

# What's New?

October 2015

Autumn is in full swing, the Pupil Enrollment Count Date has passed, and your district should be gathering supporting documentation for the funded pupil count, funded free lunch count, and the transportation mileage count day.

## Duplicate Count

The October Count submission closes Nov. 10, 2015. Once the submission closes, any SASID that has been submitted for more than 1.0 FTE, the maximum allowable, will be flagged in the duplicate count.

Any school district that has submitted these students for funding will receive an email from IMS indicating that the school district has a duplicate SASID with another school district, and that the funding level has exceeded the maximum allowable. The email will instruct where in Cognos the district can go to access the Summary of Pupils Reported by Another District Report.

It is ideal that any duplicate SASID issue be resolved between the school districts before it becomes a part of the duplicate count process with FAST. Keep in mind that sometimes two students with similar identifying features (name, birthdate, etc.) will have the same SASID. Districts should use household information to determine if the student is the same or if they are two different students sharing a SASID. A new SASID will need to be requested for any student sharing a SASID with another student.

Documentation to support funding for any student who is flagged in the Duplicate Count process should be sent to FAST (via the CDE secure transfer site – Syncplicity) by the close of business on Nov. 13, 2015. Districts will be required to submit documentation evidencing the duplicate count student met the membership (enrollment and attendance) criteria, as well as the scheduled hours requirements as indicated by the funding level at which the student was submitted.

Documentation should never be sent through email. Any affected districts will receive instructions on how to send the documents through CDE's secure server Syncplicity. The documents may also be hand delivered to the FAST office.

FAST will review all documents from both districts and determine which district should use the SASID for funding by November 18, 2015. If any changes need to be made in the submission, the districts will have until Nov. 20, 2015 to do so.

## Topics

- Deadlines and Duplicate Count
- Addendums, Clarification, and Examples
- Truancy and Funding Eligibility

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## Addendums, Clarifications, and Examples

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### Be sure to check all resources available on the FAST Pupil Count web page!

Since the publication of the Student October Count Audit Resource Guide for 2015, there have been some addendums drafted to help clarify certain audit related pupil count questions and concerns. There have also been some examples written and posted to help aide districts in determining funding levels, specifically with regards to transfer students and kindergarten students.

Please be sure to review all posts on the webpage as this is an excellent resource for any questions. If you still are unsure about appropriate funding levels, documentation, etc., please feel free to reach out to any member of FAST.

The website can be found at [http://www.cde.state.co.us/cdefinance/auditunit\\_pupilcount](http://www.cde.state.co.us/cdefinance/auditunit_pupilcount).

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## Truancy and Funding Eligibility

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### Deadline for filing legal action for truant students in order to be eligible for funding has passed.

In order to be eligible for funding, students must meet the attendance requirements as outlined in board rule and statute (for specific references, please see your Resource Guide).

*If a student has established attendance in the current school year, but is absent on the pupil enrollment count date and resumes attendance within 30 days following the pupil enrollment count date, the student meets the attendance requirements and is eligible for the appropriate funding (in this scenario, you do not need to file legal action in order to submit the student for funding).*

*However, if the student does **not** establish attendance on or within 30 days following the pupil enrollment count date, your district may choose to file legal action to compel attendance within ten school days following the pupil enrollment count date, meaning the student could therefore be eligible for funding.*

As you are gathering documentation to support attendance, if there are any students who fall into the latter scenario above, and legal action has already been filed before the deadline, you may still be able to submit the student for funding based on the guidelines for funding truant students.

The district may submit a truant student for funding if:

- Student is between the ages of 6 and 17, *and*
- Student has established attendance during the current school year, *and*
- The district has taken legal action through the courts to compel the student's attendance

Examples of legal action include, but are not limited to:

- A diversion agreement between the courts and the student
- Summons or Complaint compelling attendance issued by the court and addressed to the student and parents/legal guardians
- Additional documentation showing that a truancy action has been filed with the court



Legal action must be taken during the current school year, up to ten school days following the pupil enrollment count date. Letters to the parents/guardians threatening legal action will not be deemed sufficient evidence of legal action actually being taken. In addition to documentation evidencing legal action being taken, districts will also be required to provide evidence of enrollment, attendance prior to the pupil enrollment count date within the current school year, and scheduled hours at the time of audit. If you have any additional questions about truancy funding and requirements, please review the Student October Count Audit Resource Guide for 2015, or ask a member of FAST.

## Where can I learn more?

- <http://www.cde.state.co.us/cdefinance/auditunit>
- Email [audit@cde.state.co.us](mailto:audit@cde.state.co.us)