

The background of the slide is a composite image. The top-left portion shows a line of yellow school buses, with the number '32' visible on the front of one. The bottom-left portion shows a classroom with blue walls, decorated with colorful balloons and framed pictures. Several desks and chairs are arranged in the room.

Behavior Data Standards and Reporting

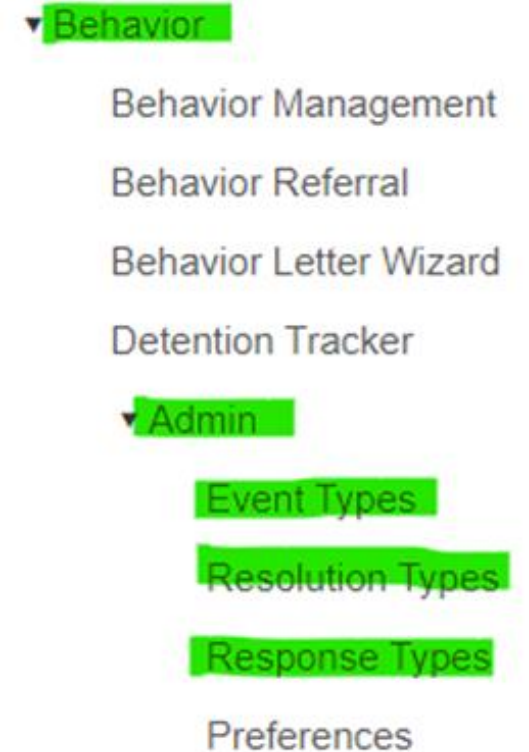
Office of Continuous Improvement and Support

Audience and Resources

- Audience:
 - District Safe Schools Administrators
 - School Principals
 - Staff within schools responsible for student behavior data entry
- Resources:
 - [2022-2023 Data Standards – Behavior](#) (updated 7/01/2022)
 - KDE's [Safe Schools Data Collection and Reporting website](#)
 - [Behavior Data Standards Overview Webinar Series](#)
 - [KRS 158.444](#) – reporting of discipline data statute
- Communications are sent to District Safe Schools Administrators designated in Person Role Manager through KDE Web Applications.

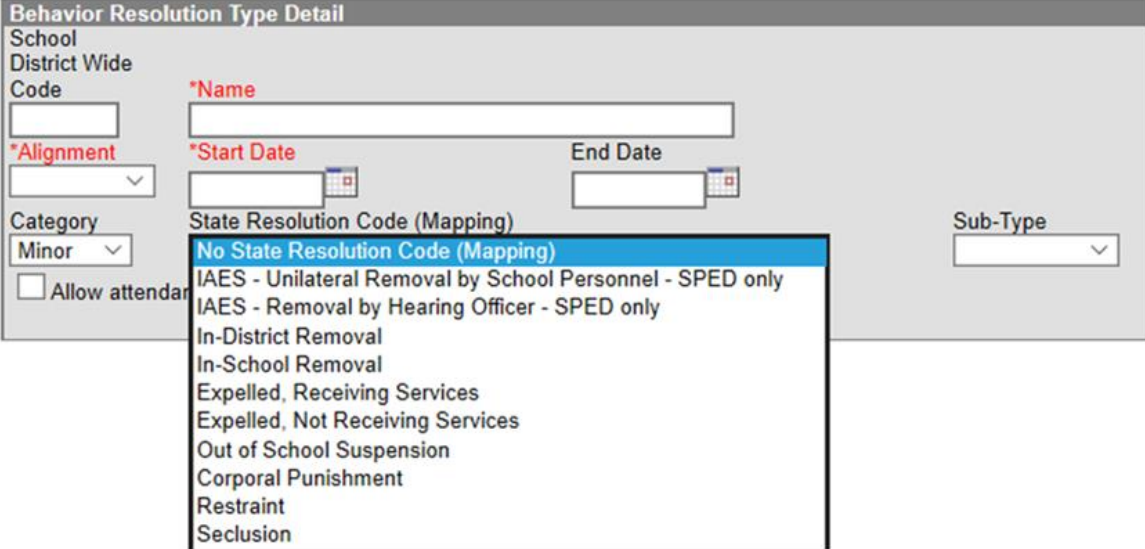
Behavior Administration

- PATH: Behavior | Admin
- Event Types - pre-populated by KDE
- Resolution Types – maintained by district; any local resolutions meeting definition of state resolutions must be mapped appropriately for reporting purposes
- Response Types – used in tracking responses to restraint or seclusion resolutions



State Resolution Codes

- SSP1 – Expelled with Services
- SSP2 – Expelled without Services (not allowed for a student with an IEP)
- SSP3 – Out of School Suspension
- INDR – In-District Removal
- INSR – In-School Removal
- SSP5 – Corporal Punishment
- SSP7 – Physical Restraint
- SSP8 – Seclusion
- IAES1 – Unilateral Removal by School Personnel (for drug or weapon offenses or serious bodily injury) Special Education only
- IAES2 – Removal by Due Process Hearing Officer (for likely injury to the child or others) Special Education only



The screenshot displays the 'Behavior Resolution Type Detail' form. The form includes fields for 'School Code', 'District Wide Code', 'Name', 'Alignment', 'Start Date', 'End Date', 'Category', and 'Sub-Type'. A dropdown menu for 'State Resolution Code (Mapping)' is open, showing the following options:

- No State Resolution Code (Mapping)
- IAES - Unilateral Removal by School Personnel - SPED only
- IAES - Removal by Hearing Officer - SPED only
- In-District Removal
- In-School Removal
- Expelled, Receiving Services
- Expelled, Not Receiving Services
- Out of School Suspension
- Corporal Punishment
- Restraint
- Seclusion

Expulsion

- Expelled, with Services (SSP1)

 - Removal resulting in student withdrawal from school of attendance

 - Criteria defined by local board of education

 - Student continues to receive educational and IEP-related services

 - Student marked absent for any day services not received – eligible up to 177 days
SEEK adjustment

- Expelled, without Services (SSP2)

 - Removal resulting in student withdrawal from school of attendance

 - Criteria defined by local board of education

 - Student does not receive educational services

 - Cannot assign this resolution to students with disabilities

 - Student marked absent every day of expulsion – eligible up to 177 days
SEEK adjustment

Suspension and Corporal Punishment

- Out-of-School Suspension (SSP3)
 - Student removed from regular educational setting
 - Barred from school for specified duration
 - Resolution start/end date and times must match attendance start/end date and times
 - Considered unexcused absence – up to 10 days eligible SEEK adjustment
- Corporal Punishment (SSP5)
 - Physical punishment of student
 - Resolution should only be active if district board policy defines and allows corporal punishment
 - Districts will be prohibited from using corporal punishment against students with disabilities and those who are homeless or in foster care

Removals

- Removal from regular educational setting
- Continue to receive educational and IEP-related services
- Remain under direct supervision of school personnel
- Includes instructional and non-instructional time **during the school day**
- In-School Removal (INSR)
 - Placement in program or setting within same school
 - Example: ISS – In school suspension, time-out
- In-District Removal (INDR)
 - Placement in an off-site alternative program or other school

Restraint and Seclusion

- Restraint (SSP7)

A personal restriction that immobilizes or reduces the ability of a student to move the student's torso, arms, legs, or head freely

- Seclusion (SSP8)

The involuntary confinement of a student alone in a room or area from which the student is prevented from leaving

Reference [704 KAR 7:160](#)

Restraint and Seclusion resolutions require data entry of Behavior Response – reference Section E of Behavior Data Standards

Data Entry – Incident Detail

PATH: Behavior | Behavior Management Tool |
New

- Enter the date and time the incident occurred
- Ensure required (red) fields are accurate
 - Date and Time of Incident
 - Context
 - School sponsored event, during school hours
 - School sponsored event, not during school hours
 - Non-school sponsored event, during school hours
 - Non-school sponsored event, not during school hours
 - Behavior Event Location

The screenshot shows a web form titled "Incident Detail Information". At the top, a note states: "This section stores information specific to the incident and will be shared on the behavior tab of each participant. Add Event/Participant and Add Resolution buttons will not be enabled until all required fields are filled." The form contains several fields: "Incident ID" (text input), "Status" (dropdown menu), "Submitted Date" (text input), and "Submitted By" (dropdown menu showing "Administrator, System"). Below these are several red-labeled required fields: "*Alignment" (dropdown menu), "*Discipline" (dropdown menu), "*Date of Incident" (calendar icon), "*Time of Incident" (text input), "*Context" (dropdown menu), and "*Behavior Event Location" (dropdown menu). On the right side, there are fields for "Damages" (text input showing "\$ 0.00"), "Context Description" (text area), and "Location Description" (text area).

Reference Section B - Behavior Data Standards

Data Entry – Event Detail

- Select appropriate *Event Type* from drop list
- Select indicator if the event results in a *Call to Police*
- Select indicator if *School Resource Officer* is involved in event.
- Select indicator if student is referred to a *Court Designated Officer* as a result of the event

Reference Section C - Behavior Data Standards

The screenshot shows a form titled "Event Details" with a dark blue header. Below the header, there is a red asterisk followed by the text "*Event Type:" and a white dropdown menu. Below this, there are five indicator fields, each with a checkbox and a label: "Call Police", "Violence Indicator", "School Resource Officer", "Court Designated Worker", and "Gang Related". The labels "Call Police", "School Resource Officer", and "Court Designated Worker" are highlighted with a green background.

Data Entry – Participant Detail

- Search and apply student to behavior
- Select applicable legal sanctions
 - Arrest
 - Charges
 - Civil Proceedings

Harassment or Bullying events require participant entry of victim to meet Civil Rights Data Collection (CRDC) requirements

Red Exclamation beside student name indicate student has an active IEP

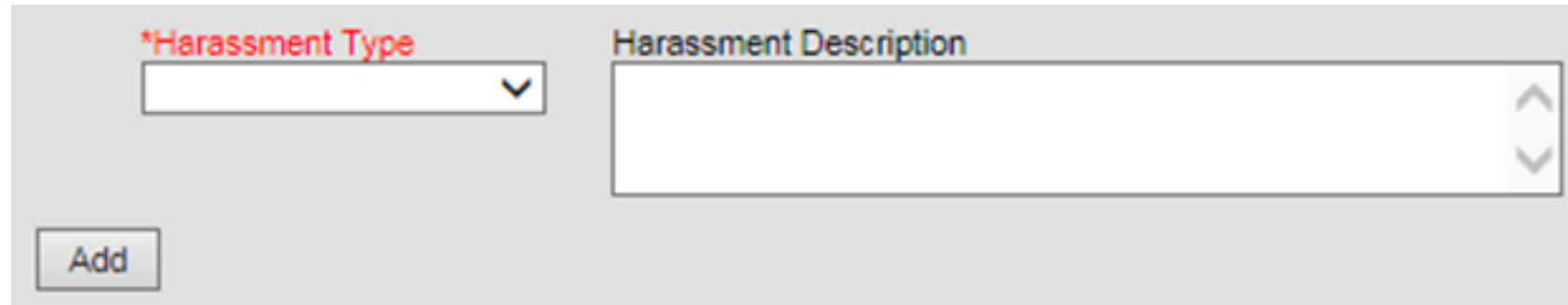
Reference Section C - Behavior Data Standards

The screenshot shows a web-based form titled "Participant(s) Details". At the top, there is a checkbox that is checked, with the text "(Uncheck to exclude participant.)" next to it. To the right of this checkbox are two other options: an unchecked checkbox labeled "Display on Portal" and a button labeled "Hide Details". Below these options are three dropdown menus: "Role:" with "Offender" selected, "Demerits" with an empty field, and "*Relationship to School" with "1: Current Student" selected. The asterisk on the relationship label is red. Below the dropdowns are three more fields: "Injury" with "1: No Injury" selected, "Injury Description" with an empty text box, and "Medical Service Provided:" with an unchecked checkbox. At the bottom of the form is a large text area labeled "Details:". At the very bottom of the form are three checkboxes: "Arrest", "Charges", and "Civil Proceedings", all of which are currently unchecked.

Data Entry - Harassment Type

Events of bullying or harassment require selection of *Harassment Type* in Participant Detail

- Color
- Disability
- National Origin
- Race
- Religion
- Sex
- Sexual Orientation
- Other



The screenshot shows a data entry interface with a light gray background. On the left, there is a dropdown menu labeled '*Harassment Type' in red text. Below it is a small 'Add' button. To the right of the dropdown is a large text area labeled 'Harassment Description' in blue text, with a vertical scrollbar on its right side.

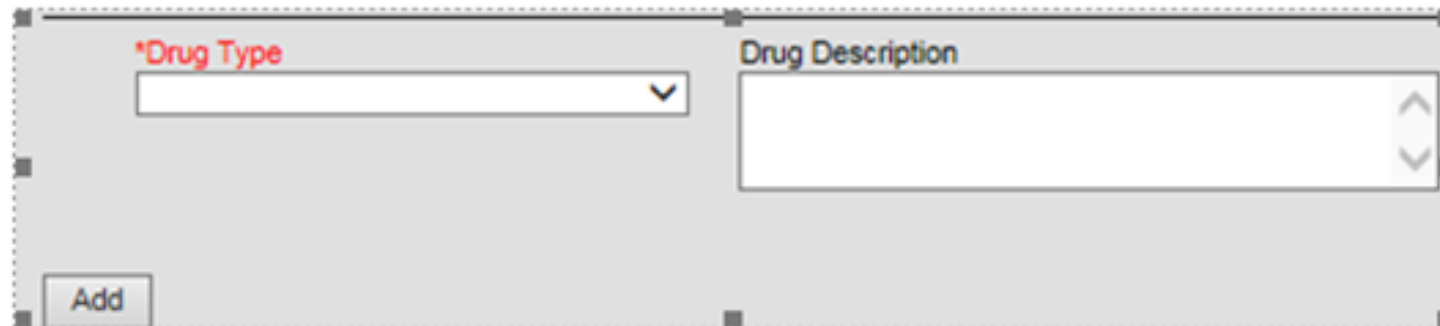
Use the *Add* button to record multiple harassment types

Data Entry – Drug Type

Events of drug, alcohol or tobacco require selection of *Drug Type* in Participant Detail

- **Tobacco** events must have a drug type selection of *Tobacco/Nicotine Product* or *Nicotine Vapor Products*
- **Alcohol** events must have a drug type selection of *Alcohol*
- **Drug** events should not have a drug type selection of *Tobacco*, *Nicotine* or *Alcohol*

Use the *Add* button to record multiple drug types



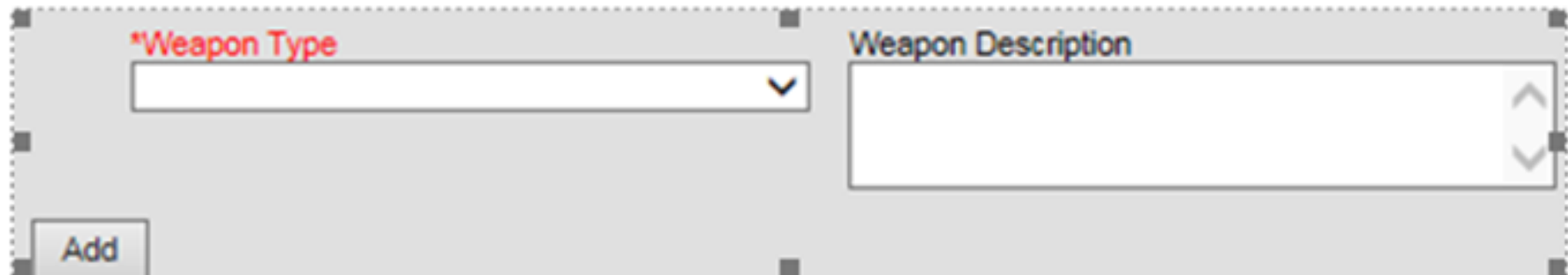
The screenshot shows a data entry form with two main fields: a dropdown menu labeled '*Drug Type' and a text input field labeled 'Drug Description'. The dropdown menu is currently empty. Below the fields is an 'Add' button. The form is enclosed in a dashed border, indicating it is a screenshot of a web application.

Data Entry - Weapon Type

Events of weapon use, possession or distribution require selection of *Weapon Type* in Participant Detail

- Weapon types of handgun, shotgun/rifle and destructive devices are reported to the US Department of Education annually

Use the *Add* button to record multiple weapon types



The screenshot shows a data entry form with two main fields: a dropdown menu labeled '*Weapon Type' and a text area labeled 'Weapon Description'. The dropdown menu is currently empty and has a downward arrow icon. The text area is also empty and has a vertical scrollbar on the right side. Below the dropdown menu is a button labeled 'Add'.

Data Entry – Response Detail

- A state resolution of restraint (SSP7) or seclusion (SSP8) requires a corresponding restraint or seclusion behavior response
- A response of restraint or seclusion requires a corresponding state restraint (SSP7) or seclusion (SSP8) resolution

Reference Section E - Behavior Data Standards

Utilize Safe Schools warning 2 and warning 5 to resolve data quality issues pertaining to restraint or seclusion resolutions and responses.

Safe Schools Report

- PATH: KY State Reporting | Safe Schools
- Ensure appropriate staff in district and school have access to generate report
- KDE recommends generating the report to address errors and warnings on a regular basis
- Extract safe school data for monitoring and analysis of school safety and needed student interventions

Inclusion on Safe Schools Report

- Behavior events of
 - Assault or Violence
 - Bullying or Harassment
 - Drugs, Alcohol or Tobacco
 - Weapons
- Behavior resolutions mapped to state resolutions regardless of behavior event selection. State resolutions outlined in the beginning of this presentation.

Data Uses

- Data is publicly reported on the [School Report Card](#) annually
- Data provided to The Kentucky Center for School Safety and the Office of Education Accountability within the Legislative Research Commission annually
- Federal reporting of discipline and removals of students with disabilities
- Federal reporting of behavior incidents involving weapons

Data Visualization Tool

- The KSIS Data Visualization dashboards can help district administrators simplify data analysis. The dashboards provide current data for all students that can be filtered and refined to see more granular detail.
- Dashboards are accessible through Infinite Campus; user rights must be set up by local Infinite Campus administrator.
- The dashboards include behavior views, such as charts, heat maps and spreadsheets.
- System users can download or print the data for their specific purpose.

KDE Data Visualization - Behavior

- Data Views
 - Behavior Analysis
 - Student Event Analysis
 - Student Resolution Analysis
 - Student Events and Resolutions
 - Count of Days Removed
 - Staff Event Analysis
 - Events vs Resolutions
 - Event Counts by Student Group
 - Percent of Unduplicated Students with Events
 - Percent of Students with Resolutions
 - Summary/Detail Line Dashboards
 - Summary/Detail Heat Map Dashboards

NOTE: Data is refreshed nightly, it is one day behind what is in Infinite Campus.

Reference [KSIS Data Visualization website](#) for additional information

Reporting Timeline

- May 1 – June 30: Schools and districts should generate error/warning report for Safe Schools; work to resolve all errors and review warnings; generate .csv file verifying accuracy of data produced
- June 30: Superintendent and Director of Special Education verification of data accuracy required
- Week of July 1: KDE extracts the Safe Schools Report
- July 18: Aggregate Safe School data will be available for district and school review via the secure School Report Card
- July 29: District and school review of the aggregate school report card must be complete