



## TEA Correspondence

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January 28, 2010

Re: 2010–2011 Optional Flexible School Day Program (OFSDP)

To the Administrator Addressed:

The OFSDP is a program that your district may offer to provide flexible hours and days of attendance for students in any grade who meet one of the following criteria:

- The student has dropped out of school or is at risk of dropping out.
- The student participates in an approved early college high school plan.
- The student attends a campus implementing an innovative redesign under a plan approved by the commissioner of education.
- The student will be denied credit for one or more classes in which the student has been enrolled as a result of attendance requirements under the TEC, §25.092.

The goal of the program is to improve graduation rates for students who are in danger of dropping out of school or have dropped out or who are behind in core subject courses.

To participate in the OFSDP, your district must submit an **annual application** notifying the Texas Education Agency (TEA) that it plans to participate. The application requires the following information: implementation plan description, staff plans, schedules, and student attendance accounting security procedures and documentation. The TEA will notify each applicant of its approval status to operate an OFSDP.

If you have questions about the program, please contact Kim Rife by telephone at (512) 463-4809 or by email at [kim.rife@tea.state.tx.us](mailto:kim.rife@tea.state.tx.us).

The rules, application, and attendance guidelines for the OFSDP, as well as sample attendance registers, can be found at <http://www.tea.state.tx.us/school.finance/ofsdp>.

Sincerely,

Helen Daniels  
Director, State Funding

HD/kr



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## Frequently Asked Questions

### Optional Flexible School Day Program (OFSDP)

#### Application Process

**Question – Is there a deadline for submitting the application?**

**Answer –** No. The application may be submitted at any time, though your district must receive approval from the Texas Education Agency (TEA) before initiating the program. The TEA will notify each applicant of its approval status to operate an OFSDP.

**Question – Does a district or charter school have to reapply each year to participate in the program?**

**Answer –** Yes. An application must be completed and submitted annually to participate in the OFSDP. The board of trustees of a school district or charter school must approve the application. The board must include the OFSDP as an item on a regular agenda for a board meeting providing options for public input concerning the proposed application before applying to operate an OFSDP.

**Question – Where do I send the completed application?**

**Answer –** Please send the application to:

Kimberley Rife  
State Funding Division  
Texas Education Agency  
1701 North Congress Avenue  
Austin, TX 78701

#### Eligibility

**Question – Can all grade levels participate?**

**Answer –** Yes. A student in any grade level is eligible to participate in an OFSDP if the student:

- is at risk of dropping out of school, as defined by the TEC, §29.081;

- is attending a campus implementing an innovative redesign;

- is attending an approved early college high school program, as defined by the TEC, §29.908; or

- as a result of attendance requirements under the TEC, §25.092, will be denied credit for one or more classes in which the student has been enrolled.

**Question – Can a student attend class at any time?**

**Answer –** A student must receive instruction in the OFSDP at least 45 minutes on a given day for instructional contact time to be recorded.

**Question – If a student is enrolled in the OFSDP, is he or she eligible to participate in University Interscholastic League (UIL) competitions?**

**Answer –** A student enrolled in an OFSDP may participate in a competition or other activity sanctioned or conducted under the authority of the UIL only if he or she meets all UIL eligibility criteria.

## **Funding**

**Question – When does the school district receive funding for OFSDP attendance?**

**Answer –** The district will receive funding in September of the following school year. The State Funding Division uses the Public Education Information Management System (PEIMS) attendance data to calculate the amount of state funding earned for participation in the OFSDP.

**Question – Is the OFSDP a grant program?**

**Answer –** No. The OFSDP is **not a competitive grant program**. The OFSDP provides an alternate method of attendance accounting.

**Question – Can a school district or charter school incorporate the Texas Virtual School Network (TxVSN) program within the OFSDP?**

**Answer –** No. TxVSN program instruction and content are delivered primarily over the Internet, with the student and teacher in different locations for a majority of the student's instructional period. OFSDP funding is based on the total eligible minutes of instructional *contact* time each student receives.

**Question – Can a student earn more than the equivalent of one ADA in a 12-month period?**

**Answer –** No. For funding purposes, attendance for a student for a 12-consecutive-month school year cannot exceed 1,080 instructional hours, or the equivalent of one student in average daily attendance with perfect attendance.

## **Program Description – Ozona AEP**

The Alternative Education Program is a credit recovery program that will allow secondary students that are at-risk of dropping out, behind their graduation group, or have extenuating circumstances to receive school credit through the use of computer – based instruction as well as direct instruction in small groups or on an individual basis. AEP students are still enrolled at their home campus for 2010-2011, but may require modified scheduling options depending on individual circumstance. Students must also master all state required examinations. Students at Ozona AEP will not be eligible to participate in extracurricular programs while enrolled as an AEP student. The focus during AEP participation will be regaining or accelerating credit.

A state minimum high school diploma can be awarded upon completion of all mandatory requirements. Students will follow a 45 minute bell schedule for a 7 period day. A bell schedule is being used in order to change classroom settings and to utilize classroom teachers from the 4 core subject areas. The availability of core subject teachers will serve to enhance student learning as needed on a one to one basis and also as a pull out service for TAKS remediation.

The location of the AEP program will be in the building north of the Middle School. In order to become a student at AEP, a student must be identified as at-risk of dropping out due to falling behind in credits or other extenuating circumstances (pregnancy, marriage, or working for family support). The student must then apply and have parental consent prior to being placed in AEP. On completion of the application process, the file will be reviewed and it will be determined if the student is an eligible candidate.

Adherence to both attendance and grading requirements is required in order for a student to remain eligible for the program. Students must follow the same attendance policy and procedures of the high school and/or middle school as appropriate. Existing professional staff will be utilized.