



THE SCHOOL DISTRICT OF
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November 7, 2022
Bulletin #P 23-106 CFO

Contact:

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**Action By:
Information Only**

TO: Principals

FROM: Heather Frederick, CPA, Chief Financial Officer 

SUBJECT: FY23 FLORIDA SCHOOL RECOGNITION PROGRAM UPDATES

The official list of FY23 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 FY22 Florida Education Finance Program (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 Wednesday, February 1, 2023. 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 Friday, December 23 payroll, completed packets must be submitted no later than Friday, November 18, 2022.** 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; 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 the school staff and SAC cannot reach agreement prior to **Wednesday, February 1, 2023**, 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 2022 payment. Charter schools may not payout awards prior to an agreement between the school staff and SAC on how funds will be used.

Frequently Asked Questions

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 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 on 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 > 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.**

a. 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, the school treasurer 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 Calculation 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+ 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.**

- a. Schools paying temporary personnel must have positions set up by the Budget Department. Please provide Michelle Martin, 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.

MJB/HF/WFD:dh
Attachments

Approved: 
Michael J. Burke, Superintendent

FY23 School Recognition Awards

Number	Charter School Name	FTE	Funding
0664	ACADEMY FOR POSITIVE LEARNING	90.00	\$16,690
1461	INLET GROVE COMMUNITY HIGH SCHOOL	765.58	\$141,976
2911	WESTERN ACADEMY CHARTER SCHOOL	509.63	\$94,510
3083	THE LEARNING ACADEMY AT THE ELS CENTER OF EXCELLENCE	119.50	\$22,161
3382	GLADES ACADEMY, INC	254.08	\$47,119
3396	G-STAR SCHOOL OF THE ARTS	731.59	\$135,672
3401	QUANTUM HIGH SCHOOL	327.02	\$60,645
3413	SOMERSET ACADEMY BOCA EAST	337.58	\$62,604
3421	WORTHINGTON HIGH SCHOOL	327.21	\$60,681
3431	RENAISSANCE CHARTER SCHOOL AT WEST PALM BEACH	972.15	\$180,284
3441	SOUTH TECH PREPARATORY ACADEMY	526.77	\$97,689
3941	BEN GAMLA-PALM BEACH	256.66	\$47,597
3971	PALM BEACH PREPARATORY CHARTER ACADEMY	469.41	\$87,051
4012	SOMERSET ACADEMY CANYONS MIDDLE SCHOOL	684.69	\$126,975
4013	SOMERSET ACADEMY CANYONS HIGH SCHOOL	1044.84	\$193,764
4041	SOMERSET ACADEMY BOCA MIDDLE SCHOOL	85.99	\$15,947
4100	CONNECTIONS EDUCATION CENTER OF THE PALM BEACHES	78.93	\$14,637