Frequently Asked Questions #1, Reengagement Participant Data Reporting, April 4, 2022

RE: SmartSheet Navigation

Question: How can I freeze/unfreeze the columns when I scroll across?

Answer: Select the column and right click to select "freeze" or "unfreeze" on the column you want to freeze or unfreeze.

RE: Homeschooled Youth

Question: What do I do about youth who were homeschooled?

Answer: If a youth was only homeschooled their entire education in Oregon, they may not have a unique Oregon School Identifier. You can follow these guidelines as applicable:

Category	Type:
Last School Code Enrolled Prior to Reengagement	"Homeschool"
Youth's District/ Local Student ID #	"Homeschool"
Youth's Secure Student Identifier (SSID)	*(This is an optional element. No response needed.)*

RE: Youth Moved to Oregon

Question: What do I do if a youth moved to Oregon and never enrolled in a school in Oregon?

Answer: Please verify the youth had a period of disengagement from secondary school, and then follow these guidelines as applicable:

Category	Type:
Last School Code Enrolled Prior to Reengagement	"Out of State"
Youth's District/ Local Student ID #	"Out of State"
Youth's Secure Student Identifier (SSID)	*(This is an optional element. No response needed.)*

RE: General Q

Question: What categories are in ODE Consolidated Collections?

Answer: Typically, the data marked "Educational Provider" on Page 2 of the *ROG Participant Data Report Quick Start Guide and Data Manual* on the YDD Technical Assistance Website will be contained in ODE Consolidated Collections or a school-based student information system database.

RE: #9-Hispanic or Latino/a/x

Question: What do I put for a youth who solely identifies as Latin/e/x/o/a?

Answer: For a youth who solely identifies as Latin/e/x/o/a, #10 Race/s can be left blank provided that information is completed in #9 Hispanic or Latino/a/x **and** #11 Additional Race/Ethnicity, such as "Hispanic/Latino/a/x".

RE: #12-Native/Indigenous Identity/Identities

Question: Can you clarify how to complete this data element?

Answer: Please follow the *updated* guidelines below:

Native/Indigenous Identity/Identities	~~Indicates student self-identified native or indigenous identity or identities.~~ Specifies the name(s) of the of the Native or Indigenous tribe(s), band(s), clan(s), and Federally or state recognized Nation(s) that are part of the youth's story.

Specify the name or names of the tribe(s), band(s), clan(s), and Federally or state recognized Nation(s) that are part of the youth's story. ~~of self-reported native or indigenous identity or identities~~. Use this field to note any Indigenous identity/identities, including in Latin America and elsewhere.

- Use a semi-colon [;] to separate if multiple.
- If the youth has Native or Indigenous identity/ies, and does not specify the tribe(s), band(s), clan(s), or Nation(s), write "Not Reported".
- If the youth does not identify with Native or Indigenous identity/ies, write "N/A".
- Schools pulling data from an ODE student information system may use the American Indian Tribal Membership Code for this column. Do not provide American Indian Tribal Enrollment Number. Please provide the name of the recognized tribe/Nation instead.

RE: #13-Current Grade (if seeking Diploma), GED, or AHSD

Question: What do we do if the youth changes from seeking a diploma to a GED?

Answer: On page 7 of the Data Manual, it states: Time of Collection: Although this information [whether the youth is seeking a diploma, GED or AHSD] is to be gathered at entry, update this information if the youth changes the primary credential being sought.

RE: GED for Proficiency:

Question: We have youth who enroll in a "GED for Proficiency" program. They take GED exams to apply high school credits from the GED tests toward their diploma.

Answer: Use this chart below to guide how you complete the participant sheet:

Category	Answer:
#13-Current Grade (if seeking Diploma), GED, or AHSD	Select a grade if the youth's **primary** goal is to work toward their high school diploma.
#27-Number of Credits Earned during Reengagement	Enter credits (include any awarded GED test credits)
#28-Number of Official GED Tests Passed during Reengagement	Enter number of tests passed
#29-High School Credential Earned	Record Credential(s). If 2 credentials are earned in the Program Year, work with your grant manager to record both.
#30-Date High School Credential Earned	Enter date(s). If 2 credentials are earned, put 2 dates separated by a comma.

RE: #5-Youth's District or Local Student ID # & #6-Youth's Secure Student Identifier (SSID)

Question: The Data Manual/Sheet says that the Local ID is required and the SSID is Optional? We can have the youth's ODE SSID number but *not* the youth's local ID number.

Answer: If you can provide the youth's ODE SSID number, you can leave the Local ID# blank.

RE: #14-High School Entry Cohort School Year, #15-Special Education, and #16-Section 504:

Question: A student told us they had an IEP in high school, but we do not yet have access to school records for the student.   What should I put for the "Special Ed" drop down—yes or unknown?

Answer: If you do not collect the information *from an official school record*, please mark "Unknown". If you later obtain a transcript for the student, you can update the field at that time.

RE: #18-Last School Code Prior to Reengagement

Question: What if a student enrolled in a school but never attended? The Data Manual describes "Last School Code Prior to Reengagement" as the school where they 'last received instruction'.

Answer: Put the last school they enrolled or registered at even if they never attended.

RE: #21-Eligibility Code:

Question: The youth's Eligibility is based on Criterion B—a referral from a County Juvenile Department. However, they heard about us from our Reengagement Specialist who is working with youth in detention. What do we put for "How Youth Heard about the Program"?

Answer: Please follow the guidelines below:

Category	Answer:
#21-Eligibility Code	B. Youth ages 14-21, referred by eligible referring agency.
#23-How Youth Heard about the Program	County Juvenile Department
#26-Reason for Entering	Be sure to include "Outreach Services" in the reasons for entering the program.

RE: #22-Reengagement Program Entry Status

Question: What do I put for a youth whose entry status was a residential treatment facility *out of state*?

Answer: Select "Other Residential Program in Oregon". *The 2021-23* Reengagement Data Manual *will be updated to delete "in Oregon" as follows:*

Other Residential Program ~~in Oregon~~	Student was enrolled in a Residential Program ~~in Oregon~~ (includes hospital, residential treatment program, etc., and excludes ~~other than~~ JDEP/YCEP) prior to Reengagement Program entry.

RE: #24-Living Situation

Question: We have a youth living with their Extended Family. The Grandmother is the *legal guardian*. Do we select "Living with Parent(s)/Guardian(s)" or "Living with Extended Family"?

Answer: Please select "Living with Parent(s)/Guardian(s)".

RE: #33-Reengagement Program Exit Status

Question: What do I put for a youth who exited our program to enter the hospital? Or entered into a hospital program?

Answer: Select the drop-down "Exited to a residential program in Oregon".

Question: What do I put for a youth who exited our program to move out of state for a residential treatment program?

Answer: Select the drop-down "Exited to a residential program in Oregon". *The 2021-23* Reengagement Data Manual *will be updated to delete "in Oregon" as follows:*

Exited to a residential program ~~in Oregon~~	Student exited Reengagement Program into a residential program ~~in Oregon,~~ (includes hospital, residential treatment program, etc., and excludes JDEP/YCEP. Note there is a separate selection option for JDEP/YCEP.

RE: #33-Reengagement Program Exit Status:

Question: **What do we put under "Reengagement Program Exit Status" after a youth graduates if they do not have a plan lined up? We do not work with the youth after they graduate.**

Answer: If the youth has exited your program and are not actively working with you or another program to navigate their next steps and they are not working and not in school, then select "Exited to not attending school, and not working, in Oregon". Note, if your program connects the youth after graduation to a partner program which provides next steps navigation/support, there is also the option of "Exited to a program to plan college/career steps".