

## **Frequently Asked Questions**

### **Optional Flexible Year Program (OFYP)**

#### **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 OFYP. Each district must submit an application annually.

**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 in order to participate in the OFYP. The board of trustees of a school district or charter school must approve the calendar.

**Question – What is required to be approved to participate in the OFYP?**

**Answer –** The district or charter school must submit the following items to the State Funding Division:

1. A letter that describes the proposed modifications to the instructional calendar (including a description of the OFYP that will be provided under TEC, §29.0821) and that indicates the date on which the district's board of trustees approved the modified instructional calendar;
2. The signed application; and
3. A copy of the board approved calendar.

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

**Answer –** Please send the cover letter, application and board approved calendar to:

Texas Education Agency  
Attn: State Funding – OFYP  
1701 North Congress Avenue  
Austin, TX 78701-1494

#### **Eligibility**

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

**Answer –** Yes. Your district may choose which grade levels participate in the program. A student is eligible to participate in an OFYP if the student did not or is not likely to achieve a passing score on an assessment instrument or the student is not eligible for promotion to the next grade level.

**Question – If a district has more than five staff development day waivers, can it participate in the OFYP?**

**Answer –** No. A school district must provide at least 180 days of instruction to those students who meet the eligibility criteria. A school calendar with 177 days of instruction plus 3 staff development waivers does not meet the 180-day requirement.

**Question – If a district participates in the OFYP, is the district required to retain all educational support personnel for the purpose of the OFYP?**

**Answer –** Yes. Each educator employed under a ten-month contract must provide the minimum days of service required under the Texas Education Code, §21.401, notwithstanding the reduction in the number of instructional days or in the number of staff development days.

### **Funding**

**Question – Does a school district lose funding for those students that do not attend the full 180 days instruction?**

**Answer –** No. For a school district that operates an OFYP, the calculation of average daily attendance is modified to reflect the approved instructional calendar. For students placed on a reduced instructional calendar, the reported number of days of instruction used as the divisor in calculating average daily attendance shall reflect the reduced number of days (no fewer than 170). For eligible students served through the OFYP, the reported number of days of instruction used as the divisor in calculating average daily attendance shall reflect the scheduled number of days (180 or more) in which instruction took place.

### **Calendar**

**Question – Can an OFYP instructional day be scheduled on the same day as an early release day?**

**Answer --** No. Per the Student Attendance Accounting Handbook (SAAH), Section 11.7.2, a district or charter school may not schedule an OFYP instructional day on an early release day.

**Question – Can an OFYP instructional day be scheduled on the same day as a scheduled makeup day?**

**Answer --** No, Per the SAAH, Section 11.7.2, a district or charter school may not schedule an OFYP instructional day on a scheduled makeup day.