

FLORIDA DEPARTMENT OF EDUCATION



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MEMORANDUM

TO: School District Superintendents

FROM: Pam Stewart

DATE: September 26, 2013

SUBJECT: **Annual Assurances of School Improvement Plans and School Advisory Council Composition**

Contact Information:

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DPS: 2013-126

Each school year, the Florida Department of Education collects assurances on school improvement requirements. The purpose of this memo is to request your assurance that all schools in your district have approved school improvement plans and the required School Advisory Council (SAC) composition for the 2012-13 school year. In compliance with section 1008.345(6)(c), Florida Statutes (F.S.), the department shall not release funds from the Educational Enhancement Trust Fund to any district in which a school, including schools operating for the purpose of providing educational services to youth in Department of Juvenile Justice programs, does not have an approved school improvement plan, pursuant to section 1001.42(18), F.S., after one full school year of planning and development, or does not comply with SAC membership composition requirements, pursuant to section 1001.452, F.S.

To ensure your district's lottery funding is received in a timely manner, please submit this information in the SIP/SAC Assurances survey located within the *SIP Online* web application at <http://www.flsiponline.com> by **October 11, 2013**. Each district's primary school improvement contact has been assigned a user name and password for the web application. A list of primary school improvement contacts by district is attached for your convenience.

Thank you for your continued commitment to enhancing the quality of education for Florida's students.

PS/sf

cc: School District School Improvement Contacts
School District Juvenile Justice Contract Managers
School District Educational Administrators for DJJ Programs
School District Finance Officers
Linda Champion, Deputy Commissioner