

INDEPENDENTS

The Newsletter of the Florida Council of Independent Schools

Volume 02-12

Mar/Apr 2012

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Upcoming FCIS Events

Apple Workshop

May 3, 2012
Pine Crest School
Ft. Lauderdale

Apple Workshop

May 11, 2012
All Saints' Academy
Winter Haven

Heads' Retreat

June 19-21, 2012
Waldorf Astoria, Naples

Evaluation Academy

June 21-22, 2012
Waldorf Astoria, Naples

from the executive director...

NAIS: The 2012 NAIS Annual Conference was held on February 29 through March 2 in Seattle, Washington. The theme was *Innovation: imagine/invent/inspire/dream*. The conference featured several outstanding speakers, with the opening session delivered by **Bill Gates**, who acknowledged the difference that independent schools had made in his life as a graduate of Lakeside School in Seattle, Washington. Some of Bill Gates' key points were that technology can promote personalization of learning in the classroom, can give students a venue to share their work, can extend the school day, or even flip the classroom by assigning online lectures for homework and giving students time to work during class periods. The first day ended with an inspiring presentation by **Sarah Kay**, a spoken word poet, who is also a documentary filmmaker, playwright, singer, songwriter, photographer, and editor for *Write Bloody Publishing*. One of the most inspiring speakers during the entire conference was **John Hunter**, an award winning teacher who developed World Peace Game. A documentary entitled "World Peace and Other Fourth Grade Achievements" has been produced featuring John and his students. He captivated the NAIS audience as he shared, "My teachers, I stand on their shoulders...These teachers are in me....It is my teachers speaking through me....I am not just teaching the child in front of me, I am reaching through time and teaching the children of the future." The conference ended with a presentation by **Amy Chua**, a Yale Law Professor who wrote *Battle Hymn of the Tiger Mom*. Amy shared her experiences of attempting to raise her children for success in a traditional Chinese way and was very transparent regarding how childrearing has been a learning experience for her with parenting in the Western world transforming some of her thinking.

CAPE: President Obama's proposed budget for 2013 has been released, and it features an increase of \$1.7 billion in education spending. In response, U.S. Secretary Arne Duncan commented, "If we want to strengthen the American workforce, we must continue to invest in education."

CAPE also has reported on other national educational trends. One trend that has been noted is that charter schools are having a significant impact on

religious schools. In New York State alone, enrollment in Catholic elementary schools has plummeted 43% in the last 10 years, and charter schools have been cited as a significant factor. To complicate this further, schools are having to raise tuition for remaining students to offset the revenue loss. Other trends emerging include more states passing bills allowing tax credits for contributions made to not-for-profit organizations offering private school scholarships. Virginia has joined the ranks. In Arizona, the Governor signed a bill on February 29 to double the amount of donations allowed to support such scholarships.

FHSAA: On March 8, 2012, HB 1403, a bill on Florida High School Athletics, passed the House and the Senate. This bill addresses student transfers, due process, and athletic investigations with regards to student eligibility for participation in high school sports. FCIS fought hard to defeat a similar bill, SB 1704, which would have created in Florida statutes the Sunshine Independent Athletic Association (SIAA) as the private high school athletic association. With the help of our lobbyist Brenda Dickinson and the proactive responses from our schools, we were able to defeat SB 1704.

Heads' Retreat: Please plan to join us for the 2012 Heads' Retreat at the Waldorf Astoria in Naples on June 19 through 21. This year's theme is "The Leader as a Change Agent" and will feature Pat Bassett, President of NAIS, and Dr. Anabel Jensen, a full professor and department chair at Notre Dame de Namur University and Co-founder of *Six Seconds, The Emotional Intelligence Network*. The program promises to be outstanding, and it will be a great time to network and spend time with colleagues. In addition, there are activities planned for our "Focusing on Families", which was kicked off last year at this same time. Once again, the second night will feature a barbeque with families welcome. An Evaluation Academy for Heads of School will follow the retreat beginning the afternoon of June 21 and ending around noon on June 22.

Barbara H Hodges, Ed.D.
Executive Director



Legislative Update By Barbara Hodges, Ed. D.

Bright Futures Scholarship Program Changes

http://myfloridahouse.gov/Sections/Documents/loaddoc.aspx?FileName=_h5201er.docx&DocumentType=Bill&BillNumber=5201&Session=2012

- Clarifies that students enrolled in the Spring/Summer University of Florida pilot program who are eligible for a Bright Futures scholarship are eligible to receive the scholarship award during the summer term, with not more than two semesters in any Fiscal Year.
- Requires students who entered into a state university or college for the first time and maintain continuous enrollment for the 2009-2010 and 2010-11 academic year will pay 50 percent of tuition for excess credit hours above **120** percent of the credit hours required for their degree, with graduated enforcement.
- Shortens the length of time that a student is eligible to accept an initial Bright Futures Scholarship award from 3 years to **2 years after high school graduation** for student graduating from high school in the 2012-13 academic year and thereafter, with the exception of a student who enlists in the US Armed Forces.
- Clarifies that students are required to annually submit the Free Application for Federal Student Aid (FAFSA) for initial award eligibility as well as renewal award eligibility.
- Reduced Bright Futures awards were reduced 1% per credit hour for the 2012-2013 academic year.

House Bill 5103 Summary: School Readiness Programs

<http://www.myfloridahouse.gov/Sections/Documents/loaddoc.aspx?FileName=485907.docx&DocumentType=Amendments&BillNumber=5103&Session=2012>

(Note: The red highlight is the issue FCIS was interested in and the underlined working is new language.)

- Clarifies school readiness programs to be operated full-time and part-time.
 - Defines terms for purposes of the School Readiness Act.
 - Prioritizes services to eligible children from birth to kindergarten.
 - Requires definitions for expenditures and reports for direct expenditures for services to children, administrative costs, non-direct expenditures and quality.
 - **Requires the Office of Early Learning to adopt a list of approved curricula, identify a pre-assessment and post-assessment, adopt a statewide standardized contract to be used by coalitions with each school readiness provider.**
 - Revises procurement requirements and requirements for the expenditure of funds by early learning coalitions.
 - Requires coalitions to merge if they are unable to comply with expenditure requirements.
 - Allows the Office of Early Learning to provide a waiver for merging coalitions for the 2012-13 and 2013-14 years if justifications for excess expenditures are provided.
 - Incorporates existing licensing guidelines which are identified in other areas of statute.
 - Revises the eligibility criteria for the enrollment of children in the school readiness program and provides the following priorities by which children are enrolled:
 - Provides for the allocation of school readiness funds as specified in the General Appropriations Act.
 - Requires the Office of Early Learning to submit by May 31, 2012, a recommended allocation of School Readiness Program funds, including standardized provider payment rates, Gold Seal premium rate percentage, and a parent co-payment percentage to the School Readiness Allocation Conference for review.
 - Requires quarterly recalculation of the funding allocations by the Office of Early Learning.
 - Deletes provisions for the establishment of an allocation formula by the Office of Early Learning.
 - Defines and limits expenditures for administrative activities, quality activities and non-direct activities.
 - Provides for fraud investigations and provides penalties for school readiness providers and parents who knowingly submit false information related to child eligibility and attendance in a school readiness program.
 - Creates the School Readiness Allocation Conference, whose duties are to review allocation recommendations by the Office of Early Learning.
 - Establishes a due date for school readiness providers to submit market rates to be used as part of the prevailing market rate schedule.
 - **Clarifies that non-public schools are exempt from licensure and specifies that the statutes that apply.**
- House Bill 5103 Vetoed by Governor on Friday, April 20, 2012.**



Legislative Update, Con't

Voluntary Pre-Kindergarten

[http://www.myfloridahouse.gov/Sections/Documents/loaddoc.aspx?](http://www.myfloridahouse.gov/Sections/Documents/loaddoc.aspx?FileName=_h5101e2.docx&DocumentType=Bill&BillNumber=5101&Session=2012)

[File Name= _h5101e2.docx&DocumentType=Bill&BillNumber=5101&Session=2012](http://www.myfloridahouse.gov/Sections/Documents/loaddoc.aspx?FileName=_h5101e2.docx&DocumentType=Bill&BillNumber=5101&Session=2012)

- Requires providers and schools to implement pre and post assessments for students in the voluntary prekindergarten program.
- Limits the mandatory period for the reporting of FTE for payment to providers and schools by early learning coalitions for the voluntary prekindergarten program.

VPK allocation for the school year program shall be \$2,383 and for the summer program shall be \$2026

Florida Tax Credit Scholarship Program

[http://www.myfloridahouse.gov/Sections/Documents/loaddoc.aspx?](http://www.myfloridahouse.gov/Sections/Documents/loaddoc.aspx?FileName=_h0859er.docx&DocumentType=Bill&BillNumber=0859&Session=2012)

[File Name= _h0859er.docx&DocumentType=Bill&BillNumber=0859&Session=2012](http://www.myfloridahouse.gov/Sections/Documents/loaddoc.aspx?FileName=_h0859er.docx&DocumentType=Bill&BillNumber=0859&Session=2012)

- Removes prior public school enrollment requirement for students entering grades 1-5.
- Increases tax credit cap amount to \$229 million in the 2012-13 state fiscal year.
- Allows private schools to voluntarily offer & administer the FCAT at the private school at no cost to the school and provides the conditions for administration.
- Authorizes DOE to make site visits at any time to a school that has received a notice of noncompliance or a notice of proposed action within the previous 2 years.

House Bill 1403 -- High School Athletics

[http://www.myfloridahouse.gov/Sections/Documents/loaddoc.aspx?](http://www.myfloridahouse.gov/Sections/Documents/loaddoc.aspx?FileName=_h1403er.docx&DocumentType=Bill&BillNumber=1403&Session=2012)

[File Name= _h1403er.docx&DocumentType=Bill&BillNumber=1403&Session=2012](http://www.myfloridahouse.gov/Sections/Documents/loaddoc.aspx?FileName=_h1403er.docx&DocumentType=Bill&BillNumber=1403&Session=2012)

- Mandates that the FHSAA may not deny or discourage interscholastic competition between its member schools and non-FHSAA member Florida schools, including members of another athletic governing organization, and may not take any retributory or discriminatory action against any of its member schools that participate in interscholastic competition with non-FHSAA member Florida schools.
- Prohibits the FHSAA from unreasonably withholding its approval of an application to become an affiliate member of the National Federation of State High School Associations submitted by any other organization that governs interscholastic athletic competition in this state
- Requires the FHSAA to adopt bylaws relating to transfers. The bylaws shall allow the student to be eligible in the school to which the student has transferred during the school year if the transfer is made by a deadline established by the FHSAA, which may not be prior to the date authorized for the beginning of practice for the sport. These transfers shall be allowed pursuant to the district school board policies in the case of transfer to a public school or pursuant to the private school policies in the case of transfer to a private school.
- Requires the FHSAA to adopt bylaws relating to recruiting violations and sanctions of the school, coaches or adult representatives.
- Establishes certain requirements and prohibitions relating to investigations; determinations of eligibility; provides requirements relating to appeals.

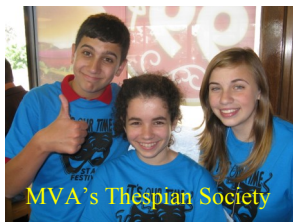
HB1403 was signed by Governor Scott on Friday, April 27, 2012.

For more detail, go to www.fcis.org, "In the News".

School News

A **Madison Academy** third grade student was recently featured in the National Association of Conservation Districts' (NACD) Soil to Spoon booklet, which is distributed nationally to second and third grade students. The booklet contains a full-color layout of photos of "Farmer Scotty" Wynn working with his family on their farm in Hamilton County, Florida. To view a video of Wynn, visit www.nacdnet.org/education/resources.

Montverde Academy's basketball team competed in the ESPN National High School Invitational at Georgetown Prep in Bethesda, Maryland. MVA Head Coach Kevin Boyle has been selected to lead the US against the World



Team in the USA Junior National Select Team at the 15th Annual Nike Hoop Summit basketball game being held in Portland, Oregon. MVA's Thespians Society obtained "Excellent" scores at Jr. ITS Competitions. MVA re-

ceived First Place in the Lake Sumter Community College Mathlympics!

The Cushman School announced new Head of School, Ms. Arvi Balseiro. Ms. Balseiro will replace Dr. Joan Lutton who retires after 31 years as Head of School.

The Downtown Tampa sky lit up red and gold as the SunTrust Tower ziggurat honored the **Tampa Preparatory** Terrapins' TWO State Champion teams: Boys Soccer and Boys Basketball. The Varsity Boys Soccer team earned its fifth State Championship title since 2005 and the Varsity Boys Basketball team brought home the team's first State Championship trophy. Congratulations!

The Out-of-Door Academy held its Grand Opening Ceremony for the Thunder Baseball Concession Building and Scorer's Booth on Feb. 21. The new facilities include a state-of-the-art scorer's booth, concession stand, restrooms, locker room, and storage areas. Student Brittany Wenger, Class of 2013, was selected as a runner-up for the 2012 NCWIT Award for Aspirations in Computing.



The Benjamin School hosted more than 50 community and parent volunteers with its Middle School Career Day on Feb. 24. Palm Beach Gardens Mayor David Levy performed the swearing-in ceremony of student mayor Reese Kline. Sixth graders implemented Junior

Achievement business strategies in Biztown's simulated display of industry store fronts. Armed with resumes and cover letters, seventh graders engaged in mock employment interviews with community leaders, while eighth graders pitched their team start-up clubs in a business plan competition.

On May 17, Pierre Yves Cousteau, youngest son of late underwater explorer Jacques Cousteau, will be the special guest at the **Canterbury School of Florida's** rededication of its Marine Studies Education Center as the Cousteau Center for Marine Studies. On May 18, following the building dedication, Pierre Cousteau will join students from Canterbury's newly formed Venturing Crew for a SCUBA dive in Tampa Bay.

Congratulations to **The Pine School's** Director of Fine Arts, Marcus Rabb, for receiving the Excellence in Arts Education Award from the Arts Council of Martin County. This high honor, which has been given since 2003, is the top award given to arts educators by the group each year. Senior Grant Mortell, was selected to play in the Florida Athletic Coaches Association's Boys' Soccer All-Star Classic at the University of South Florida on March 10.

The Bolles School Office of Communications and Marketing claimed three awards in the 2012 Council for Advancement and Support of Education (CASE) District III Awards program. Bolles was the only independent school in the state of Florida to win an award. Congratulations to Rachel Sorrells, Bolles senior. Rachel is among the first group of winners announced in the 2012 National Merit Scholarship program.

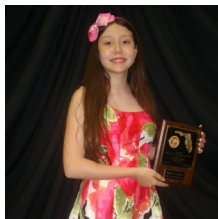


Creative Learning Academy celebrates Preschool success during the school's 40th year. CLA's Preschool Program is well known for its highly effective blending of Montessori methods. Congratulations on 40 years!

On March 22, The **Carrollwood Day School** 2nd grade class had a wonderful opportunity to participate on the Today Show as part of the *One Bottle, One Dream Project* created by Stephanie Armenia. The 2nd graders became involved in the project from their Primary Years Programme Unit of Inquiry on Recycling. Seniors Adam Hall and Michael Valdez were named "Best Duet Actors" at the Florida State International Thespians Festival on March 16th.

School News, Con't

For the second consecutive year, Maria Elena Grimmatt of **The Weiss School** was awarded First Place in the Environment Sciences section at the 57th annual Florida Science and Engineering Fair.



Admiral Farragut Academy 7th graders had the opportunity to Skype with scientists aboard the *JOIDES IODP Expedition 340 research vessel*. On April 19, thirty student from Admiral Farragut donated their completed bears from Build-a-Bear to The Haven, a shelter for battered women in Clearwater with kids affected by domestic violence.

Berkeley Preparatory School announced the receipt of a major leadership gift from the David A. Straz, Jr. Foundation. In recognition, Berkeley will name the soon-to-be-completed Straz Family Field House ("The Straz"). Twenty-one Berkeley Preparatory students were recognized by the National Merit Scholarship Program and four students received the National Hispanic Award. Congratulations!

Legacy breakfast initiates a new tradition at **Maclay School**. The Maclay Alumni Association recently held a special event for 81 current parents who are alumni and their 119 children who are students at Maclay.



St. Mark's Episcopal Day School in Jacksonville is proud to announce the completion of four major construction projects on the St. Mark's campus. On April 22, the community attended the dedication ceremony at The Lori Schiavone Commons. The 10,000 square foot building features a full scale performance stage with professional lighting and sound, a gymnasium with sport flooring, and a commercial kitchen.



Spring Symposium

Shaping the Future with Technology April 23, 2012

April 23 was an exciting day for 75 participants who attended an all day technology workshop at Lake Highland Preparatory School in Orlando! Nancy Wong, math liaison from The School at Columbia University in New York, opened the day by sharing a variety of learning experiences that can be enhanced by the use of technology. She reminded participants that technologists must work closely with teachers to ensure that classroom technology is "meaningful technology". Nancy offered Google Apps 1.0 and Google Apps 2.0 for schools to incorporate Google Apps in their school communities. Felix Jacomino, Technology Director at St. Stephen's Episcopal Day School in Miami presented a session on the use of Mobile Devices in Education and a presentation entitled "No Teacher Left Behind". As the world becomes more 'connected' and information readily available to all, educators must be more than lecturers; they should be preparing our students for 21st Century jobs! "Flipping the Classroom" is a hot topic everywhere! Many schools are researching ways to incorporate some or many of the techniques associated with Khan Academy. Susan Bearden, Matthew Suttles and Aaron Pishalski from Holy Trinity Episcopal Academy in Melbourne, offered their experiences using teacher made instructional videos.

Emerging Issues for Independent Schools April 24, 2012

In a continuing effort to provide FCIS schools with up-to date, relevant legal information, we have offered several workshops and webinars this year. With new legislation and changes in existing laws, it's important to stay current! On April 24, Suzanne Bogdan, a partner with Fisher & Phillips law firm, provided a program of valuable and worthwhile information for school heads, administrators, business officers and human resource directors. With her colleague, Candice Pinares-Baez, they reviewed family and medical leave issues; changes in definition for ADA related disabilities, and student-teacher interactions which included social networking and person-to-person communications. Joe Markham, Executive Director of Transportation, Safety, Security and Crisis Management for Pine Crest School led a session on emergency preparedness: formulating a plan, dealing with the media, partnering with local law enforcement, staff training, security checks, neighborhood awareness and parent notification. Wayne Black, a security consultant and founder/owner of Wayne Black and Associates, assisted with this presentation. "It could never happen here" no longer applies to schools, churches, or any public or private institutions.



Special thanks to Warren Hudson, President of Lake Highland Preparatory School for being such a gracious host and making his school available as a site for two days of professional development. We want to also thank Kathy Taylor, Special Assistant to the President for Curriculum, PK-12, for coordinating all the arrangements for space and catering.

Coming in the Fall!

FCIS and The Federal Reserve Bank of Atlanta — Miami Branch Present Two Information Workshops!

FCIS and the Federal Reserve Bank of Atlanta, Miami Branch, located in Doral will partner to present two informative, relevant and very affordable workshops. One for elementary teachers and one for middle and high school teachers. Teaching students to survive and thrive in the challenging economy that faces them is more important today than ever before. They live in a culture that advertises \$275 sneakers, \$300 jeans, Smart phones, skiing trips and vacation homes! As adults, they will also face rising prices, mortgage payments, credit ratings and a challenging job market. Establishing sensible goals and learning to make informed decisions will give them a definite advantage as adults.

The program for elementary teachers will include: “The Kids Guide to Money”, how to make choices when resources are limited, supply and demand, learning to budget, the importance of saving, using money for ‘needs’, ‘wants’ and understanding the difference. There will be free resources, information, activities and lesson plans for kindergarten through grade 5.

The program for middle and high school teachers will cover: savings, investments, living on a budget, economic indicators, obtaining credit, identity theft, goal setting, checking & savings accounts and other personal finance concepts.

Both programs will provide lesson plans and free resources. A presentation on the structure and functions of the Federal Reserve Bank of Atlanta with a guided tour of the cash department promises you to “Show you the money”. This workshop will include a light breakfast and lunch at the bank.

Elementary Teachers
Thursday, September 20, 2012
9:15am to 2:15pm
9100 NW 36th, Miami, FL 33178

Middle and High School Teachers
Friday, September 21
9:15am to 2:15pm
9100 NW 36th, Miami, FL 33178



There is Still Time to Register!

Apple Workshop

Rethinking Learning: Engage, Create, Deliver!

At this interactive event, participants will have an opportunity to experience how they can transform learning with innovative new tools for engaging students, creating, and delivering content.

May 3, 2012 – Pine Crest School, Ft. Lauderdale
8:30-11:30 a.m. and 12:15 – 3:15 p.m.

May 11, 2012 – All Saints' Academy, Winter Haven
8:30-11:30 a.m. and 12:30 – 3:30 p.m.

Choose a location and either a morning or afternoon session. Each session will be limited to 20 people. iPads will be available for each participant's use with the latest software and apps.

Cost: \$35 per person. Go to www.fcis.org, events for registration.





Florida Kindergarten Council Corner

FKC Corner

Standard 3.5.9 Clarification Update

At their February FKC Board meeting, standard 3.5.9 was updated to include the following language.

_____ 3.5.9 18 months through Prekindergarten Three: Instructional personnel of the 18 month, two and three year-old children will comply with ONE (1) of the following:

- A bachelor's degree; if the degree is not in Early Childhood education, 12 semester hours and/or its equivalent** in early childhood education must be obtained.
- *An associate's degree in early childhood/child development or at least a CDA credential. (By July 1, 2014, a CDA credential will no longer meet the standard; a minimum of an associate's degree in early childhood will be required.)

* NOTE: CDA certified faculty members hired prior to the 2011-12 year will be grandfathered in; all faculty members hired after 2011-2012 must meet this standard.

** Equivalent is the following ratio: 20 inservice or workshop hours = one college credit hour

FKC Convention 2012

Friday, October 12, 2012
6:30pm-8:00pm Meet and Greet

Saturday, October 13, 2012
8:00am -3:30pm Convention

Doubletree Hotel, Downtown Orlando
60 South Ivanhoe Blvd

If you are interested in presenting at the FKC Convention go to
www.fkconline.org to complete the Proposal Form.

Exhibitor information now available at www.fkconline.org!



Accreditation Corner

By Karen Mathews, Associate Director for Accreditation

FCIS will offer two accreditation workshops this summer:

1. Evaluation Academy 2012 - for Heads of School only
 - *Following the Head's Retreat
 - *June 21-22 at the Waldorf Astoria, Naples
2. "Preparing Your School for an FCIS Evaluation" – for FCIS administrators and Steering Committee Chairs
 - *During the Administrator's Retreat on July 30 at The Hyatt Regency, Bonita Springs

If you are interested in the above accreditation workshops, contact Karen Mathews at kmathews@fcis.org or 813-287-2820.

Heads' Luncheon Hosts

- Dr. Joyce Swarzman, Tampa/St Pete
- Craig Maughan, Orlando
- Dr. John Trainer, Jacksonville
- Bill Jablon, Tallahassee
- Dr. Anthony Bryan, Coral Springs/Ft Lauderdale
- Suzanne Cooke, RSCJ, Miami

**Thank you for hosting the
2012 Heads' Luncheon in your area.**

Winners of the 2012 DeWitt E. & Vera Hooker Grant Winners

\$1000 to H. Quincy Brown from
Creative Learning Academy for
Hooked on Nooks

\$500 to Carolina Gray and Shannon Nunley from
San Jose Episcopal for
On Cloud 9! Using Cloud Technology

\$500 to Annette Brinson from
Riverside Presbyterian Day School for
This Land Belongs to You and Me

\$800 to Joanne Barrett from
The Out-of-Door Academy and
Chad Lewis from Tampa Preparatory for
Using iPad Technology in the (6-12) Classroom.

Congratulations to our new FCIS 2011-2012 Accredited School

Discovery Montessori School
Kim Bednarek, Head of School
Jacksonville Beach

WORKSHOPS

FCIS

Apple Workshop @ Pine Crest	May 3	Ft. Lauderdale
Apple Workshop @ All Saints' Academy	May 11	Winter Haven
Heads' Retreat	June 19 - 21	Naples
Evaluation Academy	June 21 - 22	Naples
Administrators' Retreat	July 29 - 31	Bonita Springs
Preparing Your School for a FCIS Evaluation	July 30	Bonita Springs
New Teacher Institute	Sept 30 - Oct 2	Oviedo
Convention 2012	Nov. 7 - 9	Orlando

www.fcis.org

FHSAA Compliance Summer Workshops

West Broward High School	Aug. 9	Pembroke Pines
Winter Spring High School	Aug. 10	Winter Springs

www.fhsaa.org

NAIS

Annual Conference 2013	Feb. 27 - Mar. 1	Philadelphia
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www.nais.org

SSATB

Annual Meeting	Sept. 19 - 22	Chicago
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www.admission.org

SSS By NAIS

Financial Aid Conference	Nov. 13-14	Baltimore
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www.sss.nais.org



Certification Renewal

**Florida Professional Certificates
expiring June 30, 2012**

- Renew online at www.fldoe.org/edcert
- Contact Keara Danger, kdanger@fcis.org, to submit your master inservice to the DOE on the CT-111.

Master Inservice Coordinator

**All master inservice must be
Submitted by July 31, 2012**