

H.B. 410 Absentee/Chronic Truancy Calculation Requirements for School Master Schedules in PowerSchool SIS

Recent updates to PowerSchool SIS have added functionality that allows the software to automatically calculate Ohio H.B. 410 Absentee/Chronic Truancy minutes for students based on the absences entered into PowerSchool for each student.

We have learned over the past year of troubleshooting issues related to miss-calculation of these minutes for students that the following elements **MUST be incorporated into your building's Master Schedule for ALL students.**

If each of the elements listed below are not implemented for your building in PowerSchool, NWOCA/PowerSchool Support cannot guarantee that the automatic calculation of these minutes for students will function correctly/be accurate for State EMIS Reporting. After the new school year begins, if you find that the automatic calculation of minutes is not accurate for the students in your building, H.B. 410 Chronic Truancy/Absentee minutes for each student absence will need to be manually calculated/entered for the remainder of the school year.

In order to have the HB 410 Truancy/Absentee minutes automatically calculated and working properly, the following items need to be discussed/setup **BEFORE** next year's Master Schedule is committed in **May/June**:

- **Home Rooms – ALL students** must be scheduled into a Home Room course for each day in their schedule. This “Homeroom Course” will be used to collect “Daily” attendance that gets reported to the State/EMIS. An extra “Home Room” period can be added to your building’s Bell Schedule and can be “hidden” if you do not want the Home Room to show as part of the student’s daily schedule.
- **Lunch – ALL students** must be scheduled into a “Lunch” course - The period of the day that the Lunch course is scheduled into must represent the total time that students are given for lunch each day and that lunch period must be included in the Bell Schedule for the building.
- **Bell Schedule/Periods** – If your students all go to lunch at the same time in your building, then you can run your day on a 3 period bell schedule. If the students in your building, do not all eat at the same time, then you will need a complete bell schedule with each lunch being listed. We will work with you at the training to set this up. Please do not make any changes now on the live side of Powerschool.
- **Items that need to be setup prior to the first day of school** – With the most recent version of PowerSchool SIS—The items below can **NOT** be changed after the school year begins:
 - **Final Grade Setup Terms/Grade Buckets**
 - **Bell Schedule/Periods**
 - **Assigned Period on Course Sections**
 - **Attendance/Absence Codes**
 - **Traditional Grade Calculation in PowerTeacher Pro gradebook**