DROP OUT 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.
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](http://www.educateiowa.gov)

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

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

Select the Dropout Report under EdInfo -> Student Level Applications
# Dropout Menu

Select 2014-2015

<table>
<thead>
<tr>
<th>Year</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>2014-2015</td>
<td></td>
</tr>
<tr>
<td>2013-2014</td>
<td>Closed</td>
</tr>
<tr>
<td>2012-2013</td>
<td>Closed</td>
</tr>
<tr>
<td>2011-2012</td>
<td>Closed</td>
</tr>
<tr>
<td>2010-2011</td>
<td>Closed</td>
</tr>
<tr>
<td>2009-2010</td>
<td>Closed</td>
</tr>
<tr>
<td>2008-2009</td>
<td>Closed</td>
</tr>
<tr>
<td>2007-2008</td>
<td>Closed</td>
</tr>
</tbody>
</table>

Certification Deadline: Monday, December 17, 2015
“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.

Certify

Districts are required to Certify by December 17, 2015.

District Summary

Click on Dropouts in menu bar to access student level data

<table>
<thead>
<tr>
<th>Grade</th>
<th>Hispanic</th>
<th>White</th>
<th>Black</th>
<th>Asian</th>
<th>Pacific Islander</th>
<th>Nat. American</th>
<th>2+ Races</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>M</td>
<td>F</td>
<td>M</td>
<td>F</td>
<td>M</td>
<td>F</td>
<td>M</td>
</tr>
<tr>
<td>09</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>10</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>11</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>12</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

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](#)

<table>
<thead>
<tr>
<th>School</th>
<th>6</th>
<th>7</th>
<th>8</th>
<th>9</th>
<th>10</th>
<th>11</th>
<th>12</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>District (0000)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>High School (0109)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1</td>
<td>6</td>
<td>11</td>
<td>23</td>
</tr>
<tr>
<td>Middle School (0209)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1</td>
<td>6</td>
<td>11</td>
<td>23</td>
</tr>
</tbody>
</table>

[Shortcut to Addendum F](#)

**See 11th grade drops**

Clicking a number shows the list of students in that cell.
Most dropouts, like Jacob and Kohl, will have an Exit Code of ‘4’ Dropout.

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).

<table>
<thead>
<tr>
<th>Local Student Id</th>
<th>School</th>
<th>State Student Id</th>
<th>Student Name</th>
<th>Grade</th>
<th>Gender</th>
<th>IEP</th>
<th>Entry Date</th>
<th>Entry Code</th>
<th>Exit Date</th>
<th>Exit Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>95064</td>
<td>0109</td>
<td></td>
<td>Keeley</td>
<td>11</td>
<td>F</td>
<td>0</td>
<td>01/05/2015</td>
<td>1</td>
<td>02/05/2015</td>
<td>4</td>
</tr>
<tr>
<td>629286</td>
<td>0109</td>
<td></td>
<td>Katie</td>
<td>10</td>
<td>F</td>
<td>3</td>
<td>12/01/2014</td>
<td>2</td>
<td>02/12/2015</td>
<td>4</td>
</tr>
<tr>
<td>841829</td>
<td>0109</td>
<td></td>
<td>Zachary</td>
<td>10</td>
<td>M</td>
<td>3</td>
<td>05/04/2015</td>
<td>1</td>
<td>05/12/2015</td>
<td>4</td>
</tr>
<tr>
<td>629216</td>
<td>0109</td>
<td></td>
<td>Abbigail</td>
<td>11</td>
<td>F</td>
<td>0</td>
<td>07/01/2014</td>
<td>1</td>
<td>03/04/2015</td>
<td>4</td>
</tr>
<tr>
<td>1501090019</td>
<td>0109</td>
<td></td>
<td>Isaiah</td>
<td>11</td>
<td>M</td>
<td>3</td>
<td>01/06/2015</td>
<td>1</td>
<td>05/22/2015</td>
<td>4</td>
</tr>
</tbody>
</table>

[Download to Excel]
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.
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.
“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.

### Dropout Verification 2014-2015

#### Accountable Dropouts

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

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

### 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.

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

#### Out Of State

When transferring to '08' Out-of-state, written documentation from the out-of-state school is required.

<table>
<thead>
<tr>
<th>Local Student Id</th>
<th>School</th>
<th>State Student Id</th>
<th>Student Name</th>
<th>Grade</th>
<th>Gender</th>
<th>IEP</th>
<th>Entry Date</th>
<th>Entry Code</th>
<th>Exit Date</th>
<th>Exit Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>19790</td>
<td>0109</td>
<td></td>
<td>BAILEY</td>
<td>09</td>
<td>F</td>
<td>99</td>
<td>08/26/2015</td>
<td>1</td>
<td>08/26/2015</td>
<td>1</td>
</tr>
</tbody>
</table>
Certification Deadline is December 17th.

Dropdown 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.

Certify

Districts are required to Certify by December 17, 2015.

District Summary

Click on Dropouts in menu bar to access student level data

<table>
<thead>
<tr>
<th>Grade</th>
<th>Hispanic M</th>
<th>Hispanic F</th>
<th>White M</th>
<th>White F</th>
<th>Black M</th>
<th>Black F</th>
<th>Asian M</th>
<th>Asian F</th>
<th>Pacific Islander M</th>
<th>Pacific Islander F</th>
<th>Nat. American M</th>
<th>Nat. American F</th>
<th>2+ Races M</th>
<th>2+ Races F</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>09</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>10</td>
<td>1</td>
<td>0</td>
<td>5</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>6</td>
</tr>
<tr>
<td>11</td>
<td>0</td>
<td>0</td>
<td>10</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>11</td>
</tr>
<tr>
<td>12</td>
<td>0</td>
<td>0</td>
<td>4</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>5</td>
</tr>
<tr>
<td>Total</td>
<td>1</td>
<td>0</td>
<td>20</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>23</td>
</tr>
</tbody>
</table>

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!