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## **MEMORANDUM**

**TO:** District School Superintendents

**FROM:** Suzanne Pridgeon

A handwritten signature in blue ink that reads "Suzanne Pridgeon".

**DATE:** January 26, 2024

**SUBJECT: 2023-24 Class Size Compliance**

Compliance with class size reduction requirements for the 2023-24 fiscal year is calculated at the classroom level for traditional public schools, as required by [section \(s.\) 1003.03\(1\), Florida Statutes](#) (F.S.); at the school level for charter schools, as required by [s. 1002.33\(16\)\(b\)3., F.S.](#); and at the school level for district-operated schools of choice, as required by [s. 1002.31\(5\), F.S.](#) The attachments list districts with traditional public schools, charter schools and district-operated schools of choice that are out of compliance with class size requirements. These lists are based upon class size information submitted for the October 2023 full-time equivalent (FTE) student enrollment survey updated through December 15, 2023.

Statewide, 1,732 out of 19,294 traditional public school classrooms, 35 out of 705 charter schools, and 177 out of 2,928 district-operated schools of choice are out of compliance with the constitutional requirement to maintain class sizes of no more than 18 students in kindergarten through grade 3, 22 students in grades 4 through 8, and 25 students in grades 9 through 12. For detailed classroom-level data for traditional public schools, please work with your management information systems staff to access file DPSxx.GQ.F71167.Yyyys. Access file DPSxx.GQ.F70408.Yyyys for detailed school-level data for charter schools and district-operated schools of choice.

Section 1003.03(2)(b)3., F.S., requires school districts and charter schools that have not complied with class size requirements to submit a certified plan to the Commissioner of Education (commissioner) by February 1, 2024, explaining the actions the district or charter school will take to ensure compliance by October 2024. The signed compliance plan template attached to this memorandum should be completed and submitted to [K12Verify@fldoe.org](mailto:K12Verify@fldoe.org).

Suzanne Pridgeon  
Deputy Commissioner, Finance and Operations

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In 2023, the Florida Legislature removed the financial penalty assessed to districts and schools that do not comply with class size requirements. As a result, the 2023-24 class size process will complete with the submission of all required compliance plans. However, schools should continue to adhere to the constitutional class size requirements for the entirety of the school year.

If you have questions regarding the implementation of class size requirements, please call Josh Bemis at 850-245-0405.

SP/jb

Attachment 1 – Traditional Public Schools Class Size Compliance

Attachment 2 – Charter Schools Class Size Compliance

Attachment 3 – District-Operated Schools of Choice Class Size Compliance

Attachment 4 – Compliance Plan Template

cc: District Finance Officers

Charter School Directors

District Management Information Systems Directors

Mark Eggers, Assistant Deputy Commissioner, Division of Finance and Operations

Li Liu, Bureau Chief, School Business Services

Josh Bemis, Educational Policy Director, Office of Funding and Financial Reporting