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Contact:

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Action By:
Information Only

TO: Principals

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

SUBJECT: FY19 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 in the fourth calculation of the FY18 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 Friday, February 1, 2019. School eligibility is based on the following statutory criteria:

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

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.

The statute also 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 Friday, February 1, 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.

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 contact Mary Ussery in Budget 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 > Resources and Tools > 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 NOT eligible for A+ bonus payments.**

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; 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.**

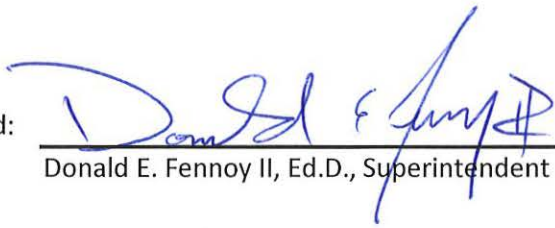
Schools paying temporary personnel must have positions set up by the Budget Department. Please provide Mary Ussery in Budget with a copy of the minutes from the SAC meeting authorizing the use of School Recognition funds for this position. The number of hours, job code, and effective date must be included 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 FY19, they will be carried forward to FY20.

DEF/MB/HK:mu/mw
Attachments

Approved:


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

2018-19 Florida School Recognition Program Awards by Charter School

District	Sch Number	School Name	FTE	Funding
	1461	INLET GROVE COMMUNITY HIGH SCHOOL	690.83	\$69,083
	1571	SOUTH TECH ACADEMY	1,112.02	\$111,202
	2521	ED VENTURE CHARTER SCHOOL	64.20	\$6,420
	2911	WESTERN ACADEMY CHARTER SCHOOL	498.52	\$49,852
	3381	IMAGINE SCHOOLS CHANCELLOR CAMPUS	1,033.10	\$103,310
	3382	GLADES ACADEMY, INC	259.58	\$25,958
	3396	G-STAR SCHOOL OF THE ARTS	897.13	\$89,713
	3398	EVERGLADES PREPARATORY ACADEMY	102.86	\$10,286
	3400	BELIEVERS ACADEMY	115.33	\$11,533
	3401	QUANTUM HIGH SCHOOL	272.88	\$27,288
	3413	SOMERSET ACADEMY BOCA EAST	351.04	\$35,104
	3421	WORTHINGTON HIGH SCHOOL	248.45	\$24,845
	3431	RENAISSANCE CHARTER SCHOOL AT WEST PALM BEACH	959.97	\$95,997
	3941	BEN GAMLA-PALM BEACH	251.11	\$25,111
	3961	GARDENS SCHOOL OF TECHNOLOGY ARTS INC	333.86	\$33,386
	3971	MAVERICKS HIGH SCHOOL AT PALM SPRINGS	409.30	\$40,930
	4002	RENAISSANCE CHARTER SCHOOL AT SUMMIT	1,002.98	\$100,298
	4012	SOMERSET ACADEMY CANYONS MIDDLE SCHOOL	876.11	\$87,611
	4041	SOMERSET ACADEMY BOCA MIDDLE SCHOOL	63.27	\$6,327
	4061	FRANKLIN ACADEMY CHARTER D	368.99	\$36,899
	4080	UNIVERSITY PREPARATORY ACADEMY PALM BEACH	246.79	\$24,679
50	Total		10158.32	\$1,015,832