



**State Board of Education**

Marva Johnson, *Chair*  
John R. Padget, *Vice Chair*  
*Members*  
Gary Chartrand  
Tom Grady  
Rebecca Fishman Lipsey  
Michael Olenick  
Andy Tuck

Pam Stewart  
Commissioner of Education

**CONTACT PERSONS**

**NAMES:** Carolyn DuBard  
Gene Tanner

**PHONE:** 850-245-5139

**MEMORANDUM**

**TO:** District School Superintendents

**FROM:** Linda Champion 

**DATE:** October 14, 2016

**SUBJECT: Factors to Estimate February 2017 Full-Time Equivalent (FTE) Student Membership for the 2016-17 Third Florida Education Finance Program (FEFP) Calculation**

Attached is a list of the factors that will be used to estimate each school district's February 2017 FTE student membership for the 2016-17 third FEFP calculation. Ten factors were calculated for each district, one for each of the following programs:

- 101 Basic Education Grades PK-3
- 102 Basic Education Grades 4-8
- 103 Basic Education Grades 9-12
- 111 Basic Education Grades PK-3 with Exceptional Student Education (ESE) Services
- 112 Basic Education Grades 4-8 with ESE Services
- 113 Basic Education Grades 9-12 with ESE Services
- 130 ESOL/Intensive English Grades K-12
- 254 ESE Support Level 4
- 255 ESE Support Level 5
- 300 Career Education Grades 9-12

The February 2017 factors are based on historical relationships between October and February FTE. For the 2016-17 third FEFP calculation, the February 2017 calculated factors will be multiplied by the reported October 2016 survey FTE prorated to 1.0 FTE per student for each program to estimate the February 2017 survey FTE.

Linda Champion  
Deputy Commissioner, Finance and Operations

District School Superintendents

October 14, 2016

Page Two

The FTE that will be used in the 2016-17 third FEFP calculation is the sum of the calculated July and October 2016 FTE, the estimated February 2017 FTE that is derived from the February factors process and the estimated June 2017 FTE.

Please review the recommended factors on the attached worksheet, and complete and fax the worksheet to Josh Bemis at 850-245-9135 by Friday, October 28, 2016. If these factors are not appropriate for determining the February FTE, please propose revisions on the attached form. The review of these factors is critical because the estimated February FTE will be a major determinant in the amount of each district's FEFP funding following the 2016-17 third FEFP calculation. The attached factors will be used if no response is received by the deadline.

LC/gt

Attachment: Factors to Estimate February 2017 Survey FTE

cc: District Finance Officers  
District FTE Administrators

**ATTENTION: JOSH BEMIS**

**Due Date: October 28, 2016**

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

FACTORS TO ESTIMATE FEBRUARY 2017 SURVEY FTE

\_\_\_\_\_ COUNTY SCHOOL DISTRICT

Complete the form by indicating that the recommended factors listed below are appropriate for determining February FTE. If the factors are not appropriate, please provide revisions by FEFP program.

**Fax the form to the Office of Funding and Financial Reporting at 850-245-9135.**

- The recommended factors are appropriate for determining February FTE.
- The recommended factors are not appropriate for determining February FTE. Revised factors by program are provided below.

<u>Program</u>	<u>Recommended Factor</u>	<u>Revised Factor Proposed School By District</u>
101 Basic Education Grades PK-3	0.9857	_____
102 Basic Education Grades 4-8	0.9909	_____
103 Basic Education Grades 9-12	0.9837	_____
111 Basic Education Grades PK-3 with ESE Services	1.1068	_____
112 Basic Education Grades 4-8 with ESE Services	1.0067	_____
113 Basic Education Grades 9-12 with ESE Services	0.9890	_____
130 ESOL/Intensive English Grades K-12	1.0046	_____
254 ESE Support Level 4	0.8606	_____
255 ESE Support Level 5	1.3973	_____
300 Career Education Grades 9-12	0.9394	_____

\_\_\_\_\_  
Signature of FTE Administrator

\_\_\_\_\_  
Date of Signature