**From:** Brian Botts   
**Sent:** Tuesday, April 10, 2018 3:44 PM  
**To:** Barbara Covington <[Barbara.Covington@fsw.edu](mailto:Barbara.Covington@fsw.edu)>; Christopher W. Tucker <[Christopher.Tucker@fsw.edu](mailto:Christopher.Tucker@fsw.edu)>; Dale A. Jamison <[Dale.Jamison@fsw.edu](mailto:Dale.Jamison@fsw.edu)>; Dinu Claudiu Buzan <[Dinu.Buzan@fsw.edu](mailto:Dinu.Buzan@fsw.edu)>; John C. Holik <[John.Holik@fsw.edu](mailto:John.Holik@fsw.edu)>; Joshua Frye <[Joshua.Frye@fsw.edu](mailto:Joshua.Frye@fsw.edu)>; Kathleen M. Reilly <[Kathleen.Reilly@fsw.edu](mailto:Kathleen.Reilly@fsw.edu)>; Kelly Buck <[Kelly.Buck@fsw.edu](mailto:Kelly.Buck@fsw.edu)>; Lisa A. Betz <[Lisa.Betz@fsw.edu](mailto:Lisa.Betz@fsw.edu)>; Margaret N. Kemp <[Margaret.Kemp@fsw.edu](mailto:Margaret.Kemp@fsw.edu)>; Mark L. Farbotko <[Mark.Farbotko@fsw.edu](mailto:Mark.Farbotko@fsw.edu)>; Melanie Clinton <[Melanie.Clinton@fsw.edu](mailto:Melanie.Clinton@fsw.edu)>; Mitchell F. Vitale <[Mitchell.Vitale@fsw.edu](mailto:Mitchell.Vitale@fsw.edu)>; Patricia A. Kirkpatrick <[Patricia.Kirkpatrick@fsw.edu](mailto:Patricia.Kirkpatrick@fsw.edu)>; Sorileidy G. Zaragoza <[Sorileidy.Zaragoza@fsw.edu](mailto:Sorileidy.Zaragoza@fsw.edu)>  
**Subject:** Summary of meeting today.......

Some updates:

Writing samples for incoming 9th graders idea alive and well.

Paid student assistants exist and one more in the pipeline by week’s end.

Recent NHS inductees being paired with at risk 9th graders beginning this Thursday.  There will be 3 additional “during the day” opportunities for them to meet between now and end of year.

Lottery updates – limited sophomore seats and a rising Sophomore night coming.

General news:

SoE Observation day this Friday – thanks for your cooperation!

Testing plan is solid for next week

Individuals interested in summer travel stayed after to plan

Three online responsibilities – first is most time sensitive!

It’s Roster Verification time…..the link above takes you to the site and both your initial log in and initial password are your district email.  You then have to change the password and go back in to verify the rosters.  You are verifying your rosters as of 2/19/18 (not today).  If you have questions, please see me.  We need to be done with this before Friday (4/13) a.m. of this week.

<https://app3.fldoe.org/RosterVerification/>

There is a mandatory DCF training related to reporting requirements.  If you have already done this (and can produce a certificate ) please simply give me the certificate.  If you haven’t and/or can’t find your certificate we need a complete file by end of the year.  Please drop me your copy by end of next week (4/20).

<http://www3.fl-dcf.org/RCAAN>

When logging into Canvas, you will see a course on your dashboard called Title IX Training Faculty and Staff.  This course contains three modules (Title IX Training, Anonymous Survey and Resources and Support).  The new online training is located in the Title IX Training module as an assignment.  You should be able to access the training from your computer as well as mobile devices.  The training should take 30-45 minutes to complete.