

## 2011–2012 Student Attendance Accounting Handbook Version 2

### CHANGE DOCUMENT

Section	Change	2011–2012 Version 1	2011–2012 Version 2
Section 3 General Attendance Requirements	Revision	<p><b>3.5 Compulsory Attendance</b> PK and kindergarten students . . .</p> <p>Unless specifically exempted by the TEC, §25.086, a child who is at least 6 years of age, . . .</p> <p>A person who is 18 years of age or older and is enrolled in public school is required to attend school each day. Your school district's board of trustees may adopt a policy requiring a student who voluntarily enrolls in school or voluntarily attends school after his or her eighteenth birthday to attend school until the end of the school year if the student is under age 21.<sup>1</sup> The offense of failure to attend<sup>2</sup> applies to a student who is subject to the district policy.</p>	<p><b>3.5 Compulsory Attendance</b> PK and kindergarten students . . .</p> <p>Unless specifically exempted by the TEC, §25.086, a child who is at least 6 years of age, . . .</p> <p>A person <b>who voluntarily enrolls in or attends school after turning 18 years of age</b> is also required to attend school each day.</p> <p><b>Note that, because of recent statutory changes<sup>3</sup>, the offense of failure to attend school applies only to an individual who is 12 years of age or older and younger than 18 years of age.</b></p>
Section 3 General Attendance Requirements	Addition	<p><b>3.6.2 Time of Day for Attendance Taking</b> Each campus . . .</p> <p>Your campus may select . . . The policy may —</p> <ul style="list-style-type: none"> <li>allow for each campus to choose an alternate attendance-taking time for the campus as a whole,</li> <li>allow for each campus to choose an alternate attendance-taking time for certain groups of students as described in 3.6.2.2, or</li> <li>allow for both of these circumstances.</li> </ul>	<p><b>3.6.2 Time of Day for Attendance Taking</b> Each campus . . .</p> <p>Your campus may select . . . The policy may —</p> <ul style="list-style-type: none"> <li>allow for each campus to choose an alternate attendance-taking time for the campus as a whole,</li> <li>allow for each campus to choose an alternate attendance-taking time for certain groups of students as described in 3.6.2.2, or</li> <li>allow for both of these circumstances.</li> </ul> <p><b>The policy may be adopted at any time during a school year. If the policy allows for a campus to choose an alternate attendance-taking time for certain groups of students as described in 3.6.2.2, a campus is free to choose an alternate attendance-taking time for a group of students as soon as the policy is adopted. If the policy allows for a campus to choose an alternate attendance-taking time for the campus as a whole and the policy is adopted after the start of the school year, a campus that wishes to change the attendance-taking time for the campus as a whole must wait until the next school year to do so.</b></p>

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Section 3 General Attendance Requirements	Addition and Revision	<p>These . . .</p> <p><b>3.6.2.1 Attendance Taking and Delayed Start of School Day</b> . . .</p> <p><b>3.6.2.2 Alternate Attendance-Taking Time for Certain Student Populations</b> Your campus . . . To implement . . . as described in 3.6.2. The alternate . . .</p> <p><b>3.6.3 Requirements for a Student's Being Considered Present or Absent for FSP (Funding) Purposes</b> For official attendance accounting purposes, "excused" and "unexcused" absences . . .</p> <p>Students who . . .</p> <p>Note: These attendance provisions do not apply to the OFSDP</p>	<p>These . . .</p> <p><b>3.6.2.1 Attendance Taking and Delayed Start of School Day</b> . . .</p> <p><b>3.6.2.2 Alternate Attendance-Taking Time for Certain Student Populations</b> Your campus . . . To implement . . . as described in 3.6.2. <b>(The policy may be adopted at any time during the school year.)</b> The alternate . . .</p>

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is participating in an activity . . . Texas.

...

is temporarily absent because of a documented appointment with a health care professional. A documented appointment . . . , such as a note from the health care professional.<sup>4</sup> The appointment must be . . .

is in his or her junior or . . . higher education.



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Section Special Education	Change	2011–2012 Version 1 Second page of PK and Special Education Services chart:	2011–2012 Version 2
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PK and Special Education Services (cont.)							
	Student Age <sup>4</sup>	ADA Elig. Code	Instructional Setting Code	Grade Level	PPCD Ind.	ECI Ind.	Child Count
<b>A student eligible for special education services receiving services in a childcare facility who is —</b>							
served (in a collaborative effort with childcare personnel) by a special education teacher for at least 2 hours but fewer than 4 hours each day	3 or 4	2 half-day	40	EE	1	0	3
served (in a collaborative effort with childcare personnel) by a special education teacher for 4 or more hours a day	3 or 4	1 full-day	40	EE	1	0	3

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Section	Change	2011–2012 Version 1	2011–2012 Version 2
<p>Section 5 Career and Technical Education</p>	<p>Revision</p>	<p>A student . . .</p> <p>A student . . .</p> <p>A student otherwise eligible for special education services who meets the four criteria above does not need to meet the criteria in the federal definition for other health impairment (OHI) to be eligible for homebound services.</p>	<p>the TEA <i>Guidance for the Implementation of NCLB Highly Qualified Teacher Requirements</i>, available on the TEA Highly Qualified Teachers web page at <a href="http://www.tea.state.tx.us/index4.aspx?id=4650&amp;menu_id=798">http://www.tea.state.tx.us/index4.aspx?id=4650&amp;menu_id=798</a>.</p> <p>A student . . .</p> <p>A student . . .</p> <p>A student otherwise eligible for special education services who meets the <b>three</b> criteria above does not need to meet the criteria in the federal definition for other health impairment (OHI) to be eligible for homebound services.</p>
		<p><b>5.2 Eligibility and Eligible Days Present</b> Your district . . . following four criteria:</p> <ol style="list-style-type: none"> <li>1. Each CTE course . . .</li> <li>2. Your district . . .</li> </ol>	

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		<p>State of Texas Assessmts. of Academic Readiness (STAAR)</p> <p>LABEL FOR THIRD ROW: Writing</p> <p>TEXT OF CELL FOR 9TH GRADE WRITING: Agency-Apprvd. Writing Test</p>	<p><b>EOC English I Reading</b> State of Texas Assessmts. of Academic Readiness (STAAR)<sup>3</sup></p> <p>LABEL FOR THIRD ROW: <b>English</b> Writing</p> <p>TEXT OF CELL FOR 9TH GRADE ENGLISH WRITING: EOC English I Writing STAAR<sup>4</sup></p> <p>NEW TABLE FOOTNOTES:  <sup>2</sup> For eligible LEP students receiving special education services  <sup>3</sup> Exception: TELPAS Reading Advanced High will be used for students repeating grade 9 in the 2011–2012 school year (since these students will graduate under the TAKS, not STAAR, program).  <sup>4</sup> Exception: An agency-approved writing test from the 2011–2012 list of approved tests will be used for students repeating grade 9 in the 2011–2012 school year (since these students will graduate under the TAKS, not STAAR, program).</p>



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(PRS)		<p>...</p> <p>A student receiving CEHI <b>who returns to his or her campus to . .</b></p> <p>.</p>	<p>...</p> <p>A student receiving CEHI <b>who returns to her campus to . . .</b></p>

Section 10  
Nontraditional  
Schools

Revision

**10.10 Expulsion**

Your school district . . .

To the extent authorized by the MOU, a student placed in a DAEP may be expelled if the student engages in serious misbehavior as defined by the TEC, §37.007(c).<sup>8</sup>

The following table . . .

[TABLE]

Students who . . .

**10.10 Expulsion**

Your school district . . .

**Your school district must also adopt consistent procedures for determining when a student has engaged in serious or persistent misbehavior violating the student code of conduct while placed in an alternative education program, for the purposes of expelling students from a DAEP for this reason (disciplinary action code 20).<sup>9</sup>**

The following table . . .

[TABLE]

**Expulsion from a DAEP can result in JJAEP placement if the conduct or expulsion warrants such placement and depending on the local student code of conduct and the MOU.**

Students who . . .

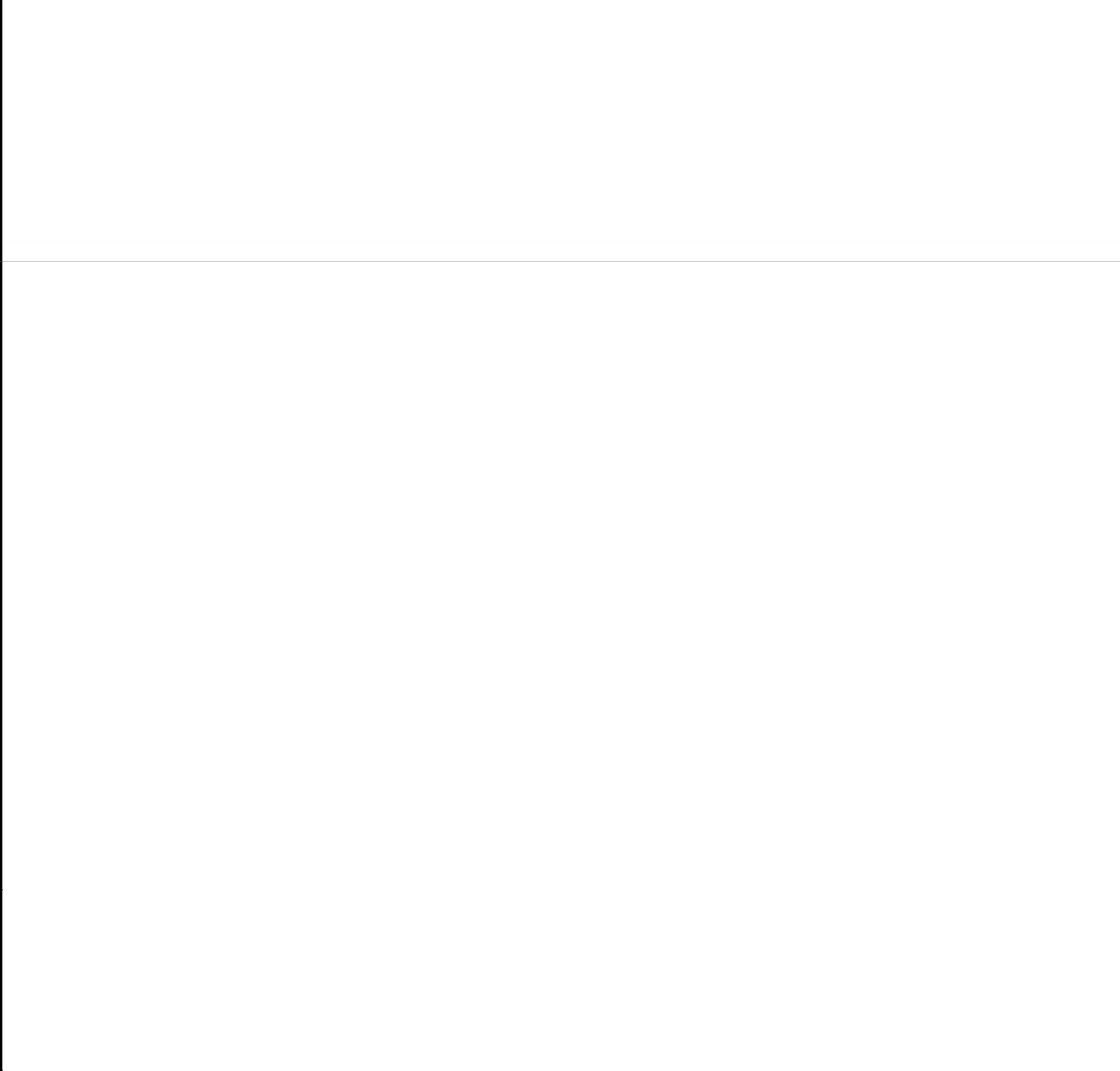
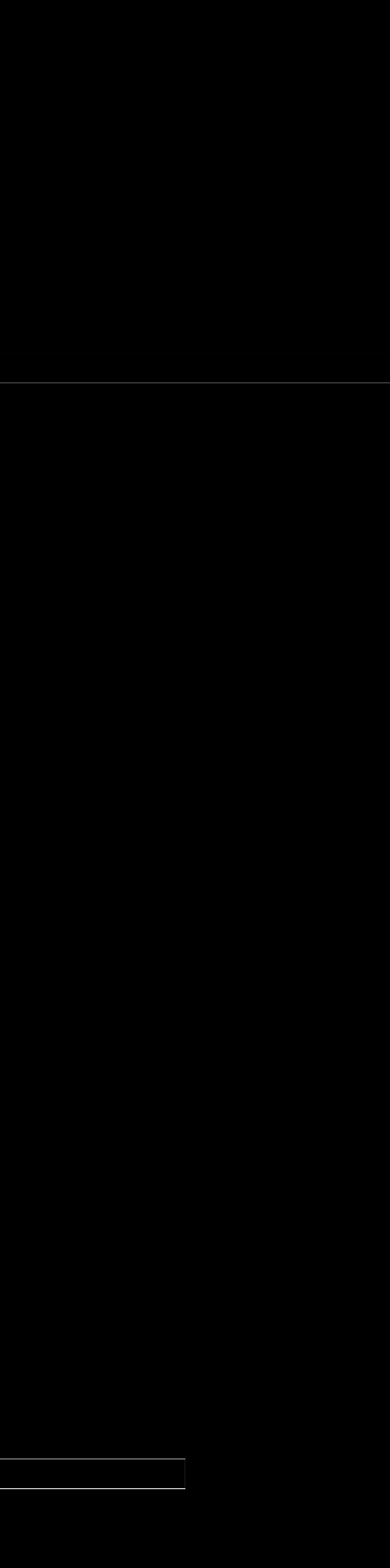


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			<p>enrollment charter school in this state may take one or more electronic courses through the TxVSN, provided the student meets eligibility criteria.</p> <p>A student is eligible to enroll in a course provided by the TxVSN only if the student meets the following three criteria —</p> <ol style="list-style-type: none"> <li>1. the student, on September 1 of the school year —               <ol style="list-style-type: none"> <li>a. is younger than 21 years of age; or</li> <li>b. is younger than 26 years of age and entitled to the benefits of the FSP under the TEC, §42.003;</li> </ol> </li> <li>2. the student has not graduated from high school; and</li> <li>3. the student —               <ol style="list-style-type: none"> <li>a. is otherwise eligible to enroll in a public school in this state; or</li> <li>b. meets the following requirements:                   <ol style="list-style-type: none"> <li>i. is a dependent of a member of the United States military;</li> <li>ii. was previously enrolled in high school in this state; and</li> <li>iii. no longer resides in this state as a result of a military deployment or transfer.</li> </ol> </li> </ol> </li> </ol> <p><b>11.9.1.1 Student Eligibility for Full-Time Enrollment in TxVSN Courses</b>            "Full-time enrollment" means enrollment in five or more TxVSN courses.</p> <p>A student is eligible to enroll full time in TxVSN courses only if the student meets one of the following three criteria:</p>









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			<b>A student who was scheduled for and receiving instruction in traditional classes for 4 hours (240 minutes) each day and who was enrolled in one or more TxVSN courses would be reported</b>

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Section 13 Glossary	Addition	<p><b>Career and Technical Education Career Preparation and Practicum Courses</b> – Teacher . . . industry.</p> <p><b>Center-Based Instruction</b> – The instructional arrangement/setting code . . . ADA.</p>	<p>was enrolled in five TxVSN courses) would initially be reported with an ADA eligibility code of 1 - Eligible for Full-Day Attendance. If the student successfully completed all five courses, his or her ADA eligibility code would not change. If the student successfully completed only three or four of the courses, his or her ADA eligibility code would be changed to 2 - Eligible for Half-Day Attendance. If the student successfully completed only two or fewer of the courses, his or her ADA eligibility code would be changed to 0 - Enrolled, Not in Membership.</p> <p>Regardless of whether the student completed the TxVSN courses successfully, the student would be considered to have been present (in attendance) for each day of instruction in the reporting period. If the student did not successfully complete at least three of the TxVSN courses and was subsequently reported with an ADA eligibility code of 0, the student would not generate any FSP funding.</p> <p><b>Career and Technical Education Career Preparation and Practicum Courses</b> – Teacher . . . industry.</p> <p><b>Career Cluster</b> – One of the 16 career clusters around which</p>

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			<b>Suspension.</b>