

Appendix Three  
2025-2026 OFSDP  
Marble Falls Independent School District  
Falls Career High School

1. This program will concentrate on the at-risk population of Falls Career High School who are unable to meet the regular attendance criteria and are at-risk of dropping out of school as defined by TEC 29.0822. Students will be required to spend no less than 45 minutes at the campus on their designated days. Falls Career High School already provides some flexibility in regards to classes and accepts students from Marble Falls High School who are struggling to graduate on time or who wish to graduate early due to life circumstances.

Students at Falls Career High School are offered drop out recovery, drop out prevention on campus. FCHS is limited to 50 students and the staff consists of the principal, behavior coordinator, counselor and 4.5 certified teachers. FCHS is located at the same location as the district's DAEP and share some certified staff. Each student is assigned a teacher mentor and has an individual education plan for graduation which states what classes are needed for graduation.

2. The start date will be August 13, 2025. End date will be set as May 21, 2026. Specific times are not designated for OFSDP as each student's situation is worked on individually and the student's OFSDP schedule is set according to each student's unique circumstance to maximize when they can attend school. At this time, students must attend their hours during the regular school hours for Falls Career High School. MFISD is exploring options for an evening schedule, but these plans have not been finalized for the 2025-2026 school year.

3. Falls Career High School consists of approximately 4.5 certified teachers, a RTI Coordinator/Administrator, and a Counselor. Each student who will participate in OFSDP will be assigned a teacher mentor. The teacher mentor will have no more than 3 student mentees. The mentor teacher meets with the student, communicates with other staff and the parents on student progress, and tracks student success and access to programming.

4. FCHS serves students at risk of dropping out as well as enrolls students who have dropped out of school who hope to graduate. Upon enrollment at FCHS, students are evaluated for need of OFSDP. Students at FCHS are high need, many live in volatile situations, or have very limited resources available. A majority of students work to help support themselves or their family. Upon enrollment the counselor determines with the principal and student if OFSDP is a viable option. Students who were not identified upon enrollment may be identified if their attendance drops or grade fall. FCHS constantly monitors all students enrolled and is quick to identify student who need extra support. Many students who participate in OFSDP are 18 years of age, live on their own, and thus do not need parental consent. A meeting is held with the parent for those students who are under the age of 18 or are in the fourth year of high school for the parents to participate in the decision for if OFSDP is best for the student. All students on OFSDP sign a commitment form and are aware if they do not fulfill the requirements set forth then they will be removed from OFSDP. FCHS has been able to retain all students in OFSDP.

5. Each teacher will serve no more than 10 students at a time under OFSDP.

6. OFSDP students will have access to special education, career and technical education, bilingual education and pregnancy related services. The FCHS Counselor will work to ensure that students have access to the services listed above. Some of the services listed above are available at FCHS and some at Marble Falls High School. The Counselor works to make sure that student access is not a barrier while on OFSDP. Students who are receiving pregnancy related services and are placed on CEHI will be removed from the OFSDP attendance accounting process.

7. a. How the classroom teacher will verify the number of instructional minutes a student receives each day.

Falls Career High School attendance accounting for OFSDP students includes students signing in and out at the front office every day they are in attendance. In addition, Skyward is the software used to track the number of minutes each student receives each day in attendance on campus. Teachers enter the number of minutes they serve OFSDP students each period. Teachers enter

the number of minutes they served OFSDP students each period as well assign a paper copy certifying they served the students a certain number of minutes.

b. Every day the Principal and registrar review the OFSDP students who attended and did not attend school and verify that the OFSDP student attendance was entered correctly by the teachers. Weekly attendance reports are also reviewed by the RTI Coordinator, the lead counselor, and the registrar. In addition, every six-weeks a detailed student report is printed out, signed by the campus principal and turned in to the curriculum and instruction department for audit purposes. Students with less than 45 minutes on their attendance card for any given day will not be included in the total minutes reported to TSDS.

c. The MFISD District PEIMS Coordinator will monitor reporting of attendance to ensure OFSDP students do not receive more than 10,800 minutes per course. The MFISD district PEIMS coordinator will participate in the audit every six weeks to review attendance and progress of all OFSDP students. Students will not be simultaneously enrolled in OFSDP and traditional programs.

d. The campus registrar at FCHS will verify each day a log is turned in that an OFSDP student was in class that day and that they were coded correctly. In addition, the District PEIMS Specialist will review all OFSDP student attendance records every three weeks verifying students were coded to the correct program each day they were in attendance at school.

e. MFISD will require the registrar at Falls Career High School to generate and retain paper copies of attendance reports and records in addition to the usage of the Skyward program for all OFSDP students. Additionally, every day the Principal and registrar review the OFSDP students who attended and did not attend and verify that the OFSDP student attendance was entered correctly by the teachers on the paper reports. Teachers will sign the paper reports daily. Weekly attendance reports are also reviewed by the principal and the registrar. Every six-weeks, a detailed student report is printed out, signed by the campus principal, and turned in to the

curriculum and instruction department for audit purposes. The Assistant Superintendent of Curriculum & Instruction and the PEIMS Coordinator review the submitted materials and conduct the audit every six-weeks.

f. Every six-weeks a detailed student report is printed out, signed by the campus principal, and turned into the curriculum and instruction department for audit purposes. The Assistant Superintendent of Curriculum & Instruction and the PEIMS Coordinator review the submitted materials and conduct the audit every six weeks.

8. Marble Falls ISD will not have OFSDP students participate in a credit recovery program offered in the summer.

9. Marble Falls ISD will not be participating in a community-based dropout recovery education program offered online.

10. Marble Falls ISD students are not attending a dropout recovery program in a remote or hybrid setting.

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2025-2026 OFSDP  
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1. This program will concentrate on the at-risk population of Marble Falls High School who are unable to meet the regular attendance criteria and are at-risk of dropping out of school as defined by TEC 29.0822. Students who are not able to transfer to Falls Career High School, the district's alternative high school, will be prioritized. Students will be required to spend no less than 3 hours at the campus on their designated days. Students at Marble Falls High School are offered a dropout recovery, dropout prevention program at Falls Career High School. However, some students do not wish to transfer to the alternative school and would prefer to stay at MFHS. This option would be available for a limited number of students. The programming at MFHS for Optional Flexible School Day will mirror the established processes that have been in place at the district's alternative high school, Falls Career High School. Each student is assigned a teacher mentor and has an individual education plan for graduation which states what classes are needed for graduation.

2. The start date will be August 13, 2025. End date will be set as May 21, 2026. Specific times are not designated for OFSDP as each student's situation is worked on individually and the student's OFSDP schedule is set according to each student's unique circumstance to maximize when they can attend school. At this time, students must attend three hours during the regular school hours for Marble Falls High School.

3. Marble Falls High School consists of approximately 96 certified teachers, a RTI Coordinator/Administrator, a Social Emotional Learning Counselor, a lead counselor, and two additional school counselors. Each student who will participate in OFSDP will be assigned a teacher mentor. The teacher mentor will have no more than 3 student mentees. The mentor teacher meets with the student, communicates with other staff and the parents on student progress, and tracks student success and access to programming.

4. The lead counselor will be the main contact for identifying students who may benefit from the OFSDP. Most students at risk of dropping out are referred to Falls Career High School.

However, for some students it is best for them to stay at Marble Falls High School. The lead counselor meets with the counseling and administrative team weekly. Students who may benefit from the program will be referred to the lead counselor. He will then evaluate the situation and call a parent meeting to discuss how to get the student on track for graduation. The meeting will have the following stakeholders: student, parent, lead counselor, grade level counselor, grade level administrator, SEL counselor, teacher of student. The committee will make a decision regarding placement in OFSDP after considering other viable options. Parental consent will be collected at the meeting.

5. Because MFHS teachers teach a full load, each teacher mentor will serve no more than 3 students at a time under the OFSDP.

6. OFSDP students will have access to special education, career and technology education, bilingual education and pregnancy related services. The Marble Falls High School RTI Coordinator in coordination with the Marble Falls High School Lead Counselor will work to ensure that students have access to the services listed above. All of the services listed above are available at Marble Falls High School. The student's schedule may have to change to provide all services better when the student begins to participate in OFSDP. The RTI Coordinator works to make sure that student access is not a barrier while on OFSDP. Once students who receive pregnancy related services are placed on CEHI, they will be removed from the OFSDP accounting process.

7. a. How the classroom teacher will verify the number of instructional minutes a student receives each day. Marble Falls High School attendance accounting for OFSDP students includes students signing in and out at the front office every day they are in attendance. In addition, Skyward is the software used to track the number of minutes each student receives each day in attendance on campus. Teachers enter the number of minutes they serve OFSDP students each period. Teachers will also keep a log to record minutes on and sign each day an OFSDP student is in class. The teacher of record will keep track of the number of instructional minutes students

receive each day and certify the students' minutes with their signature. The RTI Coordinator will check in with teachers and will monitor if attendance is being taken correctly. All students on OFSDP sign a commitment form and are aware that if they do not fulfill the requirements set forth then they will be removed from OFSDP.

b. Every day the RTI Coordinator and registrar review the OFSDP students who attended and did not attend school and verify that the OFSDP student attendance was entered correctly by the teachers. Weekly attendance reports are also reviewed by the RTI Coordinator, the lead counselor, and the registrar. In addition, every six-weeks a detailed student report is printed out, signed by the campus principal, the lead counselor, the RTI coordinator and turned in to the curriculum and instruction department for audit purposes. Students with less than 45 minutes for any given day will not be included in the total minutes reported to TSDS.

c. The MFISD District PEIMS Coordinator will monitor reporting of attendance to ensure OFSDP students do not receive more than 10,800 minutes per course. The MFISD district PEIMS coordinator will participate in the audit every six weeks to review attendance and progress of all OFSDP students. The students will not be simultaneously enrolled in OFSDP and traditional programs.

d. The campus counselor will recommend students to OFSDP based on need. The campus principal will approve and work with the campus registrar to transfer the student to OFSDP records. At that time teachers will be notified of the change of status on the student. The campus registrar will verify each day a log is turned in that an OFSDP student was in class that they were coded correctly. In addition, the District PEIMS Specialist will review all OFSDP student attendance records every three weeks verifying students were coded to the correct program each day they were in attendance at school.

e. MFISD will require the registrar at Marble Falls High School to generate and retain paper copies of attendance reports and records in addition to the usage of the Skyward program for all OFSDP students. Additionally, every day the RTI Coordinator and registrar review the OFSDP students who attended and did not attend and verify that the OFSDP student attendance was

entered correctly by the teachers on the paper reports. Teachers will sign the paper reports daily. Weekly attendance reports are also reviewed by the principal and the registrar. Every six-weeks, a detailed student report is printed out, signed by the campus principal, and turned in to the curriculum and instruction department for audit purposes. The Assistant Superintendent of Curriculum & Instruction and the PEIMS Coordinator review the submitted materials and conduct the audit every six-weeks.

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