



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING



JENNIFER M. GRANHOLM
GOVERNOR

February 3, 2006

MICHAEL P. FLANAGAN
SUPERINTENDENT OF
PUBLIC INSTRUCTION

TO: All Local Districts, Public School Academies, and Intermediate School Districts

FROM: Mike Flanagan

SUBJECT: Correcting a Mistaken or Inaccurate Criminal Record

As you are aware, the Michigan Department of Education (MDE) forwarded lists of school employees with criminal convictions to you on February 1, 2006. We understand that the search of the state's criminal history database has resulted in some "false positives" due to stolen/misused Social Security number matches or common name matches.

Knowing this was a possibility and that local school districts would have the final, and most direct, filter of the data match, we included in the correspondence an attachment identifying the steps to be taken to correct a mistaken or inaccurate criminal record.

The MDE has been notified by the Michigan State Police (MSP) that individuals are now contacting them about correcting their records.

If you have identified employees who contest the record provided in the data match, the school district can do a free check on the MSP's Internet Criminal History Access Tool (ICHAT) at www.michigan.gov/ichat. The State Police has informed us that ICHAT is a more thorough database. ICHAT also is available to the general public by registering at the MSP ICHAT website at a cost of \$10.00 for each search which can be paid using MasterCard or Visa.

If there still is a question regarding the employee's record, that employee can get his/her school fingerprinting done, as required by state law by July 2008, and have it matched against the FBI website. The State Police have contracted with a fingerprinting service called Identix, which provides this required fingerprinting service across Michigan. Districts and/or employees can go online to www.identix.com/iis to set up an appointment to get fingerprinted.

Thank you for your understanding and patience with this process as we all try to do what is best for Michigan's children and those who work with them.

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