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.

Linda Champion  
Deputy Commissioner, Finance and Operations
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
Date: __________________________  Fax Number: 850-245-9135

Mark Eggers, Assistant Deputy Commissioner  
Florida Department of Education  
Bureau of School Business Services  
325 West Gaines Street, Room 814  
Tallahassee, Florida 32399-0400

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
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 2017
FLORIDA DEPARTMENT OF JUVENILE JUSTICE UFTE STUDENTS (SURVEY 4)
SCHOOL FUNDING CERTIFICATION

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

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I certify this report to be correct.

_____________________________________________________ ___________________
Signature of District School Superintendent or Designee Date

ESE  135
Rev.  10/2016