

# *R-type School Code*

## *Open Doors Youth Reengagement Programs*

### **Becoming a Reengagement School**

An Open Doors Youth Reengagement program can be designated in one of two ways: 1) as a school or 2) as a program within an existing school. The determination is up to the district or Local Education Agency (LEA).

If the district or LEA determines that the program is best managed by having Open Doors Youth Reengagement students enrolled in a distinct school within the district, then obtaining a reengagement-type (R-type) school code is necessary. Alternately, the Open Doors Youth Reengagement program can operate as a program within one or more existing schools (the default setting for programs, no action required).

### **Things to know:**

- An R-type school code is not required or needed to operate an Open Doors program.
- Having an R-type school code means you have been assigned a school code in which you will enroll/serve students in your approved Youth Reengagement program(s).
- Each district may only have up to one R-type school that encompasses multiple Open Doors Youth Reengagement programs. Once established, the R-type school will include all pathways and formalized partnerships that provide Open Doors Youth Reengagement within the district.
- If you opt to open a new high school (R-type school) in which to manage and submit Open Doors Youth Reengagement students, the school will be included in all school level data reporting, including but not limited to adjusted cohort graduation rates.
- R-type schools are required to compete an annual school improvement plan (SIP).
- R-type schools will almost certainly be identified for School Improvement and thus responsible for the requirements that coincide with identification.
- R-type schools can be identified for Title I, Part A and will be responsible to complete a comprehensive needs assessment (CNA).

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## School Improvement and R-type Schools

An R-type school code qualifies your program as a school; thus, it will be identified within the statewide [Washington School Improvement Framework](#).

### Requirements & resources

Schools identified for improvement may be eligible to receive [School Improvement](#) funding and supports, including grants and other technical assistance that support your goals to reengage and serve students. If identified for improvement, there may be required assessments and documentation in addition to the **required school improvement plan**.

### School Improvement Plan

All R-type Open Doors Youth Reengagement schools are required to complete an annual school improvement plan. By requesting an R-type school code, your Open Doors programs become managed through a distinct school and is subject to Title 180, Chapter 16, Section 220 of the Washington state administrative code (WAC): [WAC 180-16-220](#):

### All-encompassing

The school improvement plan for an R-type school will include **all** of the Open Doors programs, pathways, and partnerships operating in service of the district. It is the district's responsibility to include the full scope of Open Doors Youth Reengagement services into the planning process.

- If the district works with colleges, ESDs, community-based partners, skill centers, or others to offer Open Doors programs, then all of the programs and partners are part of the R-type school.
- The school improvement plan should be drafted with consideration and inclusion of all the service-providing Open Doors partners. The plan may focus on goals specific to a single site or pathway.
- Similarly, if your Open Doors Youth Reengagement R-type school is granted school **improvement funding**, the funding can be applied across the full scope of all Open Doors programs, pathways, and partners (ESDs, CBOs, community colleges, etc.), and not solely applied to the home-district location. The funding distribution should align to the school improvement plan and reflect the needs of the full suite of programs operating in your district with attention to priority areas.

### Contact

The Office of System and School Improvement (OSSI) is responsible for providing support to identified schools. To learn more about school improvement plans, access templates, and see

funding amounts, please visit [Continuous School Improvement Resources](#). If you have questions, contact [ossi@k12.wa.us](mailto:ossi@k12.wa.us).

### Also related

- [School Improvement Plan \(SIP\) for Open Doors](#)
- [Improvement Planning for Open Doors](#)

## Title I and R-type Schools

An R-type school code qualifies your Open Doors program(s) as a school; thus, it is eligible to be identified for Title I, Part A – a program designed to provide additional learning supports to students in need.

If a district has obtained an R-type school code, the R-type school (and all the Open Doors programs it umbrellas) will be included in the annual Ranking and Allocating page for Title I, Part A grant application.

### Requirements & resources

As a federally funded program, Title I, Part A requirements are established by federal law, and includes federal compliance, audit, and data reporting. R-type schools that are identified by their districts for Title I, Part A will be eligible to receive funding. An annual comprehensive needs assessment and working with stakeholders are compliance requirements if your R-type school receives Title I, Part A.

### Collaborating on requirements

Work to include the Open Doors reengagement service-provider partners. They should be included in the needs assessment and stakeholder engagement process.

Though the Title I, Part A funds are designated to and distributed by the district, the district's Open Doors students are likely served in locations that are not district-based. The re-engagement programs that the district has entered into partnership with also serve the district students. Thus, as part of the R-type school, all Open Doors programs within the district should be able to benefit from the Title I, Part A funding and supports.

### Contact

The division of Elementary, Early Learning, and Federal Programs is responsible for managing Title I, Part A. Learn more by visiting the [Closing Educational Achievement Gaps \(Title I, Part A\)](#) website.

### Also related

- [Comprehensive Needs Assessment \(CNA\) Toolkit](#)

## Submitting enrollment

When districts request a school code for their Open Doors program(s), the program(s) becomes an “R-type” coded school. At that school, **only** Open Doors enrollment can be claimed. Enrollment reported on the P223 must only show the Open Doors “1418” Youth Reengagement enrollment and it will include all Open Doors enrollments.

- All other types of enrollment, including ALE, must be moved to another school in the district and cannot be reported on the P223-1418 or at the R-type Open Doors school.
- Only Open Doors enrollment that meets the requirements and rules under the [Open Doors WAC](#) are to be reported in the Open Doors fields for the R-type school.

For districts that do not have an “R-type” school, the district determines which school to report their Open Doors enrollment. Questions about this can be directed to [Becky.McLean@k12.wa.us](mailto:Becky.McLean@k12.wa.us).

## Communicating with partners

If your district obtains an R-type code in which to manage the Open Doors “1418” Open Doors program(s), OSPI recommends contacting all Open Doors partners and sharing this resource with them.

Districts with an R-type school code are responsible for collaborating with their service providing partners in the planning and goal setting relative to the overall Open Doors program. The R-type school is inclusive of all the Open Doors programming occurring in partnership with the district. OSPI recommends establishing a district-based staff person as a facilitator or liaison for the Open Doors programs and who ensures communication among the partners.

Meeting regularly with all Open Doors service-provider partners will help the district prepare for school improvement planning, setting goals, and completing assessments – all items that may be required if the R-type school is identified for school improvement or Title I, Part A.

## Graduation Considerations

Open Doors Youth Reengagement programs are not credit retrieval programs. OSPI strongly discourages districts from transferring Open Doors students from their R-type school into a comprehensive high school for graduation or graduation-rate documentation purposes.

Receiving an R-type school code enables the Open Doors program to operate as a high school and to **issue diplomas** to students (see image above, “Authorized to issue high school

diploma"). Students should be given the option of receiving their diploma from the Open Doors high school (R-type school).

If a student is exited from Open Doors to graduate, they must be appropriately coded in your Student Information System (SIS). The only acceptable exit value code for an Open Doors Youth Reengagement student exiting to be graduated is code "B- Graduated." This exit reason code must be provided for both students being graduated from their enrolled Open Doors R-type high school or if they are being transferred in-district to be graduated.

## How to tell if you have an R-type school code

Schools can be viewed within the district's EDS Administration. Below is a snapshot of an Open Doors Youth Reengagement program that has become an R-type school.

School Code: 5000

NCES LEA Number: 5000550

NCES LEA Name:

NCES School Number: 02116

Grade Span: 9 - 12

School Authorized To Issue High School Diploma:  
 Yes  No

Status: Open [View/Edit Operational History](#)

Date Effective: 9/1/2013

Primary Parent: School District

Organization Parents:

Parent Organization	Code	
School District	02116	<a href="#">Remove</a>

[Add New Parent](#)

Category: Public School, Re-Engagement School [Add/Update](#)

The "Category" field (bottom of image) indicates Re-Engagement School. Only Open Doors can receive designation as a Re-Engagement type (R-type) school. The school type is strictly assigned only to Open Doors programs that request the code. The "School Code" field (top of image) has a number; this is the R-type school code.

## Requesting an R-type School Code

The Open Doors 1418 program must be approved by OSPI prior to requesting an R-type school code. The [District Data Security Manager](#) will need to submit a new school request for a reengagement-type school (R-type school). Enrollment reporting may begin September following the assignment of the new R-type school code. For more details, please see [Bulletin B033-22](#) and [Directory Data - District Tip Sheet](#)

- To open an Open Doors Youth Reengagement School and obtain an R-type school code, contact your District Data Security Manager (DDSM) to request a school code prior to or in early June.
- The District Data Security Manager will need to submit to OSPI any directory change-requests, including obtaining the R-type code, by the due date of June 1 or what is published in the yearly directory review.
- District Data Security Managers receive annual instructions on how to complete this request in the yearly directory review. Information on directory requests can be found in the [Directory Data Tip Sheet](#). Obtaining an R-type school code is done through the EDS Administration process.

## Learn more

Visit the [Open Doors Youth Reengagement website](#) or browse our [informational videos](#) to learn more about program requirements, resources, and other supports.