

FLORIDA DEPARTMENT OF EDUCATION



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MEMORANDUM

TO: District School Superintendents
School Principals

FROM: Pam Stewart

DATE: May 4, 2012

SUBJECT: 2012 Common Core State Standards Summer Institutes – Registration Open

The Florida Department of Education, in collaboration with the Florida Association for Career and Technical Education and the Response to Intervention and Positive Behavior Support Projects, is pleased to announce that registration is now open for “Countdown to Common Core” – 2012 Common Core State Standards Summer Institutes.

Dates and Locations

Dates	Location
June 11 – 14	PGA NATIONAL RESORT & SPA 400 Avenue of the Champions Palm Beach Gardens, Florida 33418
June 18 – 21	ORLANDO WORLD CENTER MARRIOTT 8701 World Center Drive Orlando, Florida 32821
June 25 – 28	FORT LAUDERDALE CONVENTION CENTER 1950 Eisenhower Boulevard Fort Lauderdale, Florida 33316
July 9 – 12	WYNDHAM BAY POINT RESORT 4114 Jan Cooley Drive Panama City Beach, Florida 32408

2012 Common Core State Standards Summer Institutes – Registration Open

PAM STEWART
CHANCELLOR OF PUBLIC SCHOOLS

May 4, 2012

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Registration Information

Please visit <https://www.regonline.com/2012CCSSI> to register no later than Friday, May 18.

Location preference will be given to registrants requiring overnight accommodations where the venue requires a minimum number of rooms guaranteed. Thereafter, registrations will be accepted and confirmed based upon the order in which they are received.

Teams will be able to register up to four persons for a guaranteed slot. Teams must be a minimum of two people. One person should register the entire team at the same time. During the registration process you will be asked to identify the role of each team member, a team contact person, and the number of additional team members you would like to register if space allows. If the venue can accommodate additional team members after registration closes, your team contact person will be notified of the number of additional members they can register.

District Support Team members may include four of the following options:

- Superintendent
- Assistant/Deputy Superintendent for Curriculum and Instruction
- English Language Arts Curriculum Specialist/Supervisor
- Mathematics Curriculum Specialist/Supervisor
- Science Curriculum Specialist/Supervisor
- Social Studies Curriculum Specialist/Supervisor
- Career and Technical Education Program Specialist/Supervisor
- Data Coach, Multi-tier System of Supports Lead, or Response to Instruction/Intervention Lead
- Human Resources Manager (Responsible for Teacher Performance Evaluations)
- Student Services Director
- Exceptional Student Education Director
- Other – Please Specify

School-Based Team members may include four of the following options (one of the four must be the principal or an assistant principal):

- Principal
- Assistant Principal of Curriculum and Instruction
- English Language Arts Lead Teacher, Department Chair, or Reading Coach
- Mathematics Lead Teacher, Department Chair, or Mathematics Coach
- Science Lead Teacher, Department Chair, or STEM Coach
- Social Studies Lead Teacher or Department Chair
- Career and Technical Education Lead Teacher or Department Chair
- Data Analysis Coach, Multi-Tier System of Supports Lead, or Response to Instruction/Intervention Lead
- Expert in Exceptional Student Education, Lead Teacher, or Department Chair
- Expert in Education for English Language Learners, Lead Teacher, or Department Chair
- Other – Please Specify

There is a \$25 registration fee per person (maximum of \$100 per team). Direction for submitting payment is found on the registration site.

Hotel Information

Hotel reservations must be made separately. Some locations will be limited. Host and overflow hotel information is found on the registration site.

Transportation and Parking

In Orlando, those not requiring an overnight stay or those not staying at the host hotel may need to access shuttle service to the host hotel. We are working with a transportation company and information will be available closer to the event.

In Fort Lauderdale, there is a cost for onsite parking of \$1 an hour per vehicle. The estimated cost for the four days of the Institute is \$32.

Financial Support

The Department will be sending further communication about the grant process to provide financial support to teams. Each district will be required to submit information on behalf of all of their teams so that access to funds can be made available prior to the event. Although the final amount available is somewhat dependent on the number of participating teams, we are estimating that approximately \$500 per team will be offered if no overnight stay is required and approximately \$1,500 per team will be offered if an overnight stay is required.

Contact Information

Please contact Marsan Carr, Executive Director, Florida Association for Career and Technical Education, at factexec@facte.org if you have any questions. We look forward to seeing everyone as we “Countdown to Common Core.”

PS/he