



**SCHOOL DISTRICT OF OKALOOSA COUNTY  
TECHNICAL ASSISTANCE MEMORANDUM  
FINANCE**

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FINANCE TAM: 2017-015  
CONTACT: Debby Fetner, Payroll Supervisor  
TELEPHONE: 833-5849

TO: Selected Principals  
FROM: Rita R. Scallan, Chief Financial Officer  
DATE: October 19, 2016  
SUBJECT: AICE, AP, and IB Bonuses

A handwritten signature in black ink, appearing to be "R. Scallan", written over the printed name of the Chief Financial Officer.

Pursuant to Florida Statutes (Section 1011.62), the District is statutorily required to pay bonuses to Advanced International Certificate of Education (AICE), Advanced Placement (AP), and International Baccalaureate (IB) instructors (see attached Statutes). The amount which an instructor will be paid is based on the following criteria:

**A. Advanced International Certificate of Education (AICE)**

1. A bonus in the amount of \$50 for each student taught by the AICE teacher in each full-credit AICE course who receives a score of E or higher on the AICE examination.
2. A bonus in the amount of \$25 for each student taught by the AICE teacher in each half-credit AICE course who receives a score of E or higher on the AICE examination.
3. An additional bonus of \$500 to each AICE teacher in a school designated with a grade of "D" or "F" who has at least one student scoring E or higher on the full-credit AICE examination, regardless of the number of classes taught or of the number of students scoring an E or higher on the full-credit AICE examination.
4. Additional bonuses of \$250 each to teachers of half-credit AICE classes in a school designated with a grade of "D" or "F" which has at least one student scoring an E or higher on the half-credit AICE examination in that class. The maximum additional bonus for a teacher awarded in accordance with this subparagraph shall not exceed \$500 in any given school year. Teachers receiving an award under subparagraph 3 above are not eligible for a bonus under this subparagraph.
5. Bonuses awarded to a teacher shall not exceed \$2,000 in any given school year and shall be in addition to any regular wage or other bonus the teacher received or is scheduled to receive.

**B. Advanced Placement (AP)**

1. A bonus in the amount of \$50 for each student taught by the AP teacher in each AP course who receives a score of 3 or higher on the College Board AP Examination.
2. An additional bonus of \$500 to each AP teacher in a school designated with a grade of "D" or "F" who has at least one student scoring 3 or higher on the College Board AP Examination, regardless of the number of classes taught or of the number of students scoring a 3 or higher on the College Board AP Examination.
3. Bonuses awarded to a teacher shall not exceed \$2,000 in any given school year. However, the maximum bonus shall be \$3,000 if at least 50 percent of the students enrolled in a teacher's course earn a score of 3 or higher on the examination in a school with a grade of "A," "B," or "C" or if at least 25 percent of the students enrolled in a teacher's course earn a score of 3 or higher on the examination in a school with a grade of "D" or "F." Bonuses awarded shall be in addition to any regular wage or other bonus the teacher received or is scheduled to receive. For

such courses, the teacher shall earn an additional bonus of \$50 for each student who has a qualifying score up to the maximum of \$3,000 in any given school year.

C. International Baccalaureate (IB)

1. A bonus in the amount of \$50 for each student taught by the IB teacher in each IB course who receives a score of 4 or higher on the IB examination.
2. An additional bonus of \$500 to each IB teacher in a school designated with a grade of “D” or “F” who has at least one student scoring 4 or higher on the IB examination, regardless of the number of classes taught or of the number of students scoring a 4 or higher on the IB examination.
3. Bonuses awarded to a teacher shall not exceed \$2,000 in any given school year. However, the maximum bonus shall be \$3,000 if at least 50 percent of the students enrolled in a teacher’s course earn a score of 4 or higher on the examination in a school with a grade of “A,” “B,” or “C” or if at least 25 percent of the students enrolled in a teacher’s course earn a score of 4 or higher on the examination in a school with a grade of “D” or “F.” Bonuses awarded shall be in addition to any regular wage or other bonus the teacher received or is scheduled to receive. For such courses, the teacher shall earn an additional bonus of \$50 for each student who has a qualifying score up to the maximum of \$3,000 in any given school year.

Attached you will find copies of the bonus forms for Advanced International Certificate of Education, Advanced Placement, and International Baccalaureate. You will also receive the Excel versions by e-mail. The Excel workbook contains a tab for each program. **Please use Excel to complete the appropriate form(s) for your school. Excel will automatically tabulate the bonuses.**

**If you are able to return the completed form(s) to Debby Fetner by November 3, 2016, the instructors will receive the bonus in their November paychecks.** Should you have any questions or need additional information, please call Debby Fetner at 833-5849.

Attachments: Florida Statutes

C: Executive Staff  
District AP Coordinator – Sheila Lightbourne  
Payroll Supervisor – Debby Fetner  
Budget Bookkeepers

School District of Okaloosa County  
**Advanced International Certificate of Education (AICE) Bonus**  
 Fiscal Year 2016-2017

School Name: \_\_\_\_\_ Center No. \_\_\_\_\_

A Teacher Name	B Employee ID	C No. of Students Taught Scoring "E" or Higher in FY 2015-2016		E Bonus Amount Per Student		G Calculated Bonus	H Actual Bonus Paid
		Full-Credit Courses	Half-Credit Courses	Full-Credit Courses	Half-Credit Courses	<small>(C x E) + (D x F)</small>	<small>Max \$2,000</small>

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I verify the above information to be correct as stated.

\_\_\_\_\_  
 Principal's Signature or Designee \_\_\_\_\_  
Date

*All payments must be made in accordance with 2016 Florida Statutes 1011.62(m) Advanced International Certificate of Education. A copy of this statute has been provided with the Technical Assistance Memorandum accompanying this worksheet.*

*Bonuses awarded to a teacher shall not exceed \$2,000 in any given school year and shall be in addition to any regular wage or other bonus the teacher received or is scheduled to receive.*



School District of Okaloosa County  
**International Baccalaureate (IB) Bonus**  
 Fiscal Year 2016-2017

School Name:

Center No.

A Teacher Name	B Employee ID	C No. of Students Taught in FY 2015-2016	D No. of Students Taught Scoring "4" or Higher in FY 2015-2016	E Percentage of Students Earning a Score of "4" or Higher in FY 2015-2016	F Bonus Amount Per Student	G Calculated Bonus	H Actual Bonus Paid
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(D / C)

(D x F)

E < 50% = Max \$2,000  
 E >= 50% = Max \$3,000

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I verify the above information to be correct as stated.

\_\_\_\_\_  
 Principal's Signature or Designee

*All payments must be made in accordance with 2016 Florida Statutes 1011.62(l) International Baccalaureate. A copy of this statute has been provided with the Technical Assistance Memorandum accompanying this worksheet.*

*Bonuses awarded to a teacher shall not exceed \$2,000 in any given school year and shall be in addition to any regular wage or other bonus the teacher received or is scheduled to receive. Maximum amount is increased to \$3,000 if at least 50% of the students enrolled in a teacher's course earn a score of 3 or higher.*