



COMMONWEALTH of VIRGINIA
Department of Education

DATE: December 7, 2019
TO: Division Superintendents
FROM: James F. Lane, Ed.D., Superintendent of Public Instruction
SUBJECT: **2018-2019 Discipline, Crime, and Violence Data Collection**

The purpose of this memo is to provide information on the Discipline, Crime, and Violence (DCV) data collection in public school divisions and regional centers/programs for the 2018-2019 school year. The DCV collection window opened on November 30, 2018. Data submitted must meet the following reporting requirements:

- *Every Student Succeeds Act of 2015 (ESSA)*
- *Regulations Establishing Standards for Accrediting Public Schools in Virginia* safety indicator for the School Report Card under 8 VAC 20-131
- *Annual Report on Discipline, Crime, and Violence* in Section 22.1-279.3:1 of the *Code of Virginia*
- The *Individuals with Disabilities Education Act (IDEA)* report on suspensions and expulsions of students with disabilities
- *Federal Gun-Free Schools Act*
- Federal Office of Special Education Programs (OSEP)

Beginning with the 2018-2019 school year, the data collected via the DCV collection must reflect these changes:

- Under HB1600, the maximum length of a long-term suspension has been reduced from 364 calendar days to 45 school days. The bill permits a long-term suspension to extend beyond a 45-school-day period but prohibits such a suspension from exceeding 364 calendar days for certain offenses involving weapons, drugs, or serious bodily injury, or if the school board or division superintendent finds that aggravating circumstances exist, as defined by the Department of Education.
- SB170 prohibits students in preschool through grade three from being suspended for more than three school days or expelled from attendance at school, unless the offense involves physical harm or credible threat of physical harm to others or the local school

board or the division superintendent or his designee finds that aggravating circumstances exist, as defined by the Department of Education.

- As stated in Superintendent's Memo 291-180, the definition of aggravating circumstances has changed and will now be reported as a new data element for each incident on the collection.

Beginning in the 2019-2020 school year, the DCV collection will implement the following change:

- All DCV incidents that occur at a regional center/program will be reported by the Local Education Agency (LEA). The LEA will collect the DCV data from the regional center/program and will submit to the Virginia Department of Education.

A successful submission is required for the regional centers/programs data by **July 12, 2019**. Because school divisions cannot finalize their DCV data until regional centers/programs have submitted their data to the divisions, a successful submission for the school divisions is due by **July 26, 2019**. The electronic approval of the verification report is due to VDOE by **August 2, 2019**. Early submission is encouraged. Requests made to resubmit data after the final deadline will impact your local determination for accurate and timely submission of DCV data. If the school division needs to resubmit data after July 26, 2019, the division superintendent must email a signed letter, addressed to Dr. James Lane, Superintendent of Public Instruction, to resultshelp@doe.virginia.gov. The letter must include the reason for the resubmission request, a statement of the changes to be made including specific data elements, and a plan to ensure accurate future submissions.

Additional informational documents and detailed instructions related to the data collection process and the *Annual Report for Discipline, Crime, and Violence* can be downloaded from the VDOE website at:
http://www.doe.virginia.gov/info_management/data_collection/support/school_safety/index.shtml.

Questions regarding data submission should be directed to resultshelp@doe.virginia.gov.

JFL/SMW/am