

Posted: 7/29/2014

To: School Food Authorities

Subject: SFS-14-115 State Attendance Factor

Attendance factors must be determined prior to the beginning of each school year. A School Food Authority (SFA) may use the state attendance factor or calculate a SFA attendance factor. The attendance factor is the number found by dividing the total average daily attendance by the total enrollment. The attendance factor may be determined annually for the system as a whole. In calculating the attendance factor, the attendance is based on the average attendance for the entire previous year or for a particular representative month from the previous school year. The attendance factor form has been posted on the CNP website under School Food Service Forms – General. The web address is <http://cnp.doe.louisiana.gov>. The SY 2014-2015 state attendance factor is 93.9%.

Refer to the CNP website for further information. The web address is <http://cnp.doe.louisiana.gov>. You must have adobe acrobat to open pdf files. Adobe may be downloaded FREE from the following web address: <http://www.adobe.com/products/acrobat/readstep2/html>