

## Questions and Answers

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- 1 [3:14:36 PM] LaNesha: What if you have not asked for a request yet?  
[3:15:35 PM] Ciloski, Brian (MDE): You will request forgiven time using the original additional forgiven time request form on the state aid website @ [mi.gov/sasf](http://mi.gov/sasf), then click the first link on the page.
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- 2 [3:14:51 PM] Theresa Danberry: Please go through the Days/Clock Hours application process again.  
[3:16:18 PM] Ciloski, Brian (MDE): If the district has met the day, hour, and attendance requirement, then the district will just indicate that the requirements were satisfied.
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- 3 [3:15:33 PM] MELISSA VANKLOMPENBURG: To clarify... I have a school that was at 71% attendance on 2/1. We cannot use a day from the state of emergency?  
[3:16:59 PM] Ciloski, Brian (MDE): That is correct. There was language proposed that did not pass.
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- 4 [3:15:47 PM] Martie: I have used my 6 forgiven days, I requested it a waiver in February for 3 additional days am I still able to get the state of emergency waiver?  
[3:17:18 PM] Urchike, Chad (MDE): Yes, we will review your original application.
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- 5 [3:16:00 PM] Lindsay: For clarification, the MDE will be contacting local districts tomorrow?  
[3:17:53 PM] Ciloski, Brian (MDE): MDE will be contacting districts starting tomorrow. It will take at least a week for all of the districts to receive a request.
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- 6 [3:16:09 PM] Brian Seelye: If we have already applied for & received the additional 3 forgiven days, do we need to reapply for the emergency days?  
[3:18:18 PM] Urchike, Chad (MDE): You would only need to reapply if you have additional cancellations after your original application.
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- 7 [3:16:19 PM] Jill LaPine: we had 8 emergency days. 2 of those days include State of Emergency days. Do I need to submit a waiver?  
[3:19:13 PM] Ciloski, Brian (MDE): If you have already submitted an application that included the 8 days that were canceled, then you do not need to resubmit a second request.
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- 8 [3:16:41 PM] Darlene Rose: What if you included the 6 snow days and the 3 State of Emergency days in the number of days added do you need to redo the form.  
[3:20:17 PM] Ciloski, Brian (MDE): Since we have your information, we will use that to provide you with an updated response that factors in the SoE days.
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- 9 [3:17:02 PM] Renee Viener: We had 13 "snow days" for the 2018-19 academic year. We already used the 6 forgiven days and requested and been approved for the 3 additional days. Must we request the additional 4 days via the form?  
[3:19:39 PM] Urchike, Chad (MDE): No, you don't have to reapply for the emergency days.
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- 10 [3:17:48 PM] Leanne: If we used the original six days and requested and were approved for the three additional forgiven days prior to the new Legislation of the State of Emergency days, do we request the additional four and if so, how?  
[3:21:14 PM] Ciloski, Brian (MDE): As long as you have already requested additional forgiven time, we will be sending an update that reflects your days considering the SoE days.
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- 11 [3:20:48 PM] Lindsay: If there is nothing else we need to do, can we assume that we are approved for the four additional days, and therefore communicate with our communities?  
[3:21:50 PM] Urchike, Chad (MDE): You will receive an official approval later this week that includes the emergency days.
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- 12 [3:23:57 PM] Lisa C: Is it possible to have a day that we did not reach 75% forgiven?  
[3:26:25 PM] Ciloski, Brian (MDE): Only if you have one or more of the first six days remaining. Keep in mind that your district only needs 180 days where the attendance requirement was met.
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- 13 [3:24:11 PM] Mary Lynn Bowen: Three of our snow days were half days (3 hours each). For the days calculation these would count as 3 snow days correct instead of 1 1/2 days?  
[3:28:53 PM] Ciloski, Brian (MDE): You would be using one of the "days" from your forgiven time bank... but since these were no full days, you would have the balance of hours for the cancelation remaining to be used for delays or early releases.
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- 14 [3:24:39 PM] Gretchen: What is the link to provide additional closing day information?  
[3:28:38 PM] Urchike, Chad (MDE): <https://fs10.formsite.com/SASF/bylvnb2lew/index.html>
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- 15 [3:24:48 PM] Theresa Danberry: We used 6 original days. Requested and approved for 3 additional forgiven days (those 3 were during the State of Emergency). We used 2 more weather days on Feb. 12 and 13. In our original waiver, we didn't report February 12 and 13 as snow days. Do we need to do anything now to let you know about those 2 dates??  
[3:30:09 PM] Ciloski, Brian (MDE): Go to [mi.gov/sasf](http://mi.gov/sasf), then click on the first link on the page, then click on the 'Add Cancellations Your Original Request' link.
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- 16 [3:25:14 PM] Ciloski, Brian (MDE): The form for requesting additional days beyond those provided in your original additional forgiven day request is available at [www.mi.gov/sasf](http://www.mi.gov/sasf)... the first link on the page.  
[3:30:28 PM] Ciloski, Brian (MDE): --
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- 17 [3:25:50 PM] Theresa Danberry: Will auditors be copied on the communications to local districts re: forgiven time?  
[3:29:27 PM] Urchike, Chad (MDE): If the auditor email address was provided in the application, you will receive a copy.
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- 18 [3:26:18 PM] Adele: We had 13 snow/ice/cold days. We were approved for the 3 day waiver leaving us four days to make up. We cancelled our mid-winter break (2 days) because we were worried about construction plans at the end of the year. We will meet our 180 day/1098 requirement on June 12 which is two days earlier than our original final day. We had worked with our staff in anticipation of needing this time for construction. Will this work?  
[3:32:53 PM] Ciloski, Brian (MDE): This is accurate as long as 4 of the days being considered are those that were covered by the SoE.
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- 19 [3:26:34 PM] Michelle Gorby: We rescheduled Good Friday as a school day, and we met the attendance requirement. When I do my D/CH report, do I have to list this rescheduled day, or do I just choose "Satisfy" my report?  
[3:35:12 PM] Ciloski, Brian (MDE): As long as you have met the day, hour, and attendance requirements, you can just click satisfy. Be sure that your ISD Auditor has approved your days and hours documentation prior to clicking satisfy.
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- 20 [3:29:29 PM] Mary Ellen: Will auditors get this information if the districts receive the emergency day or do they need to check the website?  
[3:35:39 PM] Ciloski, Brian (MDE): Yes, as long as the auditor's contact information was provided in the original request.
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- 21 [3:31:04 PM] Urchike, Chad (MDE): You should receive a copy of the approval if your email address was included in the application.  
[3:35:50 PM] Ciloski, Brian (MDE): --
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- 22 [3:33:14 PM] Becky: So on the form, do I only put in the additional days if I was approved already for the additional 3 days and need two more? Or do I start over and put all 11 days on the form?  
[3:38:58 PM] Urchike, Chad (MDE): <https://fs10.formsite.com/SASF/bylvnb2lew/index.html>
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- 23 [3:34:23 PM] Urchike, Chad (MDE): Yes, only put the additional days. We will add them to your original application.  
[3:39:07 PM] Ciloski, Brian (MDE): --
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- 24 [3:38:07 PM] Mary Ellen: What if the hours the district submitted for the forgiven time waiver is different from the information submitted for the days and clock hour (DS4168?).  
[3:40:44 PM] Ciloski, Brian (MDE): We would contact the district to discuss the discrepancy.
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- 25 [9:18 AM] Yvonne Homolka: What is the site to apply for the four days?  
[9:19 AM] Ciloski, Brian (MDE): You don't need to apply if you have already requested forgiven time. If not, you will use the form to request additional forgiven time and indicate 0 days are being requested.
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- 26 [9:18 AM] Stephanie: When should we receive our approval letter if we have been approved for forgiven time?  
[9:19 AM] Urchike, Chad (MDE): We are shooting for this week
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- 27 [9:18 AM] Kristie Hall: Can we get a PDF of this webinar?  
[9:20 AM] Ciloski, Brian (MDE): There is a PDF of the presentation at [www.mi.gov/sasf](http://www.mi.gov/sasf) -> then click the top link
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- 28 [9:19 AM] Yvonne Homolka: Forgiven time as in the three days?  
[9:21 AM] Ciloski, Brian (MDE): There are three buckets of "forgiven time", the first 6 days, then the 3 additional days, and the state of emergency days.
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- 29 [9:20 AM] Crystal Harris: I tried to log in and it kept dropping the audio... would love to have what you had to say... I had to keep rejoining and don't think I got to see all of the slides... Can I view this on the web?  
[9:21 AM] Ciloski, Brian (MDE): There is a recording from the last presentation located at [www.mi.gov/sasf](http://www.mi.gov/sasf) -> click the first link on the page.
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- 30 [9:20 AM] Jodi Dyer: Do we need to do anything additional if we have a shared time program?  
[9:22 AM] Ciloski, Brian (MDE): Shared time is treated the same as your traditional programs, so you would apply for forgiven time for these programs as needed in the same manner
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- 31 [9:20 AM] Sonya Schultz: If a district applied for the additional 3 days in March and was approved and then the district had a cancelled in April, do they need to resubmit the waiver?  
[9:23 AM] Ciloski, Brian (MDE): The district would want to provide MDE with cancellations that occurred after their first request if they have days that they want to apply for forgiven time to that were not in the original request.
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- 32 [9:21 AM] Vaughn White: We have an approved waiver of 3 days. We are requesting the 4 additional state of emergency. So what I am hearing is that because we have already applied and received the waiver, we do not have to do anything?  
[9:24 AM] Ciloski, Brian (MDE): You do not need to do anything further since you have already applied.
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- 33 [9:21 AM] Tasha Speck: Who in the district will receive the official record of day used and days remaining email?  
[9:23 AM] Urchike, Chad (MDE): An email will be sent to those email addresses included in the application
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- 34 [9:21 AM] Urchike, Chad (MDE): Please use this application for additional cancelled days:  
[9:21 AM] Urchike, Chad (MDE): <https://fs10.formsite.com/SASF/bylvnb2lew/index.html>
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- 35 [9:21 AM] Lisa C: Is there anything I need to do at this time to be given the state of emergency days if I have already applied for the 3 additional days?  
[9:23 AM] Urchike, Chad (MDE): No, nothing you need to do
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- 36 [9:22 AM] Macomb Intermediate School District: So to be clear, do we apply for the additional snow emergency days even if we do not fall below the SIX original forgiven days.

[9:24 AM] Urchike, Chad (MDE): No need to apply

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37 [9:23 AM] Patrick Craig: If we cancelled school on a scheduled half day, can we use the other half day's worth of forgiven time toward a delay on another day?

[9:24 AM] Ciloski, Brian (MDE): Yes.

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38 [9:26 AM] Macomb Intermediate School District: Will you be able to add the questions to a Q/A script and make available to the districts?

[9:27 AM] Ciloski, Brian (MDE): Yes, the Q&As will be posted to the "snow days" page on the State Aid Website located here <http://bit.ly/2Jvg7Vt>

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