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MEMORANDUM

TO: District Superintendents
District MIS Directors

FROM: Connie W. Graunke, Executive Director
Florida Center for Advising & Academic Support

DATE: January 29, 2003

SUBJECT: FACTS.org Transcript Transmission Request Past Due

On November 15, a memorandum from Commissioner Horne was sent to District Superintendents with copies to District MIS Directors. The memorandum announced the addition of a High School Academic Evaluation that would be available to high school students and their parents on FACTS.org, the statewide student advising system. In addition, the evaluations are intended to help the Districts meet the requirements of Section 1009.531(4), F.S., passed this last legislative session which requires all Districts to provide "each high school student a complete and accurate Florida Bright Futures Scholarship Evaluation Report and Key".

To provide this service to students, Districts were asked to submit transcripts for all their high school students, grades 9-12, via the FASTER electronic transcript system by December 16. Subsequent submissions will be required at the beginning of the second semester and at the end of the school year (See attached instructions)

Our records indicate that your district has sent a partial transmission, but has not yet transmitted transcripts for all students in grades 9-12. The High School Academic Evaluation is scheduled to be available for students to use on February 3 with an official target release date and presentation before the State Board of Education on February 18, 2003. We would like to ensure that your district is included in both the February 3 rollout and in the February 18 presentation before the State Board of Education. In addition, a letter and brochure announcing the project will be mailed to all 9th grade students statewide in late February.

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A collaborative project from the Florida Department of Education

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Attached is a copy of the original memorandum announcing the implementation of the High School Academic Evaluation, and instructions and timelines for the submission of transcripts. We encourage you to submit at your earliest possible time either: 1) the first semester transcripts for the remaining students; or, 2) the second semester transcripts for all your students.

Your efforts in working with us to create a valuable tool to help serve students better and more efficiently are greatly appreciated. If you have questions or concerns, please feel free to contact me at (850) 201-7363, SUNCOM 213-7363 or email at connie.graunke@fldoe.org. Technical questions can be addressed to Pete Tanzy at (850) 487-8658, SUNCOM 277-8658, or email at pete.tanzy@fldoe.org.

CG/yh

Attachments

c: John Winn
Pete Tanzy
District Bright Futures Representatives
District Guidance Supervisors
High School Principals