



**COMMONWEALTH of VIRGINIA
Department of Education**

June 17, 2016

TO: Division Superintendents

FROM: Steven R. Staples, Superintendent of Public Instruction

SUBJECT: Discipline, Crime, and Violence Reporting

The purpose of this memo is to provide information on the final submission of collected data on discipline, crime, and violence in public school divisions and regional centers/programs for the 2015-2016 school year. 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)

Application and Data Submission:

The data submitted will include the regular 2015-2016 school year and the data from summer school programs during summer 2015.

The closing date for submission for the regional centers/programs data is July 15, 2016. The school divisions cannot finalize their discipline, crime, and violence (DCV) data until regional centers/programs have submitted their data to the divisions. The closing date for submission for the school divisions is July 29, 2016. The submission window for the 2016-2017 DCV report will be opened on August 22, 2016.

Additional information documents and detailed instructions related to the data collection process and the *Annual Report for Discipline, Crime and Violence* can be downloaded from the Virginia Department of Education's Web site at: http://www.doe.virginia.gov/info_management/data_collection/support/school_safety/index.shtml.

For questions regarding training needs, please contact the School Safety Discipline Specialists in the Office of Student Services, Bobby Kipper at bobby.kipper@doe.virginia.gov; telephone (804) 225-4653 or Rebecca Kahila at or rebecca.kahila@doe.virginia.gov; telephone (804) 225-4654. Questions regarding data submission should be directed to Karen Puckett, Special Education Data Assistant, in the Office of Special Education and Program Improvement, by e-mail at karen.puckett@doe.virginia.gov; telephone (804) 786-6765.

SRS/KP

