



OFFICE OF STUDENT SUPPORT SERVICES  
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**TO:** District Superintendents  
Superintendents of Public Schools Outside NYC  
Public Schools Principals Outside NYC  
Charter School Leaders  
DASA Coordinators

**FROM:** Maribeth Barney, Supervisor of Education Programs,  
Office of Student Support Services

**DATE:** June 13, 2017

**RE:** Summer Training on 2017-18 School Safety and Educational Climate (SSEC)  
Reporting Requirements

The New York State Education Department (NYSED) will be sponsoring regional training sessions across the state during August 2017, entitled Reporting of Incidents Concerning School Safety and the Educational Climate. These workshops will be conducted by staff from NYSED and the New York State Center for School Safety (NYSCFSS). The training schedule and registration details can be found at the [New York State Center for School Safety's website](#).

The training will focus on recent changes described in the [June 6, 2017 field memo](#), and will include the following:

- 2017-18 VADIR and DASA reporting requirements,
- revised glossary for VADIR and DASA definitions,
- NEW form that will be used for 2017-18 reporting in July 2018,
- required school investigations and interviews, and
- incident reporting forms and record keeping.

A training goal is to provide participants with an understanding of the changes to the VADIR/DASA data collection and an opportunity to ask questions about the revised requirements. It is critically important that administrators responsible for submitting and certifying VADIR and DASA data attend these trainings, including DASA Coordinators. School leaders and their designees are responsible for thoroughly investigating all reported incidents and are expected to train additional school personnel in the requirements of reporting incidents accurately and in a timely manner.

If you have any questions regarding the training or June 6, 2017 memo, please contact the Office of Student Services at (518) 486-6090 or [StudentSupportServices@nysed.gov](mailto:StudentSupportServices@nysed.gov), or Pam Dudoff (NYSCFSS) at (518)-427-9840 x 216 or at [pdudoff@measinc.com](mailto:pdudoff@measinc.com).

All attendees must register no later than 48 hours prior to the desired session. There will be no on-site registration.