



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

FINANCE TAM: 2019-020
CONTACT: Debby Fetner, Payroll Supervisor
TELEPHONE: 833-5849

TO: Selected Principals
FROM: Rita R. Scallan, Chief Financial Officer
DATE: November 27, 2018
SUBJECT: AICE, AP, and IB Bonuses

A handwritten signature in blue ink, reading "Rita R. Scallan".

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 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 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.

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 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.

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.** Bonuses will be paid using the following funding:

- AICE – Bonuses & Exams – Project 5053 (1010.5100.0105.Center.5053)
- AP – Bonuses & Exams – Project 5054 (1010.5100.0105.Center.5054)
- IB – Bonuses & Exams – Project 5055 (1010.5100.0105.Center.5055)

If you are able to return the completed form(s) to Debby Fetner by December 5, 2018, the instructors will receive the bonus in their December 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 2018-2019

School Name: _____
 Funding: 1010.5100.0105.Center.5053

Center No. _____

| A | B | C | | D | | E | | F | G | H |
|--------------|-------------|---|------------------------|--------------------------|------------------------|---------------------------------------|--|-------------------------------|---|---|
| | | No. of Students Taught Scoring "E" or Higher in FY 2017-2018 | | Bonus Amount Per Student | | | | | | |
| Teacher Name | Employee ID | Full-Credit Courses | Half-Credit Courses | Full-Credit Courses | Half-Credit Courses | Calculated Bonus (C x E) + (D x F) | | Actual Bonus Paid (No Max) | | |

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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 2018 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 be in addition to any regular wage or other bonus the teacher received or is scheduled to receive.

School District of Okaloosa County
Advanced Placement (AP) Bonus
 Fiscal Year 2018-2019

School Name: _____
 Funding: 1010.5100.0105.Center.5054

Center No. _____

| A | B | C | D | E | F |
|--------------|-------------|--|--------------------------|------------------------|-------------------------|
| Teacher Name | Employee ID | No. of Students Taught Scoring "3" or Higher in FY 2017-2018 | Bonus Amount Per Student | Calculated Bonus | Actual Bonus Paid |
| | | | | <small>(C x D)</small> | <small>(No Max)</small> |

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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 2018 Florida Statutes 1011.62(n) Advanced Placement. A copy of this statute has been provided in the Technical Assistance Memorandum accompanying this worksheet.

Bonuses awarded to a teacher 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 2018-2019

School Name: _____
 Funding: 1010.5100.0105.Center.5055

Center No. _____

| A Teacher Name | B Employee ID | C No. of Students Taught Scoring "4" or Higher in FY 2017-2018 | D Bonus Amount Per Student | E Calculated Bonus <small>(C x D)</small> | F Actual Bonus Paid <small>(No Max)</small> |
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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 2018 Florida Statutes 1011.62(l) International Baccalaureate. A copy of this statute has been the Technical Assistance Memorandum accompanying this worksheet.

Bonuses awarded to a teacher shall be in addition to any regular wage or other bonus the teacher received or is scheduled to receive.

Excerpt from The 2018 Florida Statutes

1011.62(1) Funds for operation of schools.

Advanced International Certificate of Education

(m) *Calculation of additional full-time equivalent membership based on Advanced International Certificate of Education examination scores of students.*—A value of 0.16 full-time equivalent student membership shall be calculated for each student enrolled in a full-credit Advanced International Certificate of Education course who receives a score of E or higher on a subject examination. A value of 0.08 full-time equivalent student membership shall be calculated for each student enrolled in a half-credit Advanced International Certificate of Education course who receives a score of E or higher on a subject examination. A value of 0.3 full-time equivalent student membership shall be calculated for each student who receives an Advanced International Certificate of Education diploma. Such value shall be added to the total full-time equivalent student membership in basic programs for grades 9 through 12 in the subsequent fiscal year. Each school district shall allocate at least 80 percent of the funds received from the Advanced International Certificate of Education bonus FTE funding, in accordance with this paragraph, to the school program that generated the funds. The school district shall distribute to each classroom teacher who provided Advanced International Certificate of Education instruction:

1. A bonus in the amount of \$50 for each student taught by the Advanced International Certificate of Education teacher in each full-credit Advanced International Certificate of Education course who receives a score of E or higher on the Advanced International Certificate of Education examination. A bonus in the amount of \$25 for each student taught by the Advanced International Certificate of Education teacher in each half-credit Advanced International Certificate of Education course who receives a score of E or higher on the Advanced International Certificate of Education examination.
2. An additional bonus of \$500 to each Advanced International Certificate of Education 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 Advanced International Certificate of Education examination, regardless of the number of classes taught or of the number of students scoring an E or higher on the full-credit Advanced International Certificate of Education examination.
3. Additional bonuses of \$250 each to teachers of half-credit Advanced International Certificate of Education 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 Advanced International Certificate of Education examination in that class. Teachers receiving an award under subparagraph 2. are not eligible for a bonus under this subparagraph.

Bonuses awarded to a teacher according to this paragraph shall be in addition to any regular wage or other bonus the teacher received or is scheduled to receive.

Excerpt from The 2018 Florida Statutes

1011.62(1) Funds for operation of schools.

Advanced Placement

(n) *Calculation of additional full-time equivalent membership based on college board advanced placement scores of students.*— A value of 0.16 full-time equivalent student membership shall be calculated for each student in each advanced placement course who receives a score of 3 or higher on the College Board Advanced Placement Examination for the prior year and added to the total full-time equivalent student membership in basic programs for grades 9 through 12 in the subsequent fiscal year. Each district must allocate at least 80 percent of the funds provided to the district for advanced placement instruction, in accordance with this paragraph, to the high school that generates the funds. The school district shall distribute to each classroom teacher who provided advanced placement instruction:

1. A bonus in the amount of \$50 for each student taught by the Advanced Placement teacher in each advanced placement course who receives a score of 3 or higher on the College Board Advanced Placement Examination.
2. An additional bonus of \$500 to each Advanced Placement 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 Advanced Placement Examination, regardless of the number of classes taught or of the number of students scoring a 3 or higher on the College Board Advanced Placement Examination.

Bonuses awarded under this paragraph 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.

Excerpt from The 2018 Florida Statutes

1011.62(1) Funds for operation of schools.

International Baccalaureate

(l) *Calculation of additional full-time equivalent membership based on International Baccalaureate examination scores of students.*— A value of 0.16 full-time equivalent student membership shall be calculated for each student enrolled in an International Baccalaureate course who receives a score of 4 or higher on a subject examination. A value of 0.3 full-time equivalent student membership shall be calculated for each student who receives an International Baccalaureate diploma. Such value shall be added to the total full-time equivalent student membership in basic programs for grades 9 through 12 in the subsequent fiscal year. Each school district shall allocate 80 percent of the funds received from International Baccalaureate bonus FTE funding to the school program whose students generate the funds and to school programs that prepare prospective students to enroll in International Baccalaureate courses. Funds shall be expended solely for the payment of allowable costs associated with the International Baccalaureate program. Allowable costs include International Baccalaureate annual school fees; International Baccalaureate examination fees; salary, benefits, and bonuses for teachers and program coordinators for the International Baccalaureate program and teachers and coordinators who prepare prospective students for the International Baccalaureate program; supplemental books; instructional supplies; instructional equipment or instructional materials for International Baccalaureate courses; other activities that identify prospective International Baccalaureate students or prepare prospective students to enroll in International Baccalaureate courses; and training or professional development for International Baccalaureate teachers. School districts shall allocate the remaining 20 percent of the funds received from International Baccalaureate bonus FTE funding for programs that assist academically disadvantaged students to prepare for more rigorous courses. The school district shall distribute to each classroom teacher who provided International Baccalaureate instruction:

1. A bonus in the amount of \$50 for each student taught by the International Baccalaureate teacher in each International Baccalaureate course who receives a score of 4 or higher on the International Baccalaureate examination.
2. An additional bonus of \$500 to each International Baccalaureate teacher in a school designated with a grade of "D" or "F" who has at least one student scoring 4 or higher on the International Baccalaureate examination, regardless of the number of classes taught or of the number of students scoring a 4 or higher on the International Baccalaureate examination.

Bonuses awarded under this paragraph 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.