



DROPOUT REPORT VERIFICATION

PUBLIC AND NONPUBLIC SCHOOLS

December 2015

Iowa Department of Education

DROPOUT REPORT VERIFICATION

- Opens: December 3rd
- Closes: December 17th

- All public districts and nonpublic schools that submit student-level data for 7th - 12th grade students must certify their data for this report.

- Data from the certified dropout verification report will be used to pre-populate the dropout questions on next fall's C-Plan.



DROPOUT REPORT VERIFICATION

- The DE prepares this report from the data you submitted. You are being asked to certify the data you submitted.
- We need to correct mistakes that mislabel a student as either a dropout or a non-dropout:
 - A student with 2 State Student IDs.
 - A student who was / was not a Graduate.
 - A student given the incorrect destination code.
 - A student tuitioned in from the wrong district.
 - A student who was / was not living in a residential facility.



WHO IS A DROPOUT FOR THIS REPORT?

Dropouts are based only on enrollments from

October 1, 2014 – September 30, 2015

Dropout calculations are based upon portions of two school years.

Only the most recent enrollment information is used to determine dropouts.



A DROPOUT IS ...

- A 7th thru 12th student with a BEDS entry code of...
 - 1 – Enrolled
 - 2 – Open Enrolled In
 - 3 – Tuition In Parent Paid
 - 4 – Tuition In District Paid
 - 5 – Whole Grade Shared In
 - 10 – Tuition In Out of State (state-level dropout)
 - 15 – Tuition In State Paid (state-level dropout)
 - 19 – Foreign Student on Visa
 - 81 – Enrolled in a Nonpublic School

and ...



A DROPOUT IS ... (CONTINUED)

- Was last reported with an exit code of '4' (dropout) **or**
- Was last reported with an exit code of '1' (transferred) and a destination code of '13' (unknown) **or**
- Completed the 2014-2015 school year but was unreported as of Oct. 1, 2015 **or**
- Reached maximum age by Sept. 15, 2015 **or**
- Had an unresolved Exit Code to another school in Iowa from Oct.1, 2014 to Sept. 30, 2015
 - For example: transferred to an Iowa public district or nonpublic school but was not reported by the new district or school.
 - Note: The last school of attendance / reporting on record is the school responsible for the dropout.



CPI, Public and Non-public Shared Time, and Foreign Exchange Students are not considered dropouts for any district.

The guidelines regarding Dropout Definitions and additional examples may be found in Addendum F on the Student Reporting in Iowa website.

www.educateiowa.gov

Data & Reporting -> Data Reporting -> Student Reporting in Iowa
Fall 2015 Documents, Addendum F

Iowa Department of Education
Student Reporting in Iowa 2015-2016
Addendum F: Dropout Definitions, 2015-2016

According to the CCD definition, a dropout is an individual who

- was enrolled in school at some time during the 2014-2015 funding year (on or after October 1, 2014 thru September 30, 2015)
- is not enrolled as of Count Day 2015
- has not graduated from high school or completed a state- or district-approved education program; and
- does not meet any of the following exclusionary conditions:
 - a. transfer to another public school district, private school, or state- or district-approved education programs
 - b. temporary absence due to suspension or school –approved illness; or
 - c. death

For the purpose of this definition:

- 1) The school year is the 12-month period of time beginning on Count Day.
- 2) Dropouts from the previous summer reported for the year and grade in which they fail to enroll. For example, a



Log into the DE's A&A Portal: <https://portal.ed.iowa.gov>

Select the Dropout Report under EdInfo -> Student Level Applications



The screenshot shows the Iowa Department of Education website. The header features the Iowa Department of Education logo on the left, the text "IOWA Department of Education" in the center, and the slogan "Leadership, Innovation and Service" on the right. Below the header is a navigation bar with links: Home, EdLinks, EdInsight, EdSites, EdInfo, Pearson SIFWorks, and State ID. A dropdown menu is open under EdInfo, listing various categories. The "Student Level Applications" category is selected, and its sub-menu is open, showing "Dropout Report" as the highlighted option.

IOWA
Department of Education

Leadership, Innovation and Service

Gary Kirchhoff My Profile

Iowa State Department of Education

Home EdLinks ▶ EdInsight EdSites ▶ EdInfo ▶ Pearson SIFWorks® ▶ State ID

- Adequate Yearly Progress State
- Career and Technical Education
- Certified Enrollment/NP
- Certified Supplementary Weighting
- EarlyChildhood
- Fall Beds
- Fall BEDS Staff
- SBRC Application
- Spring BEDS
- Student Level Applications ▶
 - Certified Enrollment (formerly PEACE)
 - Dropout Report**
 - Foster Care Claim
 - Graduation Verification
 - Student Reporting in Iowa
 - Supplementary Weighting (Non-Fall)

Dropout Menu

Select 2014-2015



Dropouts	
2014 - 2015	Certification Deadline: Monday, December 17, 2015
2013 - 2014	Closed
2012 - 2013	Closed
2011 - 2012	Closed
2010 - 2011	Closed
2009 - 2010	Closed
2008 - 2009	Closed
2007-2008	Closed



“Home” on the menu bar shows a summary of the dropouts your district submitted in Spring and Fall 2015. 2014-2015 dropouts who returned active on Oct.1, 2015 are not considered dropouts and are not included. You are certifying (verifying) only the dropouts shown (non-returnees).



Dropout Verification 2014-2015

By clicking the "Certify" button below, I, as Superintendent or Chief Administrator, certify that the data reported on the 2014 - 2015 Dropout Report is, to the best of my knowledge and belief, true and accurate.



Districts are required to Certify by December 17, 2015.

District Summary

Click on Dropouts in menu bar to access student level data

Grade	Hispanic		White		Black		Asian		Pacific Islander		Nat. American		2+ Races		Total
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	
09	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
10	1	0	5	0	0	0	0	0	0	0	0	0	0	0	6
11	0	0	10	1	0	0	0	0	0	0	0	0	0	0	11
12	0	0	4	1	0	0	0	0	0	0	0	0	0	0	5
Total	1	0	20	2	0	0	0	0	0	0	0	0	0	0	23

For help ...



SRI Contact

Margaret Hanson 515-281-3214
 Rachel Kruse 515-281-4153
 Gary Kirchhoff 515-281-6278
 Chris Bieghler 515-281-3111

Certification Status

View



Have other districts certified?



Clicking on “Dropouts” provides a summary by building and grade.
Not all dropouts you submitted may be used in your dropout calculation.

Dropout Verification 2014-2015

Dropouts

Reflects Dropout Status of students reported by your District. Not all Students will be used in your District's dropout Calculations.

Criteria Used in Selecting 10/1/2014 - 9/30/2015 Dropouts:
Exit Date between 10/1/2014 and 9/30/2015 Inclusive
Grade Level 07-12
For more information on dropouts definition go [Here](#) ← **Shortcut to Addendum F**

School	6	7	8	9	10	11	12	Total
District (0000)								
High School (0109)				1	6	11	5	23
Middle School (0209)								
Total				1	6	11	5	23

See 11th grade drops

Clicking a number shows the list of students in that cell.



Dropout Verification 2014-2015

Reflects Dropout Status of students reported by your District. Not all Students will be used in your District's dropout Calculations.

Criteria Used in Selecting 10/1/2014 - 9/30/2015 Dropouts:

Exit Date between 10/1/2014 and 9/30/2015 Inclusive

Grade Level 07-12

For more information on dropouts definition go [Here](#)

IEP '0' = No, IEP '1' = YES

[Back](#)
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Local Student Id	School	State Student Id	Student Name	Grade	Gender	IEP	Entry Date	Entry Code	Exit Date	Exit Code	Service Provider	Destination Location	Spring(S) / Fall(F)
1401090055	0109		Dakota	11	M	1	10/27/2014	4	02/12/2015	1	12348607	44460000	S
1201090043	0109		Ronald	11	M	1	08/14/2014	4	12/15/2014	1		17010000	S
504129	0109		Jacob	11	M	1	07/01/2015	1	08/21/2015	4			F
95061	0109		Kohl	11	M	0	03/25/2015	1	05/22/2015	4			S

Dakota and Ronald transferred to different districts. Because no district reported either student as attending on the following October 1, they are considered dropouts from your district as the last district of attendance. Most dropouts, like Jacob and Kohl, will have an Exit Code of '4' Dropout.



Clicking on “Returns” shows those students that you exited as a dropout in Spring (previous year) but who were actively enrolled on the following October 1. They will not be considered dropouts and were not included in the “Home” summary.



Dropout Verification 2014-2015

Returns

Includes Students considered Dropouts in Spring 2015 who were counted on Oct 1, 2015.

Criteria Used in Selecting Fall 2015 Returns:

Active Students

Inactive Students With Exit Code in 5 (Expelled), 29(Expulsion Continuing from Previous Year), 9 (Illness) and Receiving Educational Services is 1 (Yes).

[Download to Excel](#)

Local Student Id	School	State Student Id	Student Name	Grade	Gender	IEP	Entry Date	Entry Code	Exit Date	Exit Code
95064	0109		Keeley	11	F	0	01/05/2015	1	02/05/2015	4
629286	0109		Katie	10	F	3	12/01/2014	2	02/12/2015	4
841828	0109		Zachary	10	M	3	05/04/2015	1	05/12/2015	4
629216	0109		Abbigail	11	F	0	07/01/2014	1	03/04/2015	4
1501090019	0109		Isaiah	11	M	3	01/06/2015	1	05/22/2015	4



Clicking on “Tuitioned In” shows the dropouts tuitioned in from other districts as well as students living in a residential facility in your district. Their dropout district will be the resident district or in the case of Service Type 2 or 3 (residential), the state (90980000). *“Tuitioned In” does not apply to nonpublic schools.*

HOME DROPOUTS RETURNS **TUITIONED IN** TUITIONED OUT ACCOUNTABLE DROPS TRANSFERS

Dropout Verification 2014-2015

Tuitioned In/ Resident Facility

Includes Students with Entry Code in (3, 4, 10, 15) and Resident Students attending a Residential Facility in your district.



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Name	Attending District	Resident District	State Student Id	School	Grade	Gender	Race	IEP	Entry Date	Entry Code	Exit Code	Exit Date	Service Provider	S/F Type	Spring(S) / Fall(F)	Dropout District
Dakota	1234	1234		0109	11	M	W	1	10/27/2014	1	4	02/12/2015	12348607	2	S	90980000
Ronald	1234	9876		0109	11	M	W	1	08/14/2014	4	1	12/15/2014		99	S	98760000
Spencer	1234	8888		0109	10	M	W	1	08/21/2015	4	4	08/21/2015		99	F	88880000



Clicking on “Tuitioned Out” shows dropouts of your resident students who tuition out to another district. Your district will be the dropout district unless the student lives in a residential facility. In this case, Nakia lives in a residential facility and is a state dropout (90980000).

Again, if the student does not live in a residential facility, the dropout district will be yours. *“Tuitioned Out” does not apply to nonpublic schools.*

HOME RETURNS TUITIONED IN **TUITIONED OUT** ACCOUNTABLE DROPS TRANSFERS

Dropout Verification 2014-2015

Tuitioned Outs

Dropouts reported by another district as Tuition In from your district


Download to Excel


Name	Attending District	Resident District	State Student Id	School	Grade	Gender	Race	IEP	Entry Date	Entry Code	Exit Code	Exit Date	Service Provider	S/F Type	Spring(S) / Fall(F)	Dropout District
Jared	8877	1234		0172	12	M	W	1	09/22/2014	4	4	01/05/2015		99	S	12340000
Nakia	8765	1234		0000	10	F	B	1	08/18/2014	4	1	02/26/2015	87658336	3	S	90980000



“Accountable Drops” shows a preview of your dropout report calculation. The accountable district for public districts is usually, but not always, the resident district.

- “Tuitioned In” dropouts move back to the accountable district.
- “Tuitioned Out” dropouts come back to your district (if accountable) from the attending district.
- “Open Enrolled” dropouts are accountable to the attending district and not the resident district.
- Dropouts with Entry Code ‘15’ Tuition In State Paid and those living in a residential facility including Job Corps are accountable to the state. The Dropout District is 90980000.

If you have a question about a dropout who attended another district, contact that district for clarification. They will be certifying this information. If you have a question about a dropout who attended your district, contact a consultant.

Only DE consultants can make changes to the data.



Your district, 1234, has 5 Accountable Drops.

- Jeffrey was your resident, attended your district & was coded as a drop.
- Levi was your resident, attended your district, transferred, but was not enrolled in an Iowa school on Oct. 1.
- Kylee was open enrolled in, attended your district & was coded as a drop.
- Colton was your resident, tuitioned out to another district, & was coded as a drop.
- Brianna was your resident, tuitioned out to another district, transferred, but was not enrolled in an Iowa school on Oct. 1.

HOME DROPOUTS RETURNS TUITIONED IN TUITIONED OUT **ACCOUNTABLE DROPS** TRANSFERS

Dropout Verification 2014-2015

Accountable Dropouts

Students reported by you or another District who will be used in your District's Dropout Calculation

↓ ↓
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↓ ↓

Name	Attending District	Resident District	State Student Id	School	Grade	Gender	Race	IEP	Entry Date	Entry Code	Exit Code	Exit Date	Service Provider	S/F Type	Spring(S) / Fall(F)
Jeffrey	1234	1234		0109	11	M	W	1	08/18/2014	1	4	03/10/2015		99	S
Levi	1234	1234		0109	12	M	W	0	08/18/2014	1	1	11/07/2014		99	S
Kylee	1234	9876		0109	12	F	M	0	08/20/2015	2	4	08/21/2015		99	F
Colton	9876	1234		0109	09	M	W	0	08/05/2014	4	4	02/23/2015		99	S
Brianna	9876	1234		0109	11	F	W	0	02/10/2015	4	1	02/26/2015		99	S



Transfers to Home School and Out of State are listed but are not considered to be dropouts. The DE has no current way to verify these transfers.

- Your district is required to have written documentation of the new enrollment of these students.
- If the indicated transfer did not occur, the student would be a dropout.

HOME	DROPOUTS	TUITIONED IN	TUITIONED OUT	ACCOUNTABLE DROPS	TRANSFERS
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Dropout Verification 2014-2015

Home School

When transferring to '10' Home-school, Form A or written documentation from the parent or guardian is required. These students are not considered dropouts.

Download to Excel

Destination Code = 10

Local Student Id	School	State Student Id	Student Name	Grade	Gender	IEP	Entry Date	Entry Code	Exit Date	Exit Code
19776	0209		EVE	08	F	0	08/21/2014	1	11/14/2014	1
19718	0109		EDNA	09	F	99	08/26/2015	1	08/26/2015	1

Out Of State

When transferring to '8' Out-of-state, written documentation from the out-of-state school is required.

Download to Excel

Destination Code = 8

Local Student Id	School	State Student Id	Student Name	Grade	Gender	IEP	Entry Date	Entry Code	Exit Date	Exit Code
19790	0109		BAILEY	09	F	99	08/26/2015	1	08/26/2015	1



Certification Deadline is December 17th.

HOME

DROPOUTS

RETURNS

TUITIONED IN

TUITIONED OUT

ACCOUNTABLE DROPS

TRANSFERS

Dropout Verification 2014-2015

By clicking the "Certify" button below, I, as Superintendent or Chief Administrator, certify that the data reported on the 2014 - 2015 Dropout Report is, to the best of my knowledge and belief, true and accurate.



Districts are required to Certify by December 17, 2015.

District Summary

Click on Dropouts in menu bar to access student level data

ALL Buildings

Grade	Hispanic		White		Black		Asian		Pacific Islander		Nat. American		2+ Races		Total
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	
09	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
10	1	0	5	0	0	0	0	0	0	0	0	0	0	0	6
11	0	0	10	1	0	0	0	0	0	0	0	0	0	0	11
12	0	0	4	1	0	0	0	0	0	0	0	0	0	0	5
Total	1	0	20	2	0	0	0	0	0	0	0	0	0	0	23

SRI Contact

Margaret Hanson 515-281-3214
Rachel Kruse 515-281-4153
Gary Kirchhoff 515-281-6278
Chris Bieghler 515-281-3111

Certification Status

[View](#)

DROPOUT VERIFICATION ASSISTANCE

- Contact one of the following consultants to ask questions or make changes. You are unable to make changes on your own.

chris.bieghler@iowa.gov

515-281-3111

margaret.hanson@iowa.gov

515-281-3214

rachel.kruse@iowa.gov

515-281-4153

gary.kirchhoff@iowa.gov

515-281-6278

- Any available consultant 515-242-5976
- Thank you!

