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**DPS: 2018-05**

**MEMORANDUM**

**TO:** School District Superintendents  
School District Assistant Superintendents

**FROM:** Hershel Lyons

**DATE:** February 2, 2018

**SUBJECT: Schools of Excellence – Professional Certificate Renewal Credit**

The 2017 Florida Legislature created section 1003.631, Florida Statutes, establishing the Schools of Excellence Program. For more information about the Schools of Excellence Program, refer to Paperless Memo DPS: 2017-142 at <https://info.fldoe.org/docushare/dsweb/Get/Document-8082/dps-2017-142.pdf>.

This memorandum provides frequently asked questions and answers to assist school districts with the implementation of the specified provision relating to the substitution of employment at a designated School of Excellence for inservice points toward the renewal of a Professional Certificate.

HL/zh

Attachment

cc: School District Human Resources Directors  
School District Personnel Directors  
School District Certification Partners  
School District Staff Development Directors

HERSHEL LYONS  
CHANCELLOR OF PUBLIC SCHOOLS

**Florida Department of Education (FDOE)**  
**Frequently Asked Questions and Answers**  
**Regarding Renewal Credits for Schools of Excellence Experience**  
**February 2, 2018**

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- Q-01. How will instructional personnel know if they are employed at a School of Excellence?
- A-01. On October 18, 2017, the State Board of Education approved the list of schools designated as Schools of Excellence. As created by the 2017 legislature, Schools of Excellence earned points to be ranked in the 80<sup>th</sup> percentile or higher in the school grade calculation for their school grouping for at least two of the last three years. Please refer to the list of schools posted with the board meeting materials at [www.fldoe.org/board/meetings](http://www.fldoe.org/board/meetings).
- Q-02. How many points can instructional personnel earn if they are employed at a designated School of Excellence?
- A-02. Instructional Personnel employed at a designated School of Excellence may substitute one (1) school year of employment at a School of Excellence for twenty (20) inservice points, up to sixty (60) points total in a five-year cycle, toward the renewal of a Professional Certificate.
- Q-03. When can instructional personnel begin to earn credit for one year of employment at a designated School of Excellence?
- A-03. The 2017-2018 school year is the earliest that instructional personnel can substitute credit for one year of employment at a designated School of Excellence. Instructional personnel must work a minimum of ninety-nine (99) days to earn credit for one year of employment.
- Q-04. How will points be awarded to instructional personnel employed at a School of Excellence?
- A-04. Each certified individual employed at a designated School of Excellence may be awarded twenty (20) inservice points for the 2017-2018 school year. If the school maintains the three-year designation as a School of Excellence, each certified individual employed at the school during the respective designation years can earn another twenty (20) inservice points for the 2018-2019 school year and an additional twenty (20) inservice points for the 2019-2020 school year.
- Q-05. What happens if a school loses the School of Excellence designation?
- A-05. If the school loses the three-year designation, instructional personnel can only be awarded points for employment during the school year for which the school earned or maintained the School of Excellence designation.
- Q-06. What happens if an individual changes employment moving to or away from a School of Excellence?
- A-06. An individual who changes employment only earns credit for a year of employment at a School of Excellence if s/he works a minimum of ninety-nine (99) days at the designated school.
- Q-07. Can credit for being employed at a School of Excellence be used to satisfy the required renewal credit for subject specialization or for teaching students with disabilities?
- A-07. No. Credit earned for teaching at a School of Excellence may be used only to satisfy general renewal credit. It cannot be used to satisfy credit for subject specialization or for teaching students with disabilities.
- Q-08. How will the renewal credit for employment at a School of Excellence be verified?
- A-08. During the year prior to expiration of the professional certificate, educators may select School of Excellence experience as a renewal method when they complete their renewal application. Authorized school employers maintain local records of inservice points earned by their employees and verify these records at the time of renewal through the educator certification system.