



THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF  
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June 16, 2022

**TO:** District Superintendents of BOCES  
Superintendents of Public School Districts Outside NYC  
Principals of Public Schools Outside NYC  
Charter School Leaders

**FROM:** Kathleen R. DeCataldo

**SUBJECT:** 2021-22 School Year School Safety and Educational Climate (SSEC)  
Incident Counts & *Important Reminder about Revisions* to SSEC  
Categories

This memo includes important information about reporting School Safety and Educational Climate (SSEC) data for the 2021-22 school year using ***the revised categories that took effect July 1, 2021***. Please share this information with your school's Dignity Act Coordinator and other appropriate school and district staff.

### Revisions to the SSEC Categories and Collection

As outlined in the July, 2021 memo, [New definitions and School Violence Index \(SVI\) calculation for the 2021-22 School Safety and Educational Climate \(SSEC\) Reporting System](#), the New York State Board of Regents adopted amendments to Commissioner's Regulations §100.2 (gg) that revised SSEC reporting categories and definitions starting in the 2021-22 school year.

This amendment resulted in:

- The addition of an incident category "Threat (Other than bomb threat or false alarm)" to capture threats of school violence not captured under the definitions of "Bomb Threat" and "False Alarm."
- The revision of the definitions for Sexual Offense, Assault and Weapons Possession, as prescribed in §100.2(gg), to include the following three reportable criteria:
  - An act committed by a person 10 years of age or older;
  - An act which constitutes a felony under the Penal Law, taking into consideration the developmental capacity of the person to form the intent to commit such act; and
  - An act where the school has referred the person to the police for the act.

## Submission of 2021-22 SSEC Data

To fulfill the requirements of federal law relating to unsafe school choice, Education Law §2802 requires the Commissioner to annually determine which public elementary and secondary schools are persistently dangerous, in accordance with the Commissioner’s regulations. Each school is required to maintain a record of all violent and disruptive incidents that occur within each school year, from July 1 through June 30, and to provide an annual report, to the Department, of number of such incidents in each category outlined in section §100.2(gg) of Commissioner’s regulations.

All public schools and districts, charter schools, and BOCES that were active for any period during the 2021-22 school year are required to submit data regarding School Safety and Educational Climate to the New York State Education Department (NYSED) – including where the number of incidents reported is zero. In addition, all relevant incidents that occurred during the summer months of 2021, including when summer school was in session, must be included when reporting the 2021-22 data.

## The Importance of Accurate Reporting

Accurately reporting all SSEC incidents provides your school and community with a realistic view of the areas your school will focus on as you continue your work to improve school climate and provide learning environments where all students feel supported and ready to learn. In particular, it is important to remember that Dignity for All Students Act (DASA) incidents reported under category 5: *Material Incidents of Discrimination Harassment and Bullying, and Cyberbullying*, apply to all students not just “protected classes” and DASA does not require repetition for an incident to be defined as founded or material under DASA. Reportable incidents include incidents that occur only once, and those single incidents may have a significant impact on a student’s learning environment.

## Reporting Deadlines & Process

Category	2021-22 SSEC Deadline
1. Schools identified as Potentially Persistently Dangerous (PPD) for the 2021-22 school year and notified by letter on February 11, 2022	<b>July 11, 2022</b>
2. Schools designated as Persistently Dangerous (PD) for the school year	<b>July 11, 2022</b>
3. All other public schools, including charter schools, school districts, and BOCES	<b>July 25, 2022</b> (School-level and district-level SSEC forms)

The SSEC data are collected through the IRS Data Exchange (IDEx), which is accessed through the [NYSED Application Business Portal](#). The 2021-22 SSEC data collection **opens on June 27, 2022** for all school districts, public schools, including charter schools, and BOCES. As a reminder once the 2021-22 school year data collection window closes on July 25, 2021, SSEC data may not be changed.

Questions regarding the data collected or the timeline for reporting (i.e., questions regarding incident classification, responsibility for reporting, etc.) may be directed to the Office of Student Support Services at [SSEC@nysed.gov](mailto:SSEC@nysed.gov) or (518) 486-6090. Information and guidance materials related to incident reporting categories are available on our [website](#), and on the [Dignity for All Students Act website](#).

Additional information about the IDEX application is outlined in the [step-by-step user guide](#) to reporting SSEC data. For further assistance, please visit the [SSEC help center](#). If you have difficulty accessing the online reporting form, please contact IRS via [datasupport@nysed.gov](mailto:datasupport@nysed.gov). Specific questions regarding SSEC reporting may be directed to the Office of Student Support Services at (518) 486-6090 or [SSEC@nysed.gov](mailto:SSEC@nysed.gov).