

# School Environmental Safety Incident Report (SESIR) Workgroup

September 13, 2022 - Tavares (Lake County)

8:00 a.m.-4:00 p.m.

## Minutes

**Members Participating:**

**Brooks Rumenik, Chair**, Florida Department of Education  
**Sherri Raulerson**, Superintendent, Baker County Schools  
**Dr. Dywayne Hinds**, Asst. Superintendent, Pinellas County Schools  
**Gary Howze**, Office of the Attorney General  
**Stephen Bowen**, Florida Department of Education  
**Max Schachter**, Marjory Stoneman Douglas Public Safety Commission  
**Dr. Rachel Dawes**, Collier County Schools District Administrator  
**Ronald Gray**, Suwannee County Schools District Administrator  
**Dustin Keeton**, Osceola County Schools Dean of Discipline  
**Gary Weisman**, State Attorney's Office  
**Sarah Painter**, 2022 Teacher of the Year (Pinellas)  
**Stacia Werner**, 2022 Assistant Principal of the Year (Lake)  
**Melissa Matz**, 2023 Teacher of the Year (Clay)  
**Kathy Neumann**, Citrus County Schools District MIS  
**Candido Garcia**, Clay County Schools District MIS  
**Dr. Greg Bostic**, Duval County Schools Principal (Ribault HS)  
**\*Jamie Braun**, Florida Department of Education, Ex-officio  
**\*Melissa Baker**, Florida Department of Education, Ex-officio  
**\*Julie Collins**, Florida Department of Education, Ex-officio

<b>8:00 a.m.</b>	Sign-in, Meet & Greet
<b>8:30 a.m.</b>	Welcome (Introductions, Logistics, Sunshine Law, Lunch Orders)
	<p>Chair Rumenik called the meeting to order at 8:30 a.m. and began with an introduction of all workgroup members. Chair Rumenik then reiterated the rules for operation within the Sunshine Law and the establishment of the overarching goals of this committee.</p> <p>The primary objectives for this group are:</p> <ul style="list-style-type: none"><li>• Evaluate the current SESIR definitions and ensure alignment with criminal code;</li><li>• Evaluate SESIR rule language concerning age and capacity in response to Statewide Grand Jury concerns;</li><li>• Eliminate discretion for identification and coding of SESIR incidents to allow for consistent coding across the state; and</li><li>• Enhance accountability for those responsible for SESIR reporting.</li></ul> <p>Discussion concerning upcoming meetings (in-person and virtual). Recommendations made by this workgroup will influence rule development by the State Board of Education. In addition, recommendations will be shared at the upcoming MSD Commission meeting taking place on November 16, 2022.</p>

<p><b>9:00 a.m.</b></p>	<p style="text-align: center;"><b>Overview of Lake County’s SESIR Process:</b></p> <p>The Lake County Team will provide a walkthrough explaining the process from identifying an incident as SESIR through documentation of the incident for reporting to FDOE.</p>
	<p>Lake County Schools provided an overview of their reporting dashboard and process for administrative review of accurate reporting of SESIR incidents in the district. The Lake County team, lead by Joseph Mabry, School Safety Specialist, included Alex Hankey, Ashley Rosa (IT, state reporting student information system), and Duane Weeks (Chief Technology Officer). The team shared that the pacing of Survey R monthly data reporting helps them with better data quality. Fixing errors at Survey 5 hinders the process due to the passage of time and staff turnover.</p> <p>A general overview of Lake County Schools’ process is as follows:</p> <ul style="list-style-type: none"> <li>• Each school has an identified SESIR contact person, training during preplanning;</li> <li>• In-house SESIR dashboard shows district-wide incident information. Schools are encouraged to discuss strategies and interventions with each other, both for incident response and data quality.</li> <li>• SESIR contact receive SESIR and Discipline format edit reports twice a week.</li> <li>• District has monthly SESIR Virtual Labs to address errors and answer questions prior to submission of Survey R data.</li> <li>• District created an at-a-glance tech guide with screen shots, common errors identified, and detailed walk-through of the reporting process.</li> <li>• District created a SESIR Hub with clarifying definitions, rules, coding, etc.</li> <li>• Monthly Survey R progress is communicated to leadership and the school-based administration.</li> </ul> <p>The Lake County team reported that quality data reporting is the result of a concerted effort on the part of several departments working together to make SESIR a priority. Relationships are key and one department cannot do this alone.</p>
<p><b>9:30 a.m.</b></p>	<p style="text-align: center;"><b>SESIR Rule Overview (6A-1.0017)</b> <b>SESIR Definitions Overview</b></p>
	<p>Julie Collins presented an overview of the SESIR rule (6A-1.0017, F.A.C.), highlighting key aspects for consideration. Much of the discussion focused on training and the group agreed that the SESIR training provided by DOE is outdated and needs to focus on more than just coding incidents. Max Schachter suggested that we should consider putting forth a recommendation that speaks to this. Overall, the group felt the training needs to be more robust and should be required more often.</p> <p>There was also a suggestion to add a representative from the Department of Juvenile Justice to this workgroup. Dr. Sherry Jackson will represent DJJ in future meetings.</p>

10:00 a.m.	<p style="text-align: center;"><b>SESIR Definitions – Review First Half of Definitions, Grouped by Category</b></p>
	<p>Following the rule overview, Julie Collins walked through approximately half of the SESIR definitions, organized by topic. Specific discussion on these definitions included:</p> <p><b>Alcohol and Drug related (Alcohol, Drug Sale or Distribution, Drug Use or Possession, and Tobacco)</b></p> <ul style="list-style-type: none"> <li>• Concerns were raised with regard to vaping, which is currently only a related element. Vaping is a big issue right now, and is sometimes coded as Tobacco or Drug Use, Vaping-Related, and others may code it as a local contraband incident. Some districts determine what substance is in the vape, others do not.</li> <li>• Group will likely recommend amending Tobacco definition to improve reporting accuracy, or adding Vaping as its own category rather than a related element.</li> <li>• Group also noted inconsistent consequences across the state for Tobacco incidents. There may be a benefit to a uniform civil citation program.</li> <li>• Gary Weisman suggested we include the word “intent” within the definition for Drug Sale/Distribution to better align with the criminal definition.</li> <li>• Continued discussion on how to handle “intent” in the school environment.</li> <li>• Discussion on term “unsubstantiated.” This is not a term used by law enforcement; they use “unfounded.” Additional review is needed to determine if they mean the same thing and what best fits SESIR.</li> </ul> <p><b>Violence Incidents</b></p> <ul style="list-style-type: none"> <li>• These categories are the most challenging and will require continued work.</li> <li>• For Physical Attack (Battery), Gary Weisman suggested that “misdemeanor battery” might be a better term to use. “Physical attack” comes from the federal Civil Rights Data Collection, but is easily misunderstood by the general public. School-based members raised concerns about using the term “misdemeanor” in describing something done by an elementary aged student.</li> <li>• Review Physical Attack and Fighting for consistency with federal definitions.</li> <li>• Consider modifying the SESIR poster to better address Physical Attack (Battery).</li> <li>• Max Schachter asked if we have the authority to make local codes consistent across the state. DOE will look into this.</li> <li>• Arson may need to be readdressed. It’s not used often. Is it needed?</li> <li>• Weapons possession allows for district code of conduct discretion. Items not typically considered a weapon can be used as a weapon. What about a toy gun or other item that looks like a gun?</li> </ul>
12:00 p.m.	<p style="text-align: center;">Working Lunch</p>

1:00 p.m.	Discussion on Reporting Process and Recommendations to Improve Data Quality
	<p><b>SESIR Process / Questions / Recommendations</b></p> <ul style="list-style-type: none"> <li>• School district representatives on the workgroup shared much praise for the Survey R monthly reporting, indicating this is improving data quality and allows them to make use of the data in real time.</li> <li>• School-based discipline teams should be having conversations to drive responses to incidents. Would there benefit to establishing a state level lab program like the one Lake County School uses, consistent across the state? Need to research legal authority and other logistics.</li> <li>• Address the student information systems that have drop-down menus which list their local codes first, leading one to identify the lesser code first.</li> </ul> <p><b>Engaging with Law Enforcement</b></p> <ul style="list-style-type: none"> <li>• Districts have their own policies for consultation and reporting to LEO, per s. 1006.13, F.S. Max Schachter mentioned an interest in recommending a legislative change to promote uniformity across districts. <ul style="list-style-type: none"> <li>○ Should the workgroup consider definitions for reporting and consultation in rule?</li> <li>○ Some districts have student information system set up to communicate daily reports to sheriff and superintendent (not including PII).</li> <li>○ Some districts have a dashboard similar to Lake County Schools. Some include all discipline, not just SESIR.</li> </ul> </li> <li>• Sharing of information is KEY between agencies. This was a major theme in the MSD report.</li> </ul> <p><b>Training and Education</b></p> <ul style="list-style-type: none"> <li>• Max Schachter suggested the possibility of having more statewide guidance. Could we engage our Teachers of the Year and others to develop a mentor program to help with SESIR training and uniform reporting?</li> <li>• FDOE training needs to be more robust and should cover more than just coding of incidents. Recommend building in other aspects to this training - experiential, involving LEO, legal, etc.</li> <li>• Group recommends the SESIR training be required on a yearly basis, with consideration of having a “train-the-trainer” model within each district (similar to the behavioral threat assessment training).</li> <li>• Another thought was that FDOE could hold a conference or state meeting specific to SESIR.</li> <li>• Max Schachter suggested an incentive program for good reporting or having “letter grades” for districts with regard to their data.</li> </ul> <p><b>Capacity issues</b></p> <ul style="list-style-type: none"> <li>• The Statewide Grand Jury Report is clear – there should be no discretion in reporting incidents.</li> <li>• Consider adding manifestation to the resultant action format to clarify incidents that involve ESE students. Or add a “no discipline” data element in that format that is defined as being no discipline due to age or disability. Allows reporting of incident without needing to discipline a 5-year-old.</li> </ul>

	<ul style="list-style-type: none"> <li>• Consider deleting/amending the business rules in Rule 6A-1.0014, F.A.C. – the requirement to impose discipline for certain incidents seems to be an issue that prevents reporting where students aren’t going to receive discipline.</li> </ul> <p><b>Charter schools</b></p> <ul style="list-style-type: none"> <li>• Charter schools are required to report SESIR incidents. FDOE will review statutory authority concerning requiring training for charter employees.</li> <li>• Consider adding SESIR training as a requirement within the charter application and model contract. Will need to address schools currently in operation as well. FDOE will review statutory authority.</li> </ul>
<b>3:30 p.m.</b>	<p style="text-align: center;">Comments, General Observations Next Steps, Action Items for Next Meeting</p>
	<p>A motion was made to have recommendations identified throughout this meeting summarized by FDOE and staff. The motion was seconded and all members approved.</p> <p>The following suggestions were brought forth for the next meeting:</p> <ul style="list-style-type: none"> <li>• Have a presentation which provides an overview of data inaccuracies across the state (as identified by the MSD Commission).</li> <li>• Have FDOE highlight problem areas they identify or provide a comparison for how comparable districts report the data in different ways.</li> <li>• Do a side-by-side of various data summaries (FDOE’s, Safe Schools for Alex, etc.)</li> <li>• Hear from districts where there are ongoing concerns on data quality.</li> </ul>