



**Alignment of Programs and Reporting Using the
Dropout Prevention Reporting Format**

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Topics

- Overview of Alternative Schools, Alternative Programs and Title I, Part D, Neglected or Delinquent Programs
- Dropout Prevention Data Reporting Format
- Title I, Part D Reporting



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Overview of Alternative Schools, Alternative Programs and Title I, Part D Programs

Alternative Schools and Programs Section (s.) 1003.53, Florida Statutes (F.S.)

District requirements:

- District school boards are authorized to establish dropout prevention and academic intervention programs.
- Participation in a dropout prevention and academic intervention program is voluntary, except that a district may assign disruptive students to such program.

Alternative Schools and Programs Section 1003.53, F.S.

Student eligibility requirements:

- Student is academically unsuccessful as evidenced by low test scores, retention, failing grades, low grade point average, falling behind in earning credits, or not meeting the state or district proficiency levels in reading, mathematics, or writing;
- Student has a pattern of excessive absenteeism or has been identified as a habitual truant;
- Student has a history of disruptive behavior in school or has committed an offense that warrants out-of-school suspension or expulsion from school according to the district school board's code of student conduct; or
- Students identified by a school's early warning system pursuant to s. 1001.42(18)(b), F.S.

Reporting Students in Alternative Schools and Programs

All students served in an alternative school or alternative program (dropout prevention) should be reported in **one** of the following program codes in Surveys 2, 3 and 5:

- Disciplinary Programs (A);
- Alternative to Expulsion (E);
- Dropout Retrieval Programs (R);
- Educational Alternative Programs (U);
- Teenage Parent Programs (P);
- Educational services in the Department of Juvenile Justice (DJJ) residential (D) and nonresidential programs (T); or
- Educational services in county or city jails (J).



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Dropout Prevention Program Data Reporting Format Survey 5

Dropout Prevention Program Data Reporting Format, Survey 5 Purpose

Alternative Schools and Programs	Title I, Part D, Neglected or Delinquent (N or D) or At Risk of Dropping Out of School
State reporting Local accountability Program evaluation	Federal reporting Local accountability Program evaluation

Accurate reporting allows for quality program evaluation to determine effectiveness and supports needed to increase student outcomes.

Data Reports Generated Through The Dropout Prevention Reporting Format in Survey 5

- Dropout Prevention and Academic Intervention program participation and outcomes are annually reported to the Legislature through The Dropout Prevention and Academic Interventions Annual Report.
- Title I, Part D student participation and outcomes are annually reported to the U.S. Department of Education through the Consolidated State Performance Report (CSPR) collection.



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Elements in the Dropout Prevention Program Data Reporting Format Survey 5

Dropout Prevention Program Data Reporting Format, Item 7

Data Element:

115680 - Dropout Prevention/Juvenile Justice Programs

- Report students who were served at any time during the school year.
- For students participating in more than one program, school or term, record the code:
 - For each Dropout Prevention/Juvenile Justice Program,
 - At each school,
 - For each term,

in which the student participated.

Dropout Prevention Program Data Reporting Format, Item 7

Data Element:

115680 - Dropout Prevention/Juvenile Justice Programs

All students served in an ALTERNATIVE SCHOOL OR DROPOUT PREVENTION PROGRAM should be reported in one of the following program codes:

- Disciplinary programs (A);
- Alternative to expulsion programs (E);
- Dropout retrieval programs (R);
- Educational alternative programs (U);
- Teenage parent programs (P);
- Educational services in DJJ residential (D) and nonresidential programs (T); or
- Educational services in county or city jails (J).

Dropout Prevention Program Data Reporting Format, Item 8

Data Element:

115660 - Dropout Prevention Length of Prescribed Program

- The length (in school days) of the student's prescribed enrollment within each Dropout Prevention program at each school.
- Code 000 for non-adjudicated students in juvenile detention, county jail or city jail programs, and students in neglected programs with no prescribed program length.

Adjudicated: The court finds a youth guilty of committing a delinquent act. The court can commit the youth or place the youth on community supervision.

<https://www.djj.state.fl.us/youth-families/glossary>

Dropout Prevention Program Data Reporting Format, Item 9

Data Element:

115662 - Dropout Prevention Length of Program Participation

- The length (in school days) of the student's actual participation (attendance) in each dropout prevention program at each school.
- For students in non-school institutions for N or D students, this is the student's actual length of stay, in school days.
- The length in school days of participation in the dropout prevention program must be greater than or equal to zero and less than 181.
- If the student participated in dropout prevention programs during the regular school year and summer school/intersessions, send separate records by term.

Dropout Prevention Program Data Reporting Format Items 16 and 17

Data Elements:

115675 - Dropout Prevention Program Enrollment Date

115685 - Dropout Prevention Program Withdrawal Date

Establishes the length of enrollment

- Format

MMDDYYYY

- Example

10051985

Withdrawal Codes for Students in DJJ Programs

Code	Definition	Scenarios when this code will be used
W3D	Any PK-12 student who withdraws to attend a DJJ school in another district in Florida	<ul style="list-style-type: none"> • A student is taken into custody and held in a secure DJJ detention center while awaiting court disposition in another district. • A student in a DJJ detention center is adjudicated to a DJJ residential facility in another district. • A student is transferred from one DJJ program to a different DJJ program in another district.
W3E	Any PK-12 student who withdraws to attend a DJJ school in the same district	<ul style="list-style-type: none"> • A student is taken into custody and held in a secure DJJ detention center while awaiting court disposition in the same district. • A student is withdrawn to enroll in a non-residential DJJ prevention program (i.e. PACE Center for Girls) or DJJ day treatment program (i.e., AMIKids) in the same district. • A student is transferred from one DJJ program to a different DJJ program in the same district.



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Title I, Part D Reporting

Title I, Part D Programs

- Federal program that serves students who are classified as neglected or delinquent (N or D) or at risk of dropping out of school.
- Students must be reported in a dropout prevention or juvenile justice program code (Data element 115680) and reported as being served with fund source D (Data element 123150).

Dropout Prevention Program Data Reporting Format, Item 7

Data Element:

115680 - Dropout Prevention/Juvenile Justice Programs

Report all students served with Title I, Part D Funds

Delinquent or Neglected	At Risk of Dropping Out of School
D – Educational Services in Residential DJJ Programs	A – Disciplinary Programs
J – County or City Jail	E – Alternative to Expulsion
N – Non-School Institution for Neglected Students	P – Teenage Parent Programs
S – Educational Services in School Institutions for Neglected Students (new)	R – Dropout Retrieval Programs
T – Educational Services in Non-Residential DJJ Programs	U – Educational Alternative Programs
	W – Supplementary Supports Programs

**Annual Report*

Dropout Prevention Program Data Reporting Format, Item 7

Data Element:

115680 - Dropout Prevention/Juvenile Justice Program

Code	Definition/Example	Code	Definition/Example
N	<p>Non-School Institution for Neglected Students</p> <p>Programs in which children and youth in a non-school institution identified as neglected are provided prevention and transition services with Title I, Part D funds.</p>	S	<p>Educational Services in School Institutions for Neglected Students</p> <p>Educational programs provided to children and youth in a school institution (residential or nonresidential) identified as neglected are serving students with Title I, Part D funds.</p>

Dropout Prevention Program Data Reporting Format Items 19

Data Element: 123150 - Fund Source

- *Report this element for students in a dropout prevention/juvenile justice program*
- *Only two codes apply in the reporting format (D and Z)*

Code	Definition/Example
D	Title I, Part D The program is supported, at least in part, by Title I, Part D, Neglected and Delinquent funds.
Z	None of the Above The program does not receive funds from the above fund source.

Required Student Outcomes for Fund Source D

- If Fund Source code D **IS NOT** coded, then the student will **NOT** be counted as participating in the Title I, Part D program and will not be reported through the CSPR collection.
- If Fund Source code D **IS** coded, but the student's participation was not funded by Title I, Part D, then the student will be inappropriately counted as participating in the federal program. The district Title I, Part D program is then responsible for the student's outcomes.

Dropout Prevention Program Data Reporting Format Items 22 and 23

Data Elements:

162125 - Pretest Outcome - Reading

161975 - Pretest Outcome - Math

- *Report these elements for students in Title I, Part D funded programs with a program length of stay of at least 90 days.*
- *Students in juvenile detention centers and county jails are typically there fewer than 90 days.*
- *Pretest outcomes are underreported.*

Code	Definition/Example
A	The student tested below grade level in Math/Reading upon entry into the program or facility.
B	The student tested at or above grade level in Math/Reading upon entry into the program or facility.
H	The student was not tested.
Z	Not applicable. Use this code for students who were at the institution for fewer than 90 consecutive days.



Dropout Prevention Program Data Reporting Format Items 20 and 21

Data Elements:

163500 - Progress Level - Reading

163275 - Progress Level - Math

- *Report these elements for students in Title I, Part D funded programs with a program length of stay for at least 90 days.*
- ***Progress levels are underreported.***

Code	Definition/Example
C	The student showed a negative grade level change from the pre- to the post-test.
D	The student showed no change from the pre- to the post-test.
F	The student showed improvement of up to one full grade level from the pre- to the post-test.
G	The student showed improvement of more than one full grade level from the pre- to the post-test.
H	The student was not tested.
Z	Not applicable. Use this code for students who were at the institution for fewer than 90 consecutive days.

Dropout Prevention Program Data Reject Rules, Item 13

- **If Fund Source equals D and Dropout Prevention - Length of Program Participation is equal to or greater than 90, then the codes for Pretest Outcome - Math and Reading and the codes for Progress Level - Math and Reading must not equal Z.**

EXAMPLE

The first two records listed below would be loaded to the database assuming no other reject rule would cause their rejection. The third record would be rejected because the Dropout Prevention – Length of Program Participation is greater than 90 but the codes for both Pretest Outcomes and both Progress Levels are not valid.

Florida Education Identifier	Dropout Prevention- Length of Program Participation	Fund Source	Pretest Outcome Math	Pretest Outcome Reading	Progress Level- Math	Progress Level- Reading
FL123456789000	090	D	A	B	C	F
FL123456789100	070	D	Z	Z	Z	Z
*FL123456789200	180	D	Z	Z	Z	Z



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Student Demographic Reporting Format Title I, Part D

Student Demographic Reporting Format Item 33 – Survey 5

Data Element:

140575 - Institution Number, Neglected/Delinquent

Submit this number for any student who resided in a locally operated residential neglected or delinquent facility or was present in a locally operated non-residential neglected or delinquent program **at any time between July 1 and June 30 of the reporting year:**

- State-assigned four-digit number if the institution is a public school (Master School Identification file); or
- District-assigned three-digit number preceded by an ‘A’ if the facility is NOT a public school (non-school institution).

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