



# End of Year Tip Sheet: #1 Day Calendar



Attn: DDCs

Sheet Date: June 20, 2024

Helpdesk: [DWTShelp@esboces.org](mailto:DWTShelp@esboces.org)

*All Data Due: Aug. 15, 2024*

The Day Calendar is the blueprint that NYSED follows when assigning aid allocations and ESSA accountability. The SIRS 370 examines the district configuration of “Session Days” and “Attendance Days”

The terms "Session Day" and "Attendance Day" are crucial for school district compliance with state education requirements.

- "Session Day" includes all days when the schools were legally open for business.
  - Includes: regular school days, superintendents' conference days, Regents Non-Attendance days, and weather related closings.
- "Attendance Day" is when student presence is recorded, impacting the calculation of instructional hours (900/990) needed for state aid eligibility.
- Both types of days contribute to meeting the 180-day requirement for state aid, with "Attendance Days" specifically requiring student presence and recorded attendance.
- State Aid Attendance FAQ

[https://stateaid.nysed.gov/attendance/htm\\_docs/FAQ\\_Attendance.html](https://stateaid.nysed.gov/attendance/htm_docs/FAQ_Attendance.html)

## To Do:

### [Verify the SIRS 370 Day Calendar Report](#)

- [L2RPT](#) > District > SEDDAS > Attendance > SIRS 370 Day Calendar Report
  - Are all Snow/Weather closures reported
  - Are Regents Days reported correctly for January and June
  - Are all Superintendent's Conf. Days correctly reported
  - Are all locations and grade levels accounted for
  - Is your Business Office reporting the same session days in the SAMS system

# Reading the SIRS 370 Day Calendar Report

**Attendance Through:**

All instructional days to this point should be included in your data

**Last Attendance Date Loaded:**

The last date for attendance found in your data

**Data Refresh Date:**

The last time NYSED refreshed the report

**Instructional Day:**

Any day when a school is open and ready to deliver instruction and take attendance

**Non-Instructional Day:**

Any day when a school is not able to deliver instruction to students

- Total instructional days are NOT the same the "180 days" for State Aid
- Every district is required to hold a minimum of 180 session days per year
  - Districts must provide 900/990 hours of instruction per week.
  - Superintendent's Conference days and some Regents-No Attendance Days will count towards the 180 session days

Attendance Through: May 25, 2024  
 Last Attendance Date Loaded: May 28, 2024  
 Data Refresh Date: Jun 1, 2024

Location Name	Location BEDS Code	Last Attendance Date Loaded	Grade reported in Day Calendar Template a	Instructional Day b	Make-up day c	Late Arriv/ Early Dism d	Regents Attendance e	Teacher only day f	Holiday g	Weather day h	Emergency day i	Strike j	Regents No Attendance k	Supt. Conference Full Day l	Other m	Total instructional days n= (b+c+d+e)	Total Non-instructional days o= (f+g+h+i+j+k+l+m)	Public Health/Inst	Public Health/No Inst		
ELEMENARY SCHOOL		May 28, 2024	KE	179	0	0	0	0	20	1	0	0	0	3	153	179	187	0	0		
			01	179	0	0	0	0	0	20	1	0	0	0	3	153	179	187	0	0	
			02	179	0	0	0	0	0	0	20	1	0	0	0	3	153	179	187	0	0
			07	169	0	0	4	0	0	20	1	0	0	0	6	3	153	173	193	0	0
			08	169	0	0	4	0	0	20	1	0	0	0	6	2	153	173	193	0	0
			09	167	0	0	4	0	0	20	1	0	0	0	8	3	153	171	195	0	0
			10	167	0	0	4	0	0	20	1	0	0	0	8	3	153	171	195	0	0
			11	167	0	0	4	0	0	20	1	0	0	0	8	3	153	171	195	0	0
			12	167	0	0	4	0	0	20	1	0	0	0	8	3	153	171	195	0	0
			13	167	0	0	4	0	0	20	1	0	0	0	8	3	153	171	195	0	0
			14	167	0	0	4	0	0	20	1	0	0	0	8	2	153	171	195	0	0
			03	179	0	0	0	0	0	0	20	1	0	0	0	3	153	179	187	0	0
			04	179	0	0	0	0	0	0	20	1	0	0	0	3	153	179	187	0	0
			05	179	0	0	0	0	0	0	20	1	0	0	0	3	153	179	187	0	0
06	179	0	0	0	0	0	0	20	1	0	0	0	3	153	179	187	0	0			
13	179	0	0	0	0	0	0	20	1	0	0	0	3	153	179	187	0	0			
MEMORIAL GRADE SCHOOL		May 28, 2024	KE	179	0	0	0	0	20	1	0	0	0	3	153	179	187	0	0		
			14	179	0	0	0	0	0	20	1	0	0	0	3	153	179	187	0	0	
HB - JUNIOR SENIOR HIGH SCHOOL		May 28, 2024	KE	179	0	0	0	0	20	1	0	0	0	2	153	179	187	0	0		
			14	179	0	0	0	0	0	20	1	0	0	0	3	153	179	187	0	0	