Dropout Reporting

09/10/2024 2:52 pm EDT

Dropout Reporting and Submission Procedures

For more information regarding dropout reporting, use the link here: Discipline, ALP and Dropout Data | NC DPI

NCSIS Phase I PSUs

While the Dropout At-Risk Program and State Dropout Report continues to be developed in Infinite Campus this fall, NCDPI will provide additional support to Phase I PSUs in the submission and reporting of the 2023-2024 Dropouts.

Potential Dropouts and Completers who Failed to Return Reports

- Around September 14th and October 1st, NCDPI will provide Phase I PSUs, that were open in 2023-24, lists of **Potential Dropouts** and lists of **Completers who Failed to Return** that can be used to research and verify 2023-24 Dropouts in Grades 1 through 13 via the eMFTS site.
  - The **Potential Dropouts** list will include any student with a W2 or W2T on their last enrollment record in 2023-24. The list will also include the most recent, if any, 2024-25 enrollment information found prior to the date the list was created.
  - The **Completers who Failed to Return** list will include any student with a W1 on their last enrollment record in 2023-24 and for whom NCDPI could not find a 2024-25 enrollment record. 2024-25 "no shows" would be included in this list.

Preliminary Summary Verification Reports

- Along with the **Potential Dropouts and Completers who Failed to Return Reports**, NCDPI will also provide summary dropout counts in Grades 1 through 13, Grades 7 through 13 and High School and the Grades 7 through 13 and High School dropout rates at the PSU and school level.

State-wide Student Locator Tool

- NCDPI will make available to all PSUs a state-wide locator tool. This tool can be used by PSUs to search the most recent enrollment records for all students enrolled state-wide in grades K through 13.

Final Report Submission – November 4th

- Using a standardized spreadsheet provided by NCDPI, PSU will submit their verified dropouts via the eMFTS site by COB November 4th.

Final Verification – November 12th to November 18th

- NCDPI will provide PSUs with a final verification spreadsheet containing the summary counts and rates that will be used in State and Federal on or before November 12th.
- PSUs will have from November 12th and November 18th to make any final changes and resubmit the data to NCDPI via the

eMFTS site. PSUs should notify NCDPI of any changes through the NCDPI's ServiceNow portal.

- All data will be considered final on November 18th.
- Final data will be imported into IC Dropout Program.

> ℹ️ *To be added to the **Dropout Reporting Contact List**, complete and submit the Qualtrics Survey found* *here*

NCSIS Phase II PSUs

In addition to the Dropout Reports available in PowerSchool, NCDPI will provide Phase 2 PSUs with supplemental resources that can be used to research and verify 2023-2024 Dropouts in grades 1 through 13.

Supplemental Potential Dropouts and Completers who Failed to Return Reports

- Around September 14th and October 1st, NCDPI will provide Phase II PSUs, that were open in 2023-24, supplemental lists of **Potential Dropouts** and **Completers who Failed to Return** that can be used alongside the list **Potential Dropouts** and list of **Completers who Failed to Return** found in PowerSchool via the eMFTS site.
  - The **Potential Dropouts** list provided by NCDPI will include any student with a W2 or W2T on their last enrollment record in 2023-24. The list will also include the most recent, if any, 2024-25 enrollment information found prior to the date the list was created.
  - The **Completers who Failed to Return** list provided by NCDPI list will include any student with a W1 on their last enrollment record in 2023-24 and for whom NCDPI could not find a 2024-25 enrollment record. 2024-25 "no shows" would be included in this list.

State-wide Student Locator Tool

- NCDPI will make available to all PSUs a state-wide locator tool. This tool can be used by PSUs to search the most recent enrollment records for all students enrolled state-wide in grades K through 13.

Final Report Submission – November 4th

- All dropouts should be verified and submitted to NCDPI no later than November 4th using the State Dropout Report in PowerSchool.

Final Verification – November 12th to November 18th

- NCDPI will provide PSUs with a final verification spreadsheet containing the summary counts and rates that will be used in State and Federal on or before November 12th.
- PSUs will have from November 12th and November 18th to make any final changes and resubmit the data to NCDPI. Any changes that must be made will require an unlock of the state report which will need to be requested through the NCDPI's ServiceNow portal.
- All data will be considered final on November 18th.

> ℹ️ *To be added to the **Dropout Reporting Contact List**, complete and submit the Qualtrics Survey found* *here*