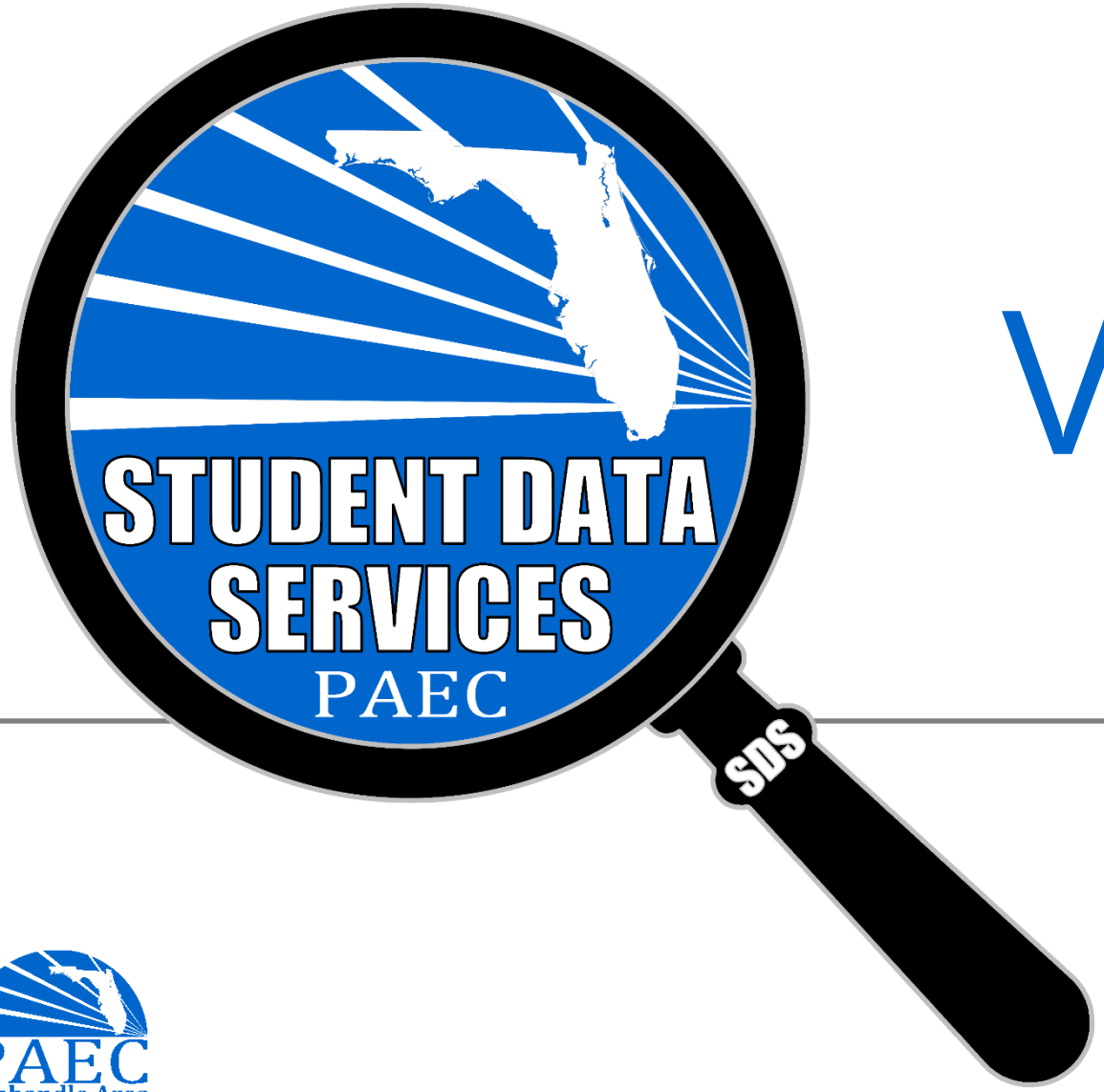


Virtual FTE & Reporting

JUNE 25, 2026 | 9:30-10:15AM

AARON NICELY

CARIBBEAN BALLROOM 1-3

PAEC
Panhandle Area
Educational Consortium

Agenda

- Overview of Virtual Reporting & Funding
- Courses Completed Outside 180-day school year
- FTE Verification
- Q&A

Overview

Virtual FTE Overview

Virtual courses eligible for FTE reporting in Survey 4 are those with:

- a **school of instruction set as 7001, 7004, 7006, 7023**
- OR if the **Location of Student is set as T** on the schedule for a course with any other school of instruction.

Survey 4 Virtual FTE reporting requires successful completion of the virtual course (receiving a grade of a D or higher).

Virtual Schedule Reporting

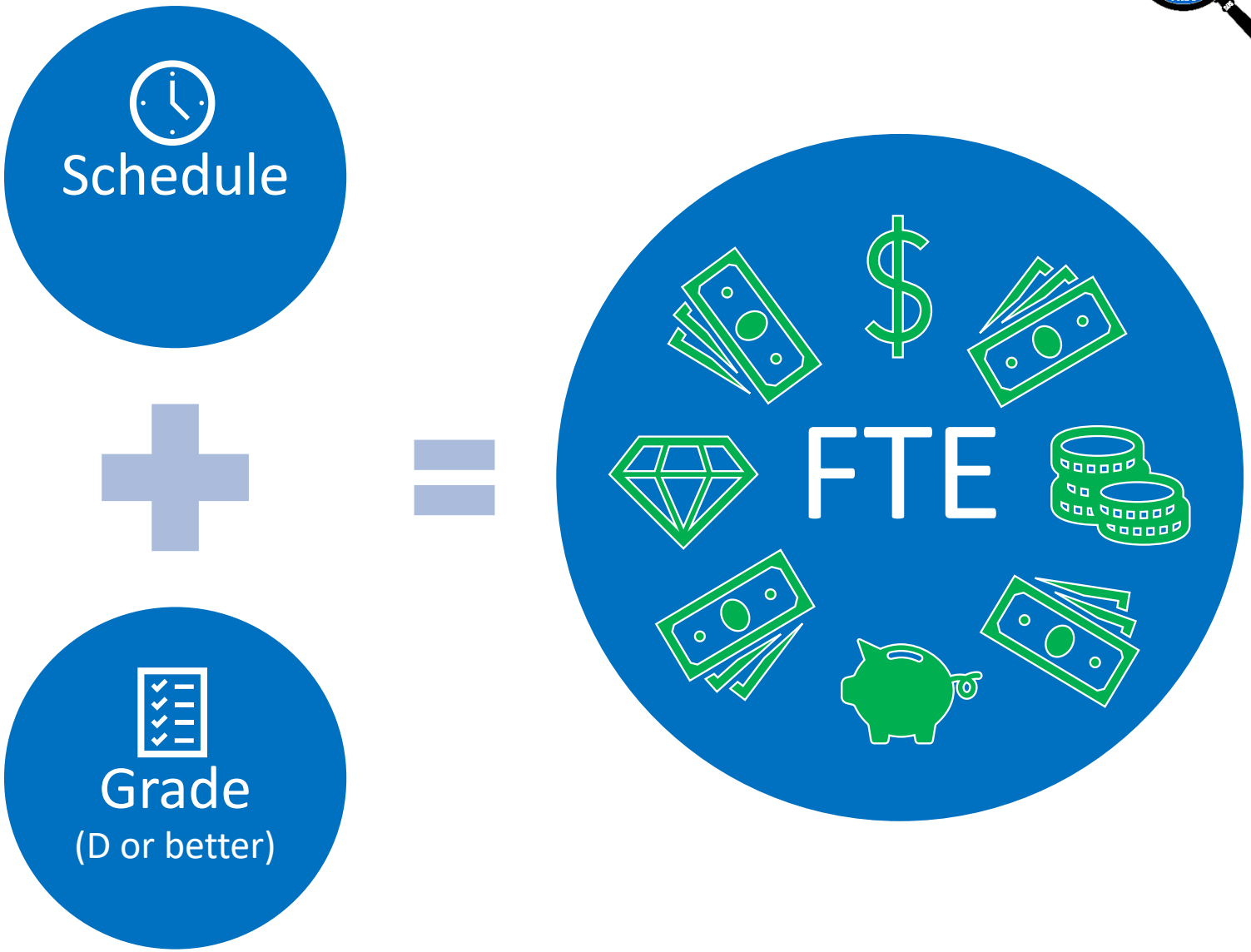
All virtual courses have basic required information just like regular courses:

- Period Number(s)
- Days
- Teacher
- Marking Period
- Class Weekly Minutes
- Calendar (FOCUS)

Survey 4 FTE

Reported on **Student Course Schedule** Format

<u>Funded on successful completion</u>



Understand how your SIS matches grades!

Schedule		Grade
Course Number	=	Course Number
Term	=	Term
School of Instruction	=	School of Instruction
For VLLs with Location of Student of T	=	For VLLs with Location of Student of T
Content Term (if used)	=	Content Term (if used)

Understanding FTE Reporting

- FTE for virtual courses is reported as 0 for Survey 2 and 3.
- FLDOE calculates and provides "Estimated" FTE for the 3rd (Survey 2) and 4th (Survey 3) Calculations.
- All Virtual Courses attempted should be reported in Survey 4.
- When a student completes a virtual course, they are reported with FTE earned in Survey 4. If they do not complete the course, it is reported with 0 FTE in Survey 4.
- Final (5th) Calculation trues up the actual virtual FTE reporting after Survey 4.

Virtual School Number Meaning

- **B&M Virtual Learning Labs –** students are taking courses during the regular school day, in a district facility, from FLVS. The district is under contract with FLVS to provide the instruction, but the district will report the course in the student and teacher course schedule formats.
- **7001 – District Virtual Instruction Program *Provider*** - Virtual courses offered by the district through a contract with a virtual instruction provider, FLVS or FL colleges. In this scenario, the program is operated completely by the provider, FLVS or college.
- **7023 – District Virtual Instruction Program *District*** - (s. 1002.45 F.S.): full time virtual programs taught by district teachers using any curriculum they choose.
- **7004 – District Franchise of FLVS** - FLVS district franchise are district virtual schools with district administrators and district teachers who provide virtual instruction for district students. These schools use FLVS curriculum, other educational resources, the FLVS LMS, and FLVS SIS. FLVS also provides training and mentoring for district teachers and administrators. PAEC and NEFEC also operate virtual franchises under 7004.
- **7006 – District Virtual Course Offerings and Florida Approved Courses -** District virtual course offerings (s. 1003.498 F.S.): students who take virtual courses in addition to their regular courses in a B&M. Either district teachers or the course providers can provide the teachers. School districts can contract with approved providers to offer approved Online Course Providers courses. School 7006 is for part time students only.

Virtual Data Entry Cheat Sheet

School Number	Online Course Provider	Virtual Instruction Provider	Location of Student
B&M	No	No	T
7001	No	YES*	N or S
7004	No	No	N or S
7006	YES (can be ZZZ)	No	N or S
7023	No	No	N or S

*You may also need to fill in the VIP in the student's enrollment as this is now also reported in EOY Status.

The dreaded 2H error….

*2H - IF SURVEY = 4 AND ..

IF SCHL INST = 7001, 7004, 7006 OR 7023; ..

OR LOCATION OF STUDENT = T

THEN COURSE GRADE MUST NOT EQUAL IP

The wonderful 2H error….

*2H - IF SURVEY = 4 AND ..

IF SCHL INST = 7001, 7004, 7006 OR 7023; ..

OR LOCATION OF STUDENT = T

THEN COURSE GRADE MUST NOT EQUAL IP

I think it is best to send every virtual schedule including those which do not have a grade, so you get this error. Why?

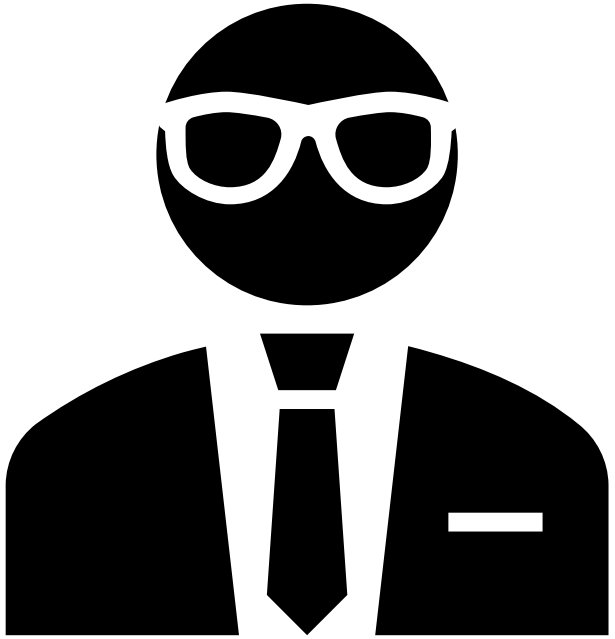
Because this will flag any that you may have missed a grade entry for, on those enter a WP or WF and set that not to earn FTE.

Courses Completed Outside 180-day School Year

Here comes the auditor…

District virtual courses reported in Survey 2 or 3 can be reported for FTE funding *beyond the 180-day school year* and before the deadline for amending Survey 4.

This means if the student did not get reported in Survey 2 or Survey 3 in that course and they do not complete the course before the end of your regular 180-day school year that course can not be reported for Survey 4 Virtual FTE.



180-Day School Year

Reported in Survey 2 or Survey 3

Can complete anytime before Amendment Window

August	September	October (Survey 2)	November	December	January	February (Survey 3)	March	April	May	June	July	August (S4 Amend.)

Student Starts Class after Survey 3

Must complete before end of 180-day school year

Reporting Virtual FTE courses completed *after the 180-day school year*

What about next year?

If the student does not complete the virtual course by the end of the regular school year (or the end of the Survey 4 amendment period if they were reported in Survey 2 or 3) then they would *not* be eligible for reporting the same virtual course the following year.

However, they can enroll the student in a virtual *credit recovery* course in the following year.

Credit recovery is for a student who has unsuccessfully completed a traditional or virtual course during the regular school year and must retake the course to be eligible to graduate with the student's class. If there is no specific credit recovery course, the student can still earn FTE if the student failed that course in the regular year and is taking it over the summer for credit recovery to be eligible to graduate.

Summer Virtual Courses

District virtual instruction FTE beyond the 180-day school year is limited to course completion and credit recovery. Course completion refers only to a student who is reported during Surveys 2 or 3 and who do not complete a virtual education course by the end of the regular school year. (s. 1011.61 (1)(c)bVIII2c., F.S.)

A new district virtual course, that is not a credit recovery course, offered during the summer months would not qualify for FTE funding at all.

Virtual Credit Recovery

Any virtual credit recovery that is completed after the close of the Survey 4 amendment window, which closes on August 15, must be re-scheduled and then reported in Survey 4 of the following year.

Maximum 1 FTE per student

If a student already has a full schedule in the brick & mortar school, the district will not earn additional funding for virtual classes students take on-top of that.

FTE Verification

☐ All Schools

☐ Include Inactive

☐ Include Second School

Search

- Military
- Sections Where School Instruction Differs From Section Location
- Sections With Missing/Invalid Periods
- Student Course Records (Missing From Ofile)
- Students Scheduled into a Therapy Course without Exceptionality (D,E,F,G)
- Students scheduled into a Special Skills Course without Special Skills Exceptionality
- Students with Exceptionality (D,E,F,G) and not scheduled into a Therapy Course
- Virtual Course History Grades With No Matching Schedule
- **Virtual Schedules With No Matching Course History Grade**

45 Records | Export | Filter: OFF

Student #	Student Name	Grade	District #	School #	Course	Course #	Section	Marking Period
1446		07	61	7023	M/J Career Research and Decision Making	1700060	68CARREAH8	Full Year (FY)
1446		07	61	7023	M/J CIVICS	2106010	68CIVICSAH8	Full Year (FY)
1446		07	61	7023	M/J CIVICS	2106010	68CIVICSAH8	Full Year (FY)
0427		09	61	7023	ALG 1	1200310	912KTALG18	Full Year (FY)
0427		09	61	7023	GEO	1206310	912GEOKT8	Full Year (FY)
0427		09	61	7023	GEO	1206310	912GEOKT8	Full Year (FY)
0427		09	61	7023	BIO 1	2000310	912BIOCD8	Full Year (FY)
0427		09	61	7023	BIO 1	2000310	912BIOCD8	Full Year (FY)
0013		11	61	7023	GEO	1206310	912GEOKT8	Full Year (FY)
0013		11	61	7023	GEO	1206310	912GEOKT8	Full Year (FY)
0013		11	61	7023	ERTH/SPA SCI HON	2001320	912ERSPHONCD8	Full Year (FY)
0013		11	61	7023	US HIST	2100310	912UHISTJB8	Full Year (FY)
0013		11	61	7023	US HIST	2100310	912USHISTDT8	Full Year (FY)
0013		11	61	7023	SOCIOLOGY	2108300	912SLOGYJB8	Full Year (FY)
0013		11	61	7023	SOCIOLOGY	2108300	912SOCIDT8	Full Year (FY)
6668		09	61	7023	SPANISH 1	0708340	912SPAN1SR8	Full Year (FY)
6668		09	61	7023	ENG 1	1001310	912EBENG18	Full Year (FY)
6668		09	61	7023	GEO	1206310	912GEOKT8	Full Year (FY)
6668		09	61	7023	Career Research and Decision Making	1700380	912CARESAH8	Full Year (FY)
6668		09	61	7023	ENV SCI	2001340	912ENVSCCD8	Full Year (FY)
0207		08	61	7023	SPANISH 1	0708340	68SPAN1SR8	Full Year (FY)

Virtual Schedule with No Matching Course History Grade

Search

- Military
- Sections Where School Instruction Differs From Section Location
- Sections With Missing/Invalid Periods
- Student Course Records (Missing From Ofile)
- Students Scheduled into a Therapy Course without Exceptionality (D,E,F,G)
- Students scheduled into a Special Skills Course without Special Skills Exceptionality
- Students with Exceptionality (D,E,F,G) and not scheduled into a Therapy Course
- **Virtual Course History Grades With No Matching Schedule**
- Virtual Schedules With No Matching Course History Grade

52 Records | Export | Filter: OFF

Student #	Student Name	Grade	District #	Grades School #	Enrolled School #	Course	Course #	Marking Period	Teacher	Grade
7272		08	61	7023	N998	M/J GRADE 7 MATH	1205040	Full Year (FY)		D
7272		08	61	7023	N998	M/J LIF SCI	2000010	Full Year (FY)		D
2089		08	61	7023	0051	SPANISH 2	0708350	Full Year (FY)		A
8498		07	61	7023	N998	M/J LANG ARTS 2	1001040	Semester 1 (S1)		B
7775		07	61	7023	0051	SPANISH 1	0708340	Full Year (FY)		A
9003		07	61	7023	0051	M/J LANG ARTS 2	1001040	Semester 2 (S2)		WF
9003		07	61	7023	0051	M/J GRADE 7 MATH	1205040	Semester 2 (S2)		WF
9003		07	61	7023	0051	M/J LIF SCI	2000010	Semester 2 (S2)		WF
0020		08	61	7023	0051	SPANISH 2	0708350	Full Year (FY)		B
4613		11	51	7006	0043	AMER SIGN LANG 1	0717300	Semester 1 (S1)		C
0130		07	61	7023	0051	SPANISH 1	0708340	Full Year (FY)		C
7580		08	61	7023	0051	SPANISH 2	0708350	Full Year (FY)		A
8331		08	61	7023	0051	M/J LANG ARTS 2	1001040	Semester 1 (S1)		WP
8331		08	61	7023	0051	M/J LANG ARTS 3	1001070	Semester 1 (S1)		WP
8331		08	61	7023	0051	M/J PHY SCI	2003010	Semester 1 (S1)		WP
8331		08	61	7023	0051	M/J US HIST&CAR PLAN	2100015	Semester 1 (S1)		WP
3721		08	61	7023	0051	M/J LANG ARTS 3	1001070	Semester 1 (S1)		WP
1827		07	61	7023	0051	SPANISH 1	0708340	Full Year (FY)		A
0044		08	61	7001	0051	SPANISH 2	0708350	Full Year (FY)		A
1560		07	61	7023	0051	SPANISH 1	0708340	Full Year (FY)		B
0047		08	61	7023	0051	SPANISH 2	0708350	Full Year (FY)		A

Virtual Course History Grades with No matching Schedules

F71134 Summer FTE Report S4

RUN DATE: 08/17/22 F L O R I D A D E P A R T M E N T O F E D U C A T I O N PAGE 1
RUN TIME: 22.04.14 FTE FOR DJJ AND VIRTUAL SCHOOLS IN SURVEY 4, 2122
FILE: 71.134 AS OF 08/17/22

DISTRICT NUMBER	DISTRICT NAME	SCHOOL NUMBER	SCHOOL NAME	FTE REPORTED PRIOR YEAR	FTE REPORTED CURRENT YEAR	DIFFERENCE PRIOR TO CURRENT YEAR	FTE TO BE NULLED*
[redacted]	[redacted]	0052	[redacted] MIDDLE SCHOOL	0.0000	1.5846	1.5846	0.0000
[redacted]	[redacted]	7001	[redacted] VIRTUAL INSTRUCTION	17.2738	10.3357	6.9381-	0.0000
[redacted]	[redacted]	7004	[redacted] VIRTUAL FRANCHISE	16.5751	34.6888	18.1137	0.0000
[redacted]	[redacted]		DISTRICT TOTAL	33.8489	46.6091	12.7602	0.0000

Survey 4 Important Dates

- **Survey Week:** June 15-19, 2026*
- **State Processing:** June 22 – July 10, 2026
- **Initials are Due:** July 3, 2026
- **Final Update/Amendment Date:** August 15, 2026

**UNLESS the June summer school period is scheduled so that it takes place outside the regularly scheduled survey week period, then a separate survey week should be established to count these students. The middle day or middle week of the summer period should be used as the basis for establishing the survey week. The same survey week is established for reporting both FTE students and transported FTE students. After identifying this middle day/week you would use that as your Survey Window with the last day of the window as the effective date.*

Recap + Q&A

Today we learned:

- Key elements of virtual reporting
- How virtual FTE works
- Limitations of virtual courses completed outside the regular school year
- Reports we should find to verify FTE