



Weekly Memo



Rule Activity

Notice of Rule Development

To view the draft, if available, and submit comments for the following rule, go to the Florida Department of Education (FDOE) [State Board Rules Under Review](#):

- Rule [6A-6.0252](#), Florida Administrative Code, (F.A.C.), Use of Prescribed Pancreatic Enzyme Supplements

Job Vacancies

Positions Available for FIN Facilitators through Florida State University (FSU)

FIN, an Individuals with Disabilities Education Act (IDEA)-funded state project, is seeking facilitators to assist schools and districts in analyzing State Performance Plan Indicator 5 data, student performance data and best practice indicators to identify needs and guide both short- and long-term improvement efforts aimed at increasing outcomes for students with disabilities. There are currently two positions available: a full-time position, job number 61381, and a part-time position, job number 61383. To apply, visit the [FSU Careers](#) web page, search "FIN" and select the posting "FIN Facilitator/Assistant in Research, 12-Month Salaried." For questions, contact JaSheena Ekhtor or Kelly Claude at LSI-FinAdmin@fsu.edu.

Events Coming Soon

Opportunity for Paraprofessionals: Become a Special Education Teacher

The Para-to-Teacher Support Program will host a virtual Q&A session with Dr. Beth Wilt on **November 18, 2025**, at 6:00 p.m. Paraprofessionals interested in earning a degree to become a special education teacher are encouraged to attend. Visit the [Para-to-Teacher Support for Exceptional Student Educators](#) web page for more information, and email paratoteach@uwf.edu to request a session link to participate.

The Florida Instructional Materials Center for the Visually Impaired (FIMC-VI) Information and Updates

FIMC-VI is hosting their second virtual session to learn about FIMC-VI's services, including braille and large print textbooks, products from the American Printing House for the Blind and the loan library. Learn about the professional learning opportunities and student and family events that FIMC-VI will offer this year. The event will be held on **November 20, 2025**, at 9:00 a.m. Visit the [FIMC-VI Information and Updates Series registration page](#) to register.

Statewide Emotional/Behavioral Disabilities (E/BD) Contacts Meeting 2026

The Multiagency Network for Students with E/BDs (SEDNET) Administrative Project, in collaboration with local SEDNET projects, is hosting one virtual and two in-person E/BD contacts meetings. The virtual meeting is scheduled for **January 27, 2026**, at 10:00 a.m. Visit the [E/BD Contacts Statewide Meeting registration page](#) to register. The in-person meetings have been rescheduled for **April 23, 2026**, at 9:00 a.m., and **April 24, 2026**, at 8:30 a.m. Additional information will be forthcoming. For questions, contact Dr. Charlene Grecsek at cgrecsek@usf.edu.

Action Items

School District Exceptional Student Evaluation Program Request for Application (RFA)

FDOE has issued a memorandum regarding the [RFA for the school district exceptional student evaluation program](#); and attachment A, [Request for Application \(RFA Discretionary\)](#). Documents for the RFA (DOE-100, DOE-101 and a narrative) are due by **December 15, 2025**, per the instructions in the memo. See the memo for more information.

Identifying 2025-26 Alternative Schools for School Accountability

FDOE has issued a memorandum regarding [2025-26 alternative schools for school accountability](#); attachment A, [Accessing the Master School Identification Alternative Schools List](#); and attachment B, [Submitting a Primary Service Type Change to the Master School Identification File](#). Applications for requesting changes should be submitted by **November 21, 2025**, per the instructions in the memo.

Teacher Apprenticeship Program (TAP) Mentor Bonus RFA and Allocation

FDOE has issued a memorandum regarding the [RFA for the 2025-26 fiscal year TAP Mentor Bonus](#); attachment A, [TAP Mentor Bonus RFA](#); attachment B, [FDOE Budget Narrative Form](#); and attachment C, [General Assurances, Terms and Conditions for Participating in Federal and State Programs](#). Applications are due on **December 1, 2025**, and **March 1, 2026**, per the instructions in the memo.

Call for State Expert Reviewers for 2026-27 Florida Instructional Materials (IM) Adoption Cycle

FDOE has issued a memorandum regarding [2026-27 IM adoption](#). See the memo for more information.

Approval of Amendments to Rule 6A-10.0244, F.A.C., to the Credit or Clock Hour for Military Experience Equivalency List and the Credit or Clock Hour for Military Medical Specialist or Technical Equivalency List

FDOE has issued a memorandum regarding [amendments to Rule 6A-10.0244 F.A.C.](#) See the memo for more information.

Announcement of Benchmarks for Excellent Student Thinking (B.E.S.T.) Mathematics Coaches

FDOE has issued a memorandum regarding [B.E.S.T. Mathematics Coaches](#). See the memo for more information.

Victims of Communism Day 2025

FDOE has issued a memorandum regarding [Victims of Communism Day](#). See the memo for more information.

Holocaust Education Week 2025

FDOE has issued a memorandum regarding [Holocaust Education Week](#). See the memo for more information.

House Bill (HB) 549, Gulf of America

FDOE has issued a memorandum regarding [HB 549](#). See the memo for more information.

Restraint Data for September 2025 is Now Available

September 2025 data for restraint incidents submitted to the Involuntary Examination, Restraint, and Seclusion (known as IERS) web application is now available. The data have been posted to the [Program Accountability, Assessments & Data Systems web page](#) and can be located by scrolling down to the section titled “SWD Restraint Data – SY 2025-26,” and selecting the appropriate month. Pursuant to section 1003.573(8), Florida Statutes, “The department shall maintain aggregate data of incidents of restraint and disaggregate the data for analysis by county, school, student exceptionality, and other variables, including the type and method of restraint used. This information shall be updated monthly, deidentified, and made available to the public through the department’s website.

The Florida Low Vision Initiative (FLVI) Newsletter

FLVI, an IDEA-funded state project, through Florida Supportive Services for Students with Visual Impairments (VIs), is accepting referrals for the 2025-26 school year. Low vision services are also available to students with low vision, prekindergarten four-year olds through eighth grade, who receive direct instruction from a teacher of students with VIs, as documented in the student’s individual educational plan (IEP).

FLVI participants:

- Receive a no-cost, comprehensive low vision evaluation;
- Are eligible to receive glasses and a wide variety of portable optical aids, when prescribed for specific low vision needs; and
- Receive training in the use of glasses and portable optical aids.

To request services from FLVI, go to [FLVI Request for Services 2025-26](#). To learn more about the services and instructional support provided by FLVI, visit the [LiveBinders resource platform](#). For questions, contact Kim Roberts at kmroberts@fsu.edu.

FIMC-VI Portal Reminder for Exceptional Student Education (ESE) Directors

The new FIMC-VI Portal is used to participate in the annual federal census of students with VIs and to request no-cost, tangible teaching materials from the American Printing House for the Blind. In order to access the portal, new users must register on the site and be approved by their ESE director or the ESE director's delegate.

If you are an ESE director, please follow the steps below to ensure that your staff are able to access this system and that student identifiable information remains secure. All page numbers below refer to the [FIMC-VI Portal User Guide](#):

- [Register for an account in the FIMC-VI Portal](#) (page 29)
- [Sign in to the FIMC-VI Portal](#) (page 8) and reset your password if needed (page 2)
- Update the Approval Status of any users as needed (page 34)
- Assign a delegate or staff member who can also approve users in your local educational agency (LEA) (page 41)
- Notification emails of approval requests for new users will be sent to you and your delegate(s) from FIMC Support at support+FIMC@fcim.org

For more information or questions about the FIMC-VI Portal, contact Liz Anderson at eanderson@fimcvi.org or Tiffany Conrad at tconrad@fimcvi.org.

Special Ed Connection®

BEESS provides all LEAs with access to [Special Ed Connection®](#) at no cost. Special Ed Connection® is your one-stop-shop for:

- Best practices to meet legal and regulatory mandates;
- Helping you tackle everyday compliance issues;
- Ready-to-use charts, checklists and professional development tools to guide and train staff;
- Case-based insights to help staff avoid missteps that lead to litigation; and
- Insights from special education, Section 504 and response-to-intervention experts.

Each school district has its own username and password for Special Ed Connections, which is used by all staff. If you are a **new** ESE director and need your district information or have questions, contact Kelly Whiting at kwhiting@lrp.com. If you are not a new ESE director and need your district login information, want to update your user list, or would like to schedule an orientation for your staff, contact the Special Ed Connection Help Desk/Training Team at specialconnection@lrp.com

LRP Direct Specialized Training for Education Professionals (Direct Step) Courses

BEESS is pleased to offer districts access to a variety of LRP Direct Specialized Training for Education Professionals (Direct Step) Courses regarding exceptional student education compliance requirements. These courses are provided to further strengthen the quality and

understanding of services available to eligible students with disabilities in the state of Florida. Please plan to utilize this resource throughout your district by integrating these offerings into your professional learning options. You are encouraged to forward the attached documents to district staff. For questions or concerns, contact beesscomplaints@fldoe.org or Joy Dunlavy at Joy.Dunlavy@fldoe.org.

- Direct Steps LRP Courses Available
- FDOE LRP Instructions

LRP Education Webinars

BEES also provides all LEAs with the opportunity to attend [LRP's Monthly Education Webinars](#). The webinars are hosted by expert presenters and cover timely topics related to special education. Contact Abby Emerson at Abigail.Emerson@fldoe.org or Joy Dunlavy at Joy.Dunlavy@fldoe.org for more information about the webinars and how to register.

Hope Florida

Hope Florida Testimonial

On October 13, 2025, a parent from Volusia County connected with the FDOE Hope Florida office seeking support in finding career resources for her 19-year-old son. Her son was diagnosed with autism spectrum disorder at a young age and had recently graduated high school, so the parent's primary concern was getting help to guide her son on the path to employment after graduation.

Following the needs assessment and completion of a care plan, the Hope Navigator assisted the parent with establishing a connection and providing information for resources such as the Center for Autism and Related Disabilities, the Agency for Persons with Disabilities, and Vocational Rehabilitation (VR).

As a result of being connected with the resources the parent was seeking, the parent shared that her son had since started the enrollment process with VR to work hand-in-hand with a career counselor to begin planning a career path. The parent expressed her gratefulness to the Hope Florida Navigator for the help and guidance provided for the family.

New BEES Team Members

Hope Florida Unit

BEES is pleased to welcome Ms. Bridgette Welch to the Hope Florida Unit. Prior to this role, Ms. Welch served as a government operations II/call center lead in the Child Care Resource and Referral Department, where she supported families across the state and helped strengthen program operations. Ms. Welch is passionate about helping others, improving processes, and building strong and effective programming that make a positive impact on the community. Ms. Welch is looking forward to working with BEES in her new capacity.

Seek Student Input on Campus Accessibility

Periodically consult students or staff with disabilities, especially those with physical and mobility impairments, about their experiences on campus or invite them to tour the campus and help identify accessibility barriers. Their firsthand perspective can highlight problems others might overlook. ([Special Ed Connection®](#))

Patricia Bodiford
Bureau Chief

DIRECT STEPS LRP COURSES:

330000 - Identifying Disabilities to Determine IDEA Eligibility

330001 - Child Find: Understanding IDEA Provisions and Responsibilities

330003 - Postsecondary Transition: IDEA Requirements for Processes, Procedures and Implementation

330005 - Required Components For Compliant IEPs

330006 - Least Restrictive Environment: What Teachers Need to Know

330007 - Independent Educational Evaluations: Responsibilities and Procedures

330009 - Guidelines for IEP Team Composition

330012 - Conducting Compliant IEP Team Meetings

330013 - Evaluations and Reevaluations – Purposes, Standards and Procedures

330016 - Legal Requirements and Practical Tips to Develop Measurable Annual IEP Goals

330018 - Legal Requirements and Best Practices for Prior Written Notice

330020 - Practical Strategies and IDEA Requirements for Developing IEPs

330023 - When to Review and How to Revise IEPs to Stay Compliant

330026 - IEP Implementation Strategies to Be IDEA Compliant

330030 - Requirements and Strategies to Facilitate Parental Participation in IEPs

330036 - Discipline and Placement Changes for Students With Disabilities Who Exhibit Violent Behavior

330038 - Developing and Implementing Functional Behavior Assessments and Behavioral Intervention Plans

330046 - Eligibility and Development of a Student's Extended School Year Services

330047 - Early Intervention Services: Facilitating Transition From IDEA Part C to Part B

330058 - Meeting IDEA Requirements When Serving Students with Specific Learning Disabilities

330060 - Using a Trauma-Informed Approach to Develop More Effective IEPs

330061 - Legal Requirements & Practical Considerations for Identifying & Evaluating Specific Learning Disabilities

330062 - Evaluation, Eligibility, and IEP Development for Students with Autism

330065 - Collecting and Using Data to Improve IEPs, BIPs, and Section 504 Plans

330066 - Students with Autism and One-to-One Aides; Best Practices for Educators

330069 - Dispute Resolution and Available Remedies Under the IDEA

330074 - Exiting Students from Special Education: Graduation, Aging-out, Ineligibility, and Revocation of Consent

330078 - IEP, 504 and MDR Meetings: Guidance for Staff Who Are New to Special Education

330080 - Communicating with Parents: Tips and Strategies for Teachers

330088 - Predetermination in the IEP Process: What it is and How to Avoid it

330090 - Serving Parentally Placed Private School Students with Disabilities: Understanding Your District's IDEA Obligations

Instructions for accessing LRP trainings

Instructions for self-registration on the FDOE DirectSTEP® eLearning platform:

1. Go to [HTTP://FLDOE2022-DS.LRP.COM](http://FLDOE2022-DS.LRP.COM).
2. Read the “Is This Your First Time Here?” section located on the right side of the screen.
3. Click the “Create new account” button.
4. Create a username (Recommended format: John Sample = jsample).
5. Create a password (Recommended format : J#sample1). **Please write down your username and password and keep it somewhere secure for future reference. This information will NOT be emailed to you after you register.**
6. Enter your email address, first and last name.
7. Enter the letters/numbers pictured in the reCAPTCHA image. **If your web browser does not display a reCAPTCHA image, try a different web browser or contact your IT department.*
8. Click the “Create my new account” button.
9. You will receive a confirmation e-mail with a link to the website.

Instructions for taking a DirectSTEP® eLearning course:

1. Log in to [HTTP://FLDOE2022-DS.LRP.COM](http://FLDOE2022-DS.LRP.COM) using the username and password you created.
2. Select the course you have been assigned to complete.
3. Click the course link again (next to the icon of a gold box.)
4. Click the “Enter” button to begin taking the course.
5. You can use the arrow icons to move through the slides in the lower left hand corner of the slide player.
6. When you reach the Final Assessment, you will need to click the “submit” button after you select an answer. You will be directed to a new window which will inform you whether or not you answered each question correctly. You will need to score an 80% or higher to pass.
7. When you have completed the assessment, it is important that you click the **“Exit Activity”** link in the upper right hand corner of your screen to get credit for completing the course and to record your grade.
8. Your “Course Completion Certificate” link will now be active. If you are required to print a Completion Certificate, you may do so from this page.