Level 0

New Student Daily Attendance

DDC Meeting September 2021

Student Daily Attendance Changes
(as presented at the NYSED SMS vendor meeting **dated 07/14/2021**)

PRESENT (PRSNT) and TARDY (T) CODES Being Eliminated

- In 2021-22, LEAs will report both positive and negative attendance.
- Students present for the instruction for the day, irrespective of instructional modality, should be reported with the codes PRSNT-IN, PRSNT-OUT. There must be an attendance record for every student on all instructional days.
  - On days when a student is suspended, both Level 0 and Level 2 require two attendance records.
  - One record has the suspension code (ISS or OSS).

  The second record has one of the following attendance codes: E (Excused), U (Unexcused), T-IN, T-OUT (Tardy), PRSNT-IN, PRSNT-OUT.
- **To determine the physical location of the student the PRSNT-IN, PRSNT-OUT, T-IN, T-OUT codes are required in 2021-22.**
- Each day a Present or Tardy attendance code is reported for a student, an instructional modality must also be reported. This identifies the mode for which the instruction was provided to that student on that day. The codes are as follows: R (Remote); IN (In-Person); B (Both).

Student Daily Attendance Changes

(as presented at the NYSED SMS vendor meeting **dated 07/14/2021**)

Required Codes For 2021-22

Code	Description
*PRSNT-IN	Present In School
*PRSNT-OUT	Present Out Of School
E	Excused
ISS	In-School Suspension
OSS	Out-of-School Suspension
*T-IN	Tardy In School
*T-OUT	Tardy Out Of School
U	Unexcused

* Codes PRSNT (Present) and T (Tardy) eliminated in 2021-22 and replaced with IN, OUT codes above.

All local attendance codes must be mapped to the correct state course code in the student attendance codes table.

Student Daily Attendance Changes

Each day a <u>Present IN/OUT or Tardy IN/OUT</u> attendance code is reported for a student, an instructional modality must also be reported. This identifies the mode for which the instruction was provided to that student on that day. The codes are as follows: **R** (Remote); **IN** (In-Person); **B** (Both). (Modality requirement relaxed on absent and suspended records)

Remote – The student received instruction remotely for the day. The student and teacher are not in the same physical location for in-person instruction for the day.

In-Person – The student and teacher(s) are in the same physical location for the day for where a teacher is delivering in-person instruction.

Both – The student's instruction was both remote and in-person for instruction on the same day.

LEAs should continue to use their local attendance policies to determine the time each day when attendance would be taken to arrive at a student daily attendance code and modality.

Bill's Slide Alert

- There must be an attendance record for every student on all instructional days, for the entire school year. (This means starting from September 2020)

- Failure to report a record (missing data) will default in an absence on that day   ***Impacts ESSA's Chronic Absenteeism indicator***

- Report Daily Attendance (not period attendance)

- For every <u>daily</u> attendance record there are TWO (2) determinations to be made:

- <u>Determine Attendance code:</u> Students present for the instruction for the day, irrespective of instructional modality, should be reported with the code PRSNT-IN *(TARDY-IN) or* PRSNT-OUT *(TARDY-out)* .

- <u>Determine Modality</u> **Modality only required for Present and Tardy records. Requirement "relaxed" for all other attendance codes **

In-Person	Remote	Both
In-Person –Code to be used: (IN)	**Remote** – Code to be used: (R)	**Both** – Code to be used: (B)
The student and teacher were physically in the same location where instruction was delivered in the traditional sense	The student received instruction remotely for the day. The student and teacher were not physically in the same location.	The student's instruction was both remote and in-person for instruction on the same day.

Bill's Slide Alert

- **Latest version of the SIRS Manual added this guidance for ISS/OSS reporting:**

When reporting suspensions, ISS/OSS, an additional record must also be reported identifying the student's presence or absence and the instructional modality
This means 2 records

On days when a student is suspended, there would be two attendance records. Both Level 0 and Level 2 require Attendance Codes ISS or OSS to also have one of the following attendance codes: PRSNT-IN, PRSNT-OUT, E (Excused), U (Unexcused), T-IN. or T-OUT. Reporting of codes ISS or OSS without accompanying PRSNT-IN, PRSNT-OUT, E, U, T, T-IN, T-OUT will be considered MISSING ATTENDANCE and will default to absent, unexcused (U).

- **Sample of suspension record in Level 0**

View	Valid	2021-04-09	::	OHT :: OSS with Home Tutoring		OSS
View	Valid	2021-04-09	IN :: In-Person	PRSNT-OUT :: Present Out Of School		PRSNT-OUT

DISCUSSION/QUESTIONS