Improving School Environmental Incident and Discipline Reporting

2007
1. Brief review of SESIR system

2. Changes/Additions to data elements for 2006-07
   - Incident Type
   - Related Element Changes

3. Review of Grey Area Definitions

4. Practice coding with scenarios

5. Accuracy Issues:
   - Reporting Expulsion and Alternative Placement Actions;
   - Process for School data verification using Orange Co. data

6. Orange Co. Data: Incident-Discipline Match Rate and Incident rate comparison with state average

7. Identify opportunities for improvement
SESIR Key Features

1. Developed 1995 for lay school staff
2. Known or unknown offender
3. Based on criminal code but not identical
4. 21 incidents through 2005-06; 
   22 incidents for 2006-07: **Bullying (new)**
5. Each incident may have related elements: 
   - hate, gang, alcohol, drug, weapon and
   - *bullying (new for ’06-’07)*
Report

- Incidents on school grounds, school transportation, or at off-campus school-sponsored events
- Only the most serious offense if multiple offenses occur during one incident in SESIR.
- 365 Days/24 Hours
- Known or Unknown Offender
1. SESIR incidents are **per incident**. Report only **ONE** incident when there are multiple students involved in same incident.

2. Discipline actions are **per student**.
Federal Reporting Requirements

- **Uniform Management Information Reporting System (UMIRS):**
  - Report to public data on incidents and resulting disciplinary actions at the school level
  - Report Marijuana possession or use

- **Gun Free Schools Report:**
  Report expulsions “with services” and “with no services” separately
F.S. 1001.54 (3) Duties of Principals

Each principal must make the necessary provisions to ensure that all school reports are accurate and timely, and must provide the necessary training opportunities for staff to accurately report attendance, FTE program participation, student performance, teacher appraisal and school safety and discipline data.
Legal Requirements

F.S. 1006.09 (6) Duties of Principals.

Each principal must ensure that standardized forms prescribed by rule of the State Board of Education are used to report data concerning school safety and discipline to the Department of Education. The principal must develop a plan to verify the accuracy of reported incidents.
Why are SESIR and Discipline Data Important?

Provides data:

- For needs assessment grant opportunities
- For measuring progress of intervention
- To measure results of interventions
Picture of Reality?
What Does Accurate SESIR and Discipline Data Depend On?

- Student Referral Form Design
- Knowledge Of SESIR Definitions
- Software System design optimizes accuracy
- Process for Entering Incidents & Disciplinary Action
- Process to Update OSS To AP or Expulsion
- Schools Data Review/Correction

ACCURATE Picture of Your District Data
Key Points of Selected Incident Types

- Refer to:

  School Environmental Incident Reporting Definitions and Guidelines
New Incident Type 2006-07

- Bullying/Harassment (BHA)

Unwanted and repeated verbal or physical behavior by a student or adult that is severe or pervasive enough to create an intimidating, hostile or offensive educational environment, cause discomfort or humiliation or unreasonably interfere with the student’s school performance or participation.
Disorderly Conduct (DOC)—Name Change to Disruption on Campus (Major)

DRG—Divided to create 2 incidents:

- **DRU**: Drug Possession and/or Use (excluding alcohol)
- **DRD**: Drug Sales and/or Distribution (excluding alcohol)
SESIR Incident Type and Guideline Changes (Appendix P)

- MVT: Motor Vehicle Theft removed as an incident. (Motor vehicle theft now reported under STL Larceny/theft)
- STL: Threshold amount for Larceny/theft increased from $50 to $300.
- SXO: Sexual Offenses (Other) Must be reported to law enforcement
SESIR Incident Type and Guideline Changes (Appendix P)

- **VAN:** Threshold amount for Vandalism is increased from $100 to $1,000.

- **WPO:** Weapons possession
  - "common pocket knife" is exempted from zero tolerance expulsion requirement.
<table>
<thead>
<tr>
<th>Code</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>F</td>
<td>Firearm, Other</td>
</tr>
<tr>
<td>H</td>
<td>Handgun</td>
</tr>
<tr>
<td>K</td>
<td>Knife</td>
</tr>
<tr>
<td>O</td>
<td>Other Weapon</td>
</tr>
<tr>
<td>R</td>
<td>Rifle or Shotgun</td>
</tr>
<tr>
<td>U</td>
<td>Unknown weapon</td>
</tr>
</tbody>
</table>

Federal Gun-Free Schools Act “Firearm”
any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive

the frame or receiver of any weapon described above

any firearm muffler or firearm silencer

any destructive device, which includes: (FIREARM OTHER)
(a) any explosive, incendiary, or poison gas
(1) bomb, (2) grenade, (3) rocket having a propellant charge of more than four ounces, (4) missile having an explosive or incendiary charge of more than one-quarter ounce, (5) mine, or (6) similar device
“Weapon” means any knife, dirk, metallic knuckles, slungshot, billie, tear gas gun, chemical weapon or device, or other deadly weapon except a common pocket knife, plastic knife or blunt-bladed knife.
Not Covered in Federal Definition of Firearm

- BB guns
- Pellet guns
- Toy guns
Seriousness Levels

I Most Serious  IV Least Serious

- Used when multiple incidents occur, only most serious is reported to SESIR
Try it Out

Questionnaire
What Does Accurate SESIR and Discipline Data Depend On?

- **Student Referral Form Design**
- **Knowledge Of SESIR Definitions**
- **Software System design optimizes accuracy**
- **Process for Entering Incidents & Disciplinary Action**
- **Process to Update OSS To AP or Expulsion**
- **Schools Data Review/Correction**

ACCURATE Picture of Your District Data
Does Your System Design Include...

- Menu of SESIR incidents complete, non-duplicative, not ambiguous with local codes
- Local code for lower-level fight
- Local code for lower-level vandalism (below $)
- Local code for lower-level theft (below $)
- Weapon description is a required field for weapon-related element
- System accepts only SESIR-appropriate disciplinary actions for SESIR incidents (not C, or local actions)
<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
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<tbody>
<tr>
<td>P</td>
<td>Placement in Alternative Educational Setting</td>
</tr>
<tr>
<td>E</td>
<td>Expelled, Without Continuing Educational Services</td>
</tr>
<tr>
<td>F</td>
<td>Expelled, With Continuing Educational Services</td>
</tr>
<tr>
<td>H</td>
<td>Suspension Extended, Pending Hearing</td>
</tr>
<tr>
<td>I</td>
<td>Suspension In-School is the temporary removal of a student from the school program not exceeding ten days.</td>
</tr>
<tr>
<td>O</td>
<td>Suspension Out-of-school is the temporary removal of a student from the school program not exceeding 10 days</td>
</tr>
<tr>
<td>S</td>
<td>Other SESIR defined: All other types of disciplinary action administered for a SESIR defined incident other than above</td>
</tr>
<tr>
<td>U</td>
<td>Change in Placement due to decision by school personnel following drug or weapon offense (students with disabilities)</td>
</tr>
</tbody>
</table>
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DATA Review Process

Do you have a process to check on regular schedule for illogical numbers of incidents at school and district levels?

Example:

121 SESIR fights at 1 school
142 Battery at an elementary school
What Does Accurate SESIR and Discipline Data Depend On?

- Knowledge Of SESIR Definitions
- Software System design optimizes accuracy
- ACCURATE Picture of Your District Data
- Process to Update OSS To AP or Expulsion
- Schools Data Review/Correction
- Process for Entering Incidents & Disciplinary Action
- Student Referral Form Design
Process for Updating OSS to Alternative Placement or Expulsion

Is your district’s process for updating initial disciplinary actions with expulsions and alternative placements effective to ensure these updates?

Orange expulsions:

- SESIR: 30 “E” (without services)
- 0 “F” (with services)
- Non-SESIR: 3 “E” (without services)
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ACCURATE Picture of Your District Data
Discipline Referral Forms

- Are referral forms standardized across school levels?
- Are incident descriptions free of ambiguity?
- Are local incidents behaviorally described?
- Are local incidents unique and non-duplicative with SESIR incidents?
- Are appropriate disciplinary codes for SESIR incidents available on the form?
Orange County Data

- Incident-Discipline Match Rate
- Comparison of SESIR incidents with State average
## SESIR - Discipline Match Survey 5, 2005-2006 (draft)

<table>
<thead>
<tr>
<th></th>
<th>Number of SESIR Incidents involving students</th>
<th>Number with Discipline Match</th>
<th>Number not Matched</th>
<th>Percent not Matched</th>
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<tbody>
<tr>
<td><strong>ORANGE</strong></td>
<td>7,990</td>
<td>5,087</td>
<td>2,903</td>
<td>36%</td>
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## Where Can You Improve?

1. **Computer program**
2. **Discipline Referral Forms**
3. **Effective Process to update suspensions to expulsions/alternative placement**
4. **Effective Data Review process by schools to district**
5. **Consistent knowledge of **SESIR definitions** across school leadership and data entry personnel**

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<th>YES</th>
<th>NO</th>
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Contact Information

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Http://www.firn.edu/ doe/besss/discipline.htm
-SESIR Guidelines
-SESIR Statewide Reports on School
-Safety and Discipline Data
-SESIR web-based training