FLORIDA DEPARTMENT OF EDUCATION
DOE INFORMATION DATABASE REQUIREMENTS VOLUME II:
AUTOMATED STAFF INFORMATION SYSTEM
AUTOMATED STAFF DATA ELEMENTS

Year: 2012-13

Data Element Number: **217925**

Data Element Name: **Separation Reason**

The reason for which the employee separated from the school system.

Code	Definition/Example
A	Retirement
B	Resignation for employment in education in Florida
C	Resignation for employment outside of education
D	Resignation with prejudice
E	Resignation for other personal reasons
F	Staff reduction
G	Dismissal due to findings by the board related to charges
H	Death
I	Contract expired
J	Reason not known
K	Disabled
L	Resignation for employment in education outside Florida
M	Contract not renewed, due to less than satisfactory performance
N	Dismissal during probationary period.
O	Job Abandonment
Z	Not applicable. Include temporary employees here.

Note: When code M is specified, the district must maintain written documentation (e.g., appraisals, recommendations, etc.) supporting the non-renewal of the contract based on unsatisfactory job performance.

Note: Code N is used for supervisors or principals dismissed during the 97 day probationary period pursuant to s. 1012.33(1)(b), F.S. Also this code can be used for other staff dismissed during the probationary period.

Note: Report the date of separation from regular employment for employees who return to temporary employment with the district. For example, report the separation date for a teacher who retires and returns to the district as a temporary substitute teacher.

Length: 1

Data Element Number: **217925**

Data Element Name: **Separation Reason**

Data Type: Alphabetic

Year Implemented: 9293

State Standard: No

Use Types:

   State Reporting: Yes

   Local Accountability: Yes

Formats Required:

   Staff Demographic Information DB9 27x

Surveys Required:

   Survey 2   Default

   Survey 3   Default

   Survey 5   Yes

   Survey 8   Optional

Appendixes:

None

Description of Changes:

   11/10/2011 Notes   Updated "Note" for Code N to reflect revised statutory reference.