

Last updated July 2021

What is [ADSY](#)?

In June 2019, the passage of House Bill 3 (HB3) by the 86th Texas Legislature added half-day formula funding for school systems that add instructional days to any of their elementary schools starting in the 2020-2021 school year. This initiative is called Additional Days School Year (ADSY). Funding for ADSY is available to campuses that meet the following requirements.

Campuses eligible for ADSY must:

- Serve at least one grade level within grades PreK-5
- Have a school calendar with at least 180 instructional days (up to 210 days)
- Have a school calendar with at least 75,600 instructional minutes
- Have a certified teacher deliver at least two hours of academic instruction on designated ADSY days.
- ADSY days must be designated as non-compulsory and separate from the traditional calendar

More information on the implementation of ADSY can be found in the [ADSY HB3 in 30 webinar](#).

Table of Contents

- 1) [Program Design and Implementation](#)
- 2) [Calendar Design](#)
- 3) [Funding and ADA](#)
- 4) [ADSY Planning and Execution Program \(PEP\)](#)
- 5) [PEIMS Reporting and Reimbursement](#)
- 6) [Special Education Services](#)
- 7) [Inclement Weather](#)

1) Program Design and Implementation:

1A) Given that ADSY is only for elementary grades, will this option eventually include middle and high school grades?

Any changes to eligible grade levels would be decided in subsequent legislative sessions.

1B) Can LEAs implement ADSY at one campus or does implementation need to be district-wide?

Yes, ADSY can be implemented at an individual campus or set of campuses as an LEA sees fit.

1C) Can students attend ADSY days at a different campus from the one in which they are enrolled?

Yes – If students attend additional instructional days, the school in which they are enrolled is held accountable for the 180-day requirement, regardless of whether the students are attending a different campus. Participating students must also attend a campus that meets all ADSY requirements.

Reimbursement for additional days will go to the campus in which the student is officially enrolled, even if the services are offered at a different location.

1D) Do the same students have to attend all days that are offered?

No, they do not. ADSY program design is flexible regarding which students attend. TEA encourages districts to consider targeting the same students for the duration of their programming for maximum impact,

especially related to summer slide, but recognizes that there are reasons districts may have different students attending different days, depending on the design.

1E) If a district wishes to pilot ADSY at one campus and keep its other campuses at fewer than 180 days during their academic year, what steps would it need to take?

There are two steps a district would need to take in this situation:

- Draft separate calendars for the types of programming at each campus and gain local school board approval for the calendars. If the district is anticipating a start date before the fourth Monday in August, it needs to ensure it has statutory authority to do so such as through a district of innovation plan.
- Enter each calendar track separately into its Student Information System and subsequently upload it during the PEIMS submission.

1F) If an LEA extends its school year, are other elements of the calendar year movable?

LEAs adding days must adhere to state calendar requirements for STAAR testing and the school start date.

Additional details are provided below:

- **STAAR Testing:** For years beyond 2020-2021, the state testing windows will remain the same for all tested subjects and courses regardless of ADSY participation. Through HB 3906, the agency is exploring pathways to provide districts the option for a staggered testing window in future years. Additionally, STAAR testing only impacts three of the eight grade levels eligible for ADSY formula funding (3-5 vs PreK3-2).
- **School Start Date:** LEAs are required to adhere to Texas Education Code (TEC), §25.0811 and start their academic calendar on the fourth Monday of August. Two exceptions include year-round schools and districts of innovation who may opt to change their start date in their innovation plan. See [Changing School Start Date](#) for info.

1G) Do student/teacher ratio rules still apply during the additional days?

Yes, all aspects of the TEC still apply during additional days except for compulsory attendance.

1H) How should districts account for teachers' minimum salary schedule?

Districts adding days to teacher contracts must ensure that the days added meet the minimum salary schedule requirements per TEC, §21.402. If you are offering additional pay, TEA encourages you to verify requirements with your legal counsel.

1I) How should districts adjust teacher contracts/agreements when extending their calendar year to implement ADSY?

Districts should consult with their legal counsel to address these matters and associated contracts specific issues. In most cases, a district can require its teachers to work the extra days if the district:

- Provides additional compensation under existing contracts that permit extended calendar/number of days worked flexibility to the teachers for the extra time required to complete the adjusted school year.
- Extends by agreement the existing teacher contracts to address the extra time and any associated compensation.

In instances where the existing contracts cannot be amended by an agreement, a district can enter short-term contracts with teachers not currently under contract to address the extra time and any associated compensation. Districts should take into consideration Commissioner precedent that teachers cannot be paid less than they were paid in a prior year without being permitted to withdraw from their contracts.

1J) Do participating districts give grades for additional days?

Per TEC, §25.085(i), additional days attendance is non-compulsory for students. Therefore, the additional days do not qualify as grading periods.

1K) Are ADSY days eligible for the National School Lunch Program (NSLP)?

Since ADSY days are non-compulsory, they are not a component of NSLP. However, LEAs are encouraged to apply to the [Child and Adult Food Care Program \(CAFCP\)](#) through the Texas Department of Agriculture.

1L) Does ADSY apply to new Generation 24 charter schools?

All public district and charter school that offer grades PreK – 5 are eligible for ADSY funding if they meet the other ADSY prerequisites.

1M) Can a district limit ADSY participation, decrease the number of days, or increase instructional hours per day while still generating ADSY funding?

LEAs may target a subset of students for ADSY program days to design the program that works best for the district. However, statute allocates a half day of funding for each unique additional instructional day offered, for a total of up to 30 days of half day funding. For example, LEAs are not able to combine two ADSY days into one so that they can have a 15 day “full instructional day” program. LEAs are encouraged to seek additional funding opportunities as their needs dictate (see the *Budgeting for ADSY Manual*, which will be posted at tea.texas.gov/adsy in early-April 2021).

1N) Is there an application for ADSY?

No, there is no application for ADSY and there is no deadline for eligibility. As long as a district meets all the ADSY requirements they can host ADSY days. Requirements can be found on page one of this document. Once a district inputs its ADSY campuses, days, teachers, and student attendance into PEIMS they will be reimbursed accordingly. There is however an application for districts interested in the ADSY Planning and Execution Program (PEP) grant (see section 4 of this document).

1O) Is half day PreK eligible for ADSY funding?

PreK-4 tracks need to meet the full day Pre-K requirements unless the campus/LEA has a waiver on file with TEA. PreK-3 tracks can qualify for ADSY if they are half day or full day. As long as all ADSY requirements are met then a PreK grade can be eligible for ADSY.

2) Calendar Design:

2A) Are campuses that meet 75,600 minutes of instruction but not 180 days of instruction eligible for ADSY funding?

To be eligible for ADSY, the participating campus needs to have a board-approved calendar that demonstrates both 180 days of instruction and 75,600 minutes. ADSY days cannot be included as part of the 180 instructional day requirement.

2B) How is a ‘half-day of instruction’ defined?

Per half-day requirements in the Student Attendance Accounting Handbook (SAAH), the minimum requirement for a half day of instruction to qualify as an ADSY day is two hours of instruction.

2C) Do staff development waivers still count towards total operational minutes / the 180-day requirement?

Professional development waivers cannot count towards the 180 days of instruction.

2D) Are Saturdays eligible for ADSY funding?

Yes, Saturdays are eligible for ADSY funding, if all ADSY requirements are met.

2E) What are the ways that a district can structure their calendar to participate in ADSY?

Districts have design control over their ADSY calendars so long as the ADSY requirements are met. For example, districts can create a voluntary summer learning program, conduct a full year calendar redesign, create an intersessional calendar, or implement a combination of the three.

2F) When can a district host ADSY days?

ADSY days can be hosted at any point throughout the year as long as the day remains non-compulsory and does not take place on a required instructional day. ADSY days can be held during the summer prior to or before a school year (May-August), on designated intersessional days throughout the year, or on weekends. Please keep in mind that the school start date for the regular academic year is the fourth Monday in August as outlined in TEC 25.0811; however, ADSY days can be placed prior to the start of the regular academic year since they are non-compulsory. Districts with a year-round designation, Districts of Innovation with an exemption claimed for Sec. 25.0811 in their Innovation Plan, and charter schools are exempt from the school start date requirement.

3) Funding and ADA:

3A) What formula should districts use to estimate funding?

Per TEC, §48.0051(b), TEA will increase the average daily attendance (ADA) of the district or school by the amount that results from the quotient of the sum of attendance by students for each of the (up to) 30 additional instructional days of half-day instruction that are provided divided by 180.

The ADSY funding calculation takes the overall ADA and adds it on to regular ADA. A formula for determining the added ADA is below.

$$\frac{1}{2} \times \frac{(\text{Estimated Student Attendance} \times \text{Number of Additional Days})}{180}$$

To estimate funding, districts should multiply the number of students a district expects to attend by the number of additional days it is planning to offer. That number should then be divided by 180 and multiplied by 0.5 to represent half days. The resulting number will provide the additional ADA a district would receive in funding.

For example, a district with 1000 students attending all 30 additional days would have an ADA increase of 83.3 for the year.

$$\frac{1}{2} \times \frac{1000 \times 30}{180} = 83.3$$

3B) Can district/charter partnerships (SB 1882, 85th Regular Session) receive funding for both ADSY and their existing partnership funds?

Campuses receive the greater of the funding under district/charter partnerships (SB 1882, 85th Regular Session) or ADSY, but not both.

3C) Will a low ADA in the summer affect overall ADA for the school year?

No, it will not. ADSY ADA will only be calculated towards additional funding.

3D) For the 2020-2021 school year, how will remote instruction affect ADSY eligibility and half day requirements?

Please see the table below for the impact of remote instruction on ADSY requirements. For more details on 2020-2021 attendance requirements, please see the [Attendance and Enrollment FAQ](#).

ADSY Requirements	Adjustments for Remote Instruction
Campuses must have an 180 instructional day calendar to be eligible for ADSY funding	The 180-day requirement still applies to remote learning. Remote learning days would need to be considered full days under the new remote instruction guidance. Given that remote course completion is not driven by daily attendance, full time virtual campuses operating under the course completion framework will not be eligible for ADSY.
An ADSY program day must provide a minimum of half day of instruction (2 hours for in-person instruction)	Synchronous (grades 3-5): For synchronous instruction, half of the full day requirement, or a minimum of 90 minutes of synchronous instruction is required
An ADSY program day must provide a minimum of half day of instruction (2 hours for in-person instruction)	Asynchronous: The same daily engagement measures outlined in the LEA’s asynchronous instructional plan apply for ADSY program days. Asynchronous PD waiver days granted in spring 2021 will count towards the ADSY 180 day requirement.
An ADSY program day must provide a minimum of half day of instruction (2 hours for in-person instruction)	Remote Course Completion: Remote course completion is defined as any campus currently operating through the Texas virtual school network. Course completion will not be eligible for ADSY given daily attendance is not taken to ensure 180 days of instruction for ADSY eligibility.

3E) Can ADSY funding be combined with other funding sources?

Yes, ADSY funding can be combined with other funding sources, both state and federal; however, all requirements tied to other funding sources still apply. For more information on how to stack funding please check out our [Summer Learning Program Budgeting Guidance](#). Slides 44-48 of the [HB3 webinar](#) (starting at minute 23:45) also cover several additional cash flow and funding considerations.

3F) What TIER 1 allotments are generated in addition to ADSY half day funding on ADSY days?

In addition to ADSY half day funding LEAs earn transportation, special education, and bilingual allotment funding.

3G) How do districts get access to ADSY funding?

For districts that meet all the ADSY requirements, any non-compulsory instructional days that are reported in PEIMS after their 180th instructional day, up to the 210th instructional day, will generate ADSY funding. This funding will be received as general revenue dollars after the ADA from ADSY days is reported through the Extended Year PEIMS collection (late August). Districts should aim to provide ADSY attendance projections in the Attendance Projection Subsystem submitted in October - December of even number years. Funding for ADSY days will be a direct result of what was submitted through the biennium pupil projections to State Funding. Districts that report eligible ADSY attendance in PEIMS without initially projecting ADSY attendance in the Attendance Projection Subsystem are still eligible for ADSY funding and will receive ADSY funds through the settle-up process after the academic year is complete. However, submitting projected attendance for ADSY during the October - December window is encouraged if possible.

3H) Do districts get reimbursed for transportation on ADSY days?

Yes, districts can report miles for reimbursement just like they do during traditional instructional days.

4) ADSY Planning and Execution Program (PEP):

4A) What is the ADSY Planning and Execution Program (PEP)?

ADSY PEP is an **optional grant program** that offers planning and execution supports to districts interested in implementing a high quality ADSY program. There is no requirement to participate in ADSY PEP to benefit from ADSY formula funds. ADSY PEP supports LEAs with the planning, program design, and change management necessary to effectively add instructional days to the school calendar. Participating school districts and open-enrollment charter schools engage with TEA technical assistance providers in a year-long planning process before implementing ADSY.

The two program options offered through ADSY PEP are “*Voluntary Summer Learning (VSL)*” and “*Full Year Redesign (FYR)*”. For districts interested in participating in ADSY PEP, please reach out to adsy@tea.texas.gov.

4B) What are the requirements must be met for a campus to participate in ADSY PEP?

LEAs Applying to Participate in ADSY PEP Must:

- Serve PreK-5th grade students
- Have a school calendar with at least 180 instructional days (up to 210 days)
- Have a school calendar with at least 75,600 instructional minutes
- Implement six-hour ADSY PEP days composed of at least three hours of instructional time and three hours of enrichment. The instructional time must be taught by a certified teacher.
- ADSY PEP days cannot take place on a traditional instructional day

4C) Is participation in ADSY PEP required to receive ADSY funds?

No – As long as a district meets all the ADSY requirements they can generate ADSY funds.

4D) Once the annual application for the ADSY PEP grant is closed, is there still a way to participate in funding for ADSY?

All districts and open-enrollment charters are eligible for ADSY formula funding, regardless of participation in the ADSY PEP grant.

5) PEIMS Reporting and Reimbursement:

5A) How does a district report ADSY attendance in PEIMS?

ADSY participation will be reported during the PEIMS Extended Year submission in August following the school year an LEA is attaching their ADSY days to. The ADSY days, participating teachers, and participating students will need to be reported. The resubmission deadline for the Extended Year PEIMS Submission is in mid-September. This is the final time a district can submit their ADSY days for reimbursement. The district will be reimbursed over the course of a school year in conjunction with their regular payment schedule.

Reporting ADSY in PEIMS:

ADSY will use data from the following TSDS PEIMS interchanges:

- InterchangeEducationOrganization
- InterchangeEducationOrgCalendar
- InterchangeStudentProgram
- InterchangeStudentAttendance
- InterchangeStaffAssociationExtension

Three new data elements will be reported in the PEIMS submission for ADSY:

1. ADDITIONAL-DAYS-PROGRAM-INDICATOR-CODE (E1671) in the InterchangeEducationOrganization, SchoolExtension is reported for **each campus** participating in the ADSY program.
2. ADDITIONAL-DAYS-PROGRAM-PARTICIPATION-INDICATOR-CODE (E1672) in the InterchangeStudentProgram, StudentProgramExtension is reported for **each student** participating in the ADSY program.
3. ADDITIONAL-DAYS-PROGRAM-TEACHER-INDICATOR-CODE (E1673) in the InterchangeStaffAssociationExtension, StaffResponsibilitiesExtension is reported for **each teacher** providing instruction in the ADSY program.

Districts will need to report instructional minutes in PEIMS for each ADSY day that they host. To be eligible for ADSY a district must host at least 120 instructional minutes per ADSY day. On ADSY days districts will need to log in PEIMS that they hosted 120 instructional minutes.

The new data elements and interchanges above must be reported in the Extended Year Submission (due late August) in PEIMS. Districts are eligible for resubmission (due mid-September) if they have changes to their Extended Year Submission. No changes can be made after the resubmission deadline in mid-September.

5B) How does a district get reimbursed for participation in ADSY?

Districts who projected their ADSY attendance in biennium reporting will receive reimbursement in the form of a settle-up in accordance with the timeline they reported their ADSY days in. Just like reimbursement for regular instructional days, reimbursement for ADSY is based on projected attendance versus actual attendance.

5C) When should a district expect to be reimbursed for participation in ADSY?

For schools participating in ADSY as part of the 2020-2021 school year, they will report their ADSY days in the PEIMS Extended YEAR Submission in August 2021 and be reimbursed in late fall 2021. For schools

participating in ADSY as part of the 2021-2022 school year, if they submitted their projected ADSY attendance in December 2020, they will receive reimbursement throughout the 2021-2022 school year in accordance with regular payments from TEA and will report their ADSY days in the PEIMS Extended Year Submission. If they did not submit their projected ADSY attendance in December 2020, a district participating in ADSY during the 2021-2022 year will report their ADSY participation in the PEIMS Extended Year Submission of August 2022. Then they will be reimbursed for ADSY in late fall of 2022. Districts that submit their ADSY participation in the Extended Year Submission (late August) of the correlating school year will be reimbursed in the same calendar year.

	LEAs Utilizing ADSY Funds in 2020-2021	LEAs Utilizing ADSY Funds in Future School Years
ADSY Attendance IS included in Attendance Projection Subsystem	N/A – was not available when projections were made	Funds reflecting prorated ADSY attendance flow to LEAs as part of their normal school year disbursements
ADSY Attendance IS NOT included in Attendance Projection Subsystem (reported in Extended Year PEIMS submission)	Funds flow to LEAs in a new ‘Near Final II’ settle-up in December of 2021	Funds flow to LEA in ‘Near Final II’ settle-up in December following the school year

5D) Will ADSY attendance factor into the distinction designation regarding attendance?

The HB3 incentive program for providing additional days in the school year will not affect the distinction designation regarding attendance. Districts will have the ability to distinguish in PEIMS reporting which days are part of their traditional six six-week reporting periods and which days are additional instructional days. The distinction designation will only be based on the traditional school year, as in the past.

6) Special Education Services:

6A) What considerations does an LEA need to consider regarding special education services during ADSY instructional days?

To ensure that all students receive a free and appropriate public education, LEAs providing ADSY instructional days will need to ensure that Admission, Review, and Dismissal (ARD) committees determine whether special education services must be provided to students during ADSY instructional days on an individual basis. The ARD committee should determine whether the provision of supplementary aids and services are appropriate and necessary to afford the student an equal opportunity to participate in ADSY. If an IEP does not address extracurricular items such as ADSY days, the student’s ARD committee will need to determine if the student needs services on those days. If the ARD committee determines that the student will not receive special education services on ADSY days, then the LEA will only report basic attendance for that student (BasicReportingPeriodAttendanceExtension). The ARD committee should also consider whether the student’s schedule of services must be amended.

If making changes to an IEP after the annual ARD committee meeting, the parent and the LEA may agree not to convene an ARD committee meeting for the purposes of making those changes, and instead may amend by written agreement and provide changes to the student’s ARD committee members.

6B) Does the Extended School Year (ESY) program qualify for ADSY funding?

The Extended School Year (ESY) program is a separate program from ADSY. A student can qualify for both ADSY and ESY funding on the same instructional day if a student attends both programs on the same day; however, the programs must be run separately. Students attending an ESY program do not qualify for ADSY attendance if the ADSY instructional hours are occurring during the ESY program hours. For example, if a student’s IEP calls for four hours of ESY services per day, the campus must also provide at least an additional two hours of instruction (required for ADSY funding) outside of the ESY services for the student to receive funding for both ADSY and ESY attendance on the same day.

If a student attends both ESY programming and ADSY programming on the same day, the total contact hours from that day should be included in the TOTAL-ESY-CONTACT-HRS-IN-INSTR-SETTING (E1013) reported in the StudentESYProgramAssociationExtension complex type.

Example of Stacking ADSY and ESY Funding

Hour	Hour One	Hour Two	Hour Three	Hour Four	Hour Five	Hour Six
Programming	Instruction	Instruction	ESY	ESY	ESY	ESY
Funding Source	ADSY Funding	ADSY Funding	ESY Funding	ESY Funding	ESY Funding	ESY Funding

Note: Any LEA that utilizes both funding streams should keep thorough documentation of the programming.

6C) How does a district report that students are receiving special education services on ADSY days?

Based on the ARD committee’s special education services determination for each student, an LEA may report any of the following data elements for services that are provided to a student while attending an ADSY day:

- E0940: TOTAL-ELIG-SP-ED-MAINSTREAM-DAYS-PRESENT
- E1688: RS-TOTAL-ELIG-SP-ED-MAINSTREAM-DAYS-PRESENT
- E1689: RA-TOTAL-ELIG-SP-ED-MAINSTREAM-DAYS-PRESENT
- E0173: INSTRUCTIONAL-SETTING-CODE
- E0944: ELIGIBLE-DAYS-PRESENT-IN-INSTR-SETTING
- E1692: RS-INSTRUCTIONAL-SETTING-CODE
- E1690: RS-ELIGIBLE-DAYS-PRESENT-IN-INSTR-SETTING
- E1693: RA-INSTRUCTIONAL-SETTING-CODE
- E1691: RA-ELIGIBLE-DAYS-PRESENT-IN-INSTR-SETTING

If no special education services are provided on ADSY days, then the data elements above will not be reported.

7) Inclement Weather:

7A) If a district calendar initially accounts for 180 days with two bad weather make up days but the district experiences multiple days of closures, is meeting 75,600 minutes enough to qualify for ADSY funding?

No – To be eligible for ADSY funding a campus must provide students with 180 instructional days of learning. If inclement weather impedes on a district’s 180-day instructional calendar, the campus will need to make up the days to ensure they hit the 180-day requirement. In unique instances of extreme weather that lead to a natural disaster, such as the February winter storm of 2021, TEA’s Commissioner has the authority to create missed school day waivers that may affect this policy. Districts interested in ADSY

should create calendars with the flexibility to account for potential closures (e.g., COVID, inclement weather, etc.) to meet the 180-day requirement. Districts that do not meet the 180-day requirement because they did not have extra days baked into their calendar to account for potential closures would be required to make up the difference to get to 180 days. This would potentially lower regular school year ADA if attendance on these days was lower than normal (see Section 3.8.3, Summer School and State Funding, in the [SAAH, Version 2](#)). See the [2020-21 Attendance and Enrollment FAQ](#) for more information on remote instruction options.

7B) Do missed school day waivers count towards the ADSY requirement to conduct 180 days of instruction?

If an LEA applies to and receives a missed school day waiver, the day(s) will count towards the 180-day total under [TEC Sec. 48.0051 \(c\)](#). To be eligible for a missed school day waiver, an LEA must first make up two missed days through bad weather make up days, not solely instructional minute accumulation. Further information on missed school day waivers can be found in section 3.8.1 of the [SAAH](#). Please submit requests for a waiver using TEA’s automated waiver application system, which is available in TEAL.

7C) For the period of 2/12/21 - 2/26/21, do missed school days and remote instruction days count towards the ADSY 180-day requirement?

Yes, missed school days and remote-only instruction days for the period of 2/12/21 – 2/26/21 count towards the ADSY 180-day requirement under TEC, Sec. 48.0051(c), in response to weather system guidance sent by TEA. For this weather system only, LEAs do not need to make up the first two missed days before qualifying for a missed school day waiver that counts towards the 180-day requirement. ADSY districts must still submit requests for a waiver using TEA’s Waivers Application, which is available through TEAL.