CONNECTICUT STATE DEPARTMENT OF EDUCATION

AN ACT CONCERNING THE STRENGTHENING OF SCHOOL BULLYING LAWS

Section 10–222d-l (PA 11-232)

Updates and Guidance: Completing the School Climate Trend Survey

Webinar: 4 – 5 p.m., Thursday, June 13, 2013

Webinar Logistics

Your line will be on mute, but we will unmute you if you want to ask a question.

"Raise your hand" to signal that you have a question for the presenters.

Send a question using the "chat" function.

Webinar Objectives

- Review essential statutory requirements for Section 10-222d–*l* (P.A. 11–232)
  - "An Act Concerning the Strengthening of School Bullying Laws"
- Explain role of district Security Manager
  - In the climate survey data submission process
- Identify responsibilities of the district Safe School Climate Coordinator
  - In the climate survey data submission process
- Understand components of the "trend" survey
- Answer any questions about the entire process

Webinar Presenters

- Jo Ann Freiberg, Ph.D., Education Consultant

- Kathleen Wedge, Education Consultant

- Kevin Graham,

  Subject Matter Expert

Statutory Requirements

- No later than July 1, 2012
  - Appointment of *school-based* Safe School Climate **Specialist**
  - Appointment of *district-level* Safe School Climate **Coordinator**
  - Establishment of *school-based* Safe School Climate **Committee**
    - Can be a pre-existing committee
    - Must have at least one parent
    - Statute is silent on how often the committee meets

Statutory Requirements

- Section 10–222d–*l* (P.A. 11-232) signed into law, July 13, 2011, retroactive to July 1, 2011
  - New definition immediately adopted
  - New reporting and investigation timeline requirements immediately in place
  - Annual training for all school employees and students

Statutory Requirements

- As of July 1, 2012, ***all components of the statute in place:***

  - Submission to CSDE of Safe School Climate Plan (Plan)

    - No later than January 1, 2012
    - 30 days after Plan adopted must be posted on LEA district Web site
    - Annually, provide Plan to each school employee
    - Plan must be in the Student Handbook

Statutory Requirements

- During the 2012 – 2013 school year
  - Implement Safe School Climate Assessments (SSCA) at the **school level** for students, faculty/staff and parents/guardians
  - SSCA is also referred to as School Climate Assessment Instrument (SCAI) in PDF/ online survey; they are identical
  - Submit SSCA data to the CSDE no later than July 19, 2013
    - Submitted through the ED 166
    - Must get "permission" from the district Security Manager to input and submit data

SSCA Submission to the CSDE

- Purpose (from CSDE standpoint)
  - Report to the CT Legislature by statute annually, no later than February 1
  - For schools to analyze their data and set priorities
  - Identify statewide trends *in schools*
  - Provide targeted professional development and technical assistance
  - Assist with school climate improvement planning and implementation

What are *your* questions about the Statutory Requirements?

The Two Memos

- To begin the process of collecting the statutorily required trend survey data, two memos were sent on May 31, 2013:
  - The Security Manager's Memo
  - The Safe School Climate Coordinator Memo

Frequently Asked Questions

- Who is the district Security Manager?

  - Your superintendent should know.

  - Contact Angela Gambaccini-May:

    - angela.gambaccini-may@ct.gov
    - 860-713-6847

- Who is the district Safe School Climate Coordinator?

  - Your superintendent should know.

Frequently Asked Questions

- Which User Name and Password is required to access the system?

  - The LEA Security Manager needs to assign a *unique* User Name and Password to gain access to the system.

Security Manager Memo

- Memo should be read by district Security Manager and district Safe School Climate Coordinator (and superintendent)
  - SSCA District User
  - SSCA Certifier
  - Gaining Access
  - Data Entry
  - Important SSCA System Notes

What are *your* questions about the role of the district Security Manager?

SSC Coordinator Responsibility

- Work with each school-based SSC Specialist to provide *school-level* SSCA data

- Coordinate with district Security Manager to identify individual(s) who will enter data into ED 166 "trend" survey

  – https://csde.ct.gov (third paragraph of Memo)

- Facilitate the submission of the school-level data to the CSDE

  – **Deadline is July 19, 2013** (*not* July 1 as indicated incorrectly on PDF of online survey)

- Assessing the quality of a school's climate under Section 10–222d–*l (*P.A. 11-232)

- Safe School Climate Assessments
  - Guidance and instruments on CSDE Web site
  - Web site address in first paragraph of Memo

- The state "trend" survey
  - Allows the CSDE to **receive** <u>your</u> school-level SSCA data

- The PDF of the online survey

- Word version of the online survey

Frequently Asked Questions

- Links in the Coordinator Memo…where do they take you?
  - Longer link: to the CSDE-issued surveys and guidance Memo
    - First paragraph in Memo
  - Shorter link: to the ED 166 link to the SSCA "trend" survey
    - Third paragraph in Memo
    - Access only with "permission"

Frequently Asked Questions

- What are the requirements for surveying beyond this year?

  - Biennial submission statutorily, selected grades (***one grade per school***)

    - Best practice*: **all grades, everyone, annually**

- Do we have to use the state-developed surveys in the next cycle?

  - Guidance will subsequently be provided for next cycle based upon this year's pilot submissions

Frequently Asked Questions

- What if the school-based data is not available in time to meet the deadline?

  - On a case-by-case basis, we will work with you to submit your data after the deadline.

  - Contact Kathleen Wedge individually

What are *your* questions about SSCA survey completion?

- PDF/WORD document
  - Not identical to the interactive online survey
  - Similar content, different numeration
- Deadline is July 19, 2013
- Asks for information about students, parents/guardians and faculty/staff
- Most information given through drop-down and checked-in boxes

State Trend Survey

- Will provide a Word version of the online survey
  - Enable each Specialist to complete the information from each school on the computer, not long hand
  - Allow one person to enter and submit data in the online survey efficiently

State Trend Survey

- ***Must answer <u>every</u> question***
  - Survey will not permit final submission
  - Including N/A
    - Counts as answering the question
- All text boxes allow for ***up to*** 1,500 ***<u>characters</u>***
  - Approximately one paragraph
- ***Requires superintendent's certification prior to submission***

State Trend Survey

- Part I: Summarizes school-based SSCA

  - General information (questions 1 – 7)

    - School ID

    - Coordinator

    - Specialist

    - Survey used

    - Number of individuals who completed the survey (for all three groups)

State Trend Survey

- Part I: Summarizes school-based SSCA
  - Feedback in four areas (questions 8 – 11)
  - Asked for *each of the three groups* (up to three of the following, at least one)
    - School's climate *strengths*
    - School's climate *discrepancies,* including percentages
    - School's <u>implementation</u> *challenges*
    - *Areas that will be targeted for climate improvement*

State Trend Survey

- Part I: School Climate Improvement Plans
  - Questions 12 & 13
    - Asks if there is a plan for climate improvement based on this collected data
    - If yes, asks for anticipated barriers to implementation

State Trend Survey

- Part II: Questions that pertain to the report the CSDE must submit to the CT Legislature annually

  - Question 14: Perception of "positive school climate"

    - Defined in your own terms

    - Percentage of students

    - Percentage of parents/guardians

    - Percentage of faculty/staff

State Trend Survey

- Part II: Questions that pertain to the report the CSDE must submit to the CT Legislature annually

  - Questions 15 – 21:

    - Consequences given for verified acts of bullying

    - Training and programs in place

    - Climate improvement

    - Safe School Climate Committees

State Trend Survey

- Part II: Questions that pertain to the report the CSDE must submit to the CT Legislature annually
  - Questions 22 & 23:
    - How can the CSDE support *your* school climate improvement efforts?
    - Recommendations for the CSDE?
      - Up to three suggestions allowed for each of these two questions

Survey Completion: Questions

- How many surveys am I completing?
  - One "trend" survey per school
    - Example: 7 schools in district; 7 submissions (same template)

- How long does it take to complete the survey?
  - Approximately 30 – 40 minutes per school
    - May vary if data is not accessible or doing it/them in more than one step
      - Preparation
      - Entry

Survey Completion: Questions

- Should each Safe School Climate Specialist (school-based) complete the survey?

  - Each Specialist should be involved in the preparation, at least.

  - Up to each district to determine who enters the data and is given "permission."

    - Coordinator enters all data

    - Administrative personnel enters all data

    - Specialist enters individual school data

Survey Completion: Suggestions

- Prior to going online, use the PDF/Word Survey copy to pull together what you need
  - Avoid being "surprised" by what is asked
- Be as specific as possible, but succinct
- Survey will allow "saving" information if not ready to submit

What are *your* questions about the SSCA "trend" survey itself?

What are other remaining questions about anything not covered?

What are *your* CSDE technical support needs at this point?

Contact Information

Shortcut to the Bullying and Harassment page:
www.ct.gov/sde/bullyingandharassment

- Jo Ann Freiberg, Ph.D., joann.freiberg@ct.gov 860-713-6598

- Kathleen Wedge, kathleen.wedge@ct.gov 860-713-6792

- Kevin Graham, kevin.graham@ct.gov 860-713-6618