials for each participant, it will be necessary for participants to register in advance of the workshop. Please contact Mrs. Karen Hines-Henry at (850) 245-0864 by February 16, 2005, to confirm your attendance or obtain additional information.

We look forward to your attendance at this workshop.

PM: kb

Attachment

## **Florida Department of Education Grant Writing Workshop Hotel Information**

A limited number of hotel rooms have been blocked in the name of the Florida Department of Education – Grant Writing Workshop. To ensure that you receive the discount group rate, please reserve your room before the reservation deadline of February 15, 2005, and mention that you will be attending the workshop.

**Workshop Location:** Ft. Lauderdale

**Workshop Dates:** February 22 and 23, 2005  
**Overnight Dates:** February 21 and 22, 2005

**Hotel:** Embassy Suites Hotel  
1100 SE 17<sup>th</sup> Street  
Ft. Lauderdale, FL 33316  
Phone: 954-315-1326  
Fax: 954-315-1314

**Rate:** \$99 for single or double occupancy

### **Directions to Embassy Suites Hotel 17<sup>th</sup> Street Causeway, Ft. Lauderdale**

The hotel is located on 17<sup>th</sup> Street Causeway, two blocks east of US 1, (a.k.a., Federal Highway).

**DIRECTIONS FROM THE FT. LAUDERDALE/HOLLYWOOD INTERNATIONAL AIRPORT:** Please take US 1 North and turn right on 17<sup>th</sup> Street. The Hotel is located two blocks down on the right-hand side.

**DIRECTIONS FROM THE NORTH:** Please take I-95 Southbound to Davie Boulevard, Exit #28. Take Davie Boulevard Eastbound to US 1. Take US 1 Southbound to SE 17<sup>th</sup> Street. Make a left-hand turn on SE 17<sup>th</sup> Street. The Hotel is located two blocks down on the right-hand side.

**DIRECTIONS FROM THE SOUTH:** Please take I-95 Northbound to I-595. Take I-595 Eastbound to US 1. Take US 1 Northbound to SE 17<sup>th</sup> Street. Make a right on SE 17<sup>th</sup> Street. The Hotel is located two blocks down on the right-hand side.

**DIRECTIONS FROM TURNPIKE:** Either Northbound or Southbound Exit at I-595 Eastbound to US 1. Take US 1 Northbound to SE 17<sup>th</sup> Street. Make a right on SW 17<sup>th</sup> Street. The Hotel is located two blocks down on right-hand side.

**DIRECTIONS FROM NAPLES:** Take Alligator Alley Eastbound to I-595 Eastbound to US 1. Take US 1 Northbound to SE 17<sup>th</sup> Street. Make a right on SE 17<sup>th</sup> Street. The Hotel is located two blocks down on the right-hand side.