

**MICHIGAN'S 2001-2002 YEAR-END REPORT**  
**Safe and Drug-Free Schools Program**  
 Title IV of Improving America's Schools Act of 1994

Revised June 3, 2002

**Reporting period: July 1, 2001 to June 30, 2002**

LEA (Local Educational Agency) or Consortium Name	District Code Number
Address	City/State/Zip
Year-End Report Contact Person and Title	Phone Number
E-Mail Address	Fax Number

The **Safe and Drug-Free Schools & Communities Act (SDFSCA) Year-End Report** contains the information needed to meet the federal reporting requirements, and to monitor the implementation of local SDFSCA programs. Questions refer to Title IV services provided during the FY 2001-2002 school year. Questions concerning this report may be directed to your Office of Drug Control Policy (ODCP) Education Consultant at (517) 373-4700. Questions concerning data report should be directed to Douglas Sheldon at (517) 335-4322.

**INSTRUCTIONS:** Submit an original and one copy of the complete report to ODCP by September 27, 2002. If you have both a formula and supplemental grant, **complete a combined data report, Pages 3 thru 6**. Additionally, complete page 2 for each grant. Use additional pages as necessary to provide a complete response. Do not leave any lines blank. When questions are left blank, we are unable to interpret the results. Retain a copy of the completed form and attachments for your files. Also, please be certain the name of your district is clearly visible on each page of all attachments. This will help if we need to contact you to clarify information, or obtain missing information. If you are asked a question for which you do not have the necessary data, or if you believe that the question does not apply to your situation, please use the following abbreviations to indicate that fact:

- AMD@ for missing (or unavailable) data;
- ANA@ if the question is not applicable to your situation;
- A0" when numerical value is zero.

REPORTING STATUS: (Check as appropriate)

Local Educational Agency (LEA) Report

Consortium Report

Formula Funds

Number of districts in consortium: \_\_\_\_\_

Supplemental Funds

SERVICES PROVIDED:

Number of LEAs providing: Drug Prevention \_\_\_\_\_

Violence Prevention \_\_\_\_\_

1. **ADVISORY COUNCIL:**

a. Indicate the number of times and dates the applicant advisory council met during the past year.

Semester One	Semester Two	Summer <i>(if meetings were held)</i>
Number: _____ Dates: _____	Number: _____ Dates: _____	Number: _____ Dates: _____

b. List the activities that the applicant's advisory council has been involved in during the reporting period, and what are their accomplishments.

c. Were all stakeholder(s) represented on the council. If not, why?

2. **NON-PUBLIC SCHOOL PARTICIPATION:** (Check as appropriate)      **G** Formula                      **G** Supplemental

- a. Number of eligible non-public schools                      \_\_\_\_\_                      \_\_\_\_\_
- b. Number of participating non-public schools                      \_\_\_\_\_                      \_\_\_\_\_
- c. Summarize your efforts to involve all eligible non-public school children in Safe & Drug-Free School services.

3. **PROGRESS TOWARD GOALS:** (Complete one for each Formula and/or Supplemental Grant)

Provide a summary of your funded SDFSCA program(s).  
Include:

- a. Progress towards EACH of the approved goal(s) submitted in the 2001-2002 SDFSCA application.
- b. Results of evaluation (including data and methods of evaluation), and how it will be used to refine, improve and strengthen the program(s).
- c. The name of the program(s) used and the effectiveness of the program(s).

4. **TOTAL NUMER OF STUDENTS SERVED:** (Check as appropriate)      **G** Formula                      **G** Supplemental

- a. Number of eligible elementary students served                      \_\_\_\_\_                      \_\_\_\_\_
- b. Number of eligible middle school students served                      \_\_\_\_\_                      \_\_\_\_\_
- c. Number of eligible senior high students served                      \_\_\_\_\_                      \_\_\_\_\_

5. TYPES OF SERVICES AND ACTIVITIES:

**LEAs:** Enter "1" or "0" in the column, next to each service/activity provided.

**CONSORTIA:** Enter the number of LEAs providing the service/activity.

<p style="text-align: center;"><b>SERVICES and ACTIVITIES PROVIDED BY LEAs or CONSORTIA (2001-2002 School Year)</b></p>	<p style="text-align: center;"><b>Number of LEAs</b></p>
A. After-school or before-school programs	
B. Alternative education programs	
C. Community service projects	
D. Conflict resolution/peer mediation	
E. Curriculum acquisition or development	
F. Drug prevention instruction	
G. Parent education/involvement	
H. Security equipment	
I. Security personnel	
J. Services for out-of-school youth (school-age)	
K. Special one-time events	
L. Student support services ( <i>e.g. student assistance programs.</i> )	
M. Teacher/staff training	
N. Violence prevention instruction	
O. Other: ( <i>Please specify</i> )	

6. COMMUNITY COORDINATION (2001-2002):

- a. Provide the number of SDFSCA-funded LEAs that involved community agencies or organizations in the SDFSCA-funded drug and violence prevention services/activities? If LEA, enter "1" if applicable.

- b. Among those identified in Question 6a, please give the number of LEAs involved in one or more community agencies. If LEA, enter "1" for each category that is applicable.

<u>Type of Community Involvement</u>	<u>Number of LEAs</u>
1. Joint service delivery, including referrals	_____
2. Teacher/staff training	_____
3. Public awareness activities	_____
4. Fund-raising	_____

7. Provide the number of SDFSCA-funded LEAs who had students participating in designing, delivering, or critiquing drug or violence prevention programming during the 2001-2002 school year. If LEA, enter "1" or "0". (Consortia: enter the total number of participating districts).

8. YOUTH DATA AND PREVENTION PROGRAMS:

Provide data concerning all *incidents* at all school buildings in your district during the 2001-2002 school year, weapons and non-weapons-related. If data is not available, place AMD@ for missing data in the space provided. If zero place A0@ in the space provided. (NOTE: You may add footnotes to clarify your responses.)

(CONSORTIA: Indicate the TOTAL NUMBER for all participating DISTRICTS)

Name of School District/LEA/Consortium:			
YOUTH DATA ON INCIDENTS	Elementary Schools	Middle Schools	Senior High Schools
A. Provide the total number of all <i>INCIDENTS</i> occurring on any school property, at school events, etc. (Include all incidents, weapons-related and non-weapons related.)			
1. Of this total, how many <i>incidents</i> were weapon-related?			
B. Number of all <u>SCHOOL BUILDINGS</u> reporting <i>incidents</i> . (Count each school only once)			
1. Reporting A0@ or A0" incidents			
2. Between 1 and 5 incidents			
3. Between 6 and 10 incidents			
4. Between 11 and 24 incidents			
5. 25 or more incidents			
6. Schools not reporting. (missing data)			
<b>TOTAL SCHOOL BUILDINGS (B-1 to B-6)</b> (Note: This number must equal the total number of school buildings in your LEA or consortium)			

YOUTH DATA ON INCIDENTS		Elementary Schools	Middle Schools	Senior High Schools
C. Provide the total number of <u>VICTIMS</u> , by category, ( <i>unduplicated count</i> ) involved in <i>incidents</i> reported in Question A above.				
1.	Students			
2.	School personnel			
3.	Non-school personnel			
4.	Unknown			
<b>TOTAL</b>				
D. Provide the total number of <u>OFFENDERS</u> , by category, ( <i>unduplicated count</i> ) that were involved in <i>incidents</i> reported in Question A above.				
1.	Students			
2.	Non-students			
3.	Unknown			
<b>TOTAL</b>				

9. WEAPONS-RELATED INCIDENTS:

Among those schools that reported one or more *incidents* (*see 8-A*), how many of them reported *weapon-related incidents*.

(CONSORTIA: Indicate the TOTAL NUMBER for all participating DISTRICTS)

Weapons-related Incidents (Reporting Weapons-related Incidents)	Number of Elementary Schools	Number of Middle Schools	Number of Senior High Schools
A. No weapon-related <i>incidents</i> .			
B. Between 1 and 5 <i>weapons-related incidents</i> .			
C. Between 6 and 10 <i>weapons-related incidents</i> .			
D. Between 11 and 24 <i>weapons-related incidents</i> .			
E. 25 or more <i>weapons-related incidents</i> .			
F. Schools not reporting. ( <i>missing data</i> )			
G. Total number of school buildings reporting one or more <i>incidents</i> . (Add 9-B through 9-E)			

(Note: The sum of 9-A through 9-F should equal the number of elementary, middle and senior high school buildings in your LEA or consortium.)

**10. Youth Data and Violence Prevention Programs:**

Provide the following data for the reporting period. Complete this page either for LEA or CONSORTIA. If data is not available, place AMD@ for missing data in the space provided. (NOTE: You may add footnotes to clarify your responses.)

(CONSORTIA: Indicate the TOTAL NUMBER for all participating DISTRICTS)

Youth Data	Total Number
A. Number of school disciplinary actions regarding violence.	
B. Number of violence-related suspensions. (1) In-School	
(2) Out-of School	
C. Number of violence-related expulsions.	
D. Number of drug-related expulsions.	
E. Number of weapons possession reports.	
F. Number of school disciplinary actions regarding alcohol, tobacco, and other drugs.	
G. Number of youth referred by schools for alcohol, tobacco, and other drug treatment.	
H. Number of drug-related suspensions: (1) In-School	
(2) Out-of-School	
I. Number of dropouts. <i>(Does not include alternative education)</i>	
J. Number of offenders <i>(unduplicated count)</i> involved in incidents <i>(A &amp; B above)</i> on school property.	

**CERTIFICATION: I certify that the information submitted in this 2001-2002 Year-End Report for funding received under the Safe and Drug-Free Schools & Communities Act of 1994, is true and correct to the best of my knowledge and it has been discussed with our SDFSCA Advisory Committee.**

**SAFE & DRUG FREE SCHOOLS COORDINATOR:**

Name	Signature	Date

Mail original and one copy to: OFFICE OF DRUG CONTROL POLICY  
 Education Section  
 Department of Community Health  
 Lewis Cass Bldg., Second Floor, 320 S. Walnut St.  
 Lansing, MI 48913

## AUTHORIZATION FOR COLLECTED DATA

Re-authorization of the Drug-Free Schools and Communities Act (DFSCA) in 1994 changed the name of the Act to Safe and Drug-Free Schools and Communities Act (SDFSCA); however, completion of this report fulfills state requirements under SDFSCA and thus this report refers only to SDFSCA. States are required to collect certain information about state and local implementation of SDFSCA as part of our oversight responsibility, and for our state and federal reports.

Specifically, states are required to submit to the Secretary of Education information on the state and local programs. The SDFSCA requires that State Educational Agencies (SEAs) or entities operating on behalf of the SEA, such as the Office of Drug Control Policy, request information for this report from Local Educational Agencies (LEAs) using the local application and progress reports, including year end reports. The Act further states that each LEA receiving funds under the Act, shall submit to the state such information, and at *such intervals that the state requires*, to complete the state reports.

### DEFINITIONS

The following information is included in order to clarify the meaning of abbreviations and other terms used:

**After-school program:** Any program, conducted after regular school hours, that encourages drug/violence free lifestyles. Programs may be recreational, instructional, cultural, or artistic in nature.

**Alternative Education program:** Any program for students who are not enrolled in the regular school environment, such as students who are at risk of dropping out, students who have been expelled from their regular classes, students who are undergoing outpatient treatment for drug use, etc.

**Before School program:** Any program, conducted before regular school hours, that encourages drug/violence free lifestyles. Programs may be recreational, instructional, cultural, and/or artistic in nature.

**Community service projects:** Activities conducted by students for the benefit of the larger community that encourage students to lead drug/violence free lifestyles or increase students' sense of community.

**Conflict resolution program:** Any program offering peer mediation, or conflict and anger management instruction to students.

**Consortium(s):** A group of local educational agencies that have a formal agreement to jointly provide SDFSCA services

**Curriculum acquisition or development:** Purchase of or local development of drug/violence prevention instructional materials for preschool through grade 12 students. It includes acquisition or development of books, workbooks, videotapes, software, and other learning resources.

**Disciplinary: (See Incident)**

**Drug:** When phrases such as "drug use," "drug policies," "alcohol and other drugs (AOD)" are used in this survey, the terms are meant to include tobacco, alcohol, and other drugs.

**Drug prevention instruction:** Instruction aimed at drug prevention that is presented **in the classroom** (e.g., a unit in a health or physical education class that teaches about tobacco, alcohol, and other drugs; drug prevention instruction that is infused into the general curriculum; or stand-alone program or curriculum such as Here's Looking at You 2000, DARE, Quest, or BABES).

**Elementary school:** A school classified as elementary by state and local practice and composed of any span of grades not above Grade 6. Combined elementary/middle schools are considered middle schools and combined elementary and secondary schools (e.g., K-12 buildings) are classified as high schools for this report.

**Enrollment:** The total number of students registered in a given school unit at a given time, often standardized by using the school's enrollment on or about October 1 of a given school year. Also measured by calculating average daily attendance or average daily enrollment.

**Incident:** A violation of a statute or regulation; it may involve one **or more** victims and one or more offenders. For reporting purposes, an *incident* of prohibited behavior is the single most serious act that occurs in a given overall incident. Incidents (ordered from most serious to least serious) include the following: homicide; sexual battery (including rape); robbery; battery; breaking and entering/burglary; larceny/theft; motor vehicle theft; kidnapping; arson; threat/intimidation; use or possession of drugs (other than alcohol); sexual harassment; sex offenses (non forcible); vandalism; weapon possession; unclassified offenses; alcohol (liquor law violations), tobacco (where declared illegal); trespassing; fighting; disorderly conduct; as well as other major offenses; and other state (district or municipal) defined offenses.

**Intermediate Education Agency or Intermediate School District (ISD):** An education agency at the county or regional level that exists to provide specialized instructional and administrative support and services to local education agencies.

**Local educational agency (LEA):** (Also referred to as a school district) An education agency or public school academy/charter school at the local level that exists primarily to operate public schools or to contract for public school services.

**Middle School:** A separately organized and administered school intermediate between elementary and senior high schools, which might also be called a junior high school, usually includes Grades 7, 8, and 9; Grades 7 and 8; or Grades 6, 7, and 8. Combined elementary/middle schools are considered middle schools for this reporting form; middle/senior high school combinations are defined as senior high schools.

**Non-Random sample:** A sample selected purposively, without use of probability or sampling theory. The particular sample may be chosen for (1) convenience, (2) accessibility, or (3) as a "typical" example of others in the group.

**Non-school personnel:** An individual who was neither a student nor school personnel for the district reporting the incident.

**Non-student:** An individual who is not a student in the school or district reporting the incident.

**Offender:** An individual, whether student or not, involved in committing an incident of prohibited behavior. There may be more than one offender involved in any single incident.

**Parent education/involvement:** Direct participation of parents or guardians in drug or violence prevention programs. Types of involvement include the receipt of drug and violence prevention-related programming (education or training); assisting with drug and violence prevention-related instruction or activities in the schools (e.g., as instructors, aides, mentors, etc.).

**Prevalence:** Prevalence is defined as the rate of total cases of a health problem. Prevalence rates are traditionally reported as percentages over a particular time frame.

**Prevention services/activities:** All alcohol and other drug and violence prevention education services, including drug prevention instruction, violence prevention instruction, prevention-related student support services (e.g., student assistance programs), and conflict resolution programs.

**Random or probability-based sample:** A sample selected from a population using probability or sampling theory such that the probability of selection is known. In the case of simple random sampling, all possible samples of the same size have equal probability; in other cases, samples may have unequal probabilities of selection.

**School grounds/property:** For the purposes of this reporting form, school grounds/property should include the school building and immediate grounds, school transportation (e.g., buses), stadiums/gymnasiums, and other facilities. Reporting of incidents on school grounds/property should cover 24 hours/day, not just incidents that occur during school hours. Additionally, an incident that occurs at a school sponsored event off campus is included in the reported statistics if a student is involved, whether as a victim or offender.

**School personnel:** A teacher, administrator, or other school staff member such as support staff or maintenance worker; includes a school-based law enforcement officer such as a school resource officer.

**School year:** This period covers an entire 12-month calendar year, including summer months, following the cycle used in your state. For example, it could be July through June, September through August, or another configuration as long as it includes an entire 12-month calendar year.

**Security equipment:** Any equipment for use in maintaining a drug/violence-free school environment, for example metal detectors, beepers, cellular phones, and intercoms for security/school personnel.

**Security personnel:** Specially-trained personnel who ensure safety and security of a school building and its occupants.

**Senior high school:** A school offering the final years of school work necessary for graduation, usually including Grades 10, 11, and 12; or Grades 9, 10, 11, and 12. Combined junior and senior high schools are classified as high schools for this reporting form; combined elementary and secondary schools (e.g., K-12 buildings) are classified as high schools.

**Services for out-of-school youth:** Drug/violence prevention projects, activities, or services for school-aged youth not currently enrolled in school, such as dropouts, and youth in detention centers.

**SDFSCA:** The Safe and Drug-Free Schools and Communities Act. Prior to 1994, this was known as the Drug-Free Schools and Communities Act (DFSCA).

**Special, one-time events:** Drug/violence prevention-related activities that occur once during a school year (e.g., Project Graduation, special assemblies).

**State educational agency (SEA):** An education agency at the state level that exists to provide support and administrative services to local education agencies (e.g., a state department of education).

**Student:** An individual who is enrolled as a PK- 12 student in the school district reporting the incident at the time the incident occurred.

**Student support services:** Programs, activities, and events that aim to prevent alcohol and other drug use. Examples include support groups, help lines, counseling services, and mentoring.

**Teacher/staff training:** Professional development, training, or technical assistance for teachers, certified personnel, or other staff that addresses drug or violence prevention, curriculum implementation, student support, comprehensive health education, early intervention, or rehabilitation referrals.

**Unduplicated count:** A total in which each person is counted only once. For example, a student who was an offender in three incidents during the school year would only be counted once.

**Victim:** The recipient of a criminal act, usually used in relation to personal crimes.

**Violence prevention instruction:** Instruction that is presented in the classroom as part of a class or separate curriculum for the purpose of preventing violence.

**Weapons:** Any instrument or object possessed or used to inflict harm on another person, or to intimidate any person. Examples include firearms of any kind (operable or inoperable, loaded or unloaded); all types of knives, chains, pipes, razor blades or similar instruments with sharp cutting edges; ice picks, dirks, other pointed instruments (including pencils, pens); nunchakus; brass knuckles; Chinese stars; billy clubs; tear gas guns; electrical weapons or devices (stun guns); BB or pellet guns; explosives or propellants.

**Weapons-related incident:** Any incident that involves possession, use or intention to use any instrument or object to inflict harm on another person or to intimidate a person, as well as any incident that is somehow related to the possession, use or sale of *weapons* but where the use, possession, or sale of *weapons* was not the main offense (e.g., burglary, trespassing, vandalism); in other words, any *incident* for which a *weapon* is present.