

# FLORIDA DEPARTMENT OF EDUCATION



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## MEMORANDUM

**TO:** District School Superintendents

**FROM:** Michael D. Kooi, Esq., Executive Director

**DATE:** February 8, 2013

**SUBJECT:** Parental Notification of School Choice Options

IMPROVE K-12 EDUCATIONAL CHOICE OPTIONS

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The Department of Education continues to work toward improving the quality of educational options for Florida students. The public school districts share in the important task of communicating to parents the school choice options that are available.

Section 1002.39(5)(a)1, Florida Statutes, states that by April 1 of each year **and** within 10 days after an Individual Education Plan (IEP) or a 504 Accommodation Plan is issued, a school district shall notify the parent of the student with disabilities of all available options related to the McKay Scholarship Program. This includes informing the parent of the availability of the department's toll-free information hotline and Internet website, and offering the student's parent an opportunity to enroll the student in another public school within the district.

To certify compliance with this requirement, please complete and fax the attached Notification Verification Form by **Monday, April 8, 2013**, to **Rachel Somers** in the Office of Independent Education and Parental Choice.

To assist districts with the notification requirements, we have attached a sample letter related to the McKay Scholarship Program in English, Spanish, and Haitian Creole. These templates are also available on the district administrator page of the School Choice website.

**MICHAEL D. KOOI, ESQ.**

*Executive Director*

*Office of Independent Education and Parental Choice*

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In addition, a McKay Scholarship Program brochure is available in English and Spanish on the resources page of the School Choice website (<http://www.floridaschoolchoice.org/information/resources.asp>). If districts choose to use these brochures, they can print copies of the brochures directly from the website or request a compact disc with the brochures and printing specifications by contacting our office at (850) 245-0502. We are also happy to provide printed copies of the brochures, upon request, if available. However, due to the large volume of requests, we do not always have them in stock.

If you have questions related to this requirement, please contact Rachel Somers. She can be reached by email at [rachel.somers@fldoe.org](mailto:rachel.somers@fldoe.org), or by telephone at (850) 245-0502.

Thank you for assisting us with the important task of communicating to parents about the educational options for students with disabilities.

MK/rs

Attachments (4)

cc: Public School District ESE Directors  
McKay Scholarship Program District Contacts  
K-12 Chancellor Pam Stewart