

Andy Tuck, *Chair*
Marva Johnson, *Vice Chair*
Members
Monesia Brown
Ben Gibson
Tom Grady
Ryan Petty
Joe York



MEMORANDUM

TO: District School Superintendents
District School Facilities Directors

FROM: Suzanne Pridgeon

A handwritten signature in blue ink, appearing to read 'Suzanne Pridgeon', is written over the printed name.

DATE: February 12, 2021

Section 1013.31(1)(e), Florida Statutes, states, in part, “school districts shall periodically update their inventory of educational facilities.” Section 6.1(5)(c), *State Requirements for Educational Facilities 2014*, requires that “prior to April 1 of each year, each district shall review the Florida Inventory of School Houses (FISH) and certify to the Office of Educational Facilities that the inventory is current and accurate.” Accurate facility data is essential for school districts to meet class size requirements and assist the Florida Department of Education with determining maintenance needs.

Please return the attached form, signed by the district superintendent, board chair and director of facilities planning, before April 1, 2021. If you have any questions, please contact Violet Brown at violet.brown@fldoe.org or 850-245-9232.

Thank you for your assistance in this matter.

VB/ss

Attachment

cc: Mark Eggers, Assistant Deputy Commissioner
David Thayer, Director, Office of Educational Facilities
Violet Brown, Senior Educational Program Director

Suzanne Pridgeon
Deputy Commissioner, Finance and Operations