



State Board of Education

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CONTACT PERSON

NAME: Gene Tanner
PHONE: 850-245-5139

MEMORANDUM

TO: District School Superintendents

FROM: Linda Champion 

DATE: October 13, 2017

SUBJECT: **Factors to Estimate February 2018 Full-Time Equivalent (FTE) Student Membership for the 2017-18 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 2018 FTE student membership for the 2017-18 third FEFP calculation. Ten factors were calculated for each district, one for each of the FEFP programs.

The February 2018 factors are derived using previous changes between October and February FTE. To estimate the February 2018 survey FTE for the 2017-18 third FEFP calculation, the calculated factors will be multiplied by the prorated October 2017 survey FTE.

The FTE that will be used in the 2017-18 third FEFP calculation is the sum of the calculated July and October 2017 FTE, the estimated February 2018 FTE that is derived from the February factors process and the estimated June 2018 FTE.

Please review the recommended factors on the attached worksheet, then complete and email the worksheet to the Office of Funding and Financial Reporting at BSBS_DistrictForecasting@fldoe.org by Friday, October 27, 2017. 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 2017-18 third FEFP calculation. The attached factors will be used if no response is received by the deadline.

LC/gt

Attachment: Factors to Estimate February 2018 Survey FTE

cc: District Finance Officers
District FTE Administrator

Linda Champion
Deputy Commissioner, Finance and Operations

ATTENTION: GENE TANNER

Due Date: October 27, 2017

BUREAU OF SCHOOL BUSINESS SERVICES
OFFICE OF FUNDING AND FINANCIAL REPORTING
FACTORS TO ESTIMATE FEBRUARY 2018 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.

Email the form to the Office of Funding and Financial Reporting at BSBS_DistrictForecasting@fldoe.org.

- 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.

Program	DOE Suggested Factor	Revised Factor Proposed By District
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 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	_____	_____

Signature of FTE Administrator

Date of Signature