



# Dropout Prevention-Restructuring Planning Guide 2019

Mississippi Department of Education

# Dropout Prevention/ Restructuring Plan Guide

As required by state law, each school district shall implement an annual dropout prevention plan. The plan must be board approved and posted on the district website homepage by August 1st of each year.

Each high school with a graduation rate below 80% is required to develop a graduation restructuring plan. Representatives from the feeder middle schools should be included in the restructuring planning team. The newly created dropout Prevention/ Restructuring Plan is due to Wendy Clemons, [wclemons@mdek12.org](mailto:wclemons@mdek12.org), by December 13, 2019.

Each local school district shall ensure that data is used to develop their plan by evaluating past performance, predictive indicators and needs of the district based on student indicators. Beginning in 2018-2019, the Office of Secondary Education will require restructuring plans be based on the MDE adopted Early Warning System (EWS) that focuses on the ABC indicators of student engagement in school: Student Attendance, Behavior, and Course performance.

## Restructuring Planning Process

1. Team gathers and reviews EWS data.
2. Team identifies at least 3 indicators for focused improvement in the coming school year and builds an action plan around each indicator.
3. The team drafts a dropout prevention/ restructuring plan for the upcoming school year.
  - The plan must describe improvement actions, timelines, resources, measures for success and a monitoring process. A template is attached with this document.
  - Each school needs a plan. Therefore, there must be a school level plan for the high school AND EACH of the feeder middle school(s).
3. The high school and middle school principals present the action plans at a local school board meeting before board approval.
4. Team discusses action plans with school staff before school begins each year.

# Early Warning System (EWS) Data for Planning

Schools and districts have access to this data through running MSIS reports. Those reports should identify students that have 1 to 3 of the at-risk indicators for dropping out of school:

1. **Attendance** -- Students who are chronically absent – use a 10% absentee rate to identify – are at risk of dropping out.

The school chronic absentee rate is the percent of students who miss too much school for any reason, including excused, unexcused and suspension absences. Based on research, a student is chronically absent if he/she misses 10% or more of a school year (18 days in a 180 day school year).

2. **Behavior** – Students who have behavioral issues that are disrupting his/her learning patterns are at-risk of dropping out. The chart indicates how to identify the students that are currently at risk.

## Behavior (Elementary, Middle and High Schools):

Status	Number of Office Referrals		Number of Days Suspended	
	Each Quarter	Full Year	Each Quarter	Full Year
Off track	2	6	1	2
Sliding	1	3-5	0	0-1
On track to graduate	0	0-2	0	0-1

Source: Johns Hopkins University, 2012

3. **Course Performance** – Students who are not performing at a C or better in core high school classes are at-risk for dropping out. The chart below indicates more specific information.

## Course Performance (Middle and High Schools):

Status	Thresholds	
	Math and English Grades Middle School 6 <sup>th</sup> –8 <sup>th</sup>	Core Courses* High School 9 <sup>th</sup> –12 <sup>th</sup>
Off track	Report card grade of F	Report card grade of F
Sliding	Report card grade of D	Report card grade of D
On track to graduate	Report card grade A, B or C	Report card grade A, B or C

Source: Johns Hopkins University, 2012

\*Core Courses include English/Language Arts, Math, Social Studies and Science

## Restructuring Plans – What the MDE needs from the School

### Table of Contents

1. District Cover Page
2. Verification of board presentation and approval (a statement from the superintendent and/or copy of board agenda). **Not needed until January**
3. Summary of the 3 sources of data the district included in the plan to explain the plan to the Board and community.
4. District level requirements
  - a. Reducing the retention rates in grades kindergarten, first and second.
  - b. Targeting subgroups that need additional assistance to meet graduation requirements.
  - c. Developing dropout recovery initiatives that focus on students age seventeen (17) through twenty-one (21), who dropped out of school (i.e., Mississippi Works).
  - d. Addressing how students will transition to the home school district from the juvenile detention centers.
5. School level restructuring action plan chart
  - a. Include the action plans for each feeder school (recommend using the sample template or something similar).