5-Day Threshold Worksheet

2021/2022 School Year

Pandemic EBT

USE THIS WORKSHEET TO DETERMINE YOUR SCHOOL'S 5-DAY THRESHOLD MET DATE

SCHOOL INFO

School Building: _____

WHAT IS THE 5-DAY THRESHOLD?

Individual school buildings must meet the 2021/2022 P-EBT eligibility criteria before eligibility determination begins for students. The information you provide will establish the date the building becomes eligible. The 5-day threshold only needs to be met once per school. This worksheet should be completed for each building. Each building could have a different date.

To meet the 5-day threshold the school must have met one of the following situations for 5 consecutive school days. Holidays and weekends do not count as consecutive days. When a building is closed due to a staffing shortage, those days **do not** count toward the 5-day threshold. If more than one of the situations occurred for 5 school days in a row, check the situation that **occurred**

- ☐ School only offered remote classes at the start of this school year due to COVID-19
- ☐ School started fully in-person, then changed to another instruction type due to COVID-19
- ☐ Any student opted to take instruction fully remote due to COVID-19
- ☐ Any student was absent due to COVID-19
- ☐ Building closed due to COVID-19 (Days a building is closed due to staffing shortage **do not** count)

DETERMINING YOUR 5-DAY THRESHOLD MET DATE

first[CK(1)][ML(2)][ML(3)][ML(4)][ML(5)]:

1. **Has at least one of the situations above occurred 5 school days in a row?**

    Yes → Go on to #2.

    No → Your school has not met the 5-day threshold **STOP**

2. **Thinking of the situation that occurred 5 school days in a row:**

    What date did the event begin? _____

    Add 5 school days to this date: _____ ← this is your **+5 date**

3. **Is the +5 date on or before September 7, 2021**[CK(6)][LM7]**?**

    Yes → The date threshold was met is **Sept 7, 2021**, write this date in the box below.

    No → The date threshold was met is the **+5 date**, write your +5 date in the box below.

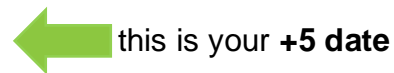For the school written above the **date threshold was met** is:

5-DAY THRESHOLD DATE EXAMPLES

Example 1 School only offered remote classes at the start of the school year:

School A began the 2021/2022 school year Sept 9, offering only remote learning. Since all students were learning remote, they did not have access to meals at school. After the fifth instruction day School A would reach 5 school days in a row that some students did not have access to meals. This is how School A would complete this worksheet:

What date did the event begin? ___Sept 9, 2021___

Add 5 school days to this date: ___Sept 16, 2021___ ⬅ this is your **+5 date**
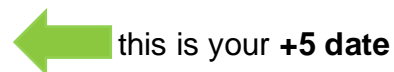
Since Sept 16 is after Sept 7, School A writes the actual date Sept 16, 2021 in the date threshold was met box. This is the date they will use for this school on the P-EBT Eligibility Reporting website:

Sept 16, 2021

Example 2 School started fully in-person, then changed to another instruction option:

School B began the 2021/2022 school year Sept 8 offering fully in-person learning. On September 28, School B switched to fully remote. This is how School B would complete this worksheet:

What date did the event begin? ___Sept 28, 2021___

Add 5 school days to this date: ___Oct 5, 2021___ ⬅ this is your **+5 date**
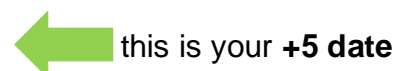
Since Oct 5 is after Sept 7, School B writes the actual date, Oct 5, 2021 in the date threshold was met box. This is the date they will use for this school on the P-EBT Eligibility Reporting website:

Oct 5, 2021

Example 3 Any student opts to take instruction fully remote due to COVID-19:

School D began the 2021/2022 school year on Sept 8 with fully in-person learning. With news of COVID 19 cases growing one student opted to learn fully remote beginning Sept 16. Since the student missed meals for at least 5 consecutive school days, this is how School D would complete this worksheet:

What date did the event begin? ___Sept 16, 2021___

Add 5 school days to this date: ___Sept 23, 2021___ ⬅ this is your **+5 date**

Since Sept 23 is after Sept 7, School D writes the actual date, Sept 23, 2021 in the date threshold was met box. This is the date they will use for this school on the P-EBT Eligibility Reporting website:
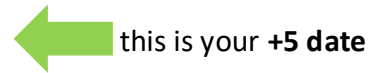
> Sept 23, 2021

Example 4 Any student was absent due to COVID-19:

School E began the 2021/2022 school year on Sept 21 with all students in-person learning. On October 5 one student was forced to stay home to quarantine due to COVID-19. The student returned on Oct 15. Since the student missed meals at school for 5 school days in a row, this is how School E would complete this worksheet:

What date did the even begin? __Oct 5, 2021__

Add 5 school days to this date: __Oct 12, 2021__   ⬅ this is your **+5 date**

Since Oct 12 is after Sept 7, School E writes the actual date Oct 12, 2021 in the date threshold was met box. This is the date they will use for this school on the P-EBT Eligibility Reporting website:
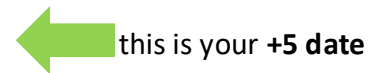
> Oct 12, 2021

Example 5 Building closed due to COVID-19 (Schools days closed due to staffing shortages do not count):

School G began the 2021/2022 school year on Aug 31 with all students attending fully in-person. On Sept 3, following multiple confirmed COVID-19 cases, the school is closed to in-person learning. When school restarts on Sept 14 all students are fully remote. This is how School G would complete this worksheet:

What date did the event begin? __Sept 3, 2021__

Add 5 weekdays to this date: __Sept 13, 2021__   ⬅ this is your **+5 date**

Since Sept 13 is after Sept 7, School G writes Sept 13, 2021 in the date threshold was met box. This is the date they will use for this school on the P-EBT Eligibility Reporting website:

> Sept 13, 2021