***Welcome to the 2020 Virginia School Division Survey***

This is a secure, web-based survey conducted by the Virginia Department of Criminal Justice Services (DCJS) Virginia Center for School and Campus Safety (VCSCS). Submission of this survey partially fulfills the Virginia School Safety Audit requirement *(Code of Virginia* [*§ 22.1-279.8*](https://law.lis.virginia.gov/vacode/title22.1/chapter14/section22.1-279.8/)*)*.

While answering the following survey questions, please base your responses on the conditions in your division during the 2019-2020 school year, unless otherwise instructed.  You are required to provide a response to each survey question in order to complete the survey. Throughout the survey, there are questions that reference *Code of Virginia* requirements. Click on the citation to review the *Code* language before responding to the related survey question.

Should you have any questions or experience technical problems with the survey, contact the VCSCS: Nikki Wilcox at 804-786-3923 or *n**ikki.wilcox@dcjs.virginia.gov*, Shellie Evers at 804.629.7042 or *shellie.evers@dcjs.virginia.gov*, James Christian at 804-357-0967 or *james.christian@dcjs.virginia.gov**.*

Questions contained in this survey may elicit responses that are exempt from public release pursuant to [*Code of Virginia*](https://law.lis.virginia.gov/vacode/title22.1/chapter14/section22.1-279.8/) § [2.2-3705.2](https://law.lis.virginia.gov/vacode/2.2-3705.2/) and [§ 22.1-279.8](https://law.lis.virginia.gov/vacode/22.1-279.8/).  Each public body is responsible for exercising its discretion in determining whether such exemptions will be invoked.  The VCSCS will report aggregate survey data for all schools and divisions and will not share individual division responses unless otherwise required by state law.

**I. DIVISION IDENTIFICATION AND DEMOGRAPHIC INFORMATION**

1. What is the name of your school division? *(select from drop down list)*

*If we have any questions about your survey responses, we would like to be able to contact you. Please provide us with your contact information:*

2. What is your name?(First Name/Last Name)

3. Are you the division’s current/acting superintendent?

Yes

No

 *(if 3= no)*

3a. Please provide the name and email address for your current/acting superintendent.

 (First Name/Last Name/Email)

3b. What is your title?

4. What is your email address?

**II. SAFETY-RELATED PERSONNEL AND PARTNERSHIPS**

5. Among the schools in your school division during 2019-2020, what was the number of full time and of part time school-based mental health personnel (counselor, psychologist, social worker, substance abuse counselor, etc.) who allocated at least 50% of their employed time providing mental health services, and

* were hired by the school division to serve specific schools or a combination of schools,
* work in the schools through a day treatment program, and/or
* work in the schools through a memorandum of understanding (MOU) with a community agency?

*If there were none, enter 0*

|  |  |  |  |
| --- | --- | --- | --- |
|  | **# hired by division** | **# day treatment program staff** | **# MOU with community agency** |
| Full-time |  |  |  |
| Part-time |  |  |  |

[***§ 22.1-279.8.***](https://law.lis.virginia.gov/vacode/title22.1/chapter14/section22.1-279.8/) ***Paragraph D* requires that each school division designate an emergency manager.**

6. Please provide the name and email address for the person designated as the division’s Emergency Manager.

(First Name/Last Name/Email)

7. What role did your Emergency Manager play in the overall safety of the school division? *(select all that apply)*

Served as a liaison between the school division and first responders in an emergency

Served as the Director of School Safety/Security (or some similar title)

Led division and school safety activities

Responsible for ensuring completion of school safety audit components

Supervised School Security Officers (SSOs)

Served as a liaison between the school division and the law enforcement agency providing School Resource Officers (SROs)

Other

8. Was your division’s Emergency Manager hired to serve specifically in this role, or did they assume this responsibility in addition to another role? *(select one)*

The Emergency Manager position was their only responsibility.

The Emergency Manager responsibilities were in addition to their other role(s) *(not including Director*

*of School Safety/Security).*

The responsibilities of the Emergency Manager are split among multiple individuals.

*(if 7 ≠ Served as the Director of School Safety)*

7a. Was there a Director of School Safety or Director of School Security (or person of similar title whose responsibility was the oversight of school safety-related activities) employed within the school division?

Yes

No

*(if 7 ≠ Served as the Director of School Safety and 7a = yes)*

7b. Please provide the name and email for the person designated as the school division’s Director of School Safety/Security or similar designation.

 (First Name/Last Name/Email)

7c. What functions were the Director of School Safety/Security responsible for? *(select all that apply)*

Served as a liaison between the school division and first responders in an emergency

Led division and school safety activities

Responsible for ensuring completion of School Safety Audit components

Supervised School Security Officers (SSO)

Served as a liaison between the school division and law enforcement providing SROs

Other

9. Which type(s) of security personnel worked in your division during the 2019-2020 school year? *(select all that apply)*

School resource officers (SROs)

Certified school security officers (SSOs)

Contracted private security officers (not SSOs)

None of the above

*(if 9 = SRO)*

9a. In what year was the memorandum of understanding (MOU) between your school division and the local law enforcement agency for the placement of SROs in your division’s schools last updated? \_\_\_\_\_\_

9b. Were the administrators/staff of all your division’s schools provided with information on the MOU with local law enforcement?

Yes

No

9c. Were school administrators provided with information on the roles and responsibilities of SROs?

Yes

No

Don’t know

9d. How were school resource officers (SROs) funded in your division? *(select one)*

Solely by the school division

Solely by a law enforcement agency (LEA)

Through grant funds from DCJS (SRO Grant Fund and Program)

From a combination of funding sources (school division, LEA funds, and/or DCJS grant funds)

Don’t know

Other

*(if 9 = SSO, and if 7 ≠ superv SSO, and if 7c ≠ superv SSO)*

9e. Please provide the name, title, and email address for the person responsible for supervising your division’s SSOs.

Name

Title

Email

[***§ 22.1-280.2:1***](https://law.lis.virginia.gov/vacode/title22.1/chapter14/section22.1-280.2%3A1/) ***describes the purposes for which a local school board may employ a certified school security officer (SSO) and the requirements if they are to carry a firearm.***

9f. What is your division’s current policy on allowing SSOs to be armed? *(select one)*

SSOs are allowed to be armed in division schools

SSOs are not allowed to be armed in division schools, and we are not considering changing this policy in the near future

We do not currently allow SSOs to be armed, but are considering allowing it

10. Did your division apply for SRO grant funds last year?

Yes

No

Don’t know

*(if 10 = no)*

10a. Why did your division not apply for SRO funds last year? *(select one)*

All SRO positions currently funded through local funding (may include local law enforcement agency) and therefore were not eligible

Applied and denied funding

Grant applied for by local law enforcement agency

Not aware of grant opportunity

Not interested in funding SRO positions

Temporary nature of grant funding (cannot sustain when grant ends)

Other *(describe)* \_\_\_

***Questions 11 and 12 refer to Code of Virginia*** [***§ 22.1-279.3:1***](https://law.lis.virginia.gov/vacode/title22.1/chapter14/section22.1-279.3%3A1/) ***paragraphs B and D.***

§ 22.1-279.3:1. Reports of certain acts to school authorities.

11. Were there formal written processes or protocols in place for your school division to *receive notification* on the Code listed offenses from local law enforcement?

Yes

No

12. Were there formal written processes or protocols in place for your division to *provide notification to* law enforcement on the Code listed offenses when committed by students?

Yes

No

**III. EMERGENCY PLANNING, DRILLS, AND RESPONSE**

13. Did first responders (police/fire/EMS) have electronic/internet-based access to current floor plans for all schools in your division in case they needed to respond to a large-scale security incident at your facility?

Yes

No

Don’t know

[***§ 22.1-137.2***](https://law.lis.virginia.gov/vacode/title22.1/chapter9/section22.1-137.2/)**describes the requirement for conducting lockdown drills.**

14. In addition to the four (4) required lockdown drills, did your division conduct any additional exercises with law enforcement or other first responders in 2019-2020?

Yes

No

 *(if 14 = yes)*

14a. What types of additional exercises were they? *(select all that apply)*

Active shooter/threat training/scenarios

Additional lockdown drills

Fire drill or weather-related drill

Full-scale drill

Intruder drill training

Lecture

Tabletop simulation

Other

15. Did you have a division-wide policy that required schools to inform students, parents, and/or faculty and staff in advance about an upcoming drill or exercise (lockdown, fire, shelter-in-place, etc.)?

|  |  |
| --- | --- |
|  | **Policy to inform in advance?** |
| Students |  ○ Yes ○ No |
| Parents |  ○ Yes ○ No |
| Faculty/staff |  ○ Yes ○ No |

*(if 15 students = yes)*

15a. You reported that your division had a policy to inform students in advance about upcoming drills, etc. How much in advance? *(select one)*

24 hours or more

Informed immediately prior to

Other

*(if 15 parents = yes)*

15b. You reported that your division had a policy to inform parents in advance about upcoming drills, etc. How much in advance? *(select one)*

24 hours or more

Informed immediately prior to

Other

*(if 15 faculty/staff = yes)*

15c. You reported that your division had a policy to inform faculty/staff in advance about upcoming drills, etc. How much in advance? *(select one)*

24 hours or more

Informed immediately prior to

Other

16. Although the Code of Virginia does not currently require school divisions to have specific pandemic plans, were plans in place that assisted your division’s Covid-19 mitigation, response, and/or recovery?

Yes

No

17. Given the events of the 2019-2020 school year, particularly COVID-19, what lessons were learned and what resources/training would have been beneficial to your division?

Lessons learned: \_\_\_\_

Resources/training that would have been beneficial: \_\_\_\_\_

[***§22.1-279.*8**](https://law.lis.virginia.gov/vacode/title22.1/chapter14/section22.1-279.8/) ***paragraph C*** **requires that a division’s school safety audit committee review the schools’ safety audits** and submit any plans for improving school safety to the division superintendent for submission to the local school board.

18. Based on the review completed by your division’s safety audit committee, did your school division submit any recommendations to your local school board for improvement regarding *physical safety concerns* of division schools in the 2019-2020 school year?

Yes

No

*(if 18 = yes)*

18a. Please list the top five recommendations made to the school board by the safety audit committee regarding physical safety concerns. (Briefly describe recommendations.)

|  |  |
| --- | --- |
|  | **Briefly describe recommendations** |
| Recommendation 1 |  |
| Recommendation 2 |  |
| Recommendation 3 |  |
| Recommendation 4 |  |
| Recommendation 5 |  |

19. How did your division ensure the School Safety Inspection Checklist (due every 3 years) was completed by each of the division’s schools? *(select all that apply)*

Schools were responsible for the checklist’s completion

Division team completed the checklists for each of the schools

School and division teams completed checklist together

Checklist was conducted annually in each school

Checklist was conducted every three years in all schools at the same time

Checklist was conducted in alternate years by the schools (one-third of schools complete the checklist each year)

Other *(describe)* \_\_\_\_\_\_\_\_\_\_\_\_

**IV. THREAT REPORTING AND ASSESSMENTS**

*Since 2013, and in accordance with* [*§ 9.1-184*](https://law.lis.virginia.gov/vacode/title9.1/chapter1/section9.1-184/) *and* [*§ 22.1-79.4*](https://law.lis.virginia.gov/vacode/22.1-79.4/)*, threat assessment teams are legislatively mandated in Virginia for all public schools grades K – 12. Each division superintendent shall establish, for each school, a threat assessment team that shall include persons with expertise in counseling, instruction, school administration, and law enforcement. Threat assessment teams may be established to serve one or more schools as determined by the division superintendent. It is also mandated that each team:*

## *Provide guidance to students, faculty, and staff regarding recognition of threatening or aberrant behavior that may represent a threat to the community, school, or self;*

## *Identify members of the school community to whom threatening behavior should be reported; and*

## *Implement school board policies for the assessment of and intervention with individuals whose behavior poses a threat to the safety of school staff or students.*

## *In addition to requiring the establishment of threat assessment teams, Code of Virginia* [*§ 22.1-79.4*](https://law.lis.virginia.gov/vacode/22.1-79.4/) *also instructs that:*

*“Each threat assessment team established pursuant to this section shall report quantitative data on its activities according to guidance developed by the Department of Criminal Justice Services.”*

20. What mechanisms were in place to provide education related to threatening or aberrant behavior for school faculty/staff? *(select all that apply)*

Division-wide in-service school safety training

School provided in-service training/professional development

Training provided by outside entity (such as DCJS)

Information provided at back-to-school meetings

Information provided at other staff meetings

Required online training video (such as, “[K12 Threat Assessment in Virginia Schools](https://www.youtube.com/watch?v=JS7m3RUy9c0)”)

Faculty handbook

Schools’ crisis plans

Other *(describe)* \_\_\_\_

None

[***§ 22.1-79.4***](https://law.lis.virginia.gov/vacode/title22.1/chapter7/section22.1-79.4/)**describes the roles of threat assessment teams and oversight committees in school divisions.**

21. Did your division have a division oversight committee for threat assessment in 2019-2020?

Yes

No

*(if 21 = yes)*

21a. Which of the following were represented by the members of your oversight committee? *(select all that apply)*

Case manager

Faculty representative

Guidance counselor

Human resources

Law enforcement (SRO or local/state law enforcement)

Legal counsel

Public relations/media coordinator

School health professional/school nurse

School principal/assistant principal

School psychologist/other clinically licensed professional

Superintendent/assistant superintendent

None of the above

*(if 21 = no)*

21b. Please provide the name and contact information of your division's primary threat assessment coordinator.

F name/l name/email/phone

*(if 21 = yes)*

21b. Please provide the name and contact information of your division's oversight committee chair.

F name/l name/email/phone

22. Were threat assessment records (such as *Threat Assessment and Response Reports*) stored at the division level during 2019-2020?

Yes

No

*(if 22 = yes)*

22a. Where were threat assessment records kept at the division level stored? \_\_\_\_\_\_\_

23. Does your division have a written policy or procedure for notifying local law enforcement or other institutions when a threat is made by students or non-students at your schools?

Yes

No

24. If there were obstacles to sharing information with law enforcement or other institutions, what were they? *(select all that apply)*

Concern about privacy laws

Lack of knowledge on when to share information

Lack of knowledge with whom to share information

There were no obstacles

Other *(describe)* \_\_\_\_\_\_

25. What kind of training or technical assistance would help improve your division’s threat assessment (TA) process? *(select all that apply)*

Additional training by DCJS

Case management and record keeping

Case studies, scenario trainings (social media, harm to self, harm to others)

Level of threat training, when to conduct a TA (how to respond to various threat levels; when does a low-level threat require a TA)

Mental Health training (recognition and understanding) to include trauma responses

Online training in threat assessment

Recognition of threats, threat types, and behavioral red flags

Refresher training and review

Regional training with other divisions

Specific TA-related topics

Suicide prevention, ideation, threat assessment for suicide threat

Training for new staff

Other *(describe)* \_\_\_\_\_\_

None

*(if 25 = Additional training by DCJS)*

25a. In question 25, you selected “Additional training by DCJS.” What specific threat assessment training topics would be most helpful? \_\_\_\_\_

26. What were the biggest challenges to threat assessment teams or conducting threat assessments? *(select all that apply)*

Competing priorities

Conducting reviews and updates

Conducting thorough TA/review/debrief in a timely manner

Consistency in division-wide practices

Length of the documentation

Determining level of threat (when does an act become a threat, how to determine a threat’s appropriate level, what constitutes a threat)

Limited staff and staff turnover/retention

Loss of instruction time

Privacy issues (FERPA, outside team members maintaining student confidentiality requirements)

Team coordination (managing team member schedules, availability to meet in timely manner)

Threat assessment training resources

Training for new staff and for team members

Understanding the function of threat assessments vs. discipline

Other *(describe)* \_\_\_\_\_\_

None

**V. CONCERNS, TRAINING, AND RESOURCE NEEDS**

27. What were the primary facility safety concerns identified by your division’s most recent safety inspection checklist or other school safety audit components? *(select all that apply)*

Inability to secure classrooms

Lack of designated security personnel

Lack of fencing or other peripheral security

Lack of supervision in one or more classrooms

Multiple building/portable classrooms

Need for controlled access system/front entrance security

Need for more security cameras

Need for radio communication with first responders

Physical dangers from unfunded/under-funded repairs

Unlocked exterior doors

Unsupervised areas during the school day

Unsupervised areas during after school activities

Other *(describe)* \_\_\_\_\_\_

None

28. What were the primary issues affecting your division’s climate and the mental/emotional well-being of students and staff? *(select all that apply)*

Bullying

Conflicts arising from social media

Counseling personnel tasked with non-mental health-related assignments

Home life/family issues

Lack of available climate improvement training

Lack of connection with students

Lack of connection with teachers/staff

Lack of available counseling personnel for students

Retaining qualified teachers

Stress-related issues

Substance abuse

Unmet mental health needs/limited mental health resources

Other *(describe)* \_\_\_\_\_\_

None

29. How did your division monitor social media (i.e. Facebook, Twitter, Snapchat, etc.) to detect and mitigate potential threats and other safety issues? *(select all that apply)*

Individual schools were tasked with monitoring their students

Local law enforcement agency monitored and shared appropriate information

Someone at the division level was responsible for monitoring (i.e., it was in their job description)

We contracted with a third party that scanned/monitored social media for us

Other *(describe)* \_\_\_\_\_\_

We did not have a specific monitoring process

30. Any additional comments or concerns you would like to share? \_\_\_\_\_\_\_\_

**You are about to submit your final responses to the 2019-2020 division safety survey.**

If you are ready to finish and submit your responses to the survey, click **"Submit Survey"** at the bottom of this page.

If you are not ready to submit your responses, click **"Back"** to page back through the survey, or click **"Save and Exit"** to save your work in the survey until you are ready to finish and submit your responses.

**Thank you for completing the 2020 Division Level Survey.**

Your survey responses were successfully submitted to the Virginia Center for School and Campus Safety (VCSCS) at the Department of Criminal Justice Services.

If you have questions about this survey, please contact Nikki Wilcox at 804-786-3923 or nikki.wilcox@dcjs.virginia.gov; Shellie Evers at 804-629-7042 or shellie.evers@dcjs.virginia.gov, or James Christian at 804-357-0967 or james.christian@dcjs.virginia.gov.

To make a copy of your survey responses for your records, please click on the "view response" button below. A printable version of your survey responses will appear titled, “Response Details.” Print this page using whatever method you typically use to print a webpage, such as: select file/print from your browser tool bar, or right click your mouse, then select "print" or select “save page as,” and then print after saving the page.

Please be sure to close this browser window when you are finished.

**Resources:**

[**School Safety Audit Program**](https://www.dcjs.virginia.gov/virginia-center-school-and-campus-safety/virginia-school-safety-audit-program)

[Virginia School Safety Audit Infographic](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/_11.pdf)

[School Safety Audit Timeline Checklist](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/school_safety_audit_check_list_sept_2019.pdf)

**Crisis and Emergency Planning**

[Critical Incident Response Video](https://www.dcjs.virginia.gov/publication-link/critical-incident-response-video?width=675px&height=500px#content)

[Critical Incident Response for School Faculty and Staff](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/2019_criticalincidentresponsemanual.pdf)

[School Crisis, Emergency Management and Medical Emergency Response Plan](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/school-crisis-emergency-management-and-medical-emergency-response-plan_0.pdf)

[School Crisis, Emergency Management and Medical Emergency Response Plan-Quick Guide](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/school-crisis-emergency-management-and-medical-emergency-response-plan-quick-guide_0.pdf)

[Guidance on Emergency Manager Designee](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/law-enforcement/files/vcscs/guidance-formatted_emergency_manager_-_updated_may_2019.pdf)

[Guidance for School Systems in the Event Victims Arise from an Emergency 2018](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/_10.pdf)

[Virginia Educator's Drill Guide](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/virginia-educators-drill-guide_0.pdf)

[Guidance on Required Evacuation/Fire and Lockdown Drills 2016](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/law-enforcement/files/vcscs/guidance-required-drills-fall-2016_0.pdf) (update pending)

[Virginia Schools Bus Driver and Monitor Safety and Security Manual](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/virginia-schools-bus-driver-and-monitor-safety-and-security-manual_0.pdf)

[Virginia Schools Bus Driver and Monitor Video](https://www.dcjs.virginia.gov/publication-link/virginia-school-bus-driver-and-monitor-video?width=675px&height=500px#content)

[Academic Community Exercise Starter Kit](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/_13.pdf)

**Threat Assessment**

[Threat Assessment in Virginia Public Schools: Model Policies, Procedures and Guidelines - pdf](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/threat-assessment-model-policies-procedures-and-guidelinespdf.pdf)

[Threat Assessment in Virginia Public Schools: Model Policies, Procedures and Guidelines - MSWord](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/threat-assessment-model-policies-procedures-and-guidelinesdocx.docx)

[K-12 Threat Assessment in Virginia: A Prevention Overview for School Staff, Parents, and Community Members](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/k12-threat-assessment-prevention-overview.pdf)

[K-12 Threat Assessment Video](https://www.dcjs.virginia.gov/publication-link/k12-threat-assessment-video?width=675px&height=500px#content)

[K-12 Threat Assessment Form - Fillable pdf](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/fillable-threat-assessment-form-2016.pdf)

[K-12 Threat Assessment Form - Fillable MSWord](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/_0.docx)

[Technical Assistance for Threat Assessment and Management Teams for Virginia Schools and Institutions of Higher Education](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/law-enforcement/files/vcscs/technical-assistance-threat-assessment-and-management-teams-virginia-schools-and-institutions-higher.pdf)

[Threat Management Consultant - Request for Services](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/request-service-technical-assistance-threat-assessment-and-management-teams.pdf)

**Bullying and School Climate**

[School Climate, Student Engagement and Academic Achievement](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/_14.pdf)

[Preventing Teen Dating Violence: Interactive Guide on Informing Policy](https://vetoviolence.cdc.gov/apps/datingmatterspolicy/)

[US DOE School Climate and Discipline Packet](http://www2.ed.gov/policy/gen/guid/school-discipline/index.html)

[Suicide and bullying: Issue brief (SPRC)](http://www.sprc.org/library/Suicide_Bullying_Issue_Brief.pdf)

[Bullying: The Relationship Between Bullying and Suicide: What We Know and What it Means for Schools](http://www.cdc.gov/violenceprevention/pdf/bullying-suicide-translation-final-a.pdf)

[Model Policy to Address Bullying in Virginia Schools (DOE)](http://www.doe.virginia.gov/support/prevention/bullying/model_policy_to_address_bullying_in_va_schools.pdf)

[Preventing Youth Suicide - National Association of School Psychologists](http://www.nasponline.org/resources-and-publications/resources/school-safety-and-crisis/preventing-youth-suicide)

**Additional K-12 Resources**

[Juvenile Law Handbook for School Administrators](https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/_2.pdf)

[U.S. Department of Education Acts on School Safety Report Recommendation to Improve Understanding of Student Privacy Law](https://content.govdelivery.com/accounts/USED/bulletins/22eb76a)