

EMIS Change 24-33

This change updates the reporting of student expulsions. Withdrawal Reason option 48—Expelled is being deleted and a new Sent Reason is being added. Students will no longer be “withdrawn” due to expulsion and will instead be “sent to” expulsion.

2.1.1 STUDENT ENROLLMENT OVERVIEW

GENERAL GUIDELINES

Withdrawal Code	Preferred Documentation	Other Documentation
48—Expelled	Copies of the notices that are required to be sent to parents. Copies of the supporting disciplinary reports must also be maintained. Refer to DISCIPLINE/ALTERNATIVE SCHOOLS for more information regarding the steps that must be taken (and documented) in the case of a student expulsion. If a district is honoring a JVSD expulsion, then the district should obtain supporting documents from the JVSD. ORC §3313.661	NA

Special Education

Before withdrawing a special education student, districts must ensure that they have complied with all laws and regulations regarding the education of students with disabilities. For instance, the IDEA requires that districts provide an alternative setting for the education of students who are truant ~~and that districts continue to educate students who have been expelled~~. For more specific information regarding special education students, refer to the Department’s Office for Exceptional Children.

DISCIPLINE/ALTERNATIVE SCHOOLS (GENERAL EDUCATION)

ODE Policy

~~If a records request is received from another district during a student’s expulsion, the student’s withdrawal code is not to be updated. Another district agreeing to enroll the student does not change the documented reason for the student’s exit from the expelling district.~~

If a student attending a JVSD is expelled by ~~his or her district of residence~~ either the JVSD or the educating district, then both districts report Sent Reason option EX and Sent to IRN 999999. Sent to Percent of Time and District Relationship reported depend on whether the student is receiving any education or services during the expulsion. See Example Question 11 and EMIS Manual Section 2.4 Student Standing (FS) Record for more information. ~~the JVSD reports the student with a withdraw code of 41—Transferred to Another Ohio School District. The withdrawal date is the first day of the expulsion.~~

If a student's expulsion occurs at the end of his or her senior year, this could potentially affect graduation. If the student completes graduation requirements during summer school, the district reports the student as a summer graduate during the Graduation (G) Collection. ~~The student is not re-enrolled; enrollment is not necessary to report a summer graduate.~~

EXAMPLES

Question 11. JVS had an enrolled student who received a suspension followed immediately by an expulsion. On the first day of the student's suspension, she was placed in a JDC. She was released from the JDC before the period of her suspension had expired. How does JVS report this student?

The student is withdrawn to her resident district for the dates of her incarceration at the JDC. When the student leaves the JDC, she is re-enrolled in the JVS. Finally, the JVS and the resident district should both report her ~~she is withdrawn with the code 48—Expelled~~ with Sent Reason option EX as of the start of her expulsion.

If the student is not receiving education or services during the expulsion, then report as follows:

Sent to Percent of Time = 0

Sent to IRN = 999999

District Relationship = 3

If the student is receiving education or services during the expulsion, then report as follows:

Sent to Percent of Time = the percent of time the student is receiving education or services

Sent to IRN = 999999

District Relationship = 1

SECTION 2.4: STUDENT STANDING (FS) RECORD

Definitions of Terms Related to Attendance

Expelled Students. ~~“Students who are expelled and not receiving instructional services are to be withdrawn from the district during the term of the expulsion” (OAC §3301-18-01(J)).~~ When a student is expelled, the student is reported with Sent Reason option EX ~~withdrawn from the school district on as of~~ the date of expulsion ~~and re-enrolled when the expulsion period ends and the student returns to the district.~~ ~~When the expulsion period ends, the Admission Date and Admission Reason Element are to be updated.~~ This reporting requires a new FS Record. The Sent to IRN is reported as 999999. For students who are not receiving education or services during the expulsion, report 0 for Sent to Percent of Time and option 3 for District Relationship. For students who are receiving education or services during the expulsion, report the appropriate amount for Sent to Percent of Time and option 1 for District Relationship.

☀ **Sent Reason 1 Element**

Record Field Number	FS200
Definition	Reason a student is sent to another district.

☀ **Sent Reason 2 Element**

Record Field Number	FS230
Definition	Reason a student is sent to another district if the student is sent to a second district

Valid Options

[EX](#) [Expelled](#)

Reporting Instructions. [When a student is expelled, report Sent Reason option EX and Sent To IRN 999999. If the student is not receiving education or services during the expulsion, report 0 for Sent to Percent of Time and option 3 for District Relationship. If the student is receiving education or services during the expulsion, report the appropriate value for Sent to Percent of Time and option 1 for District Relationship.](#)

☀ **Withdrawal Reason Element**

Record Field Number	FS100
Definition	The reason for the most recent withdrawal from the school district.

Valid Options

~~48~~ — ~~Expelled~~

Reporting Instructions.

Withdrew from Educating Entity, DOR no longer responsible, Withdrawal Code 35. Withdrawal Reason 35 may only be reported by the resident district and should only be reported when reporting the student with a District Relationship of “3”. This code may not be used by the resident district when the educating district withdraws the student using withdrawal codes 43, 45, ~~48~~, or 71 – 81. Additionally, this withdrawal code cannot be used when the resident district is reporting the student with any of the following Sent Reasons: AU, CE, CR, CT, FP, JP, JV, MR, OS, PI, or PP.

Dropout Students. In most cases, when a student drops out of a JVSD, both the JVSD and the resident district are responsible for reporting the dropout information. ~~However, if a student is expelled from the JVSD, the resident district may or may not expel the student. In this situation, the JVSD is responsible for reporting the student expulsion (as “expelled”) and the resident district reports the appropriate withdrawal code depending on whether the student is or is not also expelled from the resident district.~~

SECTION 2.17: STUDENT WITHDRAWAL OVERRIDE (FC) RECORD

Withdrawal Reason Element

Record Field Number	FC070
Definition	The reason for the most recent withdrawal from the school district.

Valid Options

~~48~~ — ~~Expelled~~