

**School Average Daily Attendance (ADA)  
Reimbursement for a Disease “Epidemic”**

**FACT SHEET**

**Background information**

The California Codes provide a means to prevent potential funding losses from a “material decrease” in average daily attendance (ADA) due to an epidemic. A material decrease in ADA is defined as at least ten percent less attendance than normal in any given day. The ADA of the school during either the month of May or October of the same school year, at the District’s discretion, is used as the baseline for normal attendance.

**What Schools need to provide to \_\_\_\_\_ County Public Health**

1. A list of the dates when an increase in absences results in an ADA at least 10 percent below the October or May ADA of the same school year, as defined by the California Department of Education (CDE), along with the number of children in attendance those dates.
2. The baseline ADA for October or May.
3. Send comments as to why you think the excess absenteeism may be due to an epidemic situation (e.g. many doctors’ notes, many students ill at school).

**What Public Health will do**

1. Determine if an “epidemic” situation existed in the community that meets the purposes of the California Education Code. Public Health collects disease data from a variety of sources:
  - a. Monitoring of influenza, and other infectious diseases in the community
  - b. Lab reports of certain respiratory and gastrointestinal diseases
  - c. Reports of hospitalizations of children with severe influenza
  - d. Results of respiratory disease laboratory tests collected by sentinel physicians
  - e. Other reports of outbreaks of illness in the community
2. Compare disease data and reports (disease agent or syndrome, time period of community illness) with the absenteeism data sent by the school(s) to public health.
3. Determine if an “epidemic” in the community is likely contributing to a particular school’s or district’s material decrease in attendance.
4. Send a letter to the school superintendent regarding Public Health’s determination of whether an epidemic existed that is likely related to the increased absenteeism for the dates submitted. This letter may be used to support an application for reimbursement of ADA funds, via the School Board and SCOE, to CDE.

**Contact Information**

\_\_\_\_\_ County Health Officer:

Phone:

Email:

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**References**

***California Code of Regulations (CCR), Title 5, Section 428 – Material decrease.***

Decrease in ADA must be at least 10 percent below normal attendance (of October or May ADA) to be considered material. Normal attendance defined.

***California Code of Regulations (CCR) Title 17, Section 2500***

“Outbreak. The occurrence of cases of a disease (illness) above the expected baseline level, usually over a given period of time, in a geographic area or facility, or in a specific population group.”

***California Education Code, Section 35252***

“Average daily attendance of any school district has been materially affected . . . by . . . epidemic of unusual duration and prevalence”

***California Education Code, Section 46392 and 41422– Causes of “material decrease”***

Causes of material decrease in ADA that may qualify to prevent loss of ADA funding include: fire, flood, impassable roads (e.g. snow days), epidemic, earthquake, imminent major safety hazard determined by local law enforcement, strike, school closure or order of civil or military officer related to an emergency (war or other extraordinary condition), or absence of teachers.

*(Note: Public Health deals only with an epidemic as a potential cause of a material decrease in attendance.)*

*Updated: December 4, 2017*