

Center for Educational Performance and Information (CEPI)

Michigan Education Information System
(MEIS)

School Infrastructure Database (SID)

Data Field Descriptions

End-of-Year 2016 Submission

Questions?
Email: CEPI@Michigan.gov
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Information Regarding the End-of-Year (EOY) 2016 SID Submission

Please note the following:

- Changes that have been made to the SID Data Field Descriptions since the previous submission are noted in Arial font with a dashed underline.

EOY 2016 SID Submission

Districts' authorized users may complete the SID submission either via the online application or by preparing and uploading a file to the SID Application following the specifications in the EOY 2016 SID Data Field Descriptions and the EOY 2016 SID Record Layout.

Shared Physical Space – Central Administrative Office

When a central administrative office shares physical space with another school/facility, the district may report the central administrative office as sharing physical space and report one set of data for the combined shared space.

Managing your Michigan Education Information System (MEIS) Account

Updating an MEIS Account Email Address or Phone Number. It is important for the MEIS user's information to be current. Frequently, email messages are sent to all authorized users of an application. It is sometimes necessary for the state to contact an authorized user by telephone; therefore, that number must be kept current as well. If an update is necessary for either an email address or a phone number:

Update an MEIS account at <http://michigan.gov/meis>.

- a. Click on the MEIS logo.
- b. Log in as an MEIS User.
- c. Click on "Edit Personal Information."
- d. Click on "Save Changes" to update your account.
- e. Click on "Return to the MEIS User Management Main Menu."
- f. Log out of MEIS.

Name Change. A name change affects your security access to an application. A user is only allowed to log in as the individual named on the security agreement. If an individual user has a name change, the individual must do the following:

1. Create a new MEIS account at <https://cepi.state.mi.us/MEISPublic>.
2. Complete and submit the appropriate security agreement(s) for the CEPI application(s) for which he/she has authorization. The security agreement for SID is located on the CEPI web-site at www.michigan.gov/cepi. Click on "CEPI Applications" and then on "School Infrastructure Database." The security agreement may be found under the heading Submit SID Data to CEPI.

Need help with your MEIS account or password?

If you have any problems with your MEIS account or password while you are using the SID, please contact CEPI customer support at 517-355-0505 x3 or via email at CEPI@michigan.gov.

Security Agreement

After you have established your MEIS account, download the SID Security Agreement from the CEPI Applications page on the CEPI web-site at www.michigan.gov/cepi. Click on "CEPI Applications" and then click on "School Infrastructure Database." The Security Agreement is located under the heading, Submit SID Data to CEPI. After submitting the completed and signed form, you will be notified by email when you have access to the SID. After you have security access to the SID, you are ready to begin.

A district may have more than one authorized user for the SID; however, each user must have an MEIS account number and submit a separate SID Security Agreement.

State of Michigan Office Contact

Each field listed in the SID Data Field Descriptions contains a state of Michigan office contact. This is the office to which content questions pertaining to a particular field should be directed. As always, for technical assistance with your data submission, please contact CEPI customer support at 517-335-0505 x3 or CEPI@michigan.gov. Please provide your name, district code, district name, CEPI application name, your telephone number (including area code and extension), your email address, and your specific questions.

Index of Page Edits

EOY 2016 SID Data Field Descriptions

For your convenience, a list of the page numbers in the EOY 2016 Data Field Descriptions that contain edits, marked by ~~strike through~~ (no longer in effect) or underlined Arial font (new requirement or clarification), appear below:

Field Number	Field Name	Page No.	Edits/Changes
A	Date of Count	8	The date of count for EOY 2016 is June 30, 2016.
4a	Bullying	15	Addition of new field per Act 478 of 2014

Field A: Date of Count

A value must be submitted in this field in a bulk upload file only.

Submission date:	June 30
Field use:	School Aid Act, MCL 388.1619
State of Michigan office contact:	CEPI customer support, 517-335-0505 x3 or CEPI@michigan.gov
Field specification:	Ten characters, date with slashes
Record type:	Date
Database field name:	MonthOfCount
Code/format:	Month, day, and year (MM/DD/CCYY)

All dates must appear in the following manner: DD must be the number of a day between 01 and 31. CCYY represents the year. For example, ~~June 30, 2015 = 06/30/2015~~. June 30, 2016 = 06/30/2016. Each MM must be one of the following:

01 January	07 July
02 February	08 August
03 March	09 September
04 April	10 October
05 May	11 November
06 June	12 December

Dependencies with other fields:

Definition: The official end-of-year SID submission date for the 2015-2016 school year is June 30, 2016.

Programming edits: A value is required in this field when submitting a bulk upload file for the district's SID submission. If this field is left blank or does not contain the current official submission date, a fatal error is reported.

Field B: School/Facility Number

A value must be submitted in this field in a bulk upload file only.

Submission Cycle:	June 30
Field use:	School Aid Act, MCL 388.1606(4), 388.1606a, 388.1606b, 388.1617b, 388.1619, 388:1625, 388.1701, 388:1705, 388.1705c, 388.1706, 388.1709, 388.1763a; NCLB, 20 USC 6311
State of Michigan office contact:	CEPI customer support, 517-335-0505 x3 or CEPI@michigan.gov
Field specification:	Five characters, right-justified, zero fill, leading zero
Record type:	Integer
Code/format:	Official Educational Entity Master (NNNNN)

Dependencies with other fields:

Definition: These codes are the state-assigned numbers in the EEM. The EEM numbers are five digits. You must add a leading zero in front of the EEM numbers for all schools/facilities that have four-digit numbers (e.g., 01234).

Additional Reporting Information:

- This field also provides the relational link to all the core data sets in the warehouse.
- Any district-operated school or Unique Education Provider may receive a five-digit number. For requesting an EEM number, the following guidelines have been created. These guidelines will help differentiate a school from a program. Send questions or comments regarding this field to CEPI@michigan.gov.

School: Generally, a public school is an administrative unit (not necessarily a physical building) that provides instruction to students. It is operated by a primarily publicly funded education entity (Michigan Department of Education (MDE), Intermediate School District (ISD), Local Education Agency (LEA), Public School Academy (PSA) and has ALL of the following characteristics:

- An administrator (principal) who reports directly to the entity's chief executive officer (e.g., superintendent).
- Teachers responsible for educating a specific set of students.
- Students
- Receives a state-issued Michigan School Report Card. (The Michigan Department of Education annually makes a determination of Adequate Yearly Progress [AYP] for all public elementary, middle schools and high schools in Michigan. AYP evaluates schools and school districts in the areas of academic achievement, participation in state assessment, graduation rate for high schools, and student attendance for elementary and middle schools.)

School for all other entities (State Agency, Nonpublic, Higher Education, Other) would be defined as: an administrative unit (not necessarily a physical building) that provides instruction to pupils and has the following characteristics:

- Administrator
- Teachers
- Students

Shared Educational Entity (SEE) and Specialized Shared Educational Entity (S2E2): A SEE or an S2E2 is formed when two or more districts cooperate to provide educational services to a group of students, and the member districts agree to participate in the "sending scores back" policy. A SEE (school) provides those educational services in a single location. An S2E2 (not a school) provides those educational services in multiple classrooms inside of existing schools. (Michigan Department of Education September, 2011)

Districts are required to report SID data for all SEEs. SID data are not required for S2E2s.

Unique Education Provider: A Unique Education Provider is not a school; however, it provides instructional services to children before kindergarten, supplemental instruction, or provides support education for grade levels pre-K through 12, or adult education services. Generally it has:

- Administrator, supervisor, coordinator or director who reports to a principal or another administrator
- Teachers who may have special endorsements beyond those normally required for Pre-K through 12
- Students who select to attend or are referred by another public agency/school
- Students who are not necessarily in full-time attendance
- The location does not administer state assessments: MEAP, MME, MI-Access and/or ELPA, but may administer other state assessments.
- The location does not offer a Michigan Merit diploma (if grades 9-12).

Supplements or is a primary legal entity receiving funds through MDE. (e.g., Nonpublic School, Private School, Other State Agency, Higher Education Institution, Other Recipient of Funds through MDE)

Non-Instructional Ancillary Facility (NIAF): This entity does not provide instruction but is affiliated with the LEA, ISD, PSA, State or Other and does get an entity code for reporting purposes. Examples: entities serving as a bus garage, transportation center, plant/maintenance facility, administrative support, food service, communications/media, sports/recreation, health services, family/community center, professional training center, agriscience/natural resources center, treatment center.

(Definitions: Michigan Department of Education May, 2008, except as noted for SEEs and S2E2s.)

Programming edits: A value is required in this field when submitting a bulk upload file for the district's SID Submission. When the school code is blank or not in the official Educational Entity Master (EEM), a fatal error is reported. The school/facility number reported must be assigned to the reporting district in the EEM.

Field C: Shared Physical Space – Central Administrative Office

A value must be submitted in this field in a bulk upload file only.

- Submission Cycle:** June 30
- Field use:** School Aid Act, MCL 388.1606(4), 388.1606a, 388.1606b, 388.1617b, 388.1619, 388:1625, 388.1701, 388:1705, 388.1705c, 388.1706, 388.1709, 388.1763a; NCLB, 20 USC 6311
- State of Michigan office contact:** CEPI customer support, 517-335-0505 x3 or CEPI@michigan.gov
- Field specification:** One character
- Record type:** Integer
- Code/format:** This is a one-position field (N)

Dependencies with other fields:

Definition: When a central administrative office shares physical space with another school/facility, the district may report the central administrative office as sharing physical space and report one set of data for the combined shared space. Indicate with a "1" if the central administrative office shares physical space. Indicate with a "0" if the central administrative office does not share physical space. Report "0" for all other schools/facilities.

Additional Reporting Information:

Programming Edits: A value is required in this field when submitting a bulk upload file for the district's SID Submission. If a "1" (central administrative office shares physical space with another school/facility) is reported in this field, the district cannot report data in fields 1 through 44, or a fatal error will be reported. This field must have a value or a fatal error will be reported.

Codes:	Description
0	Central administrative office does not share physical space
0	All other school/facilities
1	Central administrative office shares physical space

Field 1: Reserved

This field must be left blank.

Submission date: June 30

Field use:

State of Michigan office contact:

Field specification:

Record type:

Database field name:

Code/format:

Dependencies with other fields:

Definition: This is a reserved field.

Additional Reporting Information:

Programming edits: For bulk upload files, this field must be left blank or a fatal error will be reported.

Field 2: Reserved

This field must be left blank.

Submission date: June 30

Field use:

State of Michigan office contact:

Field specification:

Record type:

Database field name:

Code/format:

Dependencies with other fields:

Definition: This is a reserved field.

Additional Reporting Information:

Programming edits: For bulk upload files, this field must be left blank or a fatal error will be reported.

Field 3: Reserved

This field must be left blank

Submission date: June 30

Field use:

State of Michigan office contact:

Field specification:

Record type:

Database field name:

Code/format:

Dependencies with other fields:

Definition: This is a reserved field.

Additional Reporting Information:

Programming edits: For bulk upload files, this field must be left blank or a fatal error will be reported.

Field 4A: ~~Reserved~~ School Disciplinary Problems - Bullying

~~This field must be left blank.~~

Submission date: June 30

Field use: Matt Epling's Safe School Law (2014 PA 478)

State of Michigan office contact: Aimee Alaniz; 517-373-8862
Kim Kovalchick; 517-241-4292

Field specification: Four characters

Record type: Integer

Database field name:

Code/format: This is a four-position field (NNNN)

Dependencies with other fields:

Definition: "Bullying" means any written, verbal, or physical act, or any electronic communication, including, but not limited to, cyberbullying, that is intended or that a reasonable person would know is likely to harm 1 or more pupils either directly or indirectly by doing any of the following:

- (i) Substantially interfering with educational opportunities, benefits, or programs of 1 or more pupils.
- (ii) Adversely affecting the ability of a pupil to participate in or benefit from the school district's or public school's educational programs or activities by placing the pupil in reasonable fear of physical harm or by causing substantial emotional distress.
- (iii) Having an actual and substantial detrimental effect on a pupil's physical or mental health.
- (iv) Causing substantial disruption in, or substantial interference with, the orderly operation of the school.

Additional Reporting Information: Indicate the number of incidents of bullying between a student and another person(s) that were reported to law enforcement officials. These incidents must have occurred over the past school year at school or at a school-sponsored activity. "At school" means in a classroom, elsewhere on school premises, on a school bus or other school-related vehicle, or at a school-sponsored activity or event whether or not it is held on school premises. "At school" includes conduct using a telecommunications access device or telecommunications service provider that occurs off school premises if the telecommunications access device or the telecommunications service provider is owned by or under the control of the school district or public school academy.

Programming edits: A value must be submitted for this field, or a fatal error will be reported.

Field 4B: School Disciplinary Problems - Truancy

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308 - 380.1311a;
State of Michigan office contact:	Aimee Alaniz; 517-373-8862 Kim Kovalchick; 517-241-4292
Field specification:	Four characters
Record type:	Integer
Database field name:	SIDDiscProb
Code/format:	This is a four-position field (NNNN).

Dependencies with other fields:

Definition: A student is considered truant when he or she has accumulated 10 or more full days of unexcused absences in a school year. A student should be counted as truant only once in a given school year after he or she has accumulated 10 or more full days of unexcused absences.

Additional Reporting Information:

- Districts are to report the number of students who were truant during the past school year.
- An unexcused absence is defined by local school board policy.

Programming edits: A value must be submitted for this field, or a fatal error will be reported.

Codes:	Position
1-4	Truancy (NNNN)

Field 4C: Reserved

This field must be left blank.

Submission date: June 30

Field use:

State of Michigan office contact:

Field specification:

Record type:

Database field name:

Code/format:

Dependencies with other fields:

Definition: This is a reserved field.

Additional Reporting Information:

Programming edits: For bulk upload files, this field must be left blank or a fatal error will be reported.

Field 5: Physical Assaults

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310 - 380.1311a
State of Michigan office contact:	Aimee Alaniz; 517-373-8862 Kim Kovalchick; 517-241-4292
Field specification:	Four characters
Record type:	Integer
Database field name:	SIDCrMPhyVio
Code/format:	This is a four-position field (NNNN).

Dependencies with other fields:

Definition: A physical assault means intentionally causing or attempting to cause physical harm to another through force or violence as defined in Section 380.1310(3)(b) and 380.1311a (12)(b) of the Michigan Compiled Law (MCL).

Additional Reporting Information:

Indicate the number of incidents of physical assaults between a student and another person(s) that were reported to law enforcement officials. These incidents must have occurred over the past school year on school property or at a school-sponsored activity.

The Comprehensive School Health and Safety Programs Unit of the Michigan Department of Education have clarified the definition to include only those incidents reported to law enforcement.

Note: If the student was in possession of a weapon, the incident should be reported in Field 15: Weapons on School Property.

Programming edits: A value must be submitted for this field, or a fatal error will be reported.

Field 6: Reserved

This field must be left blank.

Submission date: June 30

Field use:

State of Michigan office contact:

Field specification:

Record type:

Database field name:

Code/format:

Dependencies with other fields:

Definition: This is a reserved field.

Additional Reporting Information:

Programming edits: For bulk upload files, this field must be left blank or a fatal error will be reported.

Field 7: Illegal Possession

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311
State of Michigan office contact:	Aimee Alaniz; 517-373-8862 Kim Kovalchick; 517-241-4292
Field specification:	Four characters
Record type:	Integer
Database field name:	SIDCrInPoss
Code/format:	This is a four-position field (NNNN).

Dependencies with other fields:

Definition: Indicate the number of incidents that occurred during the past school year that involved the illegal use, possession or sale of a controlled substance (MCL 333.7104 [2, 3]), prescription drug or narcotic (MCL 333.7107) on school property or at a school-sponsored activity.

Additional Reporting Information:

Programming edits: A value must be submitted for this field, or a fatal error will be reported.

Field 8: Trespassers or Intruders

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311
State of Michigan office contact:	Aimee Alaniz; 517-373-8862 Kim Kovalchick; 517-241-4292
Field specification:	Four characters
Record type:	Integer
Database field name:	SIDCrnTres
Code/format:	This is a four-position field (NNNN).

Dependencies with other fields:

Definition: Indicate the number of incidents when 911 or law enforcement officials were called over the past school year as a result of an intruder or trespasser on school property or at a school-sponsored activity. An intruder or trespasser is defined as one who enters or remains on a public school campus or facility without authorization and with no lawful purpose.

Additional Reporting Information:

Programming edits: A value must be submitted for this field, or a fatal error will be reported.

Field 9: Vandalism

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311
State of Michigan office contact:	Aimee Alaniz; 517-373-8862 Kim Kovalchick; 517-241-4292
Field specification:	Four characters
Record type:	Integer
Database field name:	SIDCrMVand
Code/format:	This is a four-position field (NNNN).
Dependencies with other fields:	Field 10: Cost of Property Damage

Definition: Indicate the number of incidents of vandalism or destruction of school property over the past school year. Other property crimes to be reported include, but are not limited to, theft and graffiti. Incidents of arson that result in property damage should be reported in Field 20: Arson.

An incident requiring mandatory reporting involves one of the following:

- Damage in excess of \$100
- Numerous events of minor damage (less than \$100)*
- Damage that is gang-related

*Count numerous events by one individual or a group of individuals over a short period of time as one incident if the total damage was less than \$100.

If numerous events were caused by multiple individuals, count each event as a separate incident.

Additional Reporting Information:

Programming edits: If a value greater than zero "0" is submitted in this field, a value greater than zero "0" must be submitted in Field 10: Cost of Property Damage or a fatal error will be reported.

Field 10: Cost of Property Damage

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311
State of Michigan office contact:	Aimee Alaniz; 517-373-8862 Kim Kovalchick; 517-241-4292
Field specification:	Six characters
Record type:	Integer
Database field name:	SIDCostDamage
Code/format:	This is a six-position field (NNNNNN).
Dependencies with other fields:	Field 9: Vandalism

Definition: Indicate an estimate of the funds needed to repair the vandalism or destruction of school property over the past school year as reported in Field 9: Vandalism. Values should be rounded to the nearest whole number.

Additional Reporting Information:

Programming edits: If a value greater than zero "0" is submitted in this field, a value greater than zero "0" must be submitted in Field 9: Vandalism.

Field 11: Reserved

This field must be left blank.

Submission date: June 30

Field use:

State of Michigan office contact:

Field specification:

Record position/type:

Database field name:

Code/format:

Dependencies with other fields:

Definition: This is a reserved field.

Additional Reporting Information:

Programming edits: This field must be left blank, or a fatal error will be reported.

Field 12: Criminal Sexual Conduct

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311;
State of Michigan office contact:	Aimee Alaniz; 517-373-8862 Kim Kovalchick; 517-241-4292
Field specification:	Four characters
Record type:	Integer
Database field name:	SIDCrMSexCond
Code/format:	This is a four-position field (NNNN).

Dependencies with other fields:

Definition: Indicate the number of criminal sexual conduct incidents over the past school year that occurred on school property or at a school-sponsored activity. Use the following guidelines when reporting criminal sexual conduct:

To report criminal sexual conduct (CSC), consider the interaction between the victim and the assailant, the assailant's age, gender, contact and the use of force. School staff members to whom a CSC disclosure is reported may view the disclosure through a perception of who a "typical assailant" might be. Rather than assume that the assailant is male, older, and/or stronger than the victim, the reverse may be true. The threat of force may reduce the natural advantage that age, gender, and/or strength might provide to the victim. In addition, the capacity to understand and/or respond should also be considered in terms of cognitive impairment, mental incapacity, and physical helplessness at the time of the incident. As mandated reporters, the school staff members are required to report any incidences or suspected incidences of CSC. An incidence of CSC includes at least, but is not limited to, the following scenarios.

Examples of CSC which meet the definition of this offense:

- An assailant can be under the age of 13 and may perpetrate an act of CSC on an older victim, even an adult.
- An assailant can be a 15-year-old female and may perpetrate an act of CSC on a male, 16 or older.

- When two 16-year-olds are involved in sexual activity, and one of them is under the influence of alcohol and/or other drugs, the non-using student is perpetrating an act of CSC. When both students are using alcohol and other drugs, CSC may still have occurred.
- When two 16-year-olds are involved in sexual activity, and one of them is cognitively impaired, the student with competent cognitive ability is perpetrating an act of CSC.

Sexual penetration involving a person under the age of 16 is criminal sexual conduct. If further explanation is necessary, please refer to the statute noted in this section.

Sexual touching of a person's intimate parts involving a person under the age of 13 is criminal sexual conduct. Sexual touching of a person's intimate parts involving a person age 13, 14, or 15 is criminal sexual conduct if the actor is five or more years older. A person's intimate parts include the breast, the buttocks, groin, or genital areas and the clothing covering any of these areas.

Note: With regard to sexual touching between two or more students of at least the age of 13 and under the age of 16, please refer to the local district's Department of Human Services and the local district's policy on cooperating with local law enforcement officials and the local district's Department of Human Services (formerly Family Independence Agency).

Additional Reporting Information:

Programming edits: A value must be submitted for this field, or a fatal error will be reported.

Field 13: Hostage

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311; 380.1311a
State of Michigan office contact:	Aimee Alaniz; 517-373-8862 Kim Kovalchick; 517-241-4292
Field specification:	Four characters
Record type:	Integer
Database field name:	SIDHostage
Code/format:	This is a four-position field (NNNN).

Dependencies with other fields:

Definition: Indicate the number of incidents when a person was unlawfully held by another on school property or at a school-sponsored activity over the past school year.

Additional Reporting Information:

Programming edits: A value must be submitted for this field, or a fatal error will be reported.

Field 14: Reserved

Submission date: June 30

Field use:

State of Michigan office contact:

Field specification:

Record position/type:

Database field name:

Code/format:

Dependencies with other fields:

Definition: This is a reserved field.

Additional Reporting Information:

Programming edits: This field must be left blank, or a fatal error will be reported.

Field 15: Weapons on School Property

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308, 380.1310a; 380.1311; 380.1313
State of Michigan office contact:	Aimee Alaniz; 517-373-8862 Kim Kovalchick; 517-241-4292
Field specification:	Four characters
Record type:	Integer
Database field name:	SIDCrMWepSchProp
Code/format:	This is four-position field (NNNN).

Dependencies with other fields:

Definition: Indicate the number of incidents over the past school year when a person was in possession of a dangerous weapon anywhere on school property or at a school-sponsored activity, including but not limited to buses, cars and lockers.

The term "dangerous weapon" means a firearm, dirk, dagger, stiletto, iron bar, knife with a blade over three (3) inches in length, pocket knife opened by a mechanical device, and brass knuckles [MCL 380.1313(4)]. The definition of "firearm" in section 380.11 refers to the definition of that term in the federal Gun-Free Schools Act of 1994, which in turn refers to another section of federal law which defines a firearm as:

- Any weapon (including a starter gun) which will, or is designed or may readily be converted to, expel a projectile by the action of an explosive;
- The frame or receiver of any such weapon;
- Any firearm muffler or firearm silencer; or
- Any destructive device.

This category should be used when the primary nature or most serious reportable incident is possession of a weapon, not merely incidental to the furtherance of a more serious offense. If the use of a weapon was incidental to some other offense (e.g., robbery, extortion, hostage or homicide) the incident should be reported in that category.

Additional Reporting Information:

Programming edits: A value must be submitted for this field, or a fatal error will be reported.

Field 16: Homicide

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311;
State of Michigan office contact:	Aimee Alaniz; 517-373-8862 Kim Kovalchick; 517-241-4292
Field specification:	Four characters
Record type:	Integer
Database field name:	SIDCrMDthHom
Code/format:	This is four-position field (NNNN).

Dependencies with other fields:

Definition: Indicate the number of homicides over the past school year that occurred on school property or at a school-sponsored activity.

Additional Reporting Information:

Programming edits: A value must be submitted for this field, or a fatal error will be reported.

Field 17: Drive-By Shooting

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311; 380.1313
State of Michigan office contact:	Aimee Alaniz; 517-373-8862 Kim Kovalchick; 517-241-4292
Field specification:	Two characters
Record position/type:	Integer
Database field name:	SIDCrMDrvShoot
Code/format:	This is a two-position field (NN).

Dependencies with other fields:

Definition: Indicate the number of drive-by shootings over the past school year that occurred on school property or at a school-sponsored activity.

Additional Reporting Information:

Programming edits: A value must be submitted for this field, or a fatal error will be reported.

Field 18: Bomb Threat

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311; 380.1311a;
State of Michigan office contact:	Aimee Alaniz; 517-373-8862 Kim Kovalchick; 517-241-4292
Field specification:	Four characters
Record type:	Integer
Database field name:	SIDCrmbmbThrt
Code/format:	This is a four-position field (NNNN).

Dependencies with other fields:

Definition: Indicate the number of bomb threats over the past school year received by phone, email, fax, Internet or any other verbal or written notice.

Additional Reporting Information:

Programming edits: A value must be submitted for this field, or a fatal error will be reported.

Field 19: Explosion

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311; 380.1311a
State of Michigan office contact:	Aimee Alaniz; 517-373-8862 Kim Kovalchick; 517-241-4292
Field specification:	Four characters
Record type:	Integer
Database field name:	SIDCrMExplo
Code/format:	This is a four-position field (NNNN).

Dependencies with other fields:

Definition: Indicate the number of unlawful explosions over the past school year that occurred on school property or at a school-sponsored activity.

Additional Reporting Information

Programming edits: A value must be submitted for this field, or a fatal error will be reported.

Field 20: Arson

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311
State of Michigan office contact:	Aimee Alaniz; 517-373-8862 Kim Kovalchick; 517-241-4292
Field specification:	Four characters
Record type:	Integer
Database field name:	SIDCrMArson
Code/format:	This is a four-position field (NNNN).

Dependencies with other fields:

Definition: Indicate the number of incidents of arson over the past school year that occurred on school property or at a school-sponsored activity.

Arson means the willful or intentional damage or attempt to damage any real or personal property by fire or incendiary device. (See MCL 750.71 to 750.80.)

Additional Reporting Information:

Programming edits: A value must be submitted for this field, or a fatal error will be reported.

Field 21: Robbery or Extortion

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311
State of Michigan office contact:	Aimee Alaniz; 517-373-8862 Kim Kovalchick; 517-241-4292
Field specification:	Four characters
Record type:	Integer
Database field name:	SIDCrMRobExtor
Code/format:	This is a four-position field (NNNN).

Dependencies with other fields:

Definition: Indicate the number of incidents of robbery or extortion over the past school year that occurred on school property or at a school-sponsored activity. These are defined as follows:

Armed Robbery: The taking of property from a person by force or threat while armed with a weapon or article representing a weapon.

Unarmed Robbery: The taking of property from a person by force or threat.

Extortion: Threatening another person for the purpose of extorting money or property, or to compel the threatened person to do an act against the threatened person's will.

Additional Reporting Information:

Programming edits: A value must be submitted for this field, or a fatal error will be reported.

Field 22: Unauthorized Removal of Student

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311
State of Michigan office contact:	Aimee Alaniz; 517-373-8862 Kim Kovalchick; 517-241-4292
Field specification:	Four characters
Record position/type:	Integer
Database field name:	SIDCrMUnauthRemoveStu
Code/format:	This is a four-position field (NNNN).

Dependencies with other fields:

Definition: Indicate the number of incidents over the past school year when a student was removed from school without authorization. Examples may include a teacher, an administrator, another staff member, another student or a non-legal guardian who removes a student from school property or a school-sponsored activity without prior approval from the appropriate authority.

Additional Reporting Information:

Programming edits: A value must be submitted for this field, or a fatal error will be reported.

Field 23: Threat/Attempt of Suicide

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311
State of Michigan office contact:	Aimee Alaniz; 517-373-8862 Kim Kovalchick; 517-241-4292
Field specification:	Four characters
Record type:	Integer
Database field name:	SIDCrMThrtSuic
Code/format:	This is a four-position field (NNNN).

Dependencies with other fields:

Definition: Indicate the number of incidents over the past school year when an individual threatened or attempted to commit suicide on school property or at a school-sponsored activity. These threats could be in the form of any verbal or written communication.

Additional Reporting Information:

Programming edits: A value must be submitted for this field, or a fatal error will be reported.

Field 24: Suicide

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311
State of Michigan office contact:	Aimee Alaniz; 517-373-8862 Kim Kovalchick; 517-241-4292
Field specification:	Four characters
Record type:	Integer
Database field name:	SIDCrmsuieAtmpt
Code/format:	This is a four-position field (NNNN).

Dependencies with other fields:

Definition: Indicate the number of incidents over the past school year when an individual committed suicide on school property or at a school-sponsored activity.

Additional Reporting Information:

Programming edits: A value must be submitted for this field, or a fatal error will be reported.

Field 25: Larceny (Theft)

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311
State of Michigan office contact:	Aimee Alaniz; 517-373-8862 Kim Kovalchick; 517-241-4292
Field specification:	Four characters
Record type:	Integer
Database field name:	SIDCrmlarc
Code/format:	This is a four-position field (NNNN).

Dependencies with other fields:

Definition: Indicate the number of larcenies or thefts that occurred on school property or at a school-sponsored activity over the past school year.

An incident requiring mandatory reporting involves one of the following:

- Theft in excess of \$100 or
- Numerous events of minor theft (less than \$100).*

*Count numerous events by one individual or a group of individuals over a short period of time as one incident if the total damage was less than \$100.

If numerous events were caused by multiple individuals, count each event as a separate incident.

Additional Reporting Information:

Programming edits: A value must be submitted for this field, or a fatal error will be reported.

Field 26: Illegal Drug Use or Overdose

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311
State of Michigan office contact:	Aimee Alaniz; 517-373-8862 Kim Kovalchick; 517-241-4292
Field specification:	Four characters
Record type:	Integer
Database field name:	SIDCrmlIlDrgOver
Code/format:	This is a four-position field (NNNN).

Dependencies with other fields:

Definition: Indicate the number of incidents when 911 or law enforcement officials were called over the past school year as a result of suspected illegal drug use or suspected drug overdose on school property or at a school-sponsored activity.

Additional Reporting Information:

Programming edits: A value must be submitted for this field, or a fatal error will be reported.

Field 27: Minor in Possession of Alcoholic Liquor

Submission date:	June 30
Field use:	Revised School Code, MCL 380.1308; 380.1310a; 380.1311
State of Michigan office contact:	Aimee Alaniz; 517-373-8862 Kim Kovalchick; 517-241-4292
Field specification:	Four characters
Record type:	Integer
Database field name:	SIDCrMmnrPoss
Code/format:	This is a four-position field (NNNN).

Dependencies with other fields:

Definition: Indicate the number of incidents of a minor in possession of alcoholic liquor or when law enforcement officials were called as a result of a minor in possession of alcoholic products on school property or at a school-sponsored activity over the past school year. This is defined as follows:

Alcoholic Liquor: Alcoholic liquor includes any beverage containing 0.05 or more of alcohol by volume (MCL 436.1105). It cannot be possessed by anyone under the age of 21 (Michigan Constitution, Article IV, Section 40 and MCL 436.1703). Beverages with an alcoholic content less than 0.05 by volume, such as non-alcoholic beer, cannot be possessed by anyone under the age of 18 [(MCL 436.1105(3))].

Additional Reporting Information:

Programming edits: A value must be submitted for this field, or a fatal error will be reported.

Field 28: Reserved

This field must be left blank.

Submission date:

Field use:

State of Michigan office contact:

Field specification:

Record type:

Database field name:

Code/format:

Dependencies with other fields:

Definition: This is a reserved field.

Additional Reporting Information: Programming edits: For bulk upload files, this field must be left blank or a fatal error will be reported.

Field 29: Reserved

This field must be left blank.

Submission date: June 30

Field use:

State of Michigan office contact:

Field specification:

Record type:

Database field name:

Code/format:

Dependencies with other fields:

Definition: This is a reserved field.

Additional Reporting Information: Programming edits: For bulk upload files, this field must be left blank or a fatal error will be reported.

Field 30: 9th-Grade Eligible

Submission date:	June 30
Field use:	PA 134 of 2012, Postsecondary Enrollment Options Act, MCL 388.513; 388.514; 388.517; 388.521; State School Aid Act, MCL 388.1704a; Career and Technical Preparation Act, MCL 388.1903; MCL 388.1907; MCL 388.1911
State of Michigan office contact:	Brian Barber, barberb2@michigan.gov Linda Forward, 517-241-3147
Field specification:	Three character
Record type:	Integer
Database field name:	SIDDualEnrNinElig
Code/format:	This is a three-position field (NNN).
Dependencies with other fields:	Field 31: 9th-Grade Participants

Definition: Record the number of 9th-grade students eligible to participate. An "eligible student" is a student enrolled in at least one high school class in at least grade 9 who has completed all the sections of the 11th-grade Michigan Merit Examination (MME), the ACT PLAN or the PSAT.

Additional Reporting Information:

Programming edits: This field must have a value greater than or equal to the value in Field 31: 9th-Grade Participants or a fatal error will be reported.

Field 31: 9th-Grade Participants

Submission date:	June 30
Field use:	PA 134 of 2012; Postsecondary Enrollment Options Act, MCL 388.513; 388.514; 388.517; 388.521; Career and Technical Preparation Act, MCL 388.1903; MCL 388.1907; MCL 388.1911
State of Michigan office contact:	Brian Barber, barberb2@michigan.gov Linda Forward, 517-241-3147
Field specification:	Three character
Record type:	Integer
Database field name:	SIDDualEnrNinPart
Code/format:	This is a three-position field (NNN).
Dependencies with other fields:	Field 30: 9th-Grade Eligible

Definition: Record the number of participating 9th-grade students for whom tuition and fees were paid. An "eligible student" is a student enrolled in at least one high school class in at least grade 9 who is also enrolled in a postsecondary institution during the district's regular academic year.

Additional Reporting Information:

Programming edits: This field must have a value less than or equal to the value in Field 30: 9th-Grade Eligible or a fatal error will be reported.

Field 32: 10th-Grade Eligible

Submission date:	June 30
Field use:	PA 134 of 2012; Postsecondary Enrollment Options Act, MCL 388.513; 388.514; 388.517; 388.521; Career and Technical Preparation Act, MCL 388.1903; MCL 388.1907; MCL 388.1911
State of Michigan office contact:	Brian Barber, barberb2@michigan.gov Linda Forward, 517-241-3147
Field specification:	Three character
Record type:	Integer
Database field name:	SIDDualEnrTenElig
Code/format:	This is a three-position field (NNN).
Dependencies with other fields:	Field 33: 10th-Grade Participants

Definition: Record the number of 10th-grade students eligible to participate. An "eligible student" is a student enrolled in at least one high school class in at least grade 10 who has completed all the sections of the 11th-grade Michigan Merit Examination (MME), the ACT PLAN or the PSAT.

Additional Reporting Information:

Programming edits: This field must have a value greater than or equal to the value in Field 33: 10th-Grade Participants or a fatal error will be reported.

Field 33:10th-Grade Participants

Submission date:	June 30
Field use:	PA 134 of 2012; Postsecondary Enrollment Options Act, MCL 388.513; 388.514; 388.517; 388.521;; Career and Technical Preparation Act, MCL 388.1903; MCL 388.1907; MCL 388.1911
State of Michigan office contact:	Brian Barber, barberb2@michigan.gov Linda Forward, 517-241-3147
Field specification:	Three character
Record type:	Integer
Database field name:	SIDDualEnrTenPart
Code/format:	This is a three-position field (NNN).
Dependencies with other fields:	Field 32: 10th-Grade Eligible

Definition: Record the number of participating 10th-grade students for whom tuition and fees were paid. An "eligible student" is a student enrolled in at least one high school class in at least grade 10 who is also enrolled in a postsecondary institution during the district's regular academic year.

Additional Reporting Information:

Programming edits: This field must have a value less than or equal to the value in Field 32: 10th-Grade Eligible or a fatal error will be reported.

Field 34: Tuition and Fees

Submission date:	June 30
Field use:	PA 134 of 2012; Postsecondary Enrollment Options Act, MCL 388.513; 388.514; 388.517; 388.521; Career and Technical Preparation Act, MCL 388.1903; MCL 388.1907; MCL 388.1911
State of Michigan office contact:	Brian Barber, barberb2@michigan.gov Linda Forward, 517-241-3147
Field specification:	Six characters for file uploads, seven characters through online entry
Record type:	Integer
Database field name:	SIDDualEnrTuFee
Code/format:	This is a six-position field (NNNNNN).
Dependencies with other fields:	Field 31: 9th-Grade Participants Field 33: 10th-Grade Participants Field 36: 11th-Grade Participants Field 38: 12th-Grade Participants

Definition: Record the amount of tuition and fees paid by the district for eligible and participating students. An "eligible student" is a student enrolled in at least one high school class in grade 9, 10, 11 or 12 and who is also enrolled in a postsecondary institution during the district's regular academic year.

Additional Reporting Information:

Programming edits: If a number greater than "0" is submitted in Field 31: 9th-Grade Participants, Field 33: 10th-Grade Participants, Field 36: 11th-Grade Participants or Field 38: 12th-Grade Participants, a value must be submitted for this field or a fatal error will be reported.

Field 35: 11th-Grade Eligible

Submission date:	June 30
Field use:	PA 134 of 2012; Postsecondary Enrollment Options Act, MCL 388.513; 388.514; 388.517; 388.521;; Career and Technical Preparation Act, MCL 388.1903; MCL 388.1907; MCL 388.1911
State of Michigan office contact:	Brian Barber, barberb2@michigan.gov Linda Forward, 517-241-3147
Field specification:	Three characters
Record type:	Integer
Database field name:	SIDDualEnrElevElig
Code/format:	This is a three-position field (NNN).
Dependencies with other fields:	Field 36: 11th-Grade Participants

Definition: Record the number of 11th-grade students eligible to participate. An "eligible student" is a student enrolled in at least one high school class in at least grade 11 who has completed all the sections of the 11th-grade Michigan Merit Examination (MME), the ACT PLAN or the PSAT.

Additional Reporting Information:

Programming edits: This field must have a value greater than or equal to the value in Field 36: 11th-Grade Participants or a fatal error will be reported.

Field 36: 11th-Grade Participants

Submission date:	June 30
Field use:	PA 134 of 2012; Postsecondary Enrollment Options Act, MCL 388.513; 388.514; 388.517; 388.521; Career and Technical Preparation Act, MCL 388.1903; MCL 388.1907; MCL 388.1911
State of Michigan office contact:	Brian Barber, barberb2@michigan.gov Linda Forward, 517-241-3147
Field specification:	Three characters
Record type:	Integer
Database field name:	SIDDualEnrElevPart
Code/format:	This is a three-position field (NNN).
Dependencies with other fields:	Field 35: 11th Grade Eligible

Definition: Record the number of participating 11th-grade students for whom tuition and fees were paid. An "eligible student" is a student enrolled in at least one high school class in at least grade 11 who is also enrolled in a postsecondary institution during the district's regular academic year.

Additional Reporting Information:

Programming edits: This field must have a value less than or equal to the value in Field 35: 11th-Grade Eligible or a fatal error will be reported.

Field 37: 12th-Grade Eligible

Submission date:	June 30
Field use:	PA 134 of 2012; Postsecondary Enrollment Options Act, MCL 388.513; 388.514; 388.517; 388.521; Career and Technical Preparation Act, MCL 388.1903; MCL 388.1907; MCL 388.1911
State of Michigan office contact:	Brian Barber, barberb2@michigan.gov Linda Forward, 517-241-3147
Field specification:	Three characters
Record type:	Integer
Database field name:	SIDDualEnrTwelvElig
Code/format:	This is a three-position field (NNN).
Dependencies with other fields:	Field 38: 12th-Grade Participants

Definition: Record the number of 12th-Grade students eligible to participate. An "eligible student" is a student enrolled in at least one high school class in at least grade 12 who has completed all the sections Michigan Merit Examination (MME), the ACT PLAN or the PSAT.

Additional Reporting Information:

Programming edits: This field must have a value greater than or equal to the value submitted in Field 38: 12th-Grade Participants or a fatal error will be reported.

Field 38: 12th-Grade Participants

Submission date:	June 30
Field use:	PA 134 of 2012; Postsecondary Enrollment Options Act, MCL 388.513; 388.514; 388.517; 388.521; Career and Technical Preparation Act, MCL 388.1903; MCL 388.1907; MCL 388.1911
State of Michigan office contact:	Brian Barber, barberb2@michigan.gov Linda Forward, 517-373-8480
Field specification:	Three characters
Record type:	Integer
Database field name:	SIDDualEnrTwelvPart
Code/format:	This is a three-position field (NNN).
Dependencies with other fields:	Field 37: 12th-Grade Eligible

Definition: Record the number of participating 12th-grade students for whom tuition and fees were paid. An "eligible student" is a student enrolled in at least one high school class in at least grade 12 who is also enrolled in a postsecondary institution during the district's regular academic year.

Additional Reporting Information:

Programming edits: This field must have a value less than or equal to the value in Field 37: 12th-Grade Eligible or a fatal error will be reported.

Field 39: Postsecondary Courses Paid

Submission date:	June 30
Field use:	PA 134 of 2012; Postsecondary Enrollment Options Act, MCL 388.513; 388.514; 388.517; 388.521; Career and Technical Preparation Act, MCL 388.1903; MCL 388.1907; MCL 388.1911
State of Michigan office contact:	Brian Barber, barberb2@michigan.gov Linda Forward, 517-241-3147
Field specification:	Three characters
Record type:	Integer
Database field name:	SIDDualEnrPstSecCrsPd
Code/format:	This is a three-position field (NNN).
Dependencies with other fields:	Field 40: Postsecondary Courses-Postsecondary Credit

Definition: Record the total number of postsecondary courses paid for in compliance with State School Aid Section 521(1).

Additional Reporting Information:

Programming edits: The value submitted in this field must be greater than or equal to the value in Field 40: Postsecondary Courses-Postsecondary Credit or a fatal error will be reported.

Field 40: Postsecondary Courses-Postsecondary Credit

Submission date:	June 30
Field use:	PA 134 of 2012; Postsecondary Enrollment Options Act, MCL 388.513; 388.514; 388.517; 388.521; Career and Technical Preparation Act, MCL 388.1903; MCL 388.1907; MCL 388.1911
State of Michigan office contact:	Brian Barber, barberb2@michigan.gov Linda Forward, 517-241-3147
Field specification:	Three characters
Record type:	Integer
Database field name:	SIDDualEnrPstSecCrsPstSecCred
Code/format:	This is a three-position field (NNN).
Dependencies with other fields:	Field 39: Postsecondary Courses Paid

Definition: Record the total number of postsecondary courses paid for in compliance with State School Aid Section 521 (1) that were granted postsecondary credit.

Additional Reporting Information:

Programming edits: The value submitted in this field must be less than or equal to the value in Field 39: Postsecondary Courses Paid or a fatal error will be reported.

Field 41: Postsecondary Courses-High School Credit

Submission date:	June 30
Field use:	PA 134 of 2012; Postsecondary Enrollment Options Act, MCL 388.513; 388.514; 388.517; 388.521; Career and Technical Preparation Act, MCL 388.1903; MCL 388.1907; MCL 388.1911
State of Michigan office contact:	Brian Barber, barberb2@michigan.gov Linda Forward, 517-241-3147
Field specification:	Three integers
Record type:	Integer
Database field name:	SIDDualEnrPstSecCrsHiSchCred
Code/format:	This is a three-position field (NNN).

Dependencies with other fields:

Definition: Record the total number of postsecondary courses paid for in compliance with State School Aid Section 521(1) that were granted high school credit.

Additional Reporting Information:

Programming edits: A value must be submitted for this field, or a fatal error will be reported.

Field 42: Courses Not Completed

Submission date:	June 30
Field use:	PA 134 of 2012; Postsecondary Enrollment Options Act, MCL 388.513; 388.514; 388.517; 388.521; Career and Technical Preparation Act, MCL 388.1903; MCL 388.1907; MCL 388.1911
State of Michigan office contact:	Brian Barber, barberb2@michigan.gov Linda Forward, 517-241-3147
Field specification:	Three characters
Record type:	Integer
Database field name:	SIDDualEnrPstSecCrsNotCmplt
Code/format:	This is a three-position field (NNN).

Dependencies with other fields:

Definition: Record the total number of postsecondary courses paid for in compliance with State School Aid Section 521 (1) that the students did not complete.

Additional Reporting Information:

Programming edits: A value must be submitted for this field, or a fatal error will be reported.

Field 43: Reserved

This field must be left blank.

Submission date: June 30

Field use:

State of Michigan office contact:

Field specification:

Record type:

Database field name:

Code/format:

Dependencies with other fields:

Definition: This is a reserved field.

Additional Reporting Information:

Programming edits: For bulk upload files, this field must be left blank or a fatal error will be reported.

Field 44: Students Who Are Victims of Violent Criminal Offenses

Submission date:	June 30
Field use:	State Board of Education Unsafe School Choice Option Policy as required by No Child Left Behind
State of Michigan office contact:	Aimee Alaniz; 517-373-8862 Kim Kovalchick; 517-241-4292
Field specification:	Three characters
Record type:	Integer
Database field name:	SIDVicVioCrimOff
Code/format:	This is a three-position field (NNN).

Dependencies with other fields:

Definition: Indicate the number of students who have been victims of violent criminal offenses on school property or at a school-sponsored activity over the past school year. A student shall be considered to be a victim of a violent criminal offense when the student, or his or her parent or legal guardian has made an official written complaint to law enforcement officials and to school officials of the student's school district residence that the student has been the victim of a violent criminal offense that occurred at school.

The written complaint to school officials and law enforcement officials is sufficient. The complaint need not be investigated by a law enforcement agency to be counted. (The student, or his or her parent or legal guardian should provide school officials with the date the alleged incident occurred and the law enforcement agency's complaint or incident number.)

As used in the Statewide Safe School Choice Policy, "violent criminal offense" means an act that constitutes criminal sexual conduct as defined by MCL 750.520b, 750.520c, 750.520d, 750.520e or 750.520g, or other serious assault, constituting a felony violation of MCL 750.81 to 750.90g, or that constitutes an assault and infliction of serious or aggravated injury under MCL750.81a.

"At school" means in a classroom, elsewhere on school premises, on a school bus or other school-related vehicle, or at a school-sponsored activity or event whether or not it is held on school premises.

In the event an act or transaction has multiple complainants (victims), the act should be counted only once. In the event that a student is the complainant of multiple acts that are not part of the same transaction, each act must be counted.

Additional Reporting Information:

Programming edits: A value must be submitted for this field, or a fatal error will be reported.

Field 45: Reserved

This field must be left blank.

Submission date: June 30

Field use:

State of Michigan office contact:

Field specification:

Record type:

Database field name:

Code/format:

Dependencies with other fields:

Definition: This is a reserved field.

Programming Edit: For bulk upload files, this field must be left blank or a fatal error will be reported.

Field 46: Reserved

This field must be left blank.

Submission date: June 30

Field use:

State of Michigan office contact:

Field specification:

Record type:

Database field name:

Code/format:

Dependencies with other fields:

Definition: This is a reserved field.

Programming Edit: For bulk upload files, this field must be left blank or a fatal error will be reported.

Field 47: Reserved

This field must be left blank.

Submission date: June 30

Field use:

State of Michigan office contact:

Field specification:

Record type:

Database field name:

Code/format:

Dependencies with other fields:

Definition: This is a reserved field.

Programming Edit: For bulk upload files, this field must be left blank or a fatal error will be reported.

Field 48: Reserved

This field must be left blank.

Submission date: June 30

Field use:

State of Michigan office contact:

Field specification:

Record type:

Database field name:

Code/format:

Dependencies with other fields:

Definition: This is a reserved field.

Programming Edit: For bulk upload files, this field must be left blank or a fatal error will be reported.

Field 49: Reserved

This field must be left blank.

Submission date: June 30

Field use:

State of Michigan office contact:

Field specification:

Record type:

Database field name:

Code/format:

Dependencies with other fields:

Definition: This is a reserved field.

Programming Edit: For bulk upload files, this field must be left blank or a fatal error will be reported.

Glossary

Alcoholic Liquor	<p>Alcoholic liquor includes any beverage containing 0.05 or more of alcohol by volume (MCL 436.1105). It cannot be possessed by anyone under the age of 21 (Michigan Constitution, Article IV Section 40). Beverages with alcoholic content less than 0.05 by volume, such as non-alcoholic beer, cannot be possessed by anyone under the age of 18 (MCL 750.28).</p> <p>257.1d "Alcoholic liquor" defined. Sec. 1d. "Alcoholic liquor" means any liquid or compound, whether or not medicated, proprietary, patented, and by whatever name called, containing any amount of alcohol including any liquid or compound described in section 105(2) of the Michigan liquor control code of 1998, 1998 PA 58, MCL 436.1105.</p>
Armed Robbery	<p>The taking of property from a person by force or threat while armed with a weapon or article representing a weapon.</p>
Armed Subject, Suspected	<p>An individual who has been suspected of possessing a weapon, but upon investigation of the individual, none was found.</p>
ARRA	<p>American Recovery and Reinvestment Act of 2009</p>
Arson	<p>The willful or intentional damage or attempt to damage any real or personal property by fire or incendiary device. (See MCL 750.71 to 750.80.)</p>
Balanced and Restorative Justice Conferencing (aka Transformative Conferencing)	<p>A transformative conference brings together the people most affected by the wrongdoing: the victim, the offender, and their respective families and/or supporters. The conferencing process gives everyone present an opportunity to discuss what harm has been done, to express how the crime has affected them, and to participate in generating a plan for making things better and/or repairing the harm. The process is run by a trained facilitator, and typically takes from one to three hours.</p>
Criminal Sexual Conduct (CSC)	<p>Sexual penetration involving a person under the age of 16 is criminal sexual conduct.</p> <p>Sexual touching of a person's intimate parts involving a person under the age of 13 is criminal sexual conduct. Sexual touching of a person's intimate parts involving a person aged 13, 14, or 15 is criminal sexual conduct if the actor is five or more years older. A person's intimate parts</p>

	<p>include the breast, the buttocks, groin, or genital areas and the clothing covering any of these areas.</p> <p><i>Note:</i> With regard to sexual touching between two or more students of at least the age of 13 and under the age of 16, please refer to the local district's Department of Human Services and the local district's policy on cooperating with local law enforcement and the district's Department of Human Services (formerly Family Independence Agency).</p>
Dirk	A long dagger with a straight blade.
Eligible Student	A student enrolled in at least one high school class in grade 9, 10, 11 or 12 and also enrolled in a postsecondary institution during the district's regular academic year.
Extortion	Threatening another person for the purpose of extorting (to obtain from another by coercion or intimidation), money or property, or to compel the threatened person to do an act against the threatened person's will.
Hostage	A person who is unlawfully held.
Intruder/Trespasser	An intruder or trespasser is defined as one who enters or remains on a public school campus or facility without authorization and with no lawful purpose.
Unarmed Robbery	The taking of property from a person by force or threat.
Larceny	The unlawful taking and removing of another's personal property with the intent of permanently depriving the owner; theft. Any of several types of theft (as embezzlement or obtaining another's property by false pretenses) that have been traditionally distinguished from larceny.
Physical Assault	A physical assault means intentionally causing or attempting to cause physical harm to another through force or violence as defined in Section 380.1310(3)(b) and 380.1311a (12)(b) of the Michigan Compiled Laws (MCL).
School Property	Any school/facility owned by the district as well as but not limited to buses, cars, and any vehicle or property owned that is not connected to the main campus of the district.
"At School"	In a classroom, elsewhere on school premises, on a school bus or other school-related vehicle, or at a school-sponsored activity or event whether or not it is held on school premises. 380.1308(11)(a).
Stiletto	A small dagger with a tapered blade.
Truancy	If a student is absent without an excuse by the parent/guardian or if the student leaves school or a class without the permission of the teacher or

	administrator in charge, it will be considered to be an unexcused absence and the student shall be considered truant (absent without permission).
Violent Criminal Offense	An act that constitutes criminal sexual conduct as defined by MCL 750.520b, 750.520c, 750.520d, 750.520e or 750.520g, or other serious assault constituting a felony violation of MCL 750.81 to 750.90g, or that constitutes an assault and infliction of serious or aggravated injury under MCL 750.81a.
Vandalism	Willful or malicious destruction of public or private property.
Weapon	<p>The term "dangerous weapon" means a firearm, dirk, dagger, stiletto, iron bar, knife with a blade over three inches in length, pocket knife opened by a mechanical device, and brass knuckles [MCL 380.1313(4)]. The definition of firearm in section 380.11 refers to the definition of that term in the federal Gun-Free Schools Act of 1994, which in turn refers to another section of federal law which defines a firearm as:</p> <ul style="list-style-type: none"> • Any weapon (including a starter gun) which will, or is designed or may readily be converted to, expel a projectile by the action of an explosive; • The frame or receiver of any such weapon; • Any firearm muffler or firearm silencer; or • Any destructive device.