

Q & A for Industry Certification Additional FTE Membership

Q1. What are the relevant statutes for the funding associated with industry certification additional FTE membership?

Section 1003.4203, Florida Statutes – Digital materials, CAPE Digital Tool certificates, and technical assistance

Section 1003.491, Florida Statutes – Florida Career and Professional Education Act

Section 1003.492, Florida Statutes – Industry-certified career education programs

Section 1003.493, Florida Statutes – Career and professional academies and career-themed courses

Section 1003.4935, Florida Statutes – Middle grades career and professional academy courses and career-themed courses

Section 1008.44, Florida Statutes – CAPE Industry Certification Funding List and CAPE Postsecondary Industry Certification Funding List

Section 1011.62(1)(o), Florida Statutes – Calculation of additional full-time equivalent membership based on successful completion of a career-themed course pursuant to ss. 1003.491, 1003.492, and 1003.493, or courses with embedded CAPE industry certifications or CAPE Digital Tool certificates, and issuance of industry certification identified on the CAPE Industry Certification Funding List pursuant to rules adopted by the State Board of Education or CAPE Digital Tool certificates pursuant to s. 1003.4203.

Q2. What are the expenditure requirements for the funding associated with industry certification additional FTE membership?

Section 1011.62(1)(o)2., Florida Statutes (F.S.), requires that each district must allocate at least 80 percent of the funds provided for industry certification to the program that generated the funds. This section of statute was added into law in 2010.¹

Each district must allocate at least 80 percent of the funds provided for CAPE industry certification, in accordance with this paragraph, to the program that generated the funds.

Section 1011.62(1)(o)2., F.S., prohibits the use of the allocation to supplant funds provided for the basic operation of the program. This section of statute was added into law in 2013.²

This allocation may not be used to supplant funds provided for basic operation of the program.

Section 1011.62(1)(o)3., F.S., provides for teacher bonuses from the industry certification additional FTE calculation. This section of statute was added into law in 2014 and amended in 2016.³

3. For CAPE industry certifications earned in the 2013-2014 school year and in subsequent years, the school district shall distribute to each classroom teacher who provided direct instruction toward the attainment of a CAPE industry certification that qualified for additional full-time equivalent membership under subparagraph 1.:
 - a. A bonus of \$25 for each student taught by a teacher who provided instruction in a course that led to the attainment of a CAPE industry certification on the CAPE Industry Certification Funding List with a weight of 0.1.
 - b. A bonus of \$50 for each student taught by a teacher who provided instruction in a course that led to the attainment of a CAPE industry certification on the CAPE Industry Certification Funding List with a weight of 0.2.

¹ Chapter 2010-154, Laws of Florida.

² Chapter 2013-27, Laws of Florida.

³ Chapter 2016-237, Laws of Florida.

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c. *A bonus of \$75 for each student taught by a teacher who provided instruction in a course that led to the attainment of a CAPE industry certification on the CAPE Industry Certification Funding List with a weight of 0.3.*

d. *A bonus of \$100 for each student taught by a teacher who provided instruction in a course that led to the attainment of a CAPE industry certification on the CAPE Industry Certification Funding List with a weight of 0.5 or 1.0.*

Bonuses awarded pursuant to this paragraph shall be provided to teachers who are employed by the district in the year in which the additional FTE membership calculation is included in the calculation. Bonuses shall be calculated based upon the associated weight of a CAPE industry certification on the CAPE Industry Certification Funding List for the year in which the certification is earned by the student. Any bonus awarded to a teacher under this paragraph may not exceed \$3,000 in any given school year and is in addition to any regular wage or other bonus the teacher received or is scheduled to receive.

Section 1003.491, F.S., requires that each school district develop a three-year strategic plan. This plan must include “strategies to redirect appropriated career funding in secondary and postsecondary institutions to support career academies and career-themed courses that lead to industry certification.”

Q3. Does the funding associated with additional FTE membership have to be provided to the program which generated the industry certification? What does program mean in this context?

Yes. Section 1011.62(1)(o)2., F.S., requires that each district must allocate at least 80 percent of the funds provided for industry certification to the program that generated the funds.

“Program” is meant to be interpreted as the specific program or academy related to the course in which the certification was earned. For example, Adobe Dreamweaver is earned in the registered career-themed course Digital Design I. The monies could be spent on eligible expenses⁴ within the Digital Design program number or in a registered academy related to Digital Design. “Program” is not intended to be interpreted as the general CAPE program (i.e., any CAPE expenses at the school).⁵

Q4. May the funding associated with additional FTE membership be used to fund the instructional salary of the teachers whose students are earning industry certifications?

No. Section 1011.62(1)(o)2., F.S., prohibits the use of the allocation to supplant funds provided for the basic operation of the program, which includes instructional salaries of teachers. Districts are provided funds for the course enrollments through the Florida Education Finance Program in accordance with the requirements in s. 1011.62, F.S.

Q5. What are some additional examples of supplanting funds provided for the basic operation of the program?

In general, if a district has an expense, such as supplies or class equipment, that is funded with FEFP allocations for all other courses but expends the CAPE add-on FTE funds for that same expense for a CAPE program or course, then the use of funds generated from CAPE add-on FTE funds for that expense would be considered supplanting.⁶

⁴ s. 1003.491(3)(q), F.S.

⁵ s. 1011.62(1)(o)2., F.S.

⁶ Id.

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For example, purchasing classroom supplies to support the core curriculum of a program with the CAPE funds instead of other FEFP funds would be considered supplanting. Specific examples include purchasing food for a culinary program, basic automotive materials for an automotive program or building materials for a construction program. However, purchasing additional materials for instruction to supplement the core curriculum, such as specialized curriculum associated with the industry certification exam, would be allowable.⁷

Please consult with your district finance office regarding allowable expenses from CAPE funds.

Q6. How does a district determine which teachers are required to be paid a teacher bonus for industry certification attainment?

It is the district's responsibility to identify which teachers' direct instruction led to the attainment of industry certifications. All industry certifications for which teacher bonuses are required must be reported with course numbers. Districts may use this course information to identify teachers who are required to be paid bonuses. All teachers whose direct instruction led to the attainment of industry certifications are entitled to a bonus.⁸ For example, some students may require instruction in several courses to earn a certification, so multiple teachers may have provided direct instruction. The bonus is not prorated among the teachers. In addition, bonuses must be provided to teachers who are employed by the district in the year in which the additional FTE membership calculation is included in the calculation.⁹

Districts are provided reports which provide information on each student for whom payment was included in the FEFP calculation. The following reports are available:

- F71102
 - Unduplicated count of students who are included in the FEFP add-on FTE
 - Includes fields for Student ID, First Name, Last Name, District of Instruction, School of Instruction, Cumulative FTE earned, and Proportional distribution of FTE (for students that were enrolled in multiple districts) for each student
- F71297
 - Duplicated count of students and certifications included in the FEFP calculation
 - Includes fields for Student ID, First Name, Last Name, District of Instruction, School of Instruction, Industry Certification ID, Year Earned, Grade level, Course Number, Funding Weight for the certification, and Estimated proportional share of total funding weight for each certification

⁷ s. 1011.62(1)(o)2., F.S.

⁸ s. 1011.62(1)(o)3., F.S.

⁹ Id.