MEMORANDUM

DATE: October 29, 2013

TO: District School Superintendents

FROM: Linda Champion

SUBJECT: Estimated June 2014 Florida Department of Juvenile Justice Unweighted Full-Time Equivalent Students (Survey 4)

The third calculation of the 2013-14 Florida Education Finance Program requires an estimate of June 2014 Florida Department of Juvenile Justice (DJJ) unweighted full-time equivalent (UFTE) students by school, program and grade. Attached is your district’s June 2013 DJJ UFTE student data, which will serve as your estimated June 2014 DJJ UFTE student total. Districts are requested to carefully review the data and make appropriate changes.

To provide a revised estimate, please complete the attached copy of Form ESE 135 for each DJJ school and submit these forms to our office by Tuesday, November 5, 2013.

The attached form letter, which certifies the estimated June 2014 DJJ UFTE student total, must be signed by the superintendent or designee and submitted no later than Tuesday, November 5, 2013. If the June 2013 DJJ UFTE student data is to be used as your district’s estimated June 2014 DJJ UFTE student total, or if you anticipate zero DJJ UFTE students for June, a letter that
certifies the total UFTE students is still required. Submitted UFTE student data will be reconciled to the total certified in the letter.

For districts that submit data after the Tuesday, November 5, 2013, deadline, the June 2013 DJJ UFTE student data will be used as the district’s estimated June 2014 DJJ UFTE student total.

If it is necessary to fax the data in order to meet the Tuesday, November 5, 2013, deadline, please send the fax to Karen Johnson at 850-245-9135. Also, please call Ms. Johnson at 850-245-9126 to verify receipt of the fax.

LC/kj

Attachments: Estimated June 2014 Certification Letter
              Estimated June 2014 ESE 135 Form
              June 2013 DJJ UFTE

cc: District FTE Administrators
    District MIS Directors
    District Finance Officers
ATTENTION: KAREN JOHNSON  
Due Date: November 5, 2013

Mark Eggers, Bureau Chief  
Florida Department of Education  
School Business Services  
325 W. Gaines Street, Room 814  
Tallahassee, Florida 32399-0400

Dear Mr. Eggers:

This letter certifies the estimated June 2014 Florida Department of Juvenile Justice (DJJ) unweighted full-time equivalent (UFTE) student data to be used in the third calculation of the 2013-14 Florida Education Finance Program for the ___________________ County School District. All DJJ schools are represented.

The district’s estimated June 2014 DJJ UFTE student data is ________________ (fill in total district UFTE student amount) and (check one):

1. ______ is the same as the reported June 2013 DJJ UFTE student data, or

2. ______ has been revised by the attached copy of form ESE 135, School Funding Certification.

Person completing this form: __________________________________________________

Phone Number: _______________________________

Sincerely,

Signature of District School Superintendent or Designee
Please return completed form to:
Office of Funding and Financial Reporting
Florida Department of Education
325 West Gaines Street, Room 814
Tallahassee, Florida 32399-0400
850-245-0405
Fax: 850-245-9135

FLORIDA DEPARTMENT OF EDUCATION
BUREAU OF SCHOOL BUSINESS SERVICES
OFFICE OF FUNDING AND FINANCIAL REPORTING

ESTIMATED JUNE 2014
FLORIDA DEPARTMENT OF JUVENILE JUSTICE UFTE (SURVEY 4)
SCHOOL FUNDING CERTIFICATION

District Number:  District Name:  School Number:  School Name:

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TOTAL PK-12

I certify this report to be correct.

__________________________   __________________
Signature                  Date

ESE  135
Rev.  9/2013

Florida Department of Education