MEMORANDUM

TO: District School Superintendents

FROM: Linda Champion

DATE: February 3, 2017

SUBJECT: Estimated June 2017 Florida Department of Juvenile Justice (DJJ) Unweighted Full-Time Equivalent (UFTE) Students (Survey 4)

The fourth calculation of the 2016-17 Florida Education Finance Program (FEFP) requires an estimate of June 2017 DJJ UFTE students by school, program and grade. Attached is the data used for your district in the 2016-17 FEFP Third Calculation. This data will serve as your district’s estimated June 2017 DJJ UFTE student total, unless revised by the district. 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, February 14, 2017.

The attached form letter, which certifies the estimated June 2017 DJJ UFTE student total, must be signed by the superintendent or designee and submitted no later than February 14, 2017. If the June 2016 DJJ UFTE student data is to be used as your district’s estimated June 2017 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 February 14, 2017, deadline, the June 2017 DJJ UFTE student data from the 2016-17 FEFP Third Calculation will be used as the district’s estimated June 2017 DJJ UFTE student total. The submission of the estimated June 2017 DJJ UFTE student data is critical, as this student data is used in the 2016-17 FEFP Fourth Calculation, which is the basis for district funding through June 30, 2017.
If it is necessary to fax the data in order to meet the February 14, 2017, deadline, please send the fax to Josh Bemis at 850-245-9135.

LC/jb

Attachments:  Estimated June 2017 DJJ UFTE Students Certification Letter  
Estimated June 2017 DJJ UFTE Students ESE 135 Form  
Estimated June 2017 FEFP Third Calculation DJJ UFTE Student Data

cc:  District FTE Administrators  
    District MIS Directors  
    District Finance Officers
Dear Mr. Eggers:

This letter certifies the estimated June 2017 Florida Department of Juvenile Justice (DJJ) unweighted full-time equivalent (UFTE) student data to be used in the fourth calculation of the 2016-17 Florida Education Finance Program (FEFP) for the _________________ County School District. All DJJ schools are represented.

The district’s estimated June 2017 DJJ UFTE student total is ________________ (fill in total district UFTE student amount) and (check one):

1. _____ is the same as the estimated June 2017 DJJ UFTE student data from the 2016-17 FEFP Third Calculation

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

Person completing this form: __________________________

Phone Number: __________________________

Sincerely,

Signature of District School Superintendent or Designee
**FLORIDA DEPARTMENT OF EDUCATION**

**BUREAU OF SCHOOL BUSINESS SERVICES**

**OFFICE OF FUNDING AND FINANCIAL REPORTING**

**ESTIMATED JUNE 2017**

**FLORIDA DEPARTMENT OF JUVENILE JUSTICE UFTE STUDENTS (SURVEY 4)**

**SCHOOL FUNDING CERTIFICATION**

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**I certify this report to be correct.**

____________________________________________________
Signature of District School Superintendent or Designee
____________________________________________________
Date

ESE 135
Rev. 10/2016