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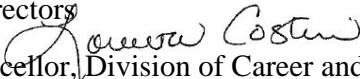
Loretta Costin, Chancellor
Division of Career and Adult Education



September 20, 2010

MEMORANDUM

TO: District Career and Technical Education Directors
Technical Center Directors

FROM: Loretta Costin, Chancellor,  Division of Career and Adult Education

SUBJECT: 2009-10 Industry Certification Data Reporting for the High School Grades Calculation

The Florida Department of Education has set the deadline for Florida school districts to update Survey 5 (end of year) data for use in high school grades. The deadline is **5:00 PM Eastern Time on October 22, 2010.**

High school grading inputs that are reported in Survey 5 include the following:

- AICE data: reported by Florida school districts on the [Student Assessment](#) record format, Survey 5.
- Dual enrollment data: reported by Florida school districts on the [Student Course Transcript Information](#) record format, Survey 5.
- Industry certification data: reported by Florida school districts on the [Vocational Student Course Schedule](#) record format, Survey 5.
- HS graduation rate data (and at-risk graduation rate data) – withdrawal codes, diploma codes, and other information. For more detailed information on the data inputs used in calculating the graduation rate, see pages 4-6 of the guide at <http://www.fldoe.org/eias/eiaspubs/word/nclbguide.doc>.

Although school districts will be able to continue updating/amending 2009-10 Survey 5 data after October 22, any such updates will not be used in the calculation of high school grades.

A technical assistance document on the 2009-10 school grades calculation is available on the Department's website at the following link:
<http://schoolgrades.fldoe.org/pdf/0910/2010SchoolGradesTAP.pdf>

For information on the acceleration component of the high school grade calculation, which includes data on industry certifications, please see sections 8.3 through 8.4 (pages 18-21).

If you have any questions, please contact Tara Goodman at tara.goodman@fldoe.org or 850-245-9002.

LC/tg