

2019-2020 Quarter 3 Webinar QA

So 03/13/2020 is the Q3 end date correct?

Yes, because most schools stopped having in-person attendance on that day.

Which date do we use for reporting attendance for Quarter 3?

March 13th is the last date for quarter 3 this year.

Can we upload our attendance now or do we have to wait until after the 31st?

You can upload attendance, truancy and behavior data now, there is no need to wait.

Regarding attendance reporting, am I correct in my understanding that all students should be marked "excused absence" during this school closure period?

We are not collecting attendance data for any quarter 3 dates after March 13th. Quarter 3 data is for January 1st through March 13th ONLY. Any attendance data taken after March 13 until school is officially back in normal session is for local use only and is determined by local policy.

When recording attendance during this time, if a teacher gets in contact with a parent and not directly with the student to check on how they are doing. Should this count as attendance?

This is a local decision and does not need to be reported to MDOE

Do we count remote learning?

This is a local decision and does not need to be reported to MDOE

Are there devices actually coming?

This question was meant for a different webinar.

Is there any big differences from last year?

No -just that the quarter ends on March 13th instead of March 31st.-

How do we handle students who have an on-going truancy?

You are only accountable for quarter 3 truancy reporting up to March 13th. If you can continue to follow up locally on ongoing truanancies that would great. Actions taken between 3/13 and 3/31 are not required for state reporting.

Eventually there will be specific instructions on how to handle Q3/Q4 attendance, Enrollment reporting, etc.?

Guidance on quarter 3 reporting is ongoing and guidance on quarter 4 reporting will be forthcoming. Incidents of prohibited behavior or bullying especially online should still be recorded and followed up on locally.

What if our SPPS was open longer than 3/13?

Just like with primary enrollments we are asking you to stop at 3/13.

If I have someone that was social distancing before the 13th, is there a way to document that?

Coding these absences as excused vs. unexcused is a local determination.

What is we had a student with an OSS after March 13?

If the behavior incident occurred prior to or on 3/13 then it is state reportable, along with the resolution duration, even if it goes past 3/13.

What if the school was still in physical attendance after 3/13 and a behavior incident occurred, how would that incident be reported?

These incidents should not be reported at this time, guidance will be forthcoming as to whether or not these incidents should be included in a later reporting period.

Even if we were still in session, we stop as of March 13

Please maintain documentation for any reportable incidents that occur after the 13th of March , guidance will be forthcoming as to whether or not these incidents should be included in a later reporting period.

So, 42 Days for Q3? (Jan 1-Mar 13)

Each school could in theory have a differing amount of instructional days so this will need to be calculated on a case by case basis depending on each school's specific calendar.

What about Q4 attendance?

We will be addressing quarter 4 reporting at a later date. Please record applicable data locally and await further guidance.

I can't see everyone's questions?

These questions and answers are being transcribed and will be posted with the recording of this webinar on our website.

We had several children out for a week before we closed our school. -Are those considered absences?

Yes, coding these absences as excused vs. unexcused is a local determination.

With truancy, I have several students I started a truancy record for who eventually provided documentation to excuse their previous unexcused absences. Should I have their truancy record deleted by the helpdesk so they will not be included in my totals or not worry about them this year since the waivers have been received?

Correcting quarter 3 data is the right thing to do, if corrections need to be done, please do so.

Truancy question, do you think that parents should be contacted at this point for students who became truant prior to 03/13?

Yes, if follow up on these students is possible please do so.

Will we be doing an April Counts Attending?

Yes, the April Enrollment count report is still due this year. Please note that this report indicates the students that are enrolled in your schools as of April 1st not the students who are in attendance as of April 1st.

Can you talk about any changes to 19-20 graduation criteria, if any?

Not at this time. Guidance on graduation reporting will be forth coming.

So, do we also do truancy, bullying, discipline, etc....up until March 13?

Yes, that is correct.

Does this include financial reporting?

We cannot address this. Any questions in regard to financial reporting will need to [asked-directed to](#) our School Finance team.

So, with truancy does that mean we close the truancy on 3/13/20?

No, please leave these incidents open. Truancies only close when a student transfers out of your district or at the end of a school year.

Do we pause the truancy in Synergy on March 13th?

Pausing truancies is no longer an option.

If I've already uploaded attendance beyond March 13th will a new upload override that extra data beyond March 13th?

Yes.

How about the Dropout report? Is it still due in April?

April 30, 2020. If you are unable to meet this date, please contact the Helpdesk

Dropout reports - how can we provide request for records when no one can go into the building to retrieve the data to "prove" that a student is not a dropout?

Please contact the helpdesk in these cases.

Comment/Clarification: Basically, report on everything as of March 13th and wait to see if and when we open to deal with Q4.

Correct.

When will this report due by?

May 30th, 2020.

We have not had any unexcused absences but if we do? What is the process in synergy to do that?

Please refer to guidance on the Helpdesk website on attendance reporting

<https://www.maine.gov/doe/data-reporting/collection/helpdesk/resources/attendance>

Does the shortened third quarter affect how much private schools can bill for publicly funded students?

This is not a question we can answer. This is a local decision.

Will April counts be based on 3/13 enrollment or our last day?

April 1 counts are based on the students who are on your rolls as of April 1st, 2020. These counts have nothing to do with attendance. These counts are of the students that you are responsible for educating in your school(s) as of April 1st, 2020.