

State Waivers FAQ

Below is a list of 2280 Waiver application, the waivers Editor or Superintendent may apply for access to the waiver system.

To add the waivers application, when you log into TEAL:

- Select “My Application Accounts” from the self-service menu on the left-hand side
- Select “Request New Account...” and select the “Waivers” application
- You will want to complete the form and add access as District Editor or Superintendent, as applicable. Please note that only the Superintendent of Record as indicated in AskTED may be approved as superintendent for waivers. If you are not the Superintendent, you may apply for Editor access.

Once your waiver access is approved, you will be able to use the TEAL link for Waivers to access the application and submit it for review.

For more detailed instructions, see the applicable school year's State Waivers Guidebook located on the agency's [State Waivers webpage](#)

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2. **Do state waivers require Board approval?** Yes, all state waiver applications requested by the district (excluding class size exceptions) require Board approval and the application must include the date the Board approved the waiver request and the agenda from the meeting at which the request was approved. Additional documentation may be requested for board approval information that cannot be verified by agency staff.

days for charter schools that use days) waived? No. Your district or charter school must not have more than 4,200 minutes (10 days for charter schools that use days) waived, unless otherwise authorized by the commissioner. See *Student Attendance Accounting Handbook* (SAAH) 3.8.2.

- 6. Is a Staff Development waiver available?** Yes, the *Staff Development Minutes Waiver* provides for a maximum of 2,100 total waiver minutes to use for professional development for districts and charter schools that provide operational and instructional minutes. Each district and open-enrollment charter school may choose how to apply their approved *Staff Development Minutes Waiver*. For instance, schools may choose to offer early release, late start, all day staff development, or a combination. However, the total waiver minutes for staff development shall not exceed 2,100 minutes per year. This waiver is for staff development in place of student instruction; therefore, the waiver minutes are only applicable to staff development provided instead of student instruction during the school year. The *Staff Development Minutes Waiver* may not be used prior to the first day of student instruction or after the last day of student instruction.

On staff development days when students are in attendance part of the day, in order to receive full ADA funding, the district or open-enrollment charter school must provide at least 120 minutes of student instruction. Instructional minutes are defined in the SAAH as the portion of the school day in which instruction takes place along with other exceptions. In addition to the 120 minutes of student instruction, any staff development waiver minutes reported must reflect actual staff development minutes provided.

The Staff Development Minutes waiver may be applied for only on an annual basis.

- 7. Can the public view district waivers?** The Waivers Online Report (<https://tealprod.tea.state.tx.us/WaiversReports/Tea.WaiversReports.Web/>) allows anyone to view the status of final district waivers by name, status, type and date. The report allows for multiselect features. Once a report is generated, it can also be printed or exported to Excel.
- 8. How can I see the waivers that I have created for the district?** In the Waivers application in TEAL, any waiver applications that you are either working on or need to approve will be visible in the “My Waivers” section. Click on the Waiver ID to view the application and take any action, as necessary. To view all waivers for your district, click on the “Search Waivers” section. You can also use the Search box to find a waiver.
- 9. What support is required for a Low Attendance waiver?** For a day when school was held but attendance was at least 10 percentage points below the overall **average** attendance rate for your district (or the applicable campus) for the prior year because of inclement weather-related* or health or safety issues, your district may apply for a waiver to have the day excluded from ADA and FSP funding calculations. (*Unusually cold or hot weather, alone, does not constitute an inclement weather-related issue.)

Your district must include the following items in its application:

- the reason and documentation for the low attendance as well as documentation of the low attendance rate for the day (PEIMS, ADA, etc.), and
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- 22. Why is a requested year unavailable to me on a multi-year waiver application?** If a year is grayed out and cannot be selected, the district has already been approved for this waiver type for that particular year. You may view the waivers you are currently approved for by using the “Search Waivers” section or the waivers online report on the State Waivers webpage (or at <https://tealprod.tea.state.tx.us/WaiversReports/Tea.WaiversReports.Web/>)
- 23. I have already submitted a maximum class size exception request. There are new sections of prekindergarten through 4th grade classes in my district that now exceed the maximum class size established in TEC §25.112. Do I need to submit a new waiver request for these sections?**
Yes. A new waiver request must be submitted each time *newly* identified sections of prekindergarten through 4th grade classes exceed the maximum class size limit. Class size exception requests are not required during the last 12 weeks of the district’s school year or any 12-week period of the school year selected by the district, in the case of a district whose average daily attendance is adjusted under TEC Section 48.005(c).
- 24. Can an individual candidate for certification apply directly for a teacher certification waiver?**