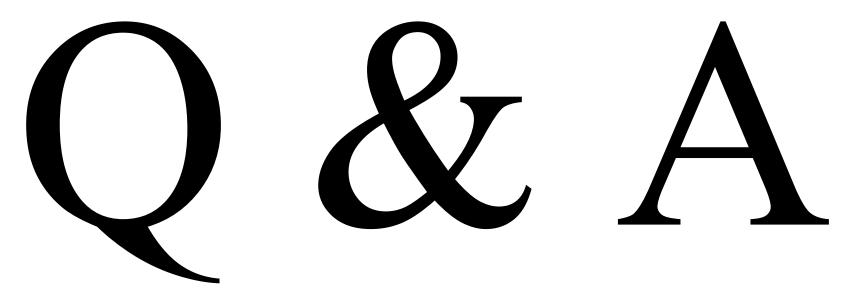
Frequently Asked Questions and Answers

Prekindergarten

(Revised August 2006)



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	Question	Answer	Citation
1.	Are school districts required to offer the prekindergarten program?	A district shall offer prekindergarten classes if the district identifies 15 or more eligible children who are at least four years of age. A school district may offer prekindergarten classes if the district identifies 15 or more eligible children who are at least three years of age.	TEC §29.153, (a)
2.	What is the criteria a child must meet to be eligible to attend a prekindergarten program?	 To be eligible for enrollment in a prekindergarten class, a child must be three or four years of age on September 1 of the current school year and must be: 1. unable to speak and comprehend the English language; or 2. educationally disadvantaged; or 3. homeless, as defined by 42 U.S.C. Section 11302, regardless of the residence of the child, of either parent of the child, or of the child's guardian or other person having lawful control of the child; or 4. the child of an active duty member of the armed forces of the United States, including the state military forces or a reserve component of the armed forces, who is ordered to active duty by proper authority; or 5. the child of a member of the armed forces of the United States, including the state military forces or a reserve component of the armed forces, who was injured or killed while serving on active duty. 	TEC §29.153, (b) SAAH, Section VII, (5-1)
3.	What is the definition of "educationally disadvantaged?"	The term, "educationally disadvantaged," means eligible to participate in the national free or reduced-price lunch program established under 42 U.S.C. Section 1751 et seq.	TEC §5.001, (4)

	Question	Answer	Citation
4.	What is the definition of "homeless?"	 The term, "homeless," is defined as: a. an individual who lacks a regular, fixed, or adequate nighttime residence; and b. an individual who has a primary nighttime residence that is: 1. a supervised public or private shelter designed to provide temporary living accommodations (including welfare hotels, congregate shelters, and transitional housing for the mentally ill); 2. an institution that provides a temporary residence for individuals intended to be institutionalized; or 	42 U.S.C. Section 11302 SAAH, Section VII, (2-2), 3
		3. a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings. The definition in 42 U.S.C. Section 11302 is similar, but not identical, to the new definition of "homeless children and youths" enacted in the No Child Left Behind (NCLB) legislation enacted by Congress. As the new definition in the NCLB legislation applies specifically under federal law to the enrollment of homeless children and youth, the Texas Education Agency advises that school districts apply the NCLB definition, in addition to the definition in 42 U.S.C. Section 11302, when determining if a student is eligible for enrollment.	42 U.S.C. Section 11434(a) SAAH, Section VII, (2-2), 3
		4. U.S.C. Section 11434(a) provides:a. the term "homeless children and youths," means individuals who	As defined by NCLB, Title X, Part C, Section 725(2) SAAH, Section XI, Glossary

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		lack a fixed, regular, and adequate nighttime residence [within the meaning of section 103 (a) (1)]; andb. includes:	
		 children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement; children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings [within the meaning of section 11302 (a) (2) (C) of this title]; children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and migratory children (as such term is defined in section 6399 of Title 20) who qualify as homeless for the purposes of this part because the children are living in circumstances described in clauses (1) through (3). 	
5.	What is the definition of "member of the armed forces?"	The term "member of the armed forces" includes:	SAAH, Section VII, (2-2)
		 active duty uniformed members (parents or official guardians) of the Army, Navy, Marine Corps, Air Force, or Coast Guard who are assigned to duty stations in Texas or who are Texans who have eligible children residing in Texas; activated/mobilized uniformed members of the Texas National 	

	Question	Answer	Citation
		 Guard (Army or Air Guard), or activated/mobilized members of the reserve components of the Army, Navy, Marine Corps, Air Force, or Coast Guard who are Texas residents regardless of the location of the reserve unit; and uniformed service members who are Missing in Action (MIA). 	
6.	What sources of documentation are required for determining eligibility for children of active duty members of the military?	If a student is eligible for prekindergarten because the student is the child of an active duty, injured or killed member of the armed forces of the United States, including the state military forces or a reserved component of the armed forces, the following documentation must be on file:	SAAH, Section VII, (7-4)
		 A copy of the Department of Defense (DoD) photo identification for children of active duty service members; or A copy of the "Statement of Service" from the Installation Adjutant General (AG) Director of Human Resources for children of active members or mobilized reservists or members of the Texas National Guard. This office would use the military personnel systems and documentation to verify that the service member is on active duty in Texas or a Texas mobilized reservist. For Texas National Guard's office of the Adjutant General (TAG) may provide documentation or an official letter from a commander (at or above the Lieutenant Colonel or, for the Navy at the commander level) confirming active/mobilized status may be accepted; or A copy of the Death Certificate using the service appropriate Department of Defense form, or a Department of Defense form that indicates death as the reason for the separation from the service for children of service members who died or were killed. 	

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	 If the Department of Defense form is not available, the family would ask the Casualty Assistance Office of the closest Casualty Area Command (in Texas) to provide a memorandum signed by the Casualty Office stating the service member was killed in action or died while serving; or A copy of the Purple Heart orders or citation for children of service members or mobilized reservists/guardsmen who were wounded or injured in combat; or A copy of the Line of Duty Determination documentation for children of service members or mobilized reservists/guardsmen who were injured while serving on active duty but were NOT wounded or injured in combat. If such documentation is not available, a copy of an official letter from a commander (at or above the Lieutenant Colonel or, for the Navy at the commander level) that stated the service member was wounded or injured while on active duty is acceptable; or A copy of appropriate documentation for children of service members who are "Missing in Action" (MIA). Any one of the following three acceptable pieces of documentation will suffice for all services: (1) a copy of the transmittal letter from the Service Secretary stating the service member is in a missing status; (2) a copy of the DD (Department of Defense) Form 2811, "Report of Proceedings by Initial/Subsequent Board of Inquiry or Further Review Board;" or (3) a copy of the DD Form 2812, "Commander's Preliminary Assessment and Recommendations Regarding Missing Person." 	
7. Once a child of an active duty member of the armed forces is determined to be eligible for	If a student qualifies for prekindergarten on the basis of being a child of an active duty member of the armed forces of the United States, including the state military forces or a reserved component of the armed	SAAH, Section VII, (5-5)

	Question	Answer	Citation
	prekindergarten, can the child remain in the program for the remainder of the current school year if the child's parent leaves the armed forces or is no longer on active duty after the child begins prekindergarten?	forces, the student remains eligible for enrollment if the child's parent leaves the armed forces, or is no longer on active duty, after the student begins a prekindergarten class.	
8.	Can school districts serve ineligible children in prekindergarten?	Yes. A school district may offer on a tuition basis or use district funds to provide half-day and full-day prekindergarten classes to children not eligible for classes under Section 29.153. Districts should ensure that serving students who are not eligible for the program does not interfere with serving students who are eligible for the program.	TEC §29.1531, (a), (2) SAAH, Section VII, (5-3)
9.	Can school districts charge tuition for children who qualify to attend prekindergarten?	Yes. A school district may offer on a tuition basis or use district funds to provide an additional half-day of prekindergarten classes to children eligible for classes under Section 29.153.	TEC §29.153, (a) TEC §29.1531, (a), (1)
10.	How much can a school district charge for tuition to attend prekindergarten?	A district that offers a prekindergarten program on a tuition basis may not adopt a tuition rate for the program that is higher than necessary to cover the added costs of providing the program, including any costs associated with collecting, reporting, and analyzing data under Section 29.1532 (c) and must submit the proposed tuition rate to the commissioner for approval.	TEC §29.1531, (b), (1), (2)
11.	Can school districts offer half-day or full-day prekindergarten programs?	The state funds a half-day prekindergarten program. However, a grant program established by the 1999 Texas Legislature allows districts to obtain grant funds to provide full-day prekindergarten programs. The	TEC §29.153, (c) TEC §29.155, (a), (1), (2)

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		commissioner may make grants to school districts and open-enrollment charter schools to implement or expand the prekindergarten programs by: (1) operating an existing half-day prekindergarten program on a full- day basis; or (2) implementing a prekindergarten program at a campus that does not have a prekindergarten program. In addition to the grant program, a school district may offer on a tuition basis or use district funds to provide full-day prekindergarten programs.	
12.	What is the length of a full-day and half-day prekindergarten program?	A full-day program shall be at least seven hours each day including intermissions and recesses. A half-day program is a minimum of three hours. Note : School districts/campuses who apply and are approved for the Prekindergarten Expansion Grant Program may report prekindergarten eligible students as ADA Eligibility Code 1-Full Day if the students are scheduled for at least six hours (360 minutes) of instruction each day.	TEC §25.082, (a) SAAH, Section VII, (5-2)
13.	What is the definition of "instructional day?"	"Instructional day" is that portion of the school day in which instruction takes place. This does not include lunch, recess, rest time, etc.	SAAH, Section XI, Glossary
14.	Are school districts required to provide transportation for a prekindergarten program?	No. A district is not required to provide transportation for a prekindergarten class, but transportation, if provided, is included for funding purposes as part of the regular transportation system.	TEC §29.153, (c)
15.	Can school districts obtain a waiver to not offer the prekindergarten program?	Yes. On application of a district, the commissioner may exempt a district if the district would be required to construct classroom facilities in order to provide prekindergarten classes.	TEC §29.153, (d)

	Question	Answer	Citation
16.	Can school districts keep "waiting lists" of eligible children who are not being served?	It is a law (TEC §29.153) that a school district must offer prekindergarten classes if a district identifies 15 or more children who are eligible and are at least four years of age. If the school district is unable to serve all eligible children, a waiver must be obtained for the number of eligible children not enrolled in the prekindergarten program. Every effort should be made to serve all eligible children before requesting a waiver.	
17.	Are school districts required to notify the community of the availability of the prekindergarten program?	Yes. Each school district shall develop a system to notify the population in the district with children who are eligible for enrollment in a prekindergarten class of the availability of the class. The system must include public notices issued in English and Spanish.	TEC §29.153, (e)
18.	What are some ways school districts can document that the community was notified of the availability of the prekindergarten program?	 The following sources of documentation can be used for prekindergarten notification: letter of notification sent home with students identification systems in place at times of registration of older siblings newspaper articles notices in public places radio announcements display on school marquee community newsletters Note: If a school district contracts with a private entity for the operation of the district's prekindergarten program, it is the responsibility of the school district to make the notification. 	

	Question	Answer	Citation
19.	What is the purpose of the prekindergarten program?	A school district's prekindergarten program shall be designed to develop skills necessary for success in the regular public school curriculum, including language, mathematics, and social skills.	TEC §29.1532, (a)
20.	Do prekindergarten programs have to comply with child-care licensing standards?	If a school district contracts with a private entity for the operation of the district's prekindergarten program, the program must at a minimum comply with the applicable child-care licensing standards adopted by the Texas Department of Protective and Regulatory Services under Section 42.042, Human Resources Code.	TEC §29.1532, (b)
21.	Are children who qualify for the prekindergarten program required to attend?	No. Children who qualify for the prekindergarten program do not have to attend. However, on enrollment in prekindergarten, a child shall attend school. Compulsory school attendance begins at age six. Unless specifically exempted by TEC §25.086, a child who is at least six years of age , or who is younger than six years of age and has previously been enrolled in first grade, and who has not yet reached the child's 18 th birthday shall attend school.	TEC §25.085, (b), (c)
22.	Can a child be retained in prekindergarten?	School districts are responsible for adopting their own local policies regarding promotion and retention. However, prekindergarten is intended for three and four year old students only and not considered a proper placement for a child who is age five or older on September 1. Children who are age five or older who are placed in prekindergarten are not eligible for state funding.	SAAH, Section VII, (5-1)

	Question	Answer	Citation
23.	Can a child who is five years of age on September 1 be enrolled in prekindergarten?	A child who is five years of age on September 1 of the current school year is not eligible for enrollment in a prekindergarten class. It is the agency's position that children who reach age five on September 1 are most appropriately served in kindergarten, and that the law specifically established the prekindergarten program to serve students who have not reached age five. In that context, if a district enrolls a five-year-old student in the prekindergarten program, the student must be reported as ineligible for ADA (ADA eligibility code 4 or 5).	SAAH, Section VII, (5-1)
24.	Are there TEKS (Texas Essential Knowledge and Skills) for prekindergarten?	There are no Texas Essential Knowledge and Skills (TEKS) for prekindergarten. However, in an effort to align the prekindergarten program with the TEKS, prekindergarten curriculum guidelines have been developed and distributed to school districts. These curriculum guidelines provide challenging but achievable skills and concepts that three and four year old children are to know and be able to do in each subject area delineated in the kindergarten TEKS. The guidelines are organized by academic content areas that support integration of curriculum and build connections between and among all disciplines. Because there is no state required prekindergarten curriculum, use of these guidelines is voluntary.	TEA Website: www.tea.state.tx.us/ Curriculum/ Early Childhood/ Prekindergarten Curriculum Guidelines
25.	Has TEA developed any professional development products to assist teachers and administrators with the implementation of the prekindergarten curriculum guidelines?	In collaboration with the Texas Center for Reading and Language Arts (TCRLA) at The University of Texas at Austin, four professional development guides have been developed to enhance the implementation of the prekindergarten curriculum guidelines: <i>"Implementing the Prekindergarten Curriculum Guidelines for Language and Early Literacy" (Part 1- Language Development and Part 2- Early</i>	These professional development products are available through the 20 Regional Education Service Centers.

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	Question	Answer	Citation
		Literacy), "Implementing the Prekindergarten Curriculum Guidelines for Mathematics and Science" and "Implementing the Prekindergarten Curriculum Guidelines for Social Studies." In addition to the guides, the TCRLA produced a video ("Implementing the Texas Prekindergarten Curriculum Guidelines") and an activities guidebook ("Activities to Implement the Prekindergarten Curriculum Guidelines"). Another document, "Impacting Student Achievement Through the Language and Literacy Prekindergarten Curriculum Guidelines: A Self-Assessment Tool," has been developed to assist teachers and administrators in verifying the quality of instruction and assessment that occurs on a daily basis in the classroom.	
26.	Is prekindergarten included in the review and adoption cycle for textbooks?	Yes. The State Board of Education shall adopt a review and adoption cycle for textbooks for elementary grade levels, including prekindergarten , and secondary grade levels, for each subject in the required curriculum under Section 28.002.	TEC §31.022, (a)
27.	What is the required class size (student/teacher ratio) for prekindergarten?	As a result of the passage of Senate Bill 1 by the 1995 Texas Legislature, the State Board of Education no longer has rule making authority to adopt rules relating to student/teacher ratios in prekindergarten programs. However, school districts are encouraged to maintain student/teacher ratios in prekindergarten programs that, at a minimum, do not exceed the 22:1 ratio required for kindergarten through fourth grade. Such a decision by a school district will be in the best interest of the district and its prekindergarten students. It is important for school districts to make decisions that will be conducive to enabling prekindergarten students to be as successful as other students in the public school system. If a school district contracts with a private entity for the operation of the district's prekindergarten program, the program	Commissioner's Letter to the Administrator Addressed: December 5, 1995 TEC §29.1532, (b)

	Question	Answer	Citation
		must at a minimum comply with the applicable child-care licensing standards adopted by the Department of Protective and Regulatory Services under Section 42.042, Human Resources Code.	
28.	Are teacher aides/assistants required in prekindergarten classrooms?	No. Policy regarding teacher aides/assistants in prekindergarten is a local district decision.	
29.	Can three and four year old children be served in the same class?	Yes. Students of both ages (three and four years old) can be served in the same class.	SAAH, Section VII, (4-1)
30.	Can school districts allow prekindergarten teachers to conduct home visits instead of classroom instruction during the first weeks of school?	A waiver must be obtained in order to conduct home visits instead of classroom instruction during the first weeks of school. However, unless a student is physically present in the classroom, the student must be counted absent.	
31.	Are school districts required to serve three year old students who are eligible?	No. A district may offer prekindergarten classes if the district identifies 15 or more eligible children who are at least three years of age . A child who is three years old is eligible for prekindergarten only if the district operates a three-year-old prekindergarten program.	TEC §29.153, (a) SAAH, Section VII, (5-1)
32.	Once a student is determined to be eligible for prekindergarten, can the student remain in the program for the remainder of the current school year even if there are changes in the student's family status?	Yes. Once a student is determined to be eligible for prekindergarten, the student remains eligible for the remainder of the current school year in the district in which he or she resides or is otherwise entitled to attend for Foundation School Program benefits. For example, a student who qualifies for prekindergarten because the student is eligible to participate in the National Free or Reduced-Price Lunch Program (educationally	SAAH, Section VII, (5-4)

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	Question	Answer	Citation
		disadvantaged) is eligible for prekindergarten the entire school year even if the family's annual income increases above the subsistence level during the school year.	
33.	Are school districts required to collect current income level documentation from the family of each student that qualifies as "educationally disadvantaged?"	Yes. In order for a student to qualify for the National Free or Reduced- Price Lunch Program, the student's family is required to provide the school district with current income level documentation. Many districts pre-register prekindergarten students in an attempt to plan for and to determine the size of the following school year's prekindergarten program. Since income level documentation must be current to qualify for the National Free or Reduced-Price Lunch Program, districts will verify income level documentation no more than two (2) months prior to the student's first day of membership. Upon re-verification of income , if the family's income level has changed and they are not educationally disadvantaged (eligible for the National Free or Reduced-Price Lunch Program), then the student is not eligible for prekindergarten funding.	SAAH, Section VII, (5-4)
34.	What sources of acceptable types of written evidence can be used as income eligibility documentation?	 When providing written evidence of proof of income, households must submit documents that show current income, meaning income received by the household during the month prior to verification. The document should contain the name of the household member, amount and the date the income was received. A pay stub with no date would be insufficient. Gross income to be reported is any money received on a recurring basis including gross earned income. Specifically, gross income means all money earned before any deductions, such as income taxes, employee's social security taxes, insurance premiums, bonds, and charitable contributions. Acceptable documentation for earnings (wages and salary) is: Current paycheck stub 	ARM (Administrator's Reference Manual) for Texas Child Nutrition Programs

	Question	Answer	Citation
		 Current pay envelope Letter from employer stating gross wages paid and how often they are paid Acceptable documentation for self-employment income is: Business or farming documents, such as ledger books and/or self-issued paycheck stub Last year's tax return Acceptable documentation for cash income is: A letter from the employer stating wages paid and frequency [Please refer to the ARM (Administrator's Reference Manual) for <i>Texas</i> <i>Child Nutrition Program</i>s for additional sources and examples of income documentation] 	
35.	If a student qualifies for prekindergarten in a district and then moves to another district, does the student have to requalify for the prekindergarten program in the new district?	If a student qualifies for prekindergarten on the basis of being educationally disadvantaged (eligible to participate in the National Free or Reduced-Price Lunch Program), and then moves out of the district, the student would have to requalify for the prekindergarten program in the new district. If a student qualifies for prekindergarten on the basis of being limited English proficient (LEP) and then moves out of the district, the student would be qualified to attend prekindergarten in the new district provided documentation of the home language survey and testing are made available to the new district.	SAAH, Section VII, (5-5)

	Question	Answer	Citation
36.	Is it necessary for the student to participate in the free lunch program in order to qualify for prekindergarten?	No. It is not necessary for the student to participate in the free lunch program in order to qualify for prekindergarten.	SAAH, Section VII, (5-6)
37.	What are the requirements for documentation of eligibility for prekindergarten students who do not speak and comprehend the English language?	 If the student is eligible for prekindergarten because the student does not speak and comprehend the English language, the following documentation must be on file. 1. Home language survey. The home language survey shall be administered in English and Spanish; for students of other language groups, the home language survey shall be translated into the home language whenever possible. The home language survey shall contain the following questions [19TAC §89.1215 (b)]: a. "What language is spoken in your home most of the time?" b. "What language does your child (do you) speak most of the time?" 	SAAH, Section VII, (7-1)
38.	What are the requirements for documentation of eligibility for prekindergarten students who are educationally disadvantaged?	If the student is eligible for prekindergarten because the student is educationally disadvantaged, the district must document and have on file evidence that the student is eligible to participate in the National Free or Reduced-Price Lunch Program. [Refer to Questions #33 and #34]	SAAH, Section VII, (7-2)

	Question	Answer	Citation
39.	What are the requirements for documentation of eligibility for prekindergarten students who are homeless?	If the student is eligible for prekindergarten because the student is homeless, the student must fit the definition of homeless as defined by 42 U.S.C. Section 11302 and 42 U.S.C. Section 11434(a). [Refer to Question #4 for definition of "homeless"]	SAAH, Section VII, (7-3)
40.	What documents are considered acceptable for proof of identification and age?	 The documents considered acceptable for proof of identification and age are: 1. Birth Certificate; 2. Passport; 3. School ID card, records, or report card; 4. Military ID; 5. Hospital birth record; 6. Adoption records; 7. Church baptismal record; or 8. Any other legal document that establishes identity. 	SAAH, Section VII, (7-5)
41.	What is the room size requirement (minimum square feet) for a prekindergarten classroom?	Classrooms for prekindergarten , kindergarten and first grade shall have a minimum of 36 square feet per pupil or 800 square feet per room.	TAC §61.1033, (d), (2), (A), (i) TAC §61.1036, (d), (5), (B), (i)
42.	Are children required to have a rest time in prekindergarten?	Policy relating to rest time has always been determined at the local district level.	
43.	When was the law for prekindergarten education enacted?	Among the reforms generated by the 68 th Texas Legislature in 1983 was the emerging recognition of the importance of early childhood education for certain high-risk kindergarten students. The summer of 1984 brought	

	Question	Answer	Citation
		a special session and the housekeeping measures of House Bill 72. At that time, the Legislature mandated prekindergarten education for high- risk four-year-olds in Texas public schools. The law for prekindergarten education, enacted in May 1985 , became effective with the 1985-86 school year.	
44.	How is the prekindergarten program funded?	The school finance system provides state aid on the basis of aggregate (district-level) average daily attendance (ADA). Funding is not provided on a grade-level basis. Because attendance data and grade level are reported at the student level, it is possible to calculate the ADA generated by students associated with a particular grade level and infer the amount of funding represented by the ADA of the students in that grade level.	
45.	Can school districts contract with community-based organizations to provide public prekindergarten?	Before establishing a new prekindergarten program, a school district shall consider the possibility of sharing use of an existing Head Start or other child-care program site as a prekindergarten site.	TEC §29.1533
46.	What is the distinction between Prekindergarten (PK), Preschool Program for Children with Disabilities (PPCD), and Early Education (EE)?	Prekindergarten (PK) is a grade level for children ages three and four. This includes students in a state-funded PK program or a locally-funded PK program. Preschool Program for Children with Disabilities (PPCD) is a program that provides special education services for children with disabilities ages three through five. These students may have any disability recognized under IDEA-B in Texas including mental retardation, emotional disturbance, learning disability, or autism. Early Education (EE) is a grade level for students between the ages of zero and five who have not been placed in prekindergarten or kindergarten. This includes students receiving special education services who do not meet the two hours of instruction per day requirement for membership	SAAH, Section XI, Glossary

	Question	Answer	Citation
		and students in a Head Start program which does not meet the requirements for state funds. This also includes students served by PPCD teachers in a licensed child care facility working in a collaborative partnership with a school district.	
47.	How is age calculated for purposes of establishing eligibility?	Age is always calculated as of September 1 of the current school year for the purposes of establishing eligibility. If school starts before the student's birth date, the attendance is eligible for the entire school year as long as the student will be the required age on or before September 1 of the current school year.	SAAH, Section XI, Glossary
48.	What is the distinction between Texas Education Code (TEC), Texas Administrative Code (TAC), and Student Attendance Accounting Handbook (SAAH)?	The Texas Education Code (TEC) contains the statutes governing public education in Texas. The Texas Administrative Code (TAC) includes rules adopted by the State Board of Education or the Commissioner of Education under authority granted by state law. The Student Attendance Accounting Handbook (SAAH) provides districts with the Foundation School Program (FSP) eligibility requirements of all students and the minimum requirements of all student attendance accounting systems.	SAAH, Section XI, Glossary