

The background of the slide is split into two parts by a diagonal line. 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.

Safe Schools 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 11/01/2022)
 - 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.

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.
- Review data for end of year reporting.

Inclusion on Safe Schools Report

- Behavior events of
 - Assault or Violence
 - Bullying or Harassment
 - Drugs, Alcohol or Tobacco
 - Weapons
- Behavior resolutions mapped to a state resolutions regardless of behavior event selection.
 - Expulsions
 - Out of School Suspensions
 - In-School and In-District Removals
 - Restraint and Seclusions
 - Corporal Punishments
 - Interim Alternative Educational Setting Removals (SPED only)

Active Special Ed at Time of Incident

- The report can be generated to review behavior of special education students.
- Select the indicator on the report landing page.
- This output will be beneficial for the district's Director of Special Education to review and validate safe schools' data

Active Special Ed at Time of Incident

Data Validation Report

- Errors produced must be resolved; otherwise, the records will not be included in the district safe schools report.
- Warnings should be reviewed and resolved, if applicable, the records will be included in the district safe schools report.
- Errors and Warnings for the district will hyperlink on the Error/Warning Table of Contents

Sample Validation Report

Error/Warning Table of Contents: (If warning/error count is 0, there are no warnings/errors to report.)

ER01: The following students have state resolutions without a start/end date and/or time. These behavior events will not pull on the report. (Number of Records: 0)

ER03: The following events do not have a participant selected. These behavior events will not pull on the report.(Number of Records:1)

ER04: The following students have a resolution for a behavior event that occurred outside of the selected calendar(s) enrollment(s). These events will not pull on the report.(Number of Records:2)

ER05: Suspension Attendance exists outside of an SSP3 Resolution. These events will not pull on the report.(Number of Records:89)

ER06: The following students are missing either a Behavior Response of Restraint or Seclusion or their corresponding State Resolutions of SSP7 or SSP8. These behavior events will not pull on the report.(Number of Records:8)

ER07: The following students have an Interim Alternative Educational Setting (IAES) state resolution that exceeds the maximum resolution length of 45 days, and the resolution length exceeds the 45-day maximum. These behavior events will not pull on the report. (Number of Records: 0)

WA01: An Out of School Suspension Resolution (SSP3) exists outside of a Suspension Attendance event. These events will pull on the report.(Number of Records:68)

WA02: The following students have a behavior resolution of SSP7: Restraint or SSP8: Seclusion without a corresponding Behavior Response of Restraint or Seclusion. These behavior events will pull on the report.(Number of Records:4)

WA03: Student behavior resolution start date is not within a district enrollment. These events will pull on the report. (Number of Records: 0)



ER01: State Resolutions without start/end date and/or time

- All behavior that results in a state resolution must have a start and end date time entered.

ER03: Events do not have a participant selected.

- Safe school incidents must have a participant attached.

ER04: Behavior incident occurs outside selected calendar/enrollment.

- The behavior incident date must be within a student's enrollment in the district.

ER05: Suspension Attendance exists outside of an SSP3: Out of School Resolution

- Student has a record of attendance mapped to suspension but does not have a corresponding behavior resolution of Out of School Suspension.

ER06: Students have a Behavior Response of Restraint or Seclusion without a corresponding Resolution

- This error is produced when a student has a Behavior Response of Restraint or Seclusion but not a Resolution of Restraint or Seclusion.
- Enter a corresponding resolution of Restraint or Seclusion for each response of Restraint or Seclusion.

ER07: IAES State Resolution exceeds Maximum Length

- This is a NEW error!
- Interim Alternative Education Setting (IAES) resolutions cannot exceed 45 school days. Resolution start/end dates must be adjusted
- This resolution is only valid for students with an IEP – Individual Education Plan.

WA01: Out of School Suspension outside Suspension Attendance

- A corresponding suspension attendance must be created for a resolution of out of school suspension.
- The resolution start/end dates/times must match to the minute of the attendance suspension start/end dates/times.

WA02: Behavior Resolution of Restraint or Seclusion without Behavior Response

- Behavior resolutions of SSP7: Restraint or SSP8: Seclusion should have a corresponding Behavior Response of Restraint or Seclusion.
- Behavior responses will document the details of a restraint or seclusion.

WA03: Resolution start date not within a District Enrollment

- Behavior resolution start date generally should occur within a student's enrollment within the district.

Safe Schools Detail Review - Events

- Review outliers of the data output in the Excel file.
- Filter on Arrest = 1 and review corresponding State Event Code Mapping data to ensure the arrest is attached to a relevant behavior event. For example, an arrest would unlikely be relevant with a No State Violation event.
- Filter State Event Code for Assault violations and ensure grade level of student assigned an assault violation is relevant. For example, a student in grade KG with an assault violation.

Safe Schools Detail Review - SubReports

- Filter SubReport = Weapons – review the data for accuracy
- Filter SubReport = Tobacco – ensure Drug Type selections are all tobacco or nicotine selections
- Filter SubReport = Alcohol - ensure Drug Type selections are all alcohol selections
- Filter SubReport = Drugs - ensure Drug Type selections are all drug selections and not tobacco, nicotine or alcohol selections

Safe Schools Detail Review - Resolutions

- Ensure restraint and seclusion Resolution Length are an appropriate length.
- Filter SSP2: Expulsion, without services to ensure this resolution is not assigned to any student with an IEP.
- Ensure there are no records of SSP5: Corporal Punishment if this is not allowed according to board policy.
- Check Resolution Lengths for Expulsion resolutions – the length can be up to one year or 175 days.
- Review SSP3: Out of School Suspensions greater than 10 days.

Safe Schools Aggregate Reports

- Schools and districts can generate the aggregate report option to obtain counts by school or district to verify accuracy of the Safe School data.
- Schools and districts can also use the aggregate report option to verify the safe school data as displayed on the 2022-2023 School Report Card.

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

2022-2023 Reporting Timeline

- **May 15 – 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
- **July 5:** KDE extracts the Safe Schools Report
- **July 17:** Aggregate Safe School data will be available for district and school review via the secure School Report Card
- **July 31:** District and school review of the aggregate school report card must be complete

New KDE Guidance Document

- Expulsion Guidance including Carryover Expulsions
 - Includes Links to Resources and Regulatory References
 - Provides Details of Eligibility for Attendance Adjustment
 - Entry of Behavior Resolution
 - Entry and Set-up of Expulsion Attendance
 - Entry and Set-up of Expulsion Attendance in Cases of Carryover -
 - To another school
 - To another district
 - To another school year

Document distributed to District Safe Schools Administrators and posted on KDE's Safe Schools Data Collection and Reporting [website](#).