

Student Discipline

Data Element	Mandatory	Data Type	Code	Value	Description	Validation Rules / Notes
<ul style="list-style-type: none"> To add or to update a Student Discipline record the student has a valid district enrollment record in SIS by the following: <ul style="list-style-type: none"> Enrollment record Home RCDTS matches Student Discipline record's Home RCDTS Enrollment record Serving RCDTS matches Student Discipline record's Serving RCDTS Enrollment record School Year matches Student Discipline record's School Year Enrollment Exit/Withdrawal Type code does not equal '99' Erroneous Enrollment <p>Student Discipline data is collected for K-12 grade levels. Discipline incidents include those that occur on school grounds or during school-related activities.</p>						
Incident Date	Mandatory	Char(10)		mm/dd/yyyy	Date	<p>The month, day, and year on which the incident occurred.</p> <ul style="list-style-type: none"> To add or to update the Incident Date in a record, the date is in one of the following specified ranges: <ul style="list-style-type: none"> Incident Date is equal to or greater than the Enrollment Date and the Exit Enrollment Date is Null Incident Date is equal to or greater than the Enrollment Date and the Exit Enrollment Date is equal to or greater than Incident Date
Incident Case ID	Optional	Char(16)			Numeric	<p>Number created by the school districts, unique to the serving school, that ties multiple students to one discipline incident.</p>
Incident Number	Mandatory	Char(2)				<p>A sequential number that identifies multiple incidents received by an individual in a single day. This number will be "01" unless a student has multiple incidents in one day or if the student has multiple Disciplinary Action codes for the same incident.</p> <ul style="list-style-type: none"> To add a record the Incident Number does not match the Incident Number in an existing record with matching Incident Date and matching Student's enrollment.
Disability Type	Mandatory	Char(2)				<p>A child evaluated in accordance with §§ 300.304 through 300.311 as having mental retardation, a hearing impairment (including deafness), a speech or language impairment, a visual impairment (including blindness), a serious emotional disturbance (referred to in this part as "emotional disturbance"), an orthopedic impairment, autism, traumatic brain injury, another health impairment, a specific learning disability, deaf-blindness, or multiple disabilities, and who, by reason thereof, needs special education and related services.</p>

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			01	Intellectual Disability	Significantly subaverage general intellectual functioning, existing concurrently with deficits in adaptive behavior and manifested during the developmental period, that adversely affects a child's educational performance.	
			02	Hearing Impairments	An impairment in hearing, whether permanent or fluctuating, that adversely affects a child's educational performance but that is not included under the definition of deafness in this section.	
			03	Speech or Language Impairments	A communication disorder, such as stuttering, impaired articulation, a language impairment, or a voice impairment, that adversely affects a child's educational performance.	
			04	Visual Impairments	An impairment in vision that, even with correction, adversely affects a child's educational performance. The term includes both partial sight and blindness.	
			05	Emotional Disability	<p>A condition exhibiting one or more of the following characteristics over a long period of time and to a marked degree that adversely affects a child's educational performance:</p> <p>(A) An inability to learn that cannot be explained by intellectual, sensory, or health factors.</p> <p>(B) An inability to build or maintain satisfactory interpersonal relationships with peers and teachers.</p> <p>(C) Inappropriate types of behavior or feelings under normal circumstances.</p> <p>(D) A general pervasive mood of unhappiness or depression.</p> <p>(E) A tendency to develop physical symptoms or fears associated with personal or school problems.</p> <p>Emotional disturbance includes schizophrenia.</p> <p>The term does not apply to children who are socially maladjusted, unless it is determined that they have an emotional disturbance under this definition.</p>	

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			06	Orthopedic Impairments	A severe orthopedic impairment that adversely affects a child's educational performance. The term includes impairments caused by a congenital anomaly, impairments caused by disease (e.g., poliomyelitis, bone tuberculosis), and impairments from other causes (e.g., cerebral palsy, amputations, and fractures, or burns that cause contractures).	
			07	Other Health Impairments	Means having limited strength, vitality or alertness, including a heightened sensitivity to environmental stimuli, that results in limited alertness with respect to the educational environment that is due to chronic or acute health problems such as asthma, attention deficit disorder or attention deficit hyperactivity disorder, diabetes, epilepsy, a heart condition, hemophilia, lead poisoning, leukemia, nephritis, rheumatic fever, or sickle cell anemia; and adversely affects a child's educational performance.	
			08	Specific Learning Disabilities	A disorder in one or more of the basic psychological processes involved in understanding or in using language, spoken or written, that may manifest itself in the imperfect ability to listen, think, speak, read, write, spell, or to do mathematical calculations, including conditions such as perceptual disabilities, brain injury, minimal brain dysfunction, dyslexia, and developmental aphasia. Specific learning disability does not include learning problems that are primarily the result of visual, hearing, or motor disabilities, of mental retardation, of emotional disturbance, or of environmental, cultural, or economic disadvantage.	

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			09	Deaf-Blindness	Concomitant hearing and visual impairments, the combination of which causes such severe communication and other developmental and educational needs that they cannot be accommodated in special education programs solely for children with deafness or children with blindness.	
			10	Multiple Disabilities	Concomitant impairments (such as mental retardation-blindness or mental retardation-orthopedic impairment), the combination of which causes such severe educational needs that they cannot be accommodated in special education programs solely for one of the impairments. Multiple disabilities does not include deaf-blindness.	
			11	Autism	A developmental disability significantly affecting verbal and nonverbal communication and social interaction, generally evident before age three, that adversely affects a child's educational performance. Other characteristics often associated with autism are engagement in repetitive activities and stereotyped movements, resistance to environmental change or change in daily routines, and unusual responses to sensory experiences. Autism does not apply if a child's educational performance is adversely affected primarily because the child has an emotional disturbance. A child who manifests the characteristics of autism after age three could be identified as having autism if the criteria in this definition are satisfied.	

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			12	Traumatic Brain Injury	An acquired injury to the brain caused by an external physical force, resulting in total or partial functional disability or psychosocial impairment, or both, that adversely affects a child's educational performance. Traumatic brain injury applies to open or closed head injuries resulting in impairments in one or more areas, such as cognition; language; memory; attention; reasoning; abstract thinking; judgment; problem-solving; sensory, perceptual, and motor abilities; psychosocial behavior; physical functions; information processing; and speech. Traumatic brain injury does not apply to brain injuries that are congenital or degenerative, or to brain injuries induced by birth trauma.	
			13	Developmental Delay	Child with a disability for children aged three through nine (or any subset of that age range, including ages three through five), may, subject to the conditions described in § 300.111(b), include a child— (1) Who is experiencing developmental delays, as defined by the state and as measured by appropriate diagnostic instruments and procedures, in one or more of the following areas: Physical development, cognitive development, communication development, social or emotional development, or adaptive development; and (2) Who, by reason thereof, needs special education and related services.	
			14	Deafness	A hearing impairment that is so severe that the child is impaired in processing linguistic information through hearing, with or without amplification, that adversely affects a child's educational performance.	

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			99	None	None: A student is classified as having no disability and is receiving regular educational services at the time of the disciplinary incident. NOTE: Code 99 may be selected when IEP = Yes to account for students who have an IEP at some point in the school year, but DID NOT have a disability at the time of the disciplinary incident.	
Incident Type Code	Mandatory	Char(2)			An occurrence involving the student's violation of any of the established codes of the school or school district board of education (or civic authorities).	<ul style="list-style-type: none"> • For a Birth to 3 or Pre-K student, the Incident Type Codes must be one of the following: - '50', 'Extreme prolonged tantrums' - '51', 'Physical and verbal aggression' - '52', 'Purposeful destruction of property' - '53', 'Self-injury' - '54', 'Withdrawal' - '55', 'Purposeful injury to others, both children and adults' - '56', 'Serious safety threat'
			08	Alcohol	The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of intoxicating alcoholic beverages or substances represented as alcohol. This would include being intoxicated at school, school-sponsored events, and on school-sponsored transportation, or substances represented as alcohol.	

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			09	Violence with physical injury	<p>While on school grounds or under the supervision of school authorities, any conduct that involves the use, attempted use, or threatened use of force against the person or property of another, or any other offense that is a felony and that by its nature, involves a substantial risk that physical force against the person or property of another may be used in the course of committing the offense, with or without a weapon, that results in injury requiring professional medical attention, e.g., stab or bullet wound, concussion, fractured or broken bone, or cut requiring stitches. Violent incidents include, but are not limited to: aggravated battery/battery, fighting, aggravated assault/assault, homicide, kidnapping, robbery, burglary, school threat, predatory criminal sexual assault of a child, aggravated criminal sexual assault, criminal sexual assault, criminal sexual abuse, aggravated sexual battery, reckless endangerment, bullying/harassment, and threats/intimidation/menacing.</p>	
			10	Violence without physical injury	<p>While on school grounds or under the supervision of school authorities, any conduct that involves the use, attempted use, or threatened use of force against the person or property of another, or any other offense that is a felony and that is by its nature, involves a substantial risk that physical force against the person or property of another maybe used in the course of committing the offense, with or without a weapon, that does not result in injury requiring professional medical attention. Violent incidents include, but are not limited to: aggravated battery/battery, fighting, aggravated assault/assault, homicide, kidnapping, robbery, burglary, school threat, predatory criminal sexual assault of a child, aggravated criminal sexual assault, criminal sexual assault, criminal sexual abuse, aggravated sexual battery, reckless endangerment, bullying/harassment, and threats/intimidation/menacing.</p>	

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			11	Drug Offenses	The use, possession, sale, or solicitation of drugs as identified in 21 U.S.C. §812 (c); this does not include use, possession, sale, or solicitation of alcohol or tobacco.	
			12	Dangerous weapon Firearm – Handgun	A "hand gun" is a firearm which has a short stock and is designed to be held and fired by the use of a single hand; and (B) any combination of parts from which a firearm described in subparagraph (A) can be assembled.	
			13	Dangerous weapon Firearm – shotgun	"Shotgun" - designed or redesigned, made or remade, and intended to be fired from the shoulder and designed or redesigned and made or remade to use the energy of an explosive to fire through a smooth bore either a number of ball shot or a single projectile for each single pull of the trigger. or "short-barreled shotgun" means a shotgun having one or more barrels less than eighteen inches in length and any weapon made from a shotgun (whether by alteration, modification or otherwise) if such a weapon as modified has an overall length of less than twenty-six inches.	
			14	Dangerous weapon Firearm - rifle	"Rifle" - designed or redesigned, made or remade, and intended to be fired from the shoulder and designed or redesigned and made or remade to use the energy of an explosive to fire only a single projectile through a rifled bore for each single pull of the trigger. or "short-barreled rifle" means a rifle having one or more barrels less than sixteen inches in length and any weapon made from a rifle (whether by alteration, modification, or otherwise) if such weapon, as modified, has an overall length of less than twenty-six inches.	
			15	Dangerous weapon Firearm - multiple	Use of more than one of the above (handguns, rifles/shotgun, or other).	
			16	Dangerous weapon Firearm - other	A weapon, device, instrument, material, or substance, animate, or inanimate, that is used for, or is readily capable of causing death or	

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					serious bodily injury, except that such a term does NOT include a pocket knife with a blade of less than 2 1/2 inches in length (18 U.S.C. Section 930(g)(2)).	
			17	Dangerous weapon – other	A weapon, device, instrument, material, or substance that is readily capable of causing death or serious bodily injury, except a firearm. Exclude a pocket knife with a blade of less than 2 1/2 inches in length.	
			18	Other Reason	A student commits an offense resulting in disciplinary action for a reason other than alcohol, serious bodily injury, drug offenses, dangerous weapon, or tobacco.	
			19	Tobacco	The possession, use, or distribution, or sale of tobacco products on school grounds, at school-sponsored events, on transportation to and from school, or on other school transportation.	
			99	Erroneous Record	Erroneous Entry	
Disciplinary Action	Mandatory	Char(2)			The method of punitive or corrective action taken by the school or court authority to reprimand or rehabilitate a student after an offense is committed.	<ul style="list-style-type: none"> • For a Birth to 3 or Pre-K student, the Discipline Action Codes must be one of the following: - '50', 'Planned Transition' - '51', 'Temporary Removal' - '52', 'Mental Health Consultancy' - '53', 'Transfer to another preschool program due to child's behavior'.

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			01	Expulsion - Received Educational Services	<p>An action taken by the local education agency removing a student from his/her regular school for disciplinary purposes for the remainder of the school year or longer in accordance with local educational agency policy and 105 ILCS 5/10-22.6. This does not include a student to enroll in an alternative program in lieu of another disciplinary action (e.g., suspension or expulsion). This action could include, but is not limited to, the administrative transfer of a suspension or expulsion eligible student to a Regional Safe School Program established under Article 13A of the School Code [105 ILCS 5/13A]. The student received educational services during the expulsion. Reporting in this category should include, but is not limited to, removals resulting from violations of the Gun Free Schools Act (20 U.S.C.A. § 7151) that are modified to less than 365 days.</p> <p>Note - A student may receive educational services regardless of their IEP status. The student has been expelled and then is being transferred to the alternative education program.</p>	
			02	Expulsion - Did not Receive Educational Services	<p>An action taken by the local education agency removing a student from his/her regular school for disciplinary purposes for the remainder of the school year or longer in accordance with local educational agency policy and 105 ILCS 5/10-22.6. The student did not receive educational services during the expulsion. Reporting in this category should include, but is not limited to, removals resulting from violations of the Gun Free Schools Act (20 U.S.C.A. § 7151) that are modified to less than 365 days.</p>	

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			03	In-School Suspension	Instances in which a child is temporarily removed from his/her regular classroom(s) for disciplinary purposes but remains under the direct supervision of school personnel. Direct supervision means school personnel are physically in the same location as students under their supervision.	
			04	Out-of School Suspension	Instances in which a child is temporarily removed from his/her regular school for disciplinary purposes to another setting (e.g., home, behavior center). This includes both removals in which no IEP services are provided because the removal is 10 days or less, as well as removals in which the child continues to receive services according to his/her IEP.	
			05	Transfer to Alternative Program in lieu of another disciplinary action (e.g. suspension or expulsion)	An action taken by school officials, as part of the disciplinary process, that forces a student to enroll in an alternative program in lieu of another disciplinary action (e.g., suspension or expulsion). This action could include, but is not limited to, the administrative transfer of a suspension or expulsion eligible student to a Regional Safe School Program established under Article 13A of the School Code [105 ILCS 5/13A. Note - the student is not expelled or suspended, but is being transferred to an alternative education program.	
			06	Unilateral Removal to an Interim Alternative Educational Setting by School Personnel	Instances in which school personnel (not the IEP team) order the removal of children with disabilities from their current educational placement to an appropriate interim alternative educational setting who violates a code of student conduct (e.g. drugs, weapons, serious bodily injury) for not more than 45 days as outlined in Part B of IDEA federal regulations 300.530(g). The IEP team is responsible for determining the interim alternative educational setting. Unilateral removals do not include decisions by the IEP team to change student's placement. (Applicable only if the student has an IEP.)	

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			07	Removal to an Interim Alternative Educational Setting by a Due Process Hearing Officer	Those instances in which an impartial hearing officer orders the removal of children with disabilities from their current educational placement to an appropriate alternative educational setting for not more than 45 school days based on the due process hearing officer's determination that maintaining the child's current placement is substantially likely to result in injury to the child or others. The IEP team is responsible for determining the interim alternative education setting. (Applicable only if the student has an IEP.)	
			99	Erroneous Record	Erroneous Entry.	
Disciplinary Duration	Mandatory	Numeric	Nnn.nnn	Number of days of disciplinary action. Field supports 3 places left of the decimal and 3 places after the decimal. Example 100.250,125, 1.1, 1, or 0.001		Maximum allowed value is 720. Minimum allowed value is 0.001. A Disciplinary Duration greater than 180 is considered one year or longer.

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