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**DPS: 2019-70**

**MEMORANDUM**

**TO:** School District Superintendents

**FROM:** Jacob Oliva, Chancellor, Division of Public Schools  
Adam Miller, Executive Director,  
Office of Independent Education and Parental Choice

**DATE:** May 24, 2019

**SUBJECT: Family Empowerment Scholarship Notification**

Pursuant to section 1002.394(6), Florida Statutes, by July 15, 2019, and by April 1 of each school year thereafter, a school district shall inform all households within the district receiving free or reduced priced meals under the National School Lunch Act of their eligibility to participate in the newly created Family Empowerment Scholarship (FES) Program.

The law further provides that the Department of Education shall develop the notification form and provide it to the district, and the district shall include the form in any normal correspondence with eligible households.

Attached to this memo is the FES notification form. Please provide the FES notification form to each household within your district that is receiving free or reduced priced meals. The Department will send out an electronic survey in August requesting the district to confirm the notification was sent, the number of families the notification was sent to, and the method of the distribution.

Additionally, each school district must publish information about the FES on the district's website homepage. At a minimum, the published information must include a website link to the department's FES webpage ([www.fldoe.org/FES](http://www.fldoe.org/FES)) as well as a telephone number and e-mail that students and parents may use to contact relevant personnel in the school district to obtain information about the scholarship.

JO/AM

Attachment