



**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 PERSON:**

**NAME:** Linda Champion

**PHONE:** 850-245-0406

**MEMORANDUM**

**TO:** District School Superintendents  
Charter Sch

**FROM:** Pam Stewart

**DATE:** December 30, 2016

**SUBJECT: 2016-17 Calculations of Reductions to Class Size Operating Funds (Prior to Appeals)**

Attached are the calculations of reductions to class size operating funds based on the compliance summaries that were provided to you in the December 7, 2016, memorandum. Section 1003.03(4)(a), Florida Statutes (F.S.), requires a reduction in class size categorical funding for districts and charter schools that are not in compliance with the class size requirements established by the Florida Constitution. Attachment 1 is the reduction calculation, prior to appeals, for traditional public schools; Attachment 2 is the reduction calculation, prior to appeals, for charter schools; and Attachment 3 is the reduction calculation, prior to appeals, for district-operated schools of choice.

Section 1003.03(4)(c), F.S., authorizes the Commissioner of Education to recommend to the Legislative Budget Commission, by February 15, 2017, an alternate reduction amount if there is evidence that class size requirements were not met despite appropriate efforts to do so or because of an extreme emergency. Appeals have been received and documentation of each school's extenuating circumstances will be reviewed.

After completion of the appeals process, up to 5 percent of the Base Student Allocation, not to exceed 25 percent of the reduction amount, will be reallocated to traditional public schools, charter schools and district-operated schools of choice that are in compliance with class size requirements. A school district's traditional public schools and district-operated schools of choice all must be in compliance with class size requirements for the school district to be eligible for a reallocation in either category; however, charter schools are eligible for a reallocation regardless of the sponsoring district's compliance status. The remaining balance will be restored to traditional public schools, charter schools and district-operated schools of choice that are not in compliance with class size requirements, but have submitted a certified

District School Superintendents  
Charter School Directors  
December 30, 2016  
Page Two

plan by February 1, 2017, explaining the actions the school will take to ensure compliance by October 2017. Please note that the reduction amount for each category of schools (i.e., traditional public schools, charter schools and district-operated schools of choice) is independent of the reduction amounts for the other categories of schools and will be reallocated and restored only to that category of schools. No school shall have an amount restored that is greater than the amount reduced.

Attachment 4 is the compliance plan template that accompanied the December 7, 2016, memorandum. Completed plans should be sent to [K12Verify@fldoe.org](mailto:K12Verify@fldoe.org). Compliance plans for traditional public schools or district-operated schools of choice must be certified by the school board. Compliance plans for charter schools must be certified by the charter school's board of directors. Traditional public schools, charter schools and district-operated schools of choice that submit a compliance plan after the February 1, 2017, deadline will not be eligible to participate in the restoration calculation.

If you have questions regarding the implementation of class size requirements, please call Linda Champion at 850-245-0406.

PS/jb

Attachment 1 – Preliminary Reduction Calculation for Traditional Public Schools  
Attachment 2 – Preliminary Reduction Calculation for Charter Schools  
Attachment 3 – Preliminary Reduction Calculation for District-Operated Schools of Choice  
Attachment 4 – Compliance Plan Template

cc: District Finance Officers