DOC07 - Expulsion Checks

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Summary

Use the **DOC07 - Expulsion Checks** worksheet to review expulsion evidence, enrollment history, and related Dropout records.

The check may identify a missing or inconsistent record or a situation where the school or PSU must review the available information before deciding which Dropout Reason applies. The EXPL actions in this worksheet concern the Dropout Reason, not the Exemption Code.

The worksheet may contain more than one result for a student. Review all related rows together because the results only identify conditions to investigate; they do not determine which record, if any, should be changed. Review the local records and evidence before making a correction.

Severity

Warning

What to Review

Generate the (NC) Dropout Data Collection report and open the **DOC07 - Expulsion Checks** worksheet in Excel output. Filter or group the results by student to review the student's related rows. Review the Issue Code, owning PSU and school, student enrollment history, and related Dropout record.

Issue Code	What the result indicates
EXPULSION_WITHOUT_PRIOR_ENROLLMENT	Expulsion evidence is present in the Dropout Program record, but the check does not find qualifying reporting year enrollment to establish the student's Prior Enrollment Type. The report directs the user to review enrollment history.
CCASH_EXPL_REVIEW	CCAHS conditions and expulsion evidence are both present. The check will not choose between CCAHS and EXPL; the school or PSU must review the record.
ADD_DROPOUT_RECORD_EXPL	The check identifies evidence at the reporting school and does not find an active EXPL Dropout record for the reporting year.

Issue Code	What the result indicates
UPDATE_DROPOUT_REASON_EXPL	An active Dropout record is present with expulsion evidence, but its current Dropout Reason is not EXPL.
EXPL_REASON_WITHOUT_EXPULSION	The Dropout record has the EXPL reason, but the audit does not find matching expulsion evidence at the PSU and school that own the record.

Report Content

The worksheet includes student, ownership, enrollment, Dropout record, and issue information. The owning PSU and school fields identify where the result should be reviewed. For EXPL_REASON_WITHOUT_EXPULSION, the evidence check is limited to the PSU and school that own the Dropout record.

Column	How to use it
ReportEndYear	Identifies the reporting year
studentUID	Student identifier for matching the result to NCSIS records.
lastName, firstName	Student name
sex, raceEthnicity	Student demographic values
cleanupType	Identifies the edit check group - for this worksheet, the value is EXPULSION
issueCode	Identifies the expulsion condition - see specific issue codes in the Recommended Action section below
owningPSUCode, owningPSUName	PSU responsible for reviewing the result
owningSchoolCode, owningSchoolName	School responsible for reviewing the result
lastEnrollmentYear	Most recent enrollment year available for the student, if available - use as research context
priorEnrollmentType, priorEnrollmentExitCode	Prior enrollment type and exit code, when available - these may be blank when there is no qualifying enrollment context.
recordDropoutYear, dropoutType	Dropout Program record details, when available
subsequentEnrollmentPeriod	Subsequent enrollment period, when applicable - this field is generally blank for DOC07 results.

Column	How to use it
currentValue	Describes the condition found, such as expulsion evidence without prior enrollment, the current Dropout Reason, or the absence of an active EXPL record
expectedValue	Describes the condition or review indicated by the check, such as reviewing enrollment history, reviewing whether CCAHS or EXPL applies, or adding/updating the Dropout Reason to EXPL
suggestedDate	Suggested date, when provided - this field is generally blank for these results
evidencePSUCode, evidencePSUName	PSU associated with evidence, when applicable - these fields are generally blank for these results
evidenceSchoolCode, evidenceSchoolName	School associated with evidence, when applicable - these fields are generally blank for these results
evidenceStartDate, evidenceEndDate	Evidence dates, when applicable - these fields are generally left blank for DOC07

Recommended Action

- Review the student's rows and identify the Issue Code for each result.
- Locate the student's dropout (*Student Information > State Programs > Dropout*), enrollment (*Student Information > General > Enrollments*), and expulsion (*Student Information > General > Behavior*) records in NCSIS for the relevant reporting period.
- Review the located information. Confirm that it accurately reflects the student's history.
- See issue codes below for specific actions to take.
- Correct data in NCSIS only when available evidence and Dropout Data Manual (https://www.dpi.nc.gov/data-reports/discipline-alp-and-dropout-data) guidance supports the correction.
- After making any corrections, wait for the next nightly refresh. Generate the report again and review the student's DOC07 results. Confirm that the issue cleared or determine why it remains.

EXPULSION_WITHOUT_PRIOR_ENROLLMENT

An Expulsion Dropout Reason is present in the Dropout Program record, but the check cannot find a qualifying reporting year enrollment to establish the student's Prior Enrollment Type.

- Review the enrollment history and determine whether a Dropout Program record is appropriate.
- If the Dropout Program record needs to be updated or ended, open *Student Information > State Programs > Dropout* and update the fields on the record as necessary.
- If the Dropout Program record needs to be deleted, open *Student Information > State Programs > Dropout* and delete if it was mistakenly entered.

CCAHS_EXPL_REVIEW

Both CCAHS conditions and expulsion evidence are both present in a student's record. It must be determined which dropout reason is correct for the student by the PSU.

- Review the student's CCAHS and expulsion information together.
- Consult the Dropout Data Manual (https://www.dpi.nc.gov/data-reports/discipline-alp-and-dropout-data) to determine the appropriate adjustments to the Dropout Program record.

ADD_DROPOUT_RECORD_EXPL

Evidence at the reporting school indicates that a student was expelled and there is no active EXPL Dropout record for the reporting year

- Review the expulsion information.
- If the Dropout Program record needs to be added, open *Student Information > State Programs > Dropout* and add a new Dropout Program Record with the appropriate values.

UPDATE_DROPOUT_REASON_EXPL

Evidence at the reporting school indicates that a student was expelled and there is an active Dropout Program record, but the Dropout Reason is not EXPL.

- Review the expulsion information and related Dropout Program record.
- If the Dropout Program record needs to be updated, open *Student Information > State Programs > Dropout* and update the fields on the existing Dropout Program record as necessary.

EXPL_REASON_WITHOUT_EXPULSION

A reportable Dropout Program record has the EXPL Dropout Reason, but the audit does not find matching expulsion evidence at the PSU and school that own the record.

- Confirm whether matching expulsion information exists in the PSU and school that own the Dropout record. If it does not, review whether the information is incomplete or the Dropout Reason needs correction.

Use the Dropout Data Manual (https://www.dpi.nc.gov/data-reports/discipline-alp-and-dropout-data) to confirm updates and whether the EXPL Dropout Reason applies. The check identifies a condition to review; it does not replace the policy determination.

Do not change a record only to remove an issue code.

NEXT: Continue to **Verify Reported Dropout Detail.** (https://ncdepartmentofpublicinstruction.knowledgeowl.com/home/verify-reported-dropout-detail-dod01)

Return to **Dropout Edit Checks.** (https://ncdepartmentofpublicinstruction.knowledgeowl.com/home/dropout-edit-checks)

Return to **(NC) Dropout Data Collection.** (https://ncdepartmentofpublicinstruction.knowledgeowl.com/home/nc-dropout-data-collection)