

**Brevard County School District
Exit Interview
(Designated School Personnel)**

To be completed by school guidance counselor or other designated school personnel:

School Name _____

Student Name _____ Withdrawal date: _____

Grade Level _____ Student ID# _____

Student DOB _____

Interviewer _____ Date of Interview _____

1. What is the *primary* reason the student is terminating school enrollment? (check one)

*If the student completed the **Exit Interview Student Survey**, discuss the primary reason given by the student and attach a copy of the **Survey** to this form.*

*If the student refuses to complete the **Exit Interview Student Survey**, query the student as to the primary reason he/she is terminating enrollment and check below.*

- | | | |
|---|---|--|
| <input type="checkbox"/> Classes not interesting | <input type="checkbox"/> Marriage | <input type="checkbox"/> Employment |
| <input type="checkbox"/> Student/teacher conflict | <input type="checkbox"/> Parenting | <input type="checkbox"/> Suspended too often |
| <input type="checkbox"/> Friends dropped out | <input type="checkbox"/> Illness | <input type="checkbox"/> Homeless |
| <input type="checkbox"/> Failing classes | <input type="checkbox"/> Migrant | <input type="checkbox"/> Truancy/Absenteeism |
| <input type="checkbox"/> Did not like school | <input type="checkbox"/> Expelled | <input type="checkbox"/> Failed to pass FCAT |
| <input type="checkbox"/> Family Problems | <input type="checkbox"/> Intimidated/Threatened/Bullied | |

Other:

Secondary reasons if applicable:

2. What would have improved your chances of staying in school?

*If the student completed the **Exit Interview Student Survey**, review his/her response to item #3 and discuss, if appropriate.*

*If the student refuses to complete the **Exit Interview Student Survey**, query the student as to what would have improved his/her chances of staying in school. (Check all that apply.)*

The student has identified the following as actions that could be taken to keep them in school.

- Opportunities for real-world learning (internships, service learning)

- Better teachers
- Smaller Classes
- More individualized instruction
- Better communication with your teachers
- Better communication with your parents
- Increased Parental Involvement
- Less Freedom and more supervision from parents
- Less Freedom and more supervision from school officials

Other:

3. What interventions did the school attempt in response to unexcused absences, excessive tardies, failing grades, suspensions or other “at – risk” behaviors of the student while enrolled? (Check all that apply)

- Communicated with student and family via letter or telephone
- Convened a formal meeting with the parent and/or student
- Convened an Individual Problem Solving Team meeting on behalf of the student
- Referred to a Competency - Based Diploma Program
- Placed in a Competency - Based Diploma Program
- Provided Credit Retrieval opportunities
- Changed learning environment
- Provided student counseling (academic and/or supportive)
- Referred the student/family to other agencies for services
- Provided tutoring services
- Developed an Attendance Contract
- Facilitated mentoring services
- Referred to the Resource Teacher for Attendance
- Filed a Truancy Petition

Other (Please describe)

4. The student must be informed of the following:

- Terminating school enrollment prior to graduation will likely reduce his/her potential earning and negatively affect career options;
- Termination of school enrollment will result in the revocation/denial of the student’s driving privilege until age 18;
- Opportunities to continue his/her in a different environment, including, but not limited to, adult education and GED test preparation; and

- Bright Future eligibility requirements for students planning to earn a GED include completion of credit requirements prior to taking the GED exam.

If the student completed the Exit Interview Student Survey, the student, guardian and school representative should sign the intent to terminate school enrollment and the statements should be checked (refer to middle section of page 2).

If the student refuses to complete the Exit Interview Student Survey, provide the student the district form titled, Student's Intent to Terminate School Enrollment, which should be signed by the student and the guardian. The student's guardian must be notified of receipt of the student's intent to terminate school enrollment.

5. Has the parent been notified of the student's intent to terminate school enrollment?

Yes No

6. If yes, provide the date of parent notification. _____

7. Has the student completed the Student Survey? Yes No

8. If no, how many attempts did the school make to obtain a completed survey from the student?

9. The following section is included to encourage dropout retrieval efforts.

Three (3) month follow-up: (Please check all that apply.)

Method of contact:

Letter (Level I) Phone call (Level II) Home visit (Level III)

Contact Successful Contact Unsuccessful

Employment status:

Employed full-time Employed part-time Unemployed Unknown

Education status:

Working on GED Earned GED Enrolled in another school (private/vocational)

Unknown Other (Please explain) _____

Did the student return to school following this contact? Yes No

Signature of Designated School Personnel