

# FLORIDA DEPARTMENT OF EDUCATION



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**DPS:** 04-045

## MEMORANDUM

**To:** District School Superintendents

**From:** Jim Warford

**Date:** October 27, 2003

**Subject:** **SUPPLEMENTAL ACADEMIC INSTRUCTION DISTRICT PLAN 2003-2004**

Annually school districts submit a plan to the Department of Education (DOE) that identifies the priority areas for the planned expenditure of the Supplemental Academic Instruction (SAI) funds. The format for your district's SAI District Plan for 2003-2004 is available online at <http://info.doe.state.fl.us/SAIplan03/default.cfm>. The information provided through this plan will be compiled, analyzed, and included in the required annual report to the Legislature in February 2004. DOE will report overall district progress in the areas of academic improvement, graduation rate, dropout rate, attendance rate, and promotion rate to the Legislature as the measure of effectiveness of 2003-2004 SAI expenditures. These data are available through the DOE Automated Student Database and will not require a paper submission from your district.

JIM WARFORD  
K - 12 Chancellor

Section 1011.62(1)(f), Florida Statutes, requires supplemental academic instruction to be provided at appropriate times throughout the school year to help the students gain at least a year of knowledge for each year in school and not be left behind. Districts may utilize these funds only to provide supplemental academic instruction to students enrolled in K-12 programs and to implement remedial instruction. Strategies may include but are not limited to modified curriculum, reading instruction, after school programs, tutoring, mentoring, class size reduction, extended school year, and intensive skills development in summer school. Enclosed, please find the 2003-2004 Florida Educational Finance Plan (FEFP) Final Conference Report on Supplemental Academic Instruction Allocation with Summer Reading, which provides each district with its allocation for SAI and summer reading instruction.

First priority for use of these funds is the provision of supplemental intensive instruction, consistent with the Sunshine State Standards, including summer school, for students in grades three and ten who scored at Level 1 on the Florida Comprehensive Assessment Test (FCAT). Section 1008.25(3), Florida Statutes, requires school boards to allocate remedial and supplemental instruction resources first to students who are deficient in reading by the end of grade three and students who fail to meet achievement levels required for promotion consistent with the district school board's student progression plan. Further, Section 1001.42(16)(c)4, Florida Statutes, encourages district school boards to prioritize the expenditure of funds received from the SAI Categorical Fund to improve student performance in schools that receive a grade performance category designation of "D" or "F." SAI funds may also be utilized to support entitlement programs, such as teenage parent programs.

The SAI allocation provided to each district is a primary funding source appropriated by the Legislature to address the needs of students failing to meet the requirements for pupil progression. As your district staff begins the planning process for the provision of supplemental academic instruction in your district, please note that the Florida Legislature has placed a significant emphasis on reading. If a student has been identified as having a deficiency in reading, an academic improvement plan (AIP) must be developed that identifies the student's specific areas of deficiency in phonemic awareness, phonics, fluency, comprehension, and vocabulary; the desired levels of performance in these areas; and the instructional and support services to be provided to meet the desired levels of performance. Schools must provide frequent monitoring of the student's progress in meeting the desired levels of performance and district school boards must assist teachers in implementing research-based reading activities that have been shown to be successful in teaching reading to low-performing students. If the student's reading deficiency is not remedied by the end of grade three, as demonstrated by scoring at Level 2 or higher on the statewide assessment test, then the student must be retained, unless the school board exempts the student from mandatory retention for good cause, as defined by law.

Please also note that each school district must provide resources for entitlement programs such as educational programs in Department of Juvenile Justice facilities, charter schools, teenage parent programs, and extended school year for students with disabilities. SAI funds are the most appropriate fund source to support these programs and the SAI plan is designed to reflect these planned expenditures.

### **Supplemental Academic Instruction Data Book**

The purpose of the enclosed SAI Data Book is to provide specific district data that may shape future decisions regarding the provision of services to your students. The Data Book contains a series of data indicators for absenteeism, non-promotion, utilization of dropout withdrawal codes, graduation rates, dropout rates, and FCAT performance. The data are presented at the district and state levels. Data contained in this profile were obtained from data submitted electronically by districts through the DOE Automated Student Database in surveys 2 and 5 and from the assessment files. Please read the introduction for each chart carefully to determine the school years represented.

A comparison of 1998-1999 through 2001-2002 student outcomes for the state indicates that students have improved on all of the primary indicators: graduation rate, dropout rate, promotion rate, attendance rate, and performance on the FCAT. It appears that school districts are using their resources to support strategic efforts for improved student performance.

### **Supplemental Academic Instruction District Plan**

Please complete the SAI Plan online at <http://info.doe.state.fl.us/SAIplan03/default.cfm> and submit it electronically no later than **December 1, 2003**. Please note that the SAI Plan requires the approval of the district school board. To comply with the signature requirement, districts will be required to submit an original copy of Section One of the plan to DOE by mail at:

Florida Department of Education  
Attn: Academic Intervention Services  
325 West Gaines Street, Suite 501  
Tallahassee, Florida 32399-0400

If you have additional questions, please contact Michael Lisle.

JW:mjbfo

Enclosure

cc: Assistant Superintendents for Instruction  
Dropout Prevention Coordinators  
SAI Contacts  
ESE Directors  
Title I Contacts  
ESOL Contacts  
Student Services Directors  
District Finance Office