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Office of the Provost/VPAA

To: Dr. Miller, Dean of School of Education  
Dr. Jeff Stewart, Provost

From: Dr. Botts, Principal of FSWC - Lee 

Date: October 5, 2016

Topic: Best and Brightest Recipients

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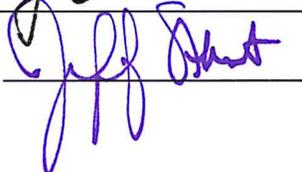
Attached you will find a FAQ document explaining the Best and Brightest scholarship opportunity for teachers with high ACT or SAT scores and excellent evaluations. This initiative comes directly from the legislature in Tallahassee and at the local level two things are required:

1. Teachers must submit completed applications along with proof of test scores and highly effective evaluations. We have two teachers who qualify and their credentials are attached.
2. For Charter schools, each school's BOT must approve their school's submission prior to submitting to the Lee County School District on or before October 18, 2016. We have developed a synergistic workflow between the LCSD and the FSW Provost to allow for signing authority prior to our next scheduled BOT meeting. This process has been established through the attached email correspondence and the BOT will be fully informed at the next scheduled meeting.

Please indicate your approval so that our teachers can receive this recognition.

Dr. Larry Miller:  \_\_\_\_\_

Date: 10/5/16

Dr. Jeff Stewart:  \_\_\_\_\_

Date: 10/7/16



## Florida's Best and Brightest Teacher Scholarship Frequently Asked Questions

### 1. What is Florida's Best and Brightest Teacher Scholarship?

The Best and Brightest Scholarship is a program created in 2015 by the Florida legislature to provide a reward up to \$10,000 to classroom teachers who have been evaluated as "Highly Effective" and who have earned college entrance exam scores that indicate they were exceptionally well prepared for college level coursework. This is a state funded opportunity. The School District of Lee County is not responsible for funding or program parameters.

### 2. Who is eligible to receive the scholarship?

A **classroom teacher** who received a score on the ACT or SAT that was at or above the 80th percentile at the time the assessment was taken **AND** meets one of the following requirements:

- A first year classroom teacher during the 2016-2017 school year.
- Experienced classroom teacher who has a final performance rating of "Highly Effective" for the 2015-2016 fiscal school year

### 3. What do I need to submit to the District?

- Best and Brightest Scholarship Application Form:  
<http://learn.leeschools.net/dept/hr/pdf/ApplicationLeeCounty.pdf>
- Official ACT or SAT Score Report that includes percentile rank information or copy of official transcript that indicate ACT or SAT score

\*Evaluations will not need to be provided if they are currently on file with the District.

### 4. What teachers are eligible to receive the Florida Best and Brightest Teacher Scholarship Program Bonus?

**INSTRUCTIONAL PERSONNEL.**—"Instructional personnel" means any K-12 staff member whose function includes the provision of direct instructional services to students. Instructional personnel also includes K-12 personnel whose functions provide direct support in the learning process of students. Included in the classification of instructional personnel are the following K-12 personnel:

(a) *Classroom teachers.*—Classroom teachers are staff members assigned the professional activity of instructing students in courses in classroom situations, including basic instruction, exceptional student education, career education, and adult education, including substitute teachers.

(b) *Student personnel services.*—Student personnel services include staff members responsible for: advising students with regard to their abilities and aptitudes, educational and occupational opportunities, and personal and social adjustments; providing placement services; performing educational evaluations; and similar functions. Included in this classification are certified school counselors, social workers, career specialists, and school psychologists.

(c) *Librarians/media specialists.*—Librarians/media specialists are staff members responsible for providing school library media services. These employees are responsible for evaluating, selecting,

organizing, and managing media and technology resources, equipment, and related systems; facilitating access to information resources beyond the school; working with teachers to make resources available in the instructional programs; assisting teachers and students in media productions; and instructing students in the location and use of information resources.

(d) *Other instructional staff.*—Other instructional staff are staff members who are part of the instructional staff but are not classified in one of the categories specified in paragraphs (a)-(c). Included in this classification are primary specialists, learning resource specialists, instructional trainers, adjunct educators certified pursuant to s. 1012.57, and similar positions.

**5. What if I am a new classroom teacher with no prior evaluation rating?**

First year teachers are eligible if they provide an official ACT or SAT score report with the qualifying percentile rank.

**6. I work at a charter school. How do I apply for the scholarship award?**

The language in the State Appropriations Bill that speaks to this scholarship notes that “Charter School Governing Boards” must submit data for their charter school to the State for the Best and Brightest Scholarship Program by the State’s deadline. Therefore, please contact your charter school administration for further information.

**7. Where can I go to access my ACT official score report?**

**Website:** <http://www.actstudent.org/scores/>

**Online:** [https://services.actstudent.org/OA\\_HTML/actibeCAcdLogin.jsp](https://services.actstudent.org/OA_HTML/actibeCAcdLogin.jsp)

- Create an account, then choose the date you took the test. If you don’t remember the exact date, estimate.
- If you took the test before 2007, you may not have an ACT identification number.
- You can chose to have a copy sent to your home address.
- You can chose “I don’t know” if you can’t remember specific information.

**Telephone:** (319) 337-1270

Note: There is a worksheet of information to complete before you call, and an additional charge for a phone order.

**8. Where can I go to access my SAT official score report?**

**Website:** <https://sat.collegeboard.org/scores/send-old-sat-scores>

**Mail:** Check the date on the form posted on the website. At this time, the posted form has expired.

**Telephone:** (866) 756-7346 and have the following information ready:

- Current name and address
- Test date and registration number (if available)
- Name and address at the time you tested
- College and scholarship program codes of score recipients
- Credit card number and expiration date

**9. Is there a cost associated with requesting the official score reports?**

The cost associated with requesting an official **ACT** score report varies from \$12 to \$60.50. Please

refer to <http://www.actstudent.org/scores/send/costs.html> for additional details.

The cost associated with requesting an official **SAT** score report varies from \$11.25 to \$55 depending upon selected method. Please refer to <https://sat.collegeboard.org/scores/send-old-sat-scores> for additional details.

**10. Can the District request my official ACT or SAT score reports?**

No, you will need to request the official ACT or SAT score report from the applicable company.

**11. Will the District accept my official transcripts with the ACT or SAT score as official score reports?**

Yes, the District will accept your official transcripts with the ACT or SAT score indicated on the document as your official score report.

If you currently have your official transcripts on file with the District, please send an email to [mareilleir@leeschools.net](mailto:mareilleir@leeschools.net) to confirm that the ACT or SAT score is indicated on the document.

**12. If I submitted my official ACT or SAT score reports last year, do I need to resubmit the official score report?**

No, if you previously provided your official ACT or SAT score report last year, you would not need to resubmit it again with this year's application.

**13. Does the ACT or SAT official score report need to be sent directly to the District from the company?**

No, the official score report does not need to be sent directly to the District.

**14. Can I retake the ACT or SAT in order to be eligible for the scholarship?**

Yes; however, the District must receive the official score report by October 18, 2016.

For those teachers opting to take the ACT assessment, do not register to take the Writing Test. This test is not needed to qualify for the scholarship as it is not included in the composite score. Additionally, it can slow down the reporting process causing a delinquency in receiving the score prior to the State's deadline.

**15. When is the deadline for submitting this information to the District?**

You must complete the eligibility form and provide the official score report by 4:30 p.m. on October 18, 2016.

**16. Do I qualify for the scholarship program if I am a former employee (retired, resigned, etc.), but received a "Highly Effective" rating in 2015-2016?**

No, you must be an active classroom teacher with the District at the time of the submittal deadline of October 18, 2016.

**17. Do I qualify for the scholarship program if I was a classroom teacher in 2015-2016 and received a "Highly Effective" evaluation rating, but have transferred to a non-classroom position?**

No, you must be an active classroom teacher at the time of the submittal deadline of October 18, 2016.

**18. Will I receive the full \$10,000 bonus?**

Based on information provided to school districts, the Florida Department of Education (FLDOE) will provide a total award to each district, charter school and to FSDB according to the number of eligible teachers submitted. If the number of eligible teachers statewide exceeds the total amount of the legislative appropriation, FLDOE shall prorate the per teacher scholarship amount.

**19. How will I be informed if I am a recipient of the bonus?**

You will receive an email notification from Human Resources either on or before March 1, 2017.

**20. When will I receive the bonus?**

All eligible classroom teachers will receive the bonus by April 1, 2017.

**21. Is the bonus subject to payroll and income taxes?**

Yes, the bonus is subject to payroll and income taxes.

**22. I have been awarded the Best and Brightest Scholarship prior to this school year. Am I eligible again this year? Do I need to resubmit an application and score results?**

Those teachers that were deemed eligible in the 2015-2016 fiscal year, shall remain eligible as long as he or she remains employed by the District as a classroom teacher at the time of the award and receives an annual performance evaluation rating of "Highly Effective." These teachers will need to submit the 2016-2017 Best and Brightest Application and confirm the designated district department has retained a copy of the ACT or SAT score documentation.

**23. Who can I contact if I still have questions or concerns?**

Please email Mareille Rolon, Coordinator, Compensation and Recruitment at [mareilleir@leeschools.net](mailto:mareilleir@leeschools.net).

Reply Reply All Forward

## Best & Brightest Inquiry

Rolon, Mareille

To: Botts, Brian

Tuesday, September 20, 2016 2:00 PM

Hi Brian,

High school transcripts displaying an ACT or SAT score are sufficient documents for Best & Brightest eligibility.

Please let me know if you have any further questions.

Thank you,

Mareille

**Mareille Rolon, M.A.**

Coordinator, Compensation & Recruitment | School District of Lee County

2855 Colonial Blvd. | Fort Myers, FL 33966 | 239.337.8584

*Responsibility Harmony Positivity Developer Consistency*

SAT<sup>®</sup> Score Percentile Information for Florida’s Best and Brightest Scholarship

As requested by the State of Florida, the following information can be used to determine the SAT scores that were at or above the 80<sup>th</sup> percentile based on the rank in effect when the assessment was taken.<sup>1</sup>

- Teachers can order archived score reports by calling (866) 756-7346 or by filling out and mailing the form found at <https://sat.collegeboard.org/scores/send-old-sat-scores>. Archived score reports cost \$31.
- Teachers can send a copy of the score report directly to their district for an additional \$11.25 by providing the district’s name and mailing address when ordering.
- Teachers who took the SAT more than once will receive all of the available score reports as part of their order.
- Archived score report requests take up to 5 weeks to process. Rush orders may be placed for additional fees.
- Teachers who tested prior to October 1973 should use the scores for 1973.
- Questions? Please call (866) 756-7346 Monday through Friday from 8am to 9pm EST, or visit <https://sat.collegeboard.org/contact> to send an email.

Administration Dates	Verbal/Critical Reading	Math
October 1973 - June 1975	550	590
October 1975 - June 1976	540	590
October 1976 - June 1978	540	580
October 1978 - June 1979	530	590
October 1979 - June 1981	530	580
October 1981 - June 1982	520	580
October 1982 - June 1984	530	580
October 1984 - June 1985	520	580
October 1985 - June 1986	530	580
October 1986 - June 1991	530	590
October 1991 - June 1993	520	590
October 1993 - June 1994	530	600
October 1994 - March 1995	520	610
April 1995 - June 1995	600	610
October 1995 - June 1997	610	610
October 1997 - June 2003	610	620
October 2003 - June 2007	610	630
October 2007 - June 2009	610	620
October 2009 - June 2010	610	630
October 2010 - June 2013	600	620
October 2013 - June 2015	600	630

<sup>1</sup> This information is based on available SAT archives.



## Florida Best & Brightest Scholarship ACT Information on ACT Percentile Rank

In light of the recent Florida legislation related to Florida teacher scores on The ACT, in order to determine whether a Florida teacher scored “at or above the 80<sup>th</sup> percentile on The ACT based upon the percentile ranks in effect when the teacher took the assessment”, please refer to the following summary.

1. The best evidence is the original student score report received by the teacher
2. If a teacher needs a replacement score report,
  - a. Those can be ordered either by contacting ACT Student Services at 319.337.1270 or by using the 2014-2015 ACT Additional Score Report (ASR) Request Form at <http://www.actstudent.org/pdf/asrform.pdf> . Reports for testing that occurred prior to September 2012 have a fee of \$34.00 for normal processing and can be requested back to 1966.
  - b. The percentile ranks provided on ASRs reflect current year norms, not the norms in effect at the time of testing.
  - c. The following are the minimum composite scores that were “at or above the 80<sup>th</sup> percentile” at the time of testing based upon the best available historical norm information from ACT, Inc.’s archives. For the following test date ranges:
    - September, 2011 through August, 2015 : 26
    - September, 1993 through August, 2011 : 25
    - September, 1991 through August, 1993 : 24
    - September, 1990 through August, 1991 : 25
    - September, 1989 through August, 1990 : 24
    - September, 1985 through August, 1989 : 25
    - September, 1976 through August, 1985 : 24
    - September, 1973 through August, 1976 : 25
    - September, 1971 through August, 1973 : 24
    - September, 1970 through August, 1971 : 25
    - September, 1969 through August, 1970 : 24
    - September, 1968 through August, 1969 : \*
    - September, 1966 through August, 1968 : 25

\*ACT, Inc. cannot verify the Composite score which corresponds to the 80<sup>th</sup> percentile for this period from archival materials. If a three-year norm were used for 1968-69 an ACT Composite score of 24 could be applied.

For Score Report Requests: Go to [www.actstudent.org/pdf/asrform.pdf](http://www.actstudent.org/pdf/asrform.pdf) or call (319) 337-1270

For questions about this information sheet: Contact Cari Lousch – [cari.lousch@act.org](mailto:cari.lousch@act.org)