

FLORIDA DEPARTMENT OF EDUCATION



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August 29, 2006

MEMORANDUM

TO: Staff Data Base Contacts and Student Data Base Contacts

FROM: Lavan Dukes, Chief, Education Information and Accountability Services

Handwritten signature of Lavan Dukes.

SUBJECT: Class Size File Update for the 2005-06 School Year

As most of you are aware, the 2006 Legislature made changes in the class size legislation regarding the ability of districts to use team teaching techniques. Specifically, s. 1003.03 (2)(b)(4) and (5), F.S., were added to allow the use of Team Teaching effective July 1, 2005. Specifically, the changes for fiscal years 2006-2007 through 2009-2010 and thereafter require that each teacher assigned to any classroom shall be included in the calculation for compliance. Further, the changes allow the use of additional Team Teaching in schools ONLY after July 1, 2005, for the following purposes:

1. Pairing teachers for the purpose of staff development.
2. Pairing new teachers with veteran teachers.
3. Reducing turnover among new teachers.
4. Pairing teachers who are teaching out-of-field with teachers who are in-field.
5. Providing for more flexibility and innovation in the classroom.
6. Improving learning opportunities for students, including students who have disabilities.

As noted above, the changes direct that:

1. Reasonable limits shall be placed on the number of students in a classroom so that classrooms are not overcrowded. Teacher-to-student ratios within a curriculum area or grade level must not exceed constitutional limits.
2. At least one member of the team must have at least 3 years of teaching experience.
3. At least one member of the team must be teaching in field.
4. The teachers must be trained in team-teaching methods within 1 year after assignment.

GARNET L. DUKES, JR.

Bureau Chief

Accountability, Research, and Measurement

**FLORIDA DEPARTMENT OF EDUCATION
DOE INFORMATION DATA BASE REQUIREMENTS
VOLUME I: AUTOMATED STUDENT INFORMATION SYSTEM
AUTOMATED STUDENT DATA ELEMENTS**

Implementation Date: Fiscal Year 2005-06 July 1, 2005
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Element Name: Team Teacher Training													
Definition/Domain													
<p>A code that indicates the prior existence of the team of teachers and the teacher's status regarding training in team-teaching methods, as per Section 1003.03 (5), F.S.</p> <table border="0"> <thead> <tr> <th align="left"><u>CODE</u></th> <th align="left"><u>DEFINITION</u></th> </tr> </thead> <tbody> <tr> <td>A</td> <td>This teacher is team-teaching in this class as part of a team that was in existence prior to July 1, 2005.</td> </tr> <tr> <td>B</td> <td>This teacher is team-teaching in this class as part of a team that was not in existence prior to July 1, 2005 and this teacher has had training in team-teaching methods as of the FTE survey week.</td> </tr> <tr> <td>C</td> <td>This teacher is team-teaching in this class as part of a team that was not in existence prior to July 1, 2005 and this teacher has <u>not</u> had training in team-teaching methods as of the FTE survey week. This teacher is scheduled to attend training in team-teaching methods within one year after the teacher's assignment to the team.</td> </tr> <tr> <td>D</td> <td>This teacher is team-teaching in this class as part of a team that was not in existence prior to July 1, 2005 and this teacher has <u>not</u> had training in team-teaching methods as of the FTE survey week. This teacher is <u>not</u> scheduled to attend training in team-teaching methods within one year after the teacher's assignment to the team.</td> </tr> <tr> <td>Z</td> <td>Not applicable. This teacher is not part of a team for this class.</td> </tr> </tbody> </table>		<u>CODE</u>	<u>DEFINITION</u>	A	This teacher is team-teaching in this class as part of a team that was in existence prior to July 1, 2005.	B	This teacher is team-teaching in this class as part of a team that was not in existence prior to July 1, 2005 and this teacher has had training in team-teaching methods as of the FTE survey week.	C	This teacher is team-teaching in this class as part of a team that was not in existence prior to July 1, 2005 and this teacher has <u>not</u> had training in team-teaching methods as of the FTE survey week. This teacher is scheduled to attend training in team-teaching methods within one year after the teacher's assignment to the team.	D	This teacher is team-teaching in this class as part of a team that was not in existence prior to July 1, 2005 and this teacher has <u>not</u> had training in team-teaching methods as of the FTE survey week. This teacher is <u>not</u> scheduled to attend training in team-teaching methods within one year after the teacher's assignment to the team.	Z	Not applicable. This teacher is not part of a team for this class.
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Length: 1	Grades and Programs Requiring This Data Element:												
Format: Alphanumeric	All Programs, Grades PK-12												
Compatibility Requirement: Compatible													
Use Types: <input checked="" type="checkbox"/> State Report <input checked="" type="checkbox"/> Local Accountability <input type="checkbox"/> F.A.S.T.E.R.	State Reporting Formats Requiring This Data Element:												
Data Element Number:	Teacher Course Schedule DB9 15x												
	Reported in Survey Periods: <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 9												
Revised: 7/06	Volume I Effective: 7/06 Page Number: 267-35												

2006-2007 Teacher Course

1. Submit a separate record for each combination of Course Number, Section Number, Period Number, Term and Social Security Number operating during reporting periods 1-4. The combination of Course Number, Section Number, Period Number and Term must be the same as that reported for each student in this class.

2. DAYS IN TERM: For PK-12 short courses, Days in Term will be the actual number of days scheduled. For Voluntary Prekindergarten courses, Days in Term will be the actual number of days scheduled for the term being reported. For reporting periods 1 and 4, Days in Term will be the actual Summer Session days.

3. KEY FIELDS: The key fields for this format are item numbers 1, 2, 3, 4, 5, 6, 7, 13, and 20. If a key field needs to be changed, the record must be deleted and re-submitted as an add.

' * ' indicates key fields.

(Click on the link to view or download a pdf version of the document)

Item No.	From-To	Size	Field Char.	Field Description
1	1-2	2	N/R	District Number, Current Instruction/Service *
2	3-6	4	A/N/R	School Number, Current Instruction/Service *
3	7-7	1	A/N	Survey Period Code *
4	8-11	4	N	Fiscal Year *
5	12-18	7	A/N	Course Number *
6	19-23	5	A/N	Section Number *
7	24-27	4	N	Period Number *
8	28-29	2	A/N/R	Facility Type
9	30-32	3	N/R	Days in Term (For FTE Purposes)
10	33-33	1	A/N	Filler
11	34-34	1	A/N	Filler
12	35-44	10	N/R	Florida Educators Certificate Number
13	45-54	10	A/N/L	Social Security Number *
14	55-55	1	A/N	Filler
15	56-56	1	A	Transaction Code
16	57-57	1	A/N	Certification/Licensure Status
17	58-60	3	N	Full - Time Aide Indicator
18	61-61	1	A	Primary Instructor Indicator
19	62-81	20	A/N	Filler
20	82-82	1	A/N	Term *
21	83-83	1	A/N	Highly Qualified Teacher Status
22	84-104	21	A/N	Classroom Identification (FISH) Number
23	105-105	1	A/N	Scheduling Method
24	106-106	1	A	Term/Survey Indicator
25	107-107	1	A/N	Team Teacher Training
26	108-160	53	A	Filler

**FLORIDA DEPARTMENT OF EDUCATION
DOE INFORMATION DATA BASE REQUIREMENTS
VOLUME II: AUTOMATED STAFF INFORMATION SYSTEM
AUTOMATED STAFF DATA ELEMENTS**

Implementation Date: Fiscal Year 2006-07 July 1, 2006
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Element Name: Teaching Experience	←	**NEW DATA ELEMENT**
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Definition/Domain

The number of years of service as a classroom teacher including all classroom teaching experience in the current district as well as all classroom teaching experience outside the current district.

Examples: 04 = 4 years experience
 00 = 0 years experience – teacher was in first year of teaching
 10 = 10 years experience

Note:
 Data for this element can be derived by totaling the years of experience for Experience Types F, N, P and S reported in Surveys 2 or 3.

Length: 2	State Reporting Formats Requiring This Data Element:
Format: Numeric	Teacher Exit Interview DB9 58x
Compatibility Requirement: Compatible	
Use Types: <input checked="" type="checkbox"/> State Report <input checked="" type="checkbox"/> Local Accountability	
Data Element Number: 220175	Reported in Survey Periods: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 5
Revised: 7/06	Volume II Effective: 07/06 Page Number: 66-75