



THE SCHOOL DISTRICT OF
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Contact:

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**Action By:
Information Only**

TO: Principals

FROM: Michael J. Burke, Chief Financial Officer *MJB*

SUBJECT: FY20 SCHOOL RECOGNITION AWARDS AND SCHOOL IMPROVEMENT FUNDS UPDATE

The official list of School Recognition awards, recently released by the Florida Department of Education, is attached. Congratulations to those schools receiving an award. The amount awarded this year is **\$100** per student FTE based on the FY19 FEFP. Each school's award has been placed in the respective school budget in **fund 1101, function 5150, account 551100, program 0000**.

The statutory deadline for schools to develop and approve a school recognition spending plan is Saturday, February 1, 2020. Schools able to approve their plan and submit their completed payment worksheets earlier will be paid in accordance with the schedule included in the attached Payroll Processing Guidelines. **In order to receive bonus payments prior to the Winter Break as part of the December 13 payroll, completed packets must be submitted no later than November 15, 2019.** School eligibility is based on the following statutory criteria:

- Schools that sustain high performance by receiving a school grade of **A**; or
- Schools that demonstrate exemplary improvement due to innovation and effort by improving at least one letter grade; or
- Schools that improve more than one letter grade and sustaining the improvement the following school year; or
- Schools designated as Alternative Schools that improve at least one level or maintain a school improvement rating of "commendable", or improve at least one level

[Florida statute 1008.36 Florida School Recognition Program](#) prescribes how School Recognition awards must be used:

- Nonrecurring bonuses to the faculty and staff
- Nonrecurring expenditures for educational equipment or materials to assist in maintaining and improving student performance; and/or
- Temporary personnel for the school to assist in maintaining and improving student performance

Charter Schools

The statute requires the use of funds be determined jointly by the school's staff and School Advisory Council (SAC). If school staff and the SAC cannot reach agreement prior to **Saturday, February 1, 2020**, the award must be equally distributed to all classroom teachers currently teaching in the school. The legislation gives the awarded school's staff and SAC the authority to make this decision. If a charter school does not have a SAC, the governing body of the school should participate in the council's stead, along with the staff of the school, in determining the use of funds. For more information refer to <http://www.fldoe.org/accountability/accountability-reporting/fl-school-recognition-program/>

School Recognition Awards will be distributed to charter schools with the November 2019 payment. Charter Schools may not payout awards prior to an agreement between school staff and SAC on how funds will be used.

The statute also requires the use of funds be determined jointly by the school's staff and SAC. If school staff and the SAC cannot reach agreement prior to Saturday, February 1, 2020, the award must be equally distributed to all classroom teachers currently teaching in the school.

1. *Are there restrictions on carryover funds?*

Yes, carryover funds from a previous year must be used as determined by the plan approved for that year.

2. *Who is considered eligible Staff?*

Faculty and staff employed at the school when the school earned the award and/or faculty and staff new to the school in the current year are eligible to receive a bonus if included in the plan approved by school staff and SAC. **School nurses are now eligible for A+ bonus payments. Please see the A+ Bonus Payroll Processing Guidelines for instructions on processing A+ bonus payments to nurses.**

3. *Who qualifies as a classroom teacher?*

A classroom teacher is defined as a person who is the teacher of record for at least one course for either the October or February FTE survey submitted to FDOE during the current year. Please refer to the contact listed above for assistance with compiling the list of eligible persons.

4. *How do I calculate the cost of the bonus?*

A bonus calculation worksheet is posted on the Budget department website. The path is **School District website > Departments > Budget > Welcome to Budget > Budget Resources and Tools > A+ School Recognition > A+ Bonus Calculation Worksheet**. The worksheet calculates the cost of bonuses as well as the net pay received by employees. Instructions for using the worksheet are shown at the top of the worksheet. This worksheet can be used to determine how much a school can pay for bonuses. Please remember to include benefit costs in addition to the bonus payment to each employee, as reflected in the pink column of the worksheet. Be sure there is sufficient budget to cover the total cost of the bonuses. **The purple cell at the bottom of the pink column represents the total cost of bonuses and may not exceed the total approved budget for bonuses.**

➤ **Bonus Example**

A school decides to pay teachers a \$1,000 bonus. The cost per teacher to the school recognition budget will be \$1,076.50 (\$1,000 plus 7.65% for Social Security and Medicare benefit costs). The teacher's paycheck will reflect gross pay of \$1,000 and net pay will be calculated after applicable tax deductions.

5. *Do schools need to transfer budget if School Recognition is used for bonuses?*

Yes, School Treasurers must transfer budget from the supply account to the appropriate budget lines to cover the cost of bonuses, before payroll is posted. The bottom section of the A+ bonus worksheet provides the fund strips and amounts needed to complete the budget transfer.

6. *How are School Recognition bonuses paid?*

The school is required to submit a spreadsheet for payment processing. The Budget Department website has a link to "A+ Bonus Payroll Processing Guidelines" next to the calculator worksheet. The Guide has instructions on how to create the spreadsheet each school needs to prepare and submit for payment processing. **Employee bonus pay in the green column on the bonus calculator worksheet must match what is listed on the payroll sheet. School nurses are now eligible for A+ bonus payments. Please see the A+ Bonus Payroll Processing Guidelines for instructions on processing A+ bonus payments to nurses.**

7. *Can School Recognition funds be used to purchase educational materials and equipment?*

Yes, schools may purchase educational supplies and equipment to assist in maintaining and improving student performance. Any capitalized items purchased from these funds belong to the District and must be tagged. Student incentives are not educational equipment or materials, and therefore, are not an allowable use of school recognition funds.

8. *Are there any restrictions on temporary personnel?*

Temporary personnel assisting the school in maintaining or improving student performance are eligible. **These positions must be true temporary positions, less than 20 hours per week, and the purpose must be to assist in maintaining and improving student performance per Statute.**

Schools paying temporary personnel must have positions set up by the Budget Department. Please provide Mary Ussery, in Budget, with a copy of the minutes from the SAC meeting authorizing the use of school recognition funds for this position. The number of hours, job code, and effective date must be

included in your request. Once the position is created, Budget will provide your school with the position number which can then be filled.


School Improvement

Pursuant to Florida Statute 24.121(5) Allocation of Revenues and Expenditure of Funds for Public Education, school improvement funds are dependent upon the amount of discretionary lottery funding remaining after school recognition awards are allocated State-wide. Schools can receive any amount from \$0 (if no funds are available after school recognition awards are allocated) up to \$5 per unweighted student to be used at the discretion of the SAC. If any funds are distributed and remain at the end of FY20, they will be carried forward to FY21.

Charter Schools

School Improvement funding is included in your FEFP payment.

DEF/MB/HK:mu/mw
Attachments

Approved: 
Donald E. Fennoy II, Ed.D., Superintendent

FY20 School Recognition Awards

Number	Charter School Name	FTE	Funding
1461	INLET GROVE COMMUNITY HIGH SCHOOL	734.18	\$ 73,418
1571	SOUTH TECH ACADEMY	1,051.32	\$ 105,132
2521	ED VENTURE CHARTER SCHOOL	73.93	\$ 7,393
2911	WESTERN ACADEMY CHARTER SCHOOL	517.70	\$ 51,770
3381	IMAGINE SCHOOLS CHANCELLOR CAMPUS	1,036.91	\$ 103,691
3385	BRIGHT FUTURES ACADEMY	208.79	\$ 20,879
3394	MONTESSORI ACADEMYOF EARLY ENRICHMENT, INC	180.22	\$ 18,022
3395	SOMERSET ACADEMY JFK CHARTER SCHOOL	522.56	\$ 52,256
3396	G-STAR SCHOOL OF THE ARTS	836.87	\$ 83,687
3401	QUANTUM HIGH SCHOOL	340.59	\$ 34,059
3413	SOMERSET ACADEMY BOCA EAST	357.02	\$ 35,702
3421	WORTHINGTON HIGH SCHOOL	241.85	\$ 24,185
3431	RENAISSANCE CHARTER SCHOOL AT WEST PALM BEACH	986.47	\$ 98,647
4001	RENAISSANCE CHARTER SCHOOL AT WELLINGTON	497.33	\$ 49,733
4013	SOMERSET ACADEMY CANYONS HIGH SCHOOL	789.16	\$ 78,916
4020	FRANKLIN ACADEMY - BOYNTON BEACH	1,324.13	\$ 132,413
4041	SOMERSET ACADEMY BOCA MIDDLE SCHOOL	64.21	\$ 6,421
4051	RENAISSANCE CHARTER SCHOOL AT CENTRAL PALM	873.65	\$ 87,365
4061	FRANKLIN ACADEMY CHARTER D	359.65	\$ 35,965
4080	UNIVERSITY PREPARATORY ACADEMY PALM BEACH	286.39	\$ 28,639
4090	SPORTS LEADERSHIP AND MANAGEMENT (SLAM) MIDDLE SCHOOL PALM BEACH	220.74	\$ 22,074
4091	SOMERSET ACADEMY LAKES	236.15	\$ 23,615