

Center for Educational Performance and Information (CEPI)

Educational Entity Master (EEM) Glossary

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A

Accepts Students From (EEM characteristic) - This is a list of Entity Types that are allowed to submit data to this Entity (e.g., MSD B accepts student data from any ISD District, LEA District, and PSA District). This field should only be used with MSD records

Accountable Entity/Accountability - The term given to the entity (e.g., district) that is responsible for the student's core fields, demographics, program participation, assessment scores, attendance, annual yearly progress, and graduation and dropout (cohort) information. The accountable entity is the "custodian" of the data, the district that supervises the student's instruction (not necessarily "responsible for" the student's instruction). "Responsible For": the student lives in the district, and the district is "responsible for" the student's instruction. "Supervises" means the entity provides the student's instruction.

- Accountability Conditions
- Usually the operating district
- Entity providing student instruction
- Entity responsible for student assessment
- Entity that possesses the student's permanent record (CA60)
- Only primary education providing entity (PEPE) can hold accountability, however not all PEPEs can be held accountable.

ACT Test Center Code (EEM characteristic) - The six-digit test center code assigned by ACT for the Michigan Merit Exam test center. These data are entered by MDE.

Actively Educating Students (EEM characteristic) - This true/false district level field identifies entities that are actively engaged in educating students.

Additional Points of Pride (EEM characteristic) - Voluntary data submitted during May to be displayed on the School Report Card on the [MI School Data Portal](http://www.michigan.gov/mischooldata) (www.michigan.gov/mischooldata).

Agency System of Record - An "Agency System of Record" consists of a database and usually an associated application that serves as a source of data. The Educational Entity Master (EEM) is an example of a "system of record" for entity-level data from intermediate school district (ISD), local education agency (LEA), and public school academy (PSA) districts in Michigan.

Agreement Number (EEM characteristic) - This is the agreement number (formerly referred to as the recipient code) used by the School Support Services Office of the Michigan Department of Education. The EEM system assigns 9-digit agreement numbers to new entities.

Alternative Education Programs for Suspended/Expelled Students (EEM characteristic) - If the entity does not provide an alternative education program,

mark the first choice ("does not provide"). If the entity provides an alternative education program to suspended/expelled students from the home district only, mark the second choice. If the entity provides an alternative education program to suspended/expelled students from the home district and other districts, mark the third choice.

- 1st choice: The school/unique education provider does not provide alternative education programs to suspended and/or expelled students.
- 2nd choice: The school/unique education provider provides alternative education programs to suspended and/or expelled students from the home district only.
- 3rd choice: The school/unique education provider provides alternative education programs to suspended and/or expelled students from the home district and other school districts.

This field compiles information on schools and unique education providers that provide alternative education programs for suspended and/or expelled students. This must be reported by all districts for all schools and unique education providers.

Annual School-Wide Reading Program (EEM characteristic) - Part of the voluntary Points of Pride data submission, this box may be checked if there is a defined reading program available for participation by all students.

Attributes - Descriptors for a characteristic.

Authorization - Authorization is the process by which someone is allowed to access a screen, view or modify certain data, search using specific fields, or execute application functions. Whether or not such user actions are allowed depend upon the security role(s) assigned to the user.

B

Bulk Upload - The term Bulk Upload is used to describe the submission and/or processing of logical grouping of data (i.e., multiple records in a single file). Also reference Batch/Batch Processing.

C

Central Contractor Registration (CCR) Date (EEM characteristic) - After obtaining a Data Universal Numbering System (DUNS) number, American Recovery and Reinvestment Act (ARRA) grant recipients must register with the Central Contractor Registration (CCR). This is a government-wide registry for organizations that seek grants from or otherwise do business with the federal government.

CEPI - Center for Educational Performance and Information (CEPI)

CEPI Customer Support - The CEPI Help Desk Personnel. To contact, send an email to cepi@michigan.gov or call 517-335-0505 x3.

Center for Geographic Information (CGI) - The Center for Geographic Information (CGI) is part of the Center for Shared Solutions and Technology Partnerships (CSSTP) and provides the geographic coordinates and maps that populate geographic searches in the EEM.

Center for Shared Solutions - Center for Shared Solutions (CSS). The Center for Geographic Information (CGI) is part of the CSS and provides the geographic coordinates and maps that populate geographic searches in the EEM.

Central Contractor Registration (CCR) - After obtaining a Data Universal Numbering System (DUNS) number, American Recovery and Reinvestment Act (ARRA) grant recipients must register with the Central Contractor Registration (CCR). This is a government-wide registry for organizations that seek grants from or otherwise do business with the federal government.

Characteristics - Fields (data elements) associated with an entity (e.g., grade configuration, email address, superintendent, MEAP Coordinator).

Chartering Agency (EEM characteristic) - Also known as a PSA Authorizing Agency, the agency that authorizes a Public School Academy (PSA) and oversees the PSA. Every PSA must be authorized by a chartering agency. A Chartering Agency may be any public university, community college, K-12 LEA or ISD. These data are provided by the Michigan Department of Education.

Chartering Agency Code (EEM characteristic) - These data are provided by MDE. This is the ten position code number of the agency that charters a Public School Academy. In the case of school districts or intermediate school districts, the first five numbers reflect the LEA district or ISD district code. The next five digits are zeros. In the case of universities or colleges, the first four digits are zeros and the last six digits reflect the Federal Interagency Committee on Education (FICE) code. This code is entered by the state of Michigan PSA Approver.

Charter School - A public school academy (PSA) operated by a local board or management company approved by a chartering agency under the provisions of the Michigan Revised School Code, Section 501-507.

Child Care Center - Entities providing care to children. If a child care entity offers Pre-Kindergarten and Kindergarten, it is treated as a school. If Pre-K only, then it may be a Unique Education Provider. This determination is made by the Michigan Department of Education.

Class Schedule (EEM characteristic) - This denotes school or school district session types offered at this entity.

- *Full school year*
- *Semester*
- *Trimester*
- *Quarter*
- *Summer Term*

Closed - Never Opened (EEM characteristic) - This characteristic denotes that an entity code was assigned to the entity in advance, but the entity never opened. This could have happened due to a change in plans by the district or because of an error due to a variety of reasons (e.g., miscommunication) at the district level.

Cohort - Cohort is a logical grouping or collection of related data (e.g., grades 9-12). The term cohort is related to the calculation of adequate yearly progress (AYP), graduation, and drop-out rates.

College Preparatory Courses Offered (EEM characteristic) - Part of the voluntary Points of Pride data submission, this box may be checked if the school offers college preparatory courses and/or curriculum that may include International Baccalaureate, Advanced Placement, Pre-AP, dual enrollment, etc.

College/University Type (EEM characteristic) - This characteristic defines what type of college or university this entity represents. More than one type can be assigned to a single entity. The user will select the type from a list of valid types:

- *Four-Year Public*
- *Two-Year Public*
- *Tribally Controlled-Independent*
- *Four-Year Private*
- *Two-Year Private*

Comma Separated Value (CSV) - Comma Separated Value (CSV) is a file format also known as Comma Delimited. The individual data elements within each record are separated by a comma.

Common Assessments Developed and Implemented (EEM characteristic) - Part of the voluntary Points of Pride data submission, a box is checked to indicate common assessments have been developed and implemented during the school year: Reading, Writing, Mathematics, Science, Social Studies/History, Physical Education, Technology, Fine Arts, and/or Other.

Common Name (EEM characteristic) - This field is the commonly used (shortened form) name of the entity. For example, Royal Oak is the commonly used name of the School District of the City of Royal Oak. This common name is assigned by CEPI.

Community Eligibility Provision (EEM characteristic) - The Community Eligibility Provision provides schools in high-poverty areas a means of sharing with USDA the cost of providing free breakfast and lunch to all students without applications. The Community Eligibility Provision is designed to reduce administrative paperwork and costs, while making it easier for eligible children in low-income communities to receive free meals in the National School Lunch and School Breakfast Programs. Community eligibility alleviates the burden on families by eliminating household applications, while helping schools reduce costs associated

with collecting and processing those applications. The list is updated for each school year, and is updated no later than September 1 of each year.

Confirmation - The process where the user (role-defined) reviews and accepts edits or changes to data within the EEM. The system will provide the user with a summary of the requested action(s) and prompt the user to accept or reject the operation, (e.g., Confirm Entity Close).

Contract (EEM characteristic) - The agreement between the chartering agency and the charter school (Public School Academy or Academies). This characteristic is managed by MDE/OSI-PSA.

County Code (EEM characteristic) - This is the official state-assigned two-digit code number denoting the physical county location of the entity.

CTE (EEM characteristic) - This characteristic is set by the MDE/OCTE. This characteristic is an indication that the entity offers career and technical educational services as recognized by the Office of Career and Technical Education at the Michigan Department of Education.

Current Status of Entity (EEM characteristic) - This characteristic denotes the open/closed status of the entity:

- Open - Active. The entity is open and in operation.
- Open - Pending. Entity code has been assigned; the entity is scheduled to open at a future date.
- Open - Under construction/remodeling. The entity is open or expected to reopen after completion of the construction or remodeling; the original code remains open.
- Open - Vacant. The entity is not currently in use, but the owner (school district) still reports on the entity.
- Close – Pending (still open-active). The entity is expected to close and has a transaction pending for a future date.
- Closed - The entity is closed.

D

Data Element - A named unit of data that, in some contexts, is considered indivisible and in other contexts may consist of data items. A named identifier of each of the entities and their attributes that are represented in a database. A basic unit of information built on standard structures having a unique meaning and distinct units or values.

Data Universal Numbering System (DUNS) Number (EEM characteristic) - A Data Universal Numbering System (DUNS) number is a unique nine-digit number that identifies organizations that apply for funds from the federal government. The number allows the federal government to track how federal money is distributed. In addition to obtaining a DUNS number, all organizations must register with the

federal Central Contractor Registration (CCR) after receiving a DUNS number. (Please see "CCR")

Data Universal Numbering System (DUNS) Name (EEM characteristic) - The Data Universal Numbering System (DUNS) Name is a unique name assigned by the Federal Government to track how federal money is distributed. Most organizations that have applied to the federal government for a grant already have a DUNS name.

Date of Assignment to the EAS (EEM characteristic) - The date a school is assigned to the Education Achievement System (EAS). This characteristic is completed by the EEM State Administrator with data supplied by the EAS or the Michigan Department of Education.

Date of Exit from the EAS (EEM characteristic) - The date a school exits from the Education Achievement System (EAS). This characteristic is completed by the EEM State Administrator with data supplied by the EAS or the Michigan Department of Education.

Dates - Dates pertaining to an Entity:

- *Close Date* - The date that an entity was actually closed. The Close date is unrelated to when the closing was entered into EEM.
- *Open Date* - The date that an entity was actually opened. May be earlier than the Effective date for an entity type. An Open date is unrelated to when the entity was entered into EEM.
- *Effective Date* - The date that a change to an entity, entity type, entity template, and/or a data set becomes effective. May be the same as the System date or in the future.
- *End Date* - The date that an entity type, entity template and/or a data set becomes inactive. May be the same as the System date or in the future.
- *System Date* - The current date

Deferred Transaction - A transaction in EEM requesting an entity add, modify, or close action to be implemented on a future date.

Do Not Assess (EEM characteristic) - This flag is set by the Office of Educational Assessment and Accountability (OEAA) for entities that are not to have assessments sent to them.

E

Early Childhood Program Participation (EEM characteristic) - The entity authorized user designates one or more Early Childhood Programs in which the entity participates:

Head Start: Children 3 through 5 years of age served in school districts by local grantees or delegates of the federal Head Start program. Intended to serve children whose family income is at or below federal poverty guidelines.

Child Care: Children birth-to-kindergarten entry in a classroom program provided through a regular or community education program. Parents pay tuition to enroll their children; child-care reimbursement may be provided by Human Services or scholarships.

Title I Preschool: Program for children who are not yet age-eligible for kindergarten in districts that provide services utilizing Title I, Part A of the Elementary and Secondary Education Act (ESEA), as long as they follow current rules for preschool services under Title I.

Even Start: Children birth to kindergarten entry in programs that integrate early childhood education, adult literacy or adult basic education, and parenting education into a unified family literacy program. Funding is through Part B (subpart 3) of Title I of the Elementary and Secondary Education Act, as amended by the No Child Left Behind Act.

Great Start Readiness Program: Center-based preschool or home-based GSRP services for children the age of 4 by December 1. Preschool-age children in programs for 4-year-olds who may be at risk of school failure. Each child must have two of the 25 identified risk factors; more than 50 percent of the children must be low income. Funded under the State School Aid Act, Section 32d, 37-40 or through a competitive Great Start Readiness Program grant.

Great Parents Great Start: Children birth to age 5 whose parents are receiving intensive parenting services through intermediate school district activities. Funded under the State School Aid Act, Section 32j.

Early On/Special Education (Birth-Age3): Both Michigan Special Education Services and Part C of Individuals with Disabilities Education Act. The child is between the ages of birth and 3 years, and has been identified as eligible for services under one of the categories defined in the Michigan Administrative Rules for Special Education and Part C of Individuals with Disabilities Education Act. Use this code only for active children.

Early On (Birth-Age 3): Part C of Individuals with Disabilities Education Act Only. The child is between the ages of birth and 3 years and has been identified as eligible for services because of a developmental delay or an established condition which has a high probability of developing a delay, as defined in the Michigan Early-On® (Part C of Individuals with Disabilities Education Act) Eligibility Criteria. The developmental delay has not been identified as meeting the eligibility criteria of special education.

Early Childhood Special Education (Ages 3-6): Support for children ages 3 through 5 years of age who have a disability. Eligible children must be

determined by an individualized education program (IEP) team or a hearing office to have one or more of the impairments that necessitates special education or related services or both.

Tuition-Based Pre-School: Children birth-to-kindergarten entry in a classroom program provided through a regular or community education program. Parents pay tuition to enroll their children; child-care reimbursement may be provided by Human Services or scholarships.

Ages 0-3 Secondary Prevention: Children receiving services that are designed to foster positive parenting skills, improve parent/child interaction, promote access to needed community services, increase local capacity to serve families at risk, improve school readiness, and support healthy family environments that discourage alcohol, tobacco, and other drug use. Managed by the Children's Trust Fund. Interagency funding, including Section 32c of the State School Aid Act.

Early Head Start: Children from birth to age three served in school districts by local grantees of the federal Head Start program.

Other: Other district-sponsored programs not defined above. Free, comprehensive programs not operated with state or federal funds

Early Childhood Program Participation (Summary) (EEM characteristic) -

This is a summary of Early Childhood Program Participation settings offered by an individual entity or a group of entities within a parent entity. This characteristic is derived by the system from the checked Early Childhood Program Participation settings. This characteristic can have multiple values.

Early/Middle College (EEM characteristic) - "Early college high school" or "middle college" means a public high school designed to allow a pupil to earn a high school diploma and an associate degree or up to two years of transferable college credits. (R 388.152) An entity is designated as an Early/Middle College in the EEM after being approved as such by the Michigan Department of Education.

Early/Middle College Type (EEM characteristic) – The EEM provides for different types of early-middle colleges – "EMC entity" and "EMC program." An EMC entity exclusively contains early-middle college courses and students (e.g. Henry Ford Early College) while an early-middle college program entity offers non-college options (e.g. Olivet High School).

EDEN - Educational Data Exchange Network (EDEN). Reports are generated by EDEN to comply with U.S. Department of Education programs.

EDEN Notification Details (EEM characteristic) - When the EDEN Notification box is checked by an individual with a role with permissions, the individual with the same role can add details to this box. This characteristic is Read-only for CEPI Analysts, CEPI Customer Support and Change/Approve DIT/State Administrator and State Approver.

EDEN Notification Flag (EEM characteristic) - For internal use only; notification to EDEN/CCD Manager that this entity needs to be reviewed.

Education Management Organization (EEM characteristic) - This is the for-profit or nonprofit corporation hired to manage operation of a Public School Academy. Educational Management Organizations (EMO) provide management services to PSAs, but are not directly involved in educating students. Acceptable values: corporate name or self-managed. These data are provided by the MDE/OSI, PSA program office.

Education Service Provider Name (EEM characteristic) - This is the for-profit or nonprofit corporation hired to operate all or part of a Public School Academy. Acceptable values: corporate name or self-managed. These data are provided by the MDE/OSI, PSA program office.

Educational Setting Button (EEM characteristic) - This field identifies the educational setting(s) for which this entity is authorized to provide instruction and actually provides instruction. At least one setting must be chosen, but all that apply should be selected. This characteristic can have multiple values (both actual and authorized). Selectable values:

General Education (GenEd): Grades K-12. A public elementary/secondary school that does NOT focus primarily on vocational, special or alternative education, although it may provide these programs in addition to a regular curriculum.

Pre-Kindergarten (PK): A national technical term for a state-funded preschool program for children one or two years before kindergarten entry. Pre-K associated with ISD/LEA districts must be reported in EDEN.

Alternative Education (Alt): An entity that addresses the needs of students that typically cannot be met in a regular school program. The entity provides nontraditional education; serves as an adjunct to a regular school; and falls outside the categories of regular, special education, or vocational education.

Special Education (SpecEd): "Special education means specially designed instruction, at no cost to the parents, to meet the unique educational needs of the student with a disability and to develop the student's maximum potential. Special education includes instructional services defined in R 340.1701b (a) and related services." (MARSE R 340.1701c(c) (Sheryl Diamond, MDE OSE-EIS, diamonds@michigan.gov)

Special Education Center Program (SpecEdCtPr): MDE: State School Aid Act, 388.1606, Additional Definitions: Sec. 6.

"Center program" means a program operated by a district or intermediate district for special education pupils from several districts in programs for pupils with autism spectrum disorder, pupils with severe cognitive impairment, pupils with moderate cognitive impairment, pupils with severe

multiple impairments, pupils with hearing impairment, pupils with visual impairment, and pupils with physical impairment or other health impairment. Programs for pupils with emotional impairment housed in buildings that do not serve regular education pupils also qualify. Unless otherwise approved by the department, a center program either shall serve all constituent districts within an intermediate district or shall serve several districts with less than 50% of the pupils residing in the operating district. In addition, special education center program pupils placed part-time in non-center programs to comply with the least restrictive environment provisions of section 612 of part B of the individuals with disabilities education act, 20 USC 1412, may be considered center program pupils for pupil accounting purposes for the time scheduled in either a center program or a non-center program.

Adult Education (AdultEd): Instruction provided to adult students that is geared toward earning a high school diploma or GED, improving reading, writing, and/or math skills, learning English, earning citizenship, increasing family literacy, and gaining or improving employment.

Licensed Boarding School (Boarding): Revised School Code, Section 3 (MCL 380.3(4)), "Boarding school" means a place accepting for board, care, and instruction 5 or more children under 16 years of age. Section 1335 (MCL 380.1335) requires that the State Board of Education shall license and regulate boarding schools. Boarding schools that meet the requirements of R. 340.481 et seq. of the Michigan Administrative Code are issued licenses by the Superintendent of Public Instruction.

Delinquent Institution (Delinq): A public or private residential facility that is operated primarily for the care of children who have been adjudicated as delinquent or in need of supervision. The Part D, Subpart 1, State Agency Neglected and Delinquent (N and D) program provides formula grants to SEAs for supplementary education services to help provide education continuity for children and youths in state-run institutions for juveniles and in adult correctional institutions so that these youths can make successful transitions to school or employment once they are released. Funds are allocated by formula to SEAs, which make subgrants to the state agencies responsible for educating neglected or delinquent children and youths. To be eligible for state N and D funds, juvenile institutions must provide 20 hours a week of instruction from nonfederal funds; adult correctional institutions must provide 15 hours. The Subpart 2 Local Education Agency Program requires each SEA to reserve from its Title I, Part A, allocation, funds generated by the number of children in locally operated institutions for delinquent youths. Funds are awarded to LEAs with high proportions of youths in local correctional facilities to support dropout prevention programs for at-risk youths. (Becky Pennington, MDE/OSI, penningtonb@mi.gov, 517-373-4006; Judy Thelen, MDE/OSI, thelenj8@mi.gov, 517-335-1266)

Neglected Institution (Negl): A public or private residential facility, other than a foster home, that is operated primarily for the care of children who have

been committed to the institution, or voluntarily placed in the institution under applicable State law, due to abandonment, neglect, or death of their parents or guardians. The Part D, Subpart 1, State Agency Neglected and Delinquent (N and D) program provides formula grants to SEAs for supplementary education services to help provide education continuity for children and youths in state-run institutions for juveniles and in adult correctional institutions so that these youths can make successful transitions to school or employment once they are released. Funds are allocated by formula to SEAs, which make subgrants to the state agencies responsible for educating neglected or delinquent children and youths. To be eligible for state N and D funds, juvenile institutions must provide 20 hours a week of instruction from nonfederal funds; adult correctional institutions must provide 15 hours. The Subpart 2 Local Education Agency Program requires each SEA to reserve from its Title I, Part A, allocation, funds generated by the number of children in locally operated institutions for delinquent youths. Funds are awarded to LEAs with high proportions of youths in local correctional facilities to support dropout prevention programs for at-risk youths. (Becky Pennington, MDE/OSI, penningtonb@mi.gov, 517-373-4006; Judy Thelen, MDE/OSI, thelenj8@mi.gov, 517-335-1266)

Residential Child Care Institution (RCCI) or Youth Home (RCCI): A child caring facility which provides 24-hour care. These are residences for neglected or delinquent children. In the case of the Michigan Department of Education, Office of School Improvement, these are identified as those that participate in the National School Lunch Program (NSLP). Those that do not participate may/may not be included in the EEM. Some RCCIs are schools or programs, run by an LEA or ISD school district. Some are classified in the EEM as Other Schools or Programs, not affiliated with an LEA or ISD school district.

Juvenile Detention Facility (JuvDtn): A detention facility for juvenile delinquents who have been placed there by court order.

Virtual School (Virtual): A virtual school or university delivers online education and training opportunities by providing convenient and cost-effective e-learning. The EEM allows for 'Full-Time Virtual' and 'Part-Time Virtual' schools which are defined as follows:

Full-time virtual (FTVirtual) schools offer exclusively virtual courses. Also known as a "100% virtual school."

Part-time virtual (PTVirtual) schools offer some virtual coursework in addition to on-site classwork. Also known as a 'Less than 100% virtual school'.

Non-School Child Nutrition Sponsor (ChildNutr): These are agencies that participate in the USDA sponsored Child Nutrition Programs (CACFP, SCSM, SFSP, TEFAP and CSFP) where formal instruction is not mandated.

Independent Private Grantee (IndPriGran): This entity is not a part of a public school district but receives grant funds.

Locked-Down School (Locked): This entity restricts student movement.

School-Based Health Center (HealthCtr): School Based Health Centers are comprehensive primary health care clinics operating on school property for children and youth. Clinical Services are typically overseen by a Health System, Local Health Department, or Federally Qualified Health Center.

Family Resource Center (FamResCtr): Department of Human Services (DHS) workers deliver services on-site at school.

Schools of Choice Offered (SchlChoice): The schools of choice provisions in Section 105 and 105c of the State School Aid Act are designed to allow local school districts to enroll nonresident students and count them in membership without having to obtain approval from the district of residence. Each local school district decides whether or not it will participate in schools of choice under Section 105 and/or 105c. A school can participate in 105 without participating in 105c. A school cannot participate in 105c without participating in 105. See the [MDE Schools of Choice website](http://www.michigan.gov/mde/0,1607,7-140-6530_30334-106922--,00.html) (http://www.michigan.gov/mde/0,1607,7-140-6530_30334-106922--,00.html) for more information.

Faith-Based Institution (Faith): This characteristic denotes whether or not the entity has a religious aspect or focus.

Out of School Time Programs/Services: Programs offered/paid for by school or district during time regular school is not in session for K-12 students.

Tuition-Based Before- and/or After-School Program: Programs for K-12 students offered at times school is not in session for which a fee is charged.

Other Before- and/or After-School Program: Programs for K-12 students offered at times when school is not in session funded through sources other than the school/district and not fee-based.

21st Century Community Learning Centers: The purpose is to create community learning centers for those times when school is not in session that provide K-12 students with activities designed to complement their regular academic program, as well as additional enrichment opportunities. Limited programming may also be provided for the families of enrolled students.

Educational Settings Actual (Summary) (EEM characteristic) - This is a summary of actual educational settings offered by an individual entity or a group of entities within a parent entity. This characteristic is derived by the system from the checked actual educational settings. (See Educational Settings Button for abbreviations.)

Educational Settings Authorized (Summary) (EEM characteristic) - This is a summary of the educational settings authorized to be offered by an individual entity or a group of entities within a parent entity. This characteristic is derived by the system from the checked authorized educational settings. (See Educational Settings Button for abbreviations.)

EEM - Educational Entity Master (replaced legacy School Code Master [SCM])

Elementary School - An administrative unit including any single grade K- 6 or combining of grades from Retention/Developmental K to fifth or sixth grade, or sometimes up to eighth. (MDE, 5/2008)

Email Address (EEM characteristic) - This is the email address for the entity or for a contact person, and it is a required characteristic.

Entity - Smallest business unit that has funding, reporting and/or accountability requirements

Entity Close Date (EEM characteristic) - This characteristic is the actual closing date of the entity or the date the entity ceased to do business. Where "12/31/1900" is displayed, this is a legacy value. Either the past historical data collection system did not collect the closing date, or this entity never opened after being added to the application. This was used as a default date for closing when the date was unknown, not collected, or the entity never opened. The entity authorized user may request a closing of an entity using the closing date. The State Administrator or State Approver must approve this closing.

Entity Code - A code that serves as a unique identifier for entities of a specified Entity Type. It is only unique within all entities of that Entity Type (e.g., DCODE for Districts, BCODE for Schools, Agreement Number for Non-School Recipients [NSRs], etc.)

Entity Code (EEM characteristic) - The entity code is an identification code assigned to entities in the Educational Entity Master. This code provides a foundation link among all educational data collection applications in Michigan.

Entity Grandparent (EEM characteristic) – A term that pertains to the hierarchical order of entity relationships. In most cases, this characteristic will be the intermediate school district (ISD) that services an LEA entity.

Entity Open Date (EEM characteristic) - The entity authorized user enters this characteristic when requesting to add an entity. This characteristic denotes the actual opening date of the entity or when it begins to do business. Where "01/01/1900" is displayed, this is a legacy value. The past historical data collection system did not always collect the opening date. This was used as a default date for opening when the date was unknown or not collected.

Entity Ownership (EEM characteristic) - The entity authorized user chooses one from the list:

- *Owned*
- *Commercially Leased/Rented*
- *Publicly Leased/Rented*
- *Privately Leased/Rented*
- *Non-Profit Leased/Rented*
- *Free*
- *Unknown*

Entity Parent (EEM characteristic) – A term that pertains to the hierarchical order of entity relationships. Examples: A Public School Academy District is the parent of its Public School Academy School (child). An LEA district is the parent of its schools.

Entity Retroactively Opened (EEM characteristic) – This characteristic is used by CEPI EEM administrators in the event that CEPI was notified that a new entity was open, but was not notified prior to its opening. It is then opened in the Educational Entity Master retroactively (with a past date). This characteristic is then to be checked on this entity.

Entity Retroactively Closed (EEM characteristic) – This characteristic is used by CEPI EEM administrators in the event that CEPI was notified after the fact that an entity was closed. It is then closed in the Educational Entity Master retroactively (with a past date). This characteristic is then to be checked on this entity.

Entity Type (EEM characteristic) - This characteristic labels the entity by type (e.g., ISD school, LEA Unique Education Provider, Nonpublic School, College/University, etc.). When adding an entity, the entity authorized user will choose the type from his/her permissions list. When viewing the data, this characteristic is provided by the system.

Entity Template - The set of characteristics, or attributes, permitted relationships (with other Entity Types) and associated security settings defined for a particular Entity Type. Entity Templates in EEM define the following for a specific Entity Type:

Set of characteristics with role-wise permission assignments

Set of permissible relationships with role-wise permission assignments

Set of permissible address types with role-wise permission assignments

Set of permissible contact types with role-wise permission assignments

A customizable screen layout containing the set of characteristics to serve as the data entry screen format for that Entity Type.

Entity Type Category - Category for classifying Entity Types: The valid categories are ISD, LEA, PSA, Nonpublic, Higher Education, State and Other. All the 32 Entity Types are classified under one of these categories.

Entity Type Group - Another form of entity classification based primarily on function. The valid Entity Type Groups are College/University, Department/School, District, Independent Technology, Non-Instructional Ancillary Facility (NIAF), School, and Unique Education Provider (UEP). All entity types are also classified under one of these groups, e.g., ISD School, LEA School, PSA School, Nonpublic School, etc.

F

Fax Extension (EEM characteristic) - This characteristic denotes the fax extension number where applicable.

Fax Number (EEM characteristic) - This characteristic is the fax number of the entity.

Federal Employer Identification Number (FEIN) (EEM characteristic) - An Employer Identification Number (EIN) is also known as a Federal Tax Identification Number (FEIN) and is used to identify a business entity. The Internal Revenue Service assigns this nine-digit number. This characteristic is not searchable. See the [IRS Employer ID Numbers web page](https://www.irs.gov/businesses/small-businesses-self-employed/employer-id-numbers-eins) (https://www.irs.gov/businesses/small-businesses-self-employed/employer-id-numbers-eins) for more information.

FID - Financial Information Database

FIPS code (EEM characteristic) - Federal Information Processing Standards Code (FIPS): Example: MI, 26,107, Mecosta; First two digits are state (Michigan, 26); next three digits are county FIPS. This characteristic is automatically completed by the system when the county is chosen.

Functions of Non-Instructional Ancillary Facilities (EEM characteristic) - The function name that identifies one or more programs/services available at this non-instructional ancillary facility. All applicable functions should be selected.

Administrative Support

Transportation

Plant/Facilities Maintenance

Food Service

Communication/Media

Sports/Recreation

Health Services

Family/Community Center

Professional Training Center

Agriscience/Natural Resources Education Center

Treatment Center

Other

Future Effective Date - Date a change/add/deactivation occurs. See Also: Dates

G

GIS - Geographic Information System

Geographical LEA District Name (Code) (EEM characteristic) - The Local Education Agency (LEA) District in which the entity is located. Not all entity types have this relationship. Therefore, when searching with this characteristic, only those entities with this relationship will display.

Geographic Location - This field denotes the geographical location (LEA district) in which certain entity types are located. Example: Although a PSA district is its own district, it is also geographically located within a specific LEA district.

Graded - Indicates whether an entity offers specific grades.

Grades - Identifies an entity that has grade levels located in the facility. Examples: Kindergarten, First Grade...Twelfth Grade

Grades Actual (Summary) (EEM characteristic) - This is a summary of actual grades instructed by an individual entity or a group of entities within a parent entity. This characteristic is derived by the system from the checked actual grades.

Grades Authorized (Summary) (EEM characteristic) - This is a summary of the grades authorized to be instructed by an individual entity or a group of entities within a parent entity. Authorization is given by the administration or chartering agency of the entity. This characteristic is derived by the system from the checked authorized grades.

Grades Button (EEM characteristic) - This characteristic identifies the grade level(s) for which this entity is authorized to provide instruction and for which it actually provides instruction. The entity authorized user first clicks the grades for which the entity is authorized for instruction and then clicks the grades for which instruction is actually provided. Selectable values include:

Developmental Kindergarten Full Day (DevK): First year of a defined two-year kindergarten program that precedes entry into the first grade. Children attend this program at least 1098 hours/school year. Students who attend a standard one-year Kindergarten program, but then are retained in that grade

for an additional year, will simply be shown in the same grade for two school years, just as a student who repeats any other grade is shown.

Developmental Kindergarten Part Day (DevK Part): First year of a defined two-year kindergarten program that precedes entry into first grade. Children attend this program at least 549 hours/school year. Students who attend a standard one-year Kindergarten program, but then are retained in that grade for an additional year, will simply be shown in the same grade for two school years, just as a student who repeats any other grade is shown.

Kindergarten Full Day (KG): Children attend this level at least 1098 hours/school year. A group or class that is part of a public school program, and is taught during the year preceding first grade.

Kindergarten Part Day(KG Part): Children attend this level at least 549 hours/school year. A group or class that is part of a public school program, and is taught during the year preceding first grade. Commonly referred to as "half-day" kindergarten.

First Grade

Second Grade

Third Grade

Fourth Grade

Fifth Grade

Sixth Grade

Seventh Grade

Eighth Grade

Ninth Grade

Tenth Grade

Eleventh Grade

Twelfth Grade

Grouping - A filtered set of entities based on one or more characteristics (e.g., grouping of entities having a particular REMC Code).

H

High School - An administrative unit including any single grade or combination of grades from ninth grade through twelfth grade. (MDE, 5/2008)

I

Independent Technical School - Proprietary schools in Michigan that teach a trade, occupation or vocation, usually to individuals beyond the high school level, are required to be licensed by State law. (These entities are not currently recorded in the Educational Entity Master.)

IHE College or University - Institution of Higher Education (i.e., college or university; degree-granting). (MDE, 5/2008)

IHE Department/School - This entity is a unit within a Higher Education Institution, e.g., School of Agriculture, College of Education, Journalism Department at a College or University. (Not currently listed in the Educational Entity Master) (MDE, 5/2008)

International Baccalaureate Program (EEM characteristic) - This box should be checked if program is offered by the entity. An indicator if the entity offers the International Baccalaureate Program. "International Baccalaureate (IB) offers high quality programs of international education to a worldwide community of schools. There are more than 626,000 IB students at 2,336 schools in 128 countries." See the [International Baccalaureate website](http://www.ibo.org) (<http://www.ibo.org>) for more information.

Is DPPD (EEM characteristic) - This yes/no field identifies those state-approved nonpublic schools that elect to allow the Office of Professional Preparation Services (OPPS) to track district provided professional development (DPPD).

ISD/ESA - Intermediate School Districts (ISD) / Educational Service Area (ESA). Intermediate School District as established under Part 7 of the Revised School Code. (MDE, 5/2008)

ISD/ESA Code - This number is the official state-assigned two-digit number for the Intermediate School District or Educational Service Area.

ISD School or Unique Education Provider - A school or unique education provider that is associated with an Intermediate School District (e.g., Lutz School for Work Experience, Kent Career Technical Center).

L

Local Education Agency (LEA) District - The Local Education Agency (LEA) is a public school district (excludes charter school districts). A school district as defined under 380.6 and as organized under MCL 380.11a (general powers school district) or under Part 6 (district of the first class). (MDE, 5/2008)

LEA School - A school that is associated with an LEA District (excludes Public School Academies).

Locale Code (EEM characteristic) - This information is obtained and entered by CEPI from an NCES file. It is not entered by the entity authorized user. Locale code is a measure of a school's location relative to populous areas. These new urban-centric locale categories serve the same purpose as the previous metro-centric categories, but are defined by a combination of their population and their distance from an urban area. There are a total of twelve urban-centric categories, organized in a two level hierarchy; the four categories of the upper level (city, suburban, town, rural) are each divided into three subcategories. See [NCES Locale Codes Appendix A](http://nces.ed.gov/ccd/pdf/sl051agen.pdf) (<http://nces.ed.gov/ccd/pdf/sl051agen.pdf>) for more information.

City: Large: Territory inside an urbanized area and inside a principal city with population of 250,000 or more.

City: Midsize: Territory inside an urbanized area and inside a principal city with population less than 250,000 and greater than or equal to 100,000.

City: Small: Territory inside an urbanized area and inside a principal city with population less than 100,000.

Suburb: Large: Territory outside a principal city and inside an urbanized area with population of 250,000 or more.

Suburb: Midsize: Territory outside a principal city and inside an urbanized area with population less than 250,000 and greater than or equal to 100,000.

Suburb: Small: Territory outside a principal city and inside an urbanized area with population less than 100,000.

Town: Fringe: Territory inside an urban cluster that is less than or equal to 10 miles from an urbanized area.

Town: Distant: Territory inside an urban cluster that is more than 10 miles and less than or equal to 35 miles from an urbanized area.

Town: Remote: Territory inside an urban cluster that is more than 35 miles from an urbanized area.

Rural: Fringe: Census-defined rural territory that is less than or equal to 5 miles from an urbanized area, as well as rural territory that is less than or equal to 2.5 miles from an urban cluster.

Rural: Distant: Census-defined rural territory that is more than 5 miles but less than or equal to 25 miles from an urbanized area, as well as rural territory that is more than 2.5 miles but less than or equal to 10 miles from an urban cluster.

Rural: Remote: Census-defined rural territory that is more than 25 miles from an urbanized area and is also more than 10 miles from an urban cluster.

M

Magnet School - A magnet school is a special school designed to attract students of different backgrounds for the purpose of reducing, preventing, or eliminating isolation, and/or to provide an academic or social focus on a particular theme (e.g., science/math, performing arts, gifted/talented, or foreign language).

Magnet School (EEM characteristic) - This characteristic denotes whether or not a school is a magnet school, which is a special school designed to attract students of different backgrounds for the purpose of reducing, preventing, or eliminating isolation, and/or to provide an academic or social focus on a particular theme (e.g., science/math, performing arts, gifted/talented, or foreign language). (Definition from the National Center for Education Statistics). Current choices are:

General Education

Arts

Foreign Language

Gifted/Talented

Language Arts

Math

Math/Science

Media/Technology

Music

Performing Arts

Science

Other

Does not apply

Match Ranking - An attribute of the search results returned by an EEM-Search. It identifies how well the entity returned matches the search criteria entered.

If the Entity Code or Entity Name returned matches the search string in its entirety, it is ranked a 1.

If the Entity Name returned starts with the search string, it is ranked a 2.

If the Parent Entity Name returned starts with the search string, it is ranked a 3.

Anything else returned is ranked a 6.

MDE - Michigan Department of Education

MDOC School - Michigan Department of Corrections entity that offers educational services and must report students

MEAP - Michigan Educational Assessment Program

MEAP-Access - Modified assessments for students with disabilities.

Middle School - An administrative unit including any single grade or combination of grades usually from fifth grade through ninth grade. (MDE, 5/2008)

Migrant Education Program (EEM characteristic) - The entity code of the parent for entities that offer a migrant program. This entity supports high-quality comprehensive educational programs for migratory children to help reduce the educational disruptions and other problems that result from repeated moves. The program provides educational and support services to migrant children and youth through both regular school year and summer programs. These data are provided by the Michigan Department of Education, Office of School Improvement.

MME Test Center Status (EEM characteristic) - The Office of Educational Assessment and Accountability at MDE gets an initial file from ACT to update this field. Subsequently, OEAA receives periodic updates from ACT until testing begins.

0 = Not an ACT approved school.

1 = ACT Approved Testing School

2 = ACT Approved Testing School, Accommodations Only

Each Michigan Merit Exam administration school is required to be approved by ACT for testing. Each year this characteristic needs to be reset to zero on all schools.

N

NCES - National Center for Education Statistics

NCES District Code - National Center for Education Statistics (EEM characteristic) - This NCES 7-digit district code is assigned by the U.S. Department of Education, National Center for Education Statistics, and used for reporting educational data. The first 2 digits of the 7-digit federal school district ID identify the state, and the last 5 identify the federal district ID. These data are uploaded by Department of Technology, Management & Budget, Agency Services.

NCES Number - The U.S. Department of Education, National Center for Education Statistics assigned number used for reporting educational data.**NCES School Code - National Center for Education Statistics (EEM characteristic)** - This NCES 12-digit school code is assigned by the U.S. Department of Education, National Center for Education Statistics, and used for reporting educational data. The first 7 digits of the 12-digit federal school ID are the federal district ID, and the last 5 are the federal school ID. These data are uploaded by Department of Technology, Management & Budget, Agency Services.

Neglected/Delinquent Facility (EEM characteristic) – Entities partially or fully intended for the purpose of caring for neglected and delinquent children. These facilities are of two general types:

Institution for Neglected Children- a public or private residential facility, other than a foster home, that is operated primarily for the care of children who have been committed to the institution, or voluntarily placed in the institution under applicable State law due to abandonment, neglect, or death of their parents or guardians.

Institution for Delinquent Children and Youth- a public or private residential facility that is operated primarily for the care of children who have been adjudicated as delinquent or in need of supervision.

Non-Instructional Ancillary Facility (NIAF) - This entity does not usually 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. (MDE, 5/2008) *Exception: There are a number of Specialized Shared Educational Entities (S2E2s) labeled as NIAFs. These provide educational services in multiple classrooms inside of existing schools as opposed to a single location. Two or more districts enter into a cooperative agreement to provide such services.

Non-Instructional Ancillary Functions (Summary) (EEM characteristic) - This is a summary of the non-instructional functions designated by the EEM authorized user for this entity. This characteristic is derived by the system based upon data submitted by the entity authorized user. One or more of the following may be designated:

01 - Administrative Support

02 - Transportation

03 - Plant/Facilities Maintenance

04 - Food Service

05 - Communication/Media

06 - Sports/Recreation

07 - Health Services

08 - Family/Community Center

09 - Professional Training Center

18 - Agriscience/Natural Resources Education Center

19 - Treatment Center

99 - Other

Non-Parent - An entity that as per the Entity Type Hierarchy cannot be designated as a parent entity by another entity via the 'Belongs Within' relationship.

Non-Public ISD (EEM characteristic) - The Intermediate School District (ISD) associated with the district that provides transportation services to a nonpublic entity.

Nonpublic School (NPS) - Nonpublic school or private school that is not administered by a public (or LEA) school district, but may receive public school services based upon Michigan Compiled Laws. A private, denominational, or parochial school. MCL 380.5 (4). (MDE, 5/2008)

Non-School Recipient - This entity is not a school or a unique education provider, but receives monies of some kind through the Michigan Electronic Grants System (MEGS) [517-373-1806; MEGS@michigan.gov] or Cash Management System (CMS) [517-335-0534; MDE-cms@michigan.gov]. Examples: Community Action Agencies, Soup Kitchens, Day Care Centers. (MDE, 5/2008)

Number of Community Outreach Programs or Events (EEM characteristic) - Part of the voluntary Points of Pride data submission, this characteristic indicates the number of programs designed to get students involved in the community to better themselves and the community itself.

No. of NBPTS Certified Teachers (EEM characteristic) - Part of the voluntary Points of Pride data submission, this characteristic indicates the number of teachers who have National Board of Professional Teaching Standards (NBPTS) certification.

O

Official Name of Entity (EEM characteristic) - This field denotes the official or legal name of the school or school district. For example, the official name of Royal Oak Schools is the School District of Royal Oak. *Note:* In order to change the Official Name of a School District (ISD or LEA), a copy of the Board of Education

Minutes at which the name change was approved must be forwarded to the EEM administrator.

Other – EEM - Private and not for profit (i.e., 501C3) entities unrelated to Michigan Department of Education schools/districts. (MDE, 5/2008)

P

Parent - An entity that as per the Entity Type Hierarchy can be designated as a parent by other entities via the 'Belongs Within' relationship.

Path of Entry into EAS (EEM characteristic) - This is a list of four paths through which a school may be moved into the Education Achievement System (84060). More than one choice may be made.

Persistently Lowest Achieving (PLA) Schools

Emergency Manager Decision

LEA Assignment to EAS

New School

The EEM State Administrator checks the appropriate boxes after being notified by MDE. For a new school the authorized user checks the New School checkbox.

Percentage of Parent Participation in PTO and/or PT Conferences (EEM characteristic) - Part of the voluntary Points of Pride data submission, this indicated the average percentage of parents who attended parent-teach conferences and parent teacher organization meetings and/or functions.

Percentage of Students on Honor Roll (EEM characteristic) - Part of the voluntary Points of Pride data submission, this indicates the average percentage of students on the Honor Roll, which is typically considered to be students with a 3.0 average or better on a 4.0 scale.

Phone Extension (EEM characteristic) - This characteristic is the extension of the main telephone number of the entity or of one of the contacts.

Phone Number (EEM characteristic) - This characteristic is the main telephone number of the entity or of one of the contacts.

Points of Pride - School leaders have the option of completing a Points of Pride worksheet that provides voluntary information about a school that is then displayed on the School Report Card on the [MI School Data Portal](http://www.michigan.gov/mischooldata) (www.michigan.gov/mischooldata). Currently, this functionality is available in the EEM during May of each year.

Previous ISD/LEA/PSA District (EEM characteristic) - Associated with the Educational Achievement System, this is the previous district within which this school belonged.

Prosperity Region (EEM characteristic) - A common set of service delivery regions/boundaries for each school district and their constituent buildings within the State of Michigan. There are currently 10 service delivery regions/boundaries.

Public School Academy (PSA) District - Public School Academy (PSA) District. A PSA is a charter school district (excludes LEA District). A public school academy established under part 6a of the Revised School Code; also includes an urban high school academy established under part 6c, and a strict discipline academy established under sections 1311b to 1311l. MCL 380.5(7). (MDE, 5/2008)

Public School Academy (PSA) Replacement School (EEM characteristic) - This is the charter school entity authorized by a state public university as a Public School Academy, under Part 6A of the Revised School Code, which fills a vacancy created by conversion of a Part 6A Public School Academy to a School of Excellence authorized under Part 6E. This characteristic is completed by the Michigan Department of Education, Public School Academy program office.

Public School Academy (PSA) Chartering Agency Code - This is the code number of the agency that charters or authorizes a Public School Academy (PSA). In the case of school districts or intermediate school districts, the first five numbers reflect the district or ISD code numbers. In the case of universities and colleges, the last six digits reflect the Federal Interagency Committee on Education (FICE) code.

PSA Replacement School (EEM characteristic) - This is the charter school entity authorized by a state public university as a Public School Academy, under Part 6A of the Revised School Code, which fills a vacancy created by conversion of a Part 6A Public School Academy to a School of Excellence authorized under Part 6E. This characteristic is completed by the Michigan Department of Education, Public School Academy program office.

Public School Academy (PSA) School - The school(s) associated with the Public School Academy (PSA) District; independent of local educational agency (LEA) district.

Must have an authorizing agency;

May have a management company;

Public School Academy is synonymous with Charter school.

Authorizing agency must be a public educational institution (current universities, community colleges, LEA, ISD). See Charter School definition.

R

Receives Transportation Services From (EEM characteristic) - The entity receives transportation services from a Local Education Agency (LEA) district or Intermediate School District (ISD).

Regional Educational Media Center (REMC) (EEM characteristic) - Designates the Regional Code assigned by the [REMC Association of Michigan](http://www.remc.org) (<http://www.remc.org>) to this entity. These data are provided by REMC and uploaded by the Department of Technology, Management and Budget.

Religious Denomination Name (Code) (EEM characteristic) - This characteristic reflects the codes for the list of organized groups of religious congregations collected by the Michigan Department of Education, Bureau of School Finance and School Law, Home School/Nonpublic School Office.

Reopened as PSA school (from closed LEA school) (EEM characteristic) - This entity was an LEA school that reopened under a PSA district as a PSA school.

S

SAT Test Center Status (EEM characteristic) - This field indicates whether or not the school has been approved as a SAT testing center. These data are entered by MDE.

SAT Test Center Code (EEM characteristic) - The six-digit test center code assigned by SAT for the Scholastic Aptitude Test test center. These data are entered by MDE.

School - 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 (i.e., superintendent).

Teachers responsible for educating a specific set of students.

Students Receives a state issued Michigan School Report Card. Scorecard evaluates schools and school districts in the areas of academic achievement, participation in state assessment, graduation rate for high schools, and student attendance.

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*

School Emphasis (EEM characteristic) - This is a required field for public entities. School Emphasis is collected for the Educational Data Exchange Network (EDEN) and Common Core of Data (CCD) for federal reporting. Each school or Unique Education Provider must choose ONE of the following:

General Education (called regular school in EDEN/CCD): A public elementary/secondary school that does NOT focus primarily on vocational, special or alternative education, although it may provide these programs in addition to a regular curriculum.

Vocational/Career and Technical Education (CTE), called vocational education school in EDEN/CCD: A school that focuses primarily on providing secondary students with an occupationally relevant or career-related curriculum, including formal preparation for vocational, technical or professional occupations.

Special Education - A public elementary/secondary school that focuses primarily on serving the needs of students with disabilities.

Alternative Education - A public elementary/secondary school that addresses the needs of students that typically cannot be met in a regular school program. The school provides nontraditional education; serves as an adjunct to a regular school; and falls outside the categories of regular, special education, or vocational education.

Reportable Program - A program within a school that may be self-contained, but does not have its own principal. For example, the school includes a magnet program that must be reported separately to meet the requirements of the Civil Rights Data Collection.

School of Excellence (EEM characteristic) - This is a charter school entity authorized under Part 6E of the Revised School Code, MCL 380.551-380.561. A School of Excellence may be authorized under Part 6E as a Cyber School, a new school which is not a Cyber School, or through conversion of a school originally authorized under Part 6A and converted to a School of Excellence through authorization under Part 6E.

Cyber School: This is a charter school authorized under Part 6E of the Revised School Code, Section 552(2) [MCL 380.552(2)], that must offer grades K-12 and provides full-time instruction to pupils through online learning or otherwise on a computer or other technology, which instruction and learning may be remote from a school facility.

School of Excellence-New: This is a charter school entity authorized under Part 6E of the Revised School Code, MCL 380.551-380.561, which is not a Cyber School, and operates at one or more locations identified in the authorizing contract. The new School of Excellence is modeled after a high performing school or program.

School of Excellence-Conversion: This is a charter school entity authorized under Part 6E of the Revised School Code, MCL 380.551-380.561, which was converted from a Public School Academy originally authorized under Part 6A of the Revised School Code. In order to convert from a Public School Academy to a School of Excellence, the Public School Academy seeking to convert must meet statutory minimum requirements that demonstrate continuing high academic performance.

This characteristic is completed by the Michigan Department of Education, Public School Academy program office.

School of Excellence - Conversion Date (EEM characteristic) - This is the conversion date a charter school entity authorized under Part 6E of the Revised School Code, MCL 380.551-380.561, was converted from a Public School Academy originally authorized under Part 6A of the Revised School Code. In order to convert from a Public School Academy to a School of Excellence, the Public School Academy seeking to convert must meet statutory minimum requirements that demonstrate continuing high academic performance.

This characteristic is completed by the Michigan Department of Education, Public School Academy program office.

School Type (EEM characteristic) - This characteristic is used for reporting the number of each type of school in the state and is used for federal reporting in Education Data Exchange Network (EDEN) as well. The characteristic will be included in the EEM but is not presently displayed to the user. The characteristic will be derived from EEM data submitted by entity authorized users. MDE definitions for school types are:

Elementary: An administrative unit including any single grade K- 6 or combining of grades from Retention/Developmental K to fifth or sixth grade, or sometimes up to eighth.

Middle/Junior High: An administrative unit including any single grade or combination of grades usually from fifth grade through ninth grade.

Secondary: An administrative unit including any single grade or combination of grades from ninth grade through twelfth grade.

Shared Educational Entity and Specialized Shared Educational Entity - A Shared Educational Entity (SEE) or a Specialized Shared Educational Entity (S2E2) is a group of two or more entities that have a business relationship to deliver a particular educational service or program. Any Educational Entity can be flagged as

a Shared Educational Entity in EEM. Once flagged, EEM will allow entities of any other type to be linked to the SEE as its “members.” 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 provides those educational services in a single location. An S2E2 provides those educational services in multiple classrooms inside of existing schools.

Shared Educational Entity (SEE) Subtype (EEM characteristic) – SEEs can be established for various purposes of reporting and accountability. Therefore, the following SEE subtypes are available in the EEM.

Student Reporting Only - The SEE is established for the purpose of reporting students under the State School Aid Act.

Student Accountability Only - The SEE is established for the purpose of associating student accountability with the student’s district of residence.

Student Reporting and Accountability - The SEE/S2E2 is established for the purpose of associating student accountability with the district of residence. Students may be reported at the SEE/S2E2 by any district that is a member of the SEE/S2E2.

Shared Time Status (EEM characteristic) - This characteristic is set by a CEPI School Data Specialist. This characteristic is for federal reporting and is an indication that a school offers vocational/technical education or other educational services in which some or all students are enrolled at a separate school of record and attend the shared time school on a part-time basis. This particular characteristic does NOT refer to the shared-time status between nonpublic and public schools.

State District - State of Michigan District. This district is an administrative entity for a particular state department’s/agency’s educational facilities (e.g., Michigan Department of Corrections).

State School - State of Michigan School. A statewide school that can accept the students, with appropriate approval, from any other entity. The Michigan School for the Deaf is an example of a State School.

Strict Discipline Academy (EEM characteristic) - Public School Academy Districts/Schools that are organized under MCLA 380.13111b-13111.

Student Mentorship Program (EEM characteristic) - Part of the voluntary Points of Pride data submission, if the box is checked, this indicates there is a student mentorship program to assist students; pairs a student with an adult or older or more experienced student for help with personal development, study habits, etc.

T

Title I - Title I Supplemental Educational Services

Title I Status (EEM characteristic) - This characteristic is completed with either Schoolwide or Targeted Assistance if the entity has "Y" for Title I. The data are provided by the state of Michigan.

Title I Fund Recipient (EEM characteristic) - This characteristic denotes whether or not the entity is receiving Title I funds. The data are provided by the state of Michigan.

Title I Status Date (EEM characteristic) - This characteristic denotes the effective date of the Title I status. The data are provided by the state of Michigan.

Top to Bottom Cohort (EEM characteristic) - This characteristic denotes the 4-digit cohort year in which the Reward, Focus, Focus-Successor, Priority and Priority-Successor status was assigned to the building. These data are provided by the Michigan Department of Education Office of Evaluation, Strategic Research and Accountability.

Top to Bottom Status (EEM characteristic) - The Top-to-Bottom Status assigned to a school, which includes the following designations:

Reward – Reward schools consists of schools that are achieving one or more of the following distinctions: 1) Top 5% of schools on the Top-to-Bottom list; 2) Top 5% of schools making the greatest gains in achievement (improvement metric); or 3) A school identified as "Beating the Odds". For more information: www.michigan.gov/ttb.

Focus – Focus schools consist of the 10% of schools on the Top-to-Bottom list with the largest achievement gaps between its top 30% and bottom 30% of students.

Focus-Successor – Designates that the focus status from the sending school has been assigned to the receiving school. All accountability designations assigned to the sending school will be attributed to the receiving school.

Priority – Priority schools are Michigan public schools identified in the bottom 5% of the statewide Top-to-Bottom ranking. For more information: www.michigan.gov/ttb.

Priority-Successor – Designates that the priority status of the sending school has been assigned to the receiving school. All accountability designations assigned to the sending school will be attributed to the receiving school.

Not Available – No designation assigned or not ranked as a result of insufficient data to determine a Top-to-Bottom ranking for the current

accountability cycle. For more information, see [MDE's Top-to-Bottom web page](http://www.michigan.gov/ttb) (www.michigan.gov/ttb).

These data are provided by the Michigan Department of Education Office of Evaluation, Strategic Research and Accountability.

U

Unique Education Provider (UEP) - A Unique Education Provider is not a school; however, it provides instructional services to children before kindergarten 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 – 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 any state assessments.
- The location does not offer a Michigan Merit diploma (if grades 9-12)

These are environments (buildings/complex/virtual learning) that may or may not be owned and operated by the entity that is utilizing them. Examples include:

- Area career centers
- Math/science centers
- Child care/early education facilities (Pre-Kindergarten only)
- Environmental centers
- Special education programs serving preschool children and special education transition (age 20+)
- Short-term juvenile detention centers (Maximum stay 30 days)
- Adult education centers

These entities provide various services to the educational entities (ISD, LEA, PSA, higher education, non-public, private, and state agencies).

The ultimate responsibility for the use of financial resources falls on the fiscal agent receiving state school aid and/or local, state or federal grant funds on behalf of these entities. Many times these entities charge tuition or a fee for service to the educational entity sending the pupils.

Accountability for student performance on the statewide assessments falls to the educational entity sending pupils to the unique education provider

Urban High School Academy (EEM characteristic) - Public School Academy Districts/Schools that are organized under MCLA 380.521-529.

V

View State Assessments (EEM characteristic) - This is a link to external state student assessment reports.

W

Website Address of Entity (EEM characteristic) - This characteristic denotes the website for this entity. There may be more than one listed if the website address differs.

World Languages Offered (EEM characteristic) - Part of the voluntary Points of Pride data submission, the boxes checked indicate the world languages offered as courses of study and/or before- or after-school programs. Choices: Spanish, Chinese, Arabic, Latin, Italian, French, Hebrew, Japanese, German, Ancient Greek, American Sign Language, Other

X

XML - Extensible Markup Language (XML). XML is a specification developed by the W3C. XML is a pared-down version of SGML, designed especially for Web documents. It allows designers to create their own customized tags, enabling the definition, transmission, validation, and interpretation of data between applications and between organizations. XML is one of the preferred formats for data exchange for the EEM/SDS project.