

PINELLAS COUNTY SCHOOLS  
**EDUCATIONAL ALTERNATIVE SERVICES EXIT INTERVIEW/STUDENT SURVEY FORM**

Student's Name \_\_\_\_\_ ID# \_\_\_\_\_ School Name \_\_\_\_\_  
 D.O.B. \_\_\_\_\_ / \_\_\_\_ / \_\_\_\_\_ Age \_\_\_\_\_ Grade \_\_\_\_\_ Credits \_\_\_\_\_ GPA \_\_\_\_\_ Passed FCAT \_\_\_\_\_ Graduation Year \_\_\_\_\_  
 Name of Parent/Guardian contacted \_\_\_\_\_ Date \_\_\_\_\_ / \_\_\_\_ / \_\_\_\_\_ Method of contact \_\_\_\_\_ Phone \_\_\_\_\_ In person Other \_\_\_\_\_  
 (phone #)  
 Withdrawal Date \_\_\_\_\_ / \_\_\_\_ / \_\_\_\_\_ WD code \_\_\_\_\_ WD authorized by \_\_\_\_\_ Form completed by: \_\_\_\_\_

<b>I. Background Information</b>	<b>II. Interventions</b>	<b>III. Student Plan</b>
Enrolled in Alternative Program    Y ___ N ___ Name of Program: _____ IEP    Y ___ N ___ Section 504                                Y ___ N ___ Remediation Services (last 2 years) _____ Case Manager notified:                Y ___ N ___ _____ <b>Attendance history (2 years)</b> UNX absences: Current        _____ previous _____ UNX tardiness:        _____ <b>Discipline History:</b> Suspensions:                            Y ___ N ___ # of times: _____ Expulsions:                              Y ___ N ___ # of times: _____ Reassignments                        Y ___ N ___ Program: _____ Eligible free/reduced lunch        Y ___ N ___ Homeless:                                Y ___ N ___ Teen parent:                            Y ___ N ___ Teen parent Social Worker Contacted:                                Y ___ N ___	MTSS/Child Study Team            Y ___ N ___ Individual counseling                Y ___ N ___ Extracurricular activities        Y ___ N ___ Told education options            Y ___ N ___ Check <b>attendance interventions:</b> ___ Communication school/parent ___ Change learning environment ___ Attendance contract ___ Mentoring ___ Referral for services ___ Truancy petition ___ Tutoring ___ Other <b>(Before a student is withdrawn, School Counselor is contacted/notified)</b> School Counselor contacted:        Y ___ N ___ Date: _____ / ____ / _____ Student/parent met with School Counselor Y ___ N ___ Date: _____ / ____ / _____ <b>Parent signed Notification of Intent to Withdraw</b> Y ___ N ___ ATTACH COPY of Intent To Terminate School Enrollment Form (2-2715) <b>Student was present to provide input on reasons for withdrawing?</b> Y ___ N ___	___ Enroll at Bayside High School ___ Eligible for credit recovery ___ Enroll for GED/Adult Education (Bright Futures-must complete requirements before taking GED) ___ Enroll at Pinellas Technical College ___ Enroll other _____ ___ No plan <b>Dropout retrieval action:</b> 3 month follow-up: _____ / ____ / _____ <b>Method of Contact:</b> ___ letter    ___ phone call    ___ home visit Did student return to school?        Y ___ N ___ <b>Education status:</b> ___ GED program    ___ earned GED ___ enrolled in another school <b>Employment status:</b> ___ employed    ___ unemployed <b>Final contact: (end of year)</b> Date: _____ / ____ / _____ ___ letter    ___ phone call Outcome/comments: _____

Student Name \_\_\_\_\_ Student Number \_\_\_\_\_ School \_\_\_\_\_

IV. Student Survey		
<p><b>Reasons student is withdrawing:</b>  <b>PRIMARY: Indicate primary reason with a 1</b>  <b>SECONDARY: Indicate secondary reason with a 2</b></p> <p><input type="checkbox"/> A. Classes not interesting  <input type="checkbox"/> B. Missed too many days/could not catch up  <input type="checkbox"/> C. Did not like school  <input type="checkbox"/> D. Failing classes  <input type="checkbox"/> E. Illness  <input type="checkbox"/> F. Became a parent/pregnant  <input type="checkbox"/> G. Getting married/married  <input type="checkbox"/> H. Feeling of not belonging  <input type="checkbox"/> I. Suspended too often  <input type="checkbox"/> J. Expelled from school  <input type="checkbox"/> K. Student-teacher conflict  <input type="checkbox"/> L. Employment/ had to work  <input type="checkbox"/> M. Friends dropped out  <input type="checkbox"/> N. Failed FCAT  <input type="checkbox"/> O. Intimidated/bullied/threatened  <input type="checkbox"/> P. Migrant  <input type="checkbox"/> Q. Homeless  <input type="checkbox"/> R. Family problems  <input type="checkbox"/> S. Other _____</p>	<p><b>Student has identified the following possible influences that could have kept them in school:</b>  <b>(CHECK ALL THAT APPLY)</b></p> <p><input type="checkbox"/> A. Real- world learning  <input type="checkbox"/> B. Better teachers  <input type="checkbox"/> C. Smaller classes  <input type="checkbox"/> D. More individualized instruction  <input type="checkbox"/> E. Better communication with teachers  <input type="checkbox"/> F. Better communications with parents  <input type="checkbox"/> G. Increased parental involvement  <input type="checkbox"/> H. Less freedom/more supervision by parents  <input type="checkbox"/> I. Less freedom/ more supervision by school</p>	<p><b>Student response: What actions did your school personnel take to keep you enrolled?</b>  <b>(CHECK ALL THAT APPLY)</b></p> <p><input type="checkbox"/> A. Provided student counseling  <input type="checkbox"/> B. Conference with parent/student  <input type="checkbox"/> C. Discussed options for tutoring  <input type="checkbox"/> D. Discussed consequences of dropping out  <input type="checkbox"/> E. Options for continuing education  <input type="checkbox"/> F. Discussed alternate options for graduation  <input type="checkbox"/> G. Conducted home visits  <input type="checkbox"/> H. Referred student to agencies/programs to address problems  <input type="checkbox"/> I. Discussed and offered credit recovery  <input type="checkbox"/> J. Offered access to EAS program (alternative, disciplinary)  <input type="checkbox"/> K. Tracked student progress (teacher, guidance, etc)  <input type="checkbox"/> L. Changed/revised schedule  <input type="checkbox"/> M. Implemented intervention contracts (attendance-behavior-academic)  <input type="checkbox"/> N. Student reported no action taken  <input type="checkbox"/> O. Other _____  <input type="checkbox"/> Z. Not applicable, student did not drop out or did not provide information about action taken</p>

**Section V. Please check and sign below to certify that each of the following statements was addressed by school personnel.**

- I am at least 16 years of age and it is my intent to terminate my school enrollment I received counseling from a school counselor or other school personnel which addressed the following:
- Terminating school enrollment prior to graduation will likely reduce my potential earnings and negatively affect my career options
- Termination of school enrollment will result in revocation/denial of my driving privileges
- My reasons for leaving school prior to graduation
- Possible actions that could keep me from leaving prior to graduation
- Options for continuing my education in a different environment, e.g. Adult Education or GED testing
- For Bright futures eligibility, GED students must complete credit requirements before taking GED exam

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 (if student is under 18 years of age)

School Personnel Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Office Use Only:

enter survey results into FOCUS

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

DMT name: \_\_\_\_\_

\_\_\_\_\_

Send copy of survey to Educational Alternative Services, Admin. Building

## Directions for the Exit Interview/Student Survey Form (PCS Form 2-3075)

Use Exit Interview/Student Survey Form (PCS Form 2-3075) when a student is withdrawn: W05 –Voluntary WD  
W26- GED or Adult Ed

Exit Interview/Student Survey Form should be completed in entirety by AP or designee, student and parent/guardian.

*The demographic information at the top of page one, is to be completed as much as possible. Each section (I through V) should be fully completed before the documents are given to the DMT for entry into Focus. Please note Sections I V and V (student survey) are to be completed with the student.*

### **Step One: Section I - Background information**

This section to be completed.

### **Step Two: Section II - Interventions**

1. Check each line item as it applies to the student. (including attendance interventions)
2. **Make sure the Notification of Intent form PCS Form 2-2715 is correctly documented and signed by parent or guardian and student. Copy is attached to the exit interview form. for codes: (W05. W26)**
3. It is highly recommended that prior to completing this section that you contact your School Counselor (e-mail or phone) that the student is in the process of leaving school. The student may be eligible for other interventions and strategies that might encourage the student to remain in a school setting or be informed of other educational options before withdrawing from school. The School Counselor is available to conference with the student and parents, when needed, to facilitate a plan.

### **Step Three: Section III - Student Plan**

Check the appropriate category(ies).

### **Step Four: Section IV - Student Survey**

It is expected that the student participates in this survey with the AP or designee. Make sure a primary reason (marked with a 1) and secondary reason (marked with a 2) are indicated in column one. Column two (influences) are completed. Column three (actions) are also based on student input and checked accordingly.

### **Step Five: Section V Signatures**

Each item should be acknowledged by the student and checked off. The document is signed by all parties.

### **Step Six: Data Entry and Forms Submission**

The yellow copies of page 1 and page 2 of the Exit Interview/Student Survey form are given to your DMT to enter survey data into Focus. *DMT will go to Demographics screen and then click on Exit interview tab. Under "Homeless" information is the Educational Alternative Services question. Answer all questions with information provided by AP or school counselor. After information is inputted into Focus, paperwork should be filed in student files. Send Educational Alternative Services a copy of completed Exit Interview/Student Survey Form (PCS Form 2-3075) to Administration Building.*