

## **TEA Policy Regarding MAKE-UP DAYS for 2010-11**

<b>Scenario:</b>	<b>TEA Policy:</b>
Missed more than two (2) instructional days for weather/health/safety reasons.	Two (2) make-up days are required to be used. Approval to excuse additional days must be requested.*
District forced to close only SOME campuses for one or more days because of a weather-related occurrence or a health/safety issue.	Days missed do not have to be made up. Not necessary to request that a day missed at a campus be made up.
Missed one or more days due to bad weather after scheduled make-up day(s) has (have) already passed and were not used for make-up days.	Day(s) missed (up to two) must be made up, even if the day(s) set aside for make-up has (have) passed.
Below average attendance on a make-up day.	Day(s) <u>will not</u> be excused. TEA does not grant attendance excuses for low attendance on a make-up day.
Closed campus all day for UIL academic district competition.	Day(s) does (do) not need to be made up.
District wants to have an early release day on their make-up day(s).	An early release on a make-up day <u>will not</u> be allowed. All other requests will be forwarded to the State Waivers Unit (512/463-9630).

\*APPLICATION FOR MISSED INSTRUCTIONAL DAYS 2010-2011 SCHOOL YEAR form is available on the State Waivers Unit website at [http://www.tea.state.tx.us/index2.aspx?id=6637&menu\\_id=932&menu\\_id2=788](http://www.tea.state.tx.us/index2.aspx?id=6637&menu_id=932&menu_id2=788).

Submit ALL requests or applications **no later than June 24, 2011** to:

State Waivers Unit  
Texas Education Agency  
1701 North Congress Avenue, Austin, TX 78701-1494  
**Fax: 512-475-3666**

Reference:

Student Accounting Handbook, Section (3.8.2) at: <http://www.tea.state.tx.us/index2.aspx?id=7739>

PLEASE DIRECT ANY QUESTIONS TO THE STATE WAIVERS UNIT AT (512) 463-9630.



## APPLICATION FOR MISSED INSTRUCTIONAL DAYS

### 2010-2011 SCHOOL YEAR

ALL APPLICATIONS SHOULD BE MAILED OR FAXED NO LATER THAN June 24, 2011. THE FAX NUMBER IS (512) 475-3666.

**General Instructions.** For Instructional Days Missed Due to Weather, Health or Safety Issues, please complete Sections 1, 2, 3, and 4. **Bolded** items in Section 2 and Section 3 must be completed. Please direct questions to the State Waiver Unit at (512) 463-9630 or [www.tea.state.tx.us/waivers](http://www.tea.state.tx.us/waivers). **Application due no later than June 24, 2011.**

#### SECTION 1. PLEASE COMPLETE THIS SECTION.

District Name: Coppell ISD County/District No. 057 - 922 Telephone No. (214) - 496 - 6000  
Campus Name: All Campuses Campus No.      -       
Address: 200 S Denton Tap Fax No. (214) - 496 - 6047  
City, State, Zip Coppell, TX 75019  
Contact Person: Kelly Penny Telephone No. (214) - 496 - 6004 Email: kpenny@coppellisd.com

#### SECTION 2. PLEASE COMPLETE THIS SECTION.

Superintendent: Jeff N. Turner, Ed. D. \_\_\_\_\_  
☐ Dr. ☐ Mr. Typed Name \_\_\_\_\_ Signature  
☒ Mrs. ☐ Ms. \_\_\_\_\_  
Board President: Cindy Warner \_\_\_\_\_  
Typed Name \_\_\_\_\_ Signature  
**Date Board Approval:** 3-28-11  
**Board Vote – For** \_\_\_\_\_ **Against** \_\_\_\_\_ **Abstain** \_\_\_\_\_ **Absent** \_\_\_\_\_

#### SECTION 3. PLEASE COMPLETE THIS SECTION FOR ALL WAIVERS.

**Comments of appropriate Site-Based Decision Making Committee:** The District Educational Improvement Committee supported the District's decision to close schools on February 3, 4 & 9, 2011 due to travel safety issues.

**SBDM Committee Chairperson Signature** \_\_\_\_\_

#### SECTION 4. PLEASE COMPLETE THIS SECTION FOR DATES AND REASONS FOR DAYS MISSED.

**x Missed Instructional Days**, pursuant to TEC §25.081. Allows the district or campus to request a waiver if instructional days are missed due to weather, health, or safety related issues be excused. The first two days missed for any reason **must** be made up.

Reason	Date(s) (mm/dd/yy)	Explanation
<input checked="" type="checkbox"/> Weather	<u>02/03/11, 02/04/11 &amp; 2/09/11</u>	<u>Snow/lcy weather did not permit safe travel to schools for staff and students. CISD was closed for 5 days due to bad weather (Feb. 1 - 4 &amp; Feb 9). Two of the five days will be made-up on April 22<sup>nd</sup> and June 3<sup>rd</sup>. This waiver is requested for Feb. 3, 4, &amp; 9, 2011.</u>
<input type="checkbox"/> Health	_____	_____
<input type="checkbox"/> Safety	_____	_____
<input type="checkbox"/> Other	_____	_____