

FLORIDA DEPARTMENT OF EDUCATION



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May 1, 2008

MEMORANDUM

TO: District Superintendents

FROM: Lucy D. Hadi, Chancellor, Division of Workforce Education
Frances Haithcock, Chancellor, Division of Public Schools

SUBJECT: Annual District Online Guidance Report

The 2004 Legislature passed, and the Governor signed into law, House Bill 769 (HB 769) that amended several laws related to career and technical education. The bill created section 1006.025, Florida Statutes (Guidance services), that requires district school boards to submit a guidance report to the Commissioner of Education by June 30 of each year. This requirement supports the State Board of Education's goal of Highest Student Achievement and Strategic Imperative 3: Improve Student Rates of Learning.

The district guidance report includes questions on the following areas:

- Degree to which a district has adopted or implemented a guidance program
- Examination of student access to guidance counselors
- Evaluation of the information and training available to school counselors and career specialists to advise students on areas of critical need, labor market trends, and technical training requirements
- Best practices for guidance and counseling
- Alternative guidance systems or ideas, such as a teacher-advisor model, mentoring, partnerships with the business community, and parent involvement

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- Actions taken to provide information to students for the transition from school to work and postsecondary education
- Accountability measures for guidance and counseling programs

In order to facilitate the development and submission of the required annual district report to the Commissioner of Education, Department staff created a web-based reporting format. The web-based report can be accessed at: <http://data.fldoe.org/guidanceReport/>. You may begin completing your district report via the electronic system immediately. The initial login will ask for your district and password. Enter the name of your county and use the two-digit number assigned to your county for your password. After the initial login, you will be required to change your password before you proceed. The report must be completed and submitted to the Department prior to June 30, 2008.

If you have questions regarding the online district guidance report, please contact Zelda Rogers at Zelda.rogers@fldoe.org.

LDH/FH/rl

c: Student Services Directors