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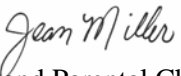


August 27, 2007

MEMORANDUM

TO: District MIS Directors
District Personnel Directors
Directors of Charter Schools

FROM: Lavan Dukes 
Bureau of Education Information and Accountability Services

Jean Miller, Director 
Independent Education and Parental Choice

SUBJECT: DOE Staff Information Data Base Reporting Requirements for Charter Schools – 2007-08

One of the fastest growing areas of public school reform is the charter schools movement. Charter schools are public schools under contract – or charter – between a public agency and groups of parents, teachers, community leaders or others who want to create alternatives and choice within the public school system.

Applying Federal Civil Rights Laws to Public Charter Schools
U.S. Department of Education, Office for Civil Rights

Beginning with the 2007-08 school year charter schools are required to report data for all Staff Reporting Formats per survey period as do all other public schools in Florida's school districts. Since Survey 5 2001-02 charter schools were required to submit limited staff data to get them acclimated to the reporting requirements mandated in statute for all public schools in Florida. The five-year developmental period is over and charter schools must now adhere to all DOE Staff Information Data Base reporting requirements, as do all other public schools, to meet federal and state reporting requirements.

GARNET L. DUKES, JR.
Bureau Chief
Accountability, Research, and Measurement

Below are the required Staff reporting formats per survey period:

Survey 2 Staff Reporting Formats:

Staff Demographic
Staff Experience
Staff Multidistrict Employee
Staff Payroll
Staff Additional Job Assignments
Staff Salary Supplements
Staff Benefits

Survey 3 Staff Reporting Formats:

Staff Demographic
Staff Experience
Staff Payroll
Staff Additional Job Assignments
Staff Salary Supplements
Staff Benefits

Survey 5 Staff Reporting Formats:

Staff Demographic
Staff Professional Development
Staff Fiscal Year Salaries
Staff Fiscal Year Benefits
Teacher Exit Interview

For information on reporting requirements for all Staff Reporting formats, please view the link below.

http://www.fldoe.org/eias/dataweb/staff_0708.asp#REPORTING%20FORMATS

It will be necessary for school district personnel and charter school contact persons to continue to work together to make sure that all required data is obtained in a timely manner for school district MIS offices to transmit information to the Department for each of the reporting periods.

If you have any questions, please contact Teresa Sancho at (850) 245-9075, SunCom 205-9075 or Teresa.Sancho@fldoe.org.

LD/JM/ts

c: District Staff Data Base Contacts
District Charter School Contacts
Charter Schools