


FTE REVENUE TERMS UPDATE End of Year

Presented by the Budget Office





Survey 2

October 7 – 11, 2019

▶ Survey Week

- ▶ Schools and District offices are closed on Wednesday, October 9th
- ▶ FLDOE does not allow for extension of days during the survey week
 - ▶ 4 reporting days during the Survey week

▶ Attendance Window

- ▶ Schools and District offices are closed on Monday, September 30th
- ▶ FLDOE does allow for extension for the 6 days prior to survey week
- ▶ Attendance window adjusted to equal 6 school days prior to survey week
 - ▶ Thursday, September 26th
- ▶ Survey 2 FTE Attendance Window is 10 days, not the usual 11 days
 - ▶ September 26 – October 11, 2019



FTE Reporting Dates 2019-20

Survey 2

Survey week	October 7 – 11, 2019
Attendance Window	September 26 – October 11, 2019
State Processing	October 14 – November 1, 2019
Date survey closes	December 13, 2019 (Friday)

Survey 3

Survey week	February 3 – 7, 2020
Attendance Window	January 24 – February 7, 2020
State Processing	February 10 – February 28, 2020
Date survey closes	April 15, 2020 (Wednesday)

Important Budget Dates

Beginning of Year

(District Schools)

- ▶ July 25th
- ▶ August 14th
- ▶ August 19th
- ▶ September 9th
- ▶ October 11th
- ▶ All student schedules posted in TERMS
- ▶ 1st day of school
- ▶ No Show (DNE) students withdrawn from TERMS
- ▶ Benchmark
 - ▶ Benchmark data is compared to projections
 - ▶ District Rebudgeting Conference
- ▶ Survey 2 FTE Date Certain
 - ▶ Survey 2 FLDOE Recalibrated FTE data is used to finalized the school's budget
 - ▶ Initial State Processing available in November
 - ▶ Final Close usually available in January



Important Budget Dates Beginning of Year (Charter Schools)

- July 25th
- August 14th
- August 19th
- September 9th
- October 11th
- All student schedules posted in TERMS
- 1st day of school
- No Show (DNE) students withdrawn from TERMS
- Benchmark
 - September Revenue Statement
- Survey 2 Date Certain
 - October Revenue Statement
 - Initial State Processing November Revenue Statement
 - Final Close December Revenue Statement



Survey 5, 2018-19

FLDOE Reporting Dates

- July 25th
- July 22 – August 23
 - Survey 5 due
 - Initial State Processing
 - All Survey 5 corrections should be completed during the Initial State Processing
 - (AP, IB, AICE, CTACE, Early Grad)
 - Monitor and review Survey 5 OptiSpool reports
 - Impacts FEFP Add-On FTE funding
- October 31st
 - Final Update/Amendment Date



Budget Office FTE Resource Center

- ▶ **District Budget Office Website**

- ▶ <https://www.browardschools.com/Page/35674>

- ▶ **Budget/FTE Information**

- ▶ FTE Survey Memorandums and dates
 - ▶ FTE General Instructions
 - ▶ FTE Documentation Manual
 - ▶ TERMS/FTE Update Meeting PowerPoints
 - ▶ Charter School FTE Revenue
 - ▶ OptiSpool and Data Warehouse Link



District Budget Office/FTE

Rebecca J Petrone, District FTE Specialist
rebecca.petrone@browardschools.com
(754) 321-2222

Diana Martens, Budget Analyst V
diana.martens@browardschools.com
(754) 321-2233



Broward County Public Schools
600 SE Third Avenue, 9th Floor
Fort Lauderdale, Florida 33301