

School Safety Technical Assistance Council

Draft Minutes

Tuesday, October 27, 2015

3 – 5 p.m.

Minnesota Department of Education, Conference Center A, Rooms 13 and 14

Members Present: Julie Blaha, Melissa Callahan, Joanna Carlson, Tom DeGree, Lisa Engelstad, Julie Hertzog, John Hunt, Brad Johnson, Randy Johnson, Darren Kermes, Cathy Miller, Beth Ness, Tony Porter, Jake Ross, Amanda Twite and Angela Willms.

Members Unable to Attend: Commissioner Brenda Cassellius, Commissioner Kevin Lindsey, Robyn Millenacker, Dan Porter, Zeam Porter, Jeanette Swanson and William Wyss.

MDE Staff Present: Craig Wethington, Adosh Unni, Steve Dibb, Heather Hirsch, Amy Marsicano and Patty Mattern.

Guests Present: Amy Gower, Marla Eisenberg, Glynis Shea, Alice Seuffert, Jessica Brennan, Rachel Carlson, Lyn Mitchell and Melanie Ross.

- I. **Welcome:** Craig Wethington called the meeting to order and introduced new council members Joanna Carlson, Tom DeGree and Beth Ness.
- II. **Approval of July 14, 2015 Meeting Minutes:** No changes were noted to the minutes. Minutes were approved. Angela Willms moved to accept the minutes; John Hunt seconded. Motion passed.
- III. **Presentation:** Marla Eisenberg, Sc.D., M.P.H, associate professor and director of research, Division of General Pediatrics and Adolescent Health, Department of Pediatrics, University of Minnesota, gave a presentation titled “New Approaches to Bullying Prevention in Minnesota Schools.” School climate index fact sheets are available for free. Marla solicited support from members to help identify schools that would pilot the customized reports.
- IV. **Chair’s Annual Report:** The School Safety Technical Assistance Council (council) is required to report its activities annually by October of each year to the Commissioner of Education. Craig Wethington provided copies of the report to council members and summarized the work completed by the council and School Safety Technical Assistance Center (center). The report is meant to provide an overview of the council’s and center’s work during their first year. It does not detail every single activity completed. Instead, the report highlights activities that show the breadth and depth of the council and center’s work.
- V. **Old Business**
 - a. Bullying Prohibition Policy Noncompliance Complaint Process

Craig reviewed the center’s flow chart for handling calls and emails, the formal complaint process and the investigation process. Council members discussed

the definition of remedial response and asked questions to clarify the section that includes remedial response as part of a student 504 or Individualized Education Program (IEP). Investigation criteria were also requested for review. Bullying prohibition policy noncompliance complaint process was approved. Julie Blaha moved to accept the process; Julie Hertzog seconded. Motion passed.

b. Workgroup Updates

i. Social Emotional Learning Statewide Guidelines:

Summary: Lisa Englestad provided proposed work plan to the council. The work group is using the five core competencies developed by CASEL, reviewing them one at a time, beginning with self-awareness. The standards will follow that same format as Minnesota academic standards making them easy for the schools to use.

Action Call: Seeking more people with school or district teaching or curriculum experience to join work group.

ii. Framework Development for Training School Personnel: No update provided.

iii. Preventing Cyberbullying and Electronic Aggression

Summary: Melissa Callahan provided the work group update. Several documents have been completed and are on the SSTAC website. The draft work plan, including objectives, action plans, performance measures and timeframe was distributed to council. The group is looking at evidence-based interventions, planning six to 10 webinars to work on dissemination and communicating to parents and school personnel around various cyberbullying topics. They will add student training to the work plan per suggestion of Beth Ness, council member.

Action Call: Seeking more members to join the work group.

c. Committee Updates

i. District-wide School Climate Improvement Guide: No update provided.

ii. Symposium Update: Julie Hertzog provided the update for the January 22nd symposium, "Minnesota Safe and Supportive Schools Conference," at Hamline University, St. Paul. Registration available next week, promotional flyer coming soon. The conference is designed for Minnesota school administrators, educators, school support staff, parents, student leaders, education stakeholders and community members. The conference will help participants build on their knowledge about bullying prevention and creating positive school climates. Conference presenters include David Esquith, director of the U.S. Department of Education's Office of Safe and Healthy Students, staff from Facebook and PACER.

d. Non-operating districts (Franconia): Craig confirmed Franconia provides transportation for its resident students to a Wisconsin school district. A request was made to the district they adopt a bullying prohibition policy to cover students while on district transportation.

VI. **New Business**

- e. What's Next? Council members worked in pairs to discuss and generate ideas on issues the council should focus on during the upcoming year.
 - f. Council Evaluation: Craig announced that all council members will be receiving an engagement and satisfaction survey via email. Council members were encouraged to complete the survey so the council leadership can continue to improve the meetings and work of the council.
- VII. **Public comment:** Lyn Mitchell, Hamline University, commended the center and council for all the work they have accomplished during its first year. She encouraged the center and council to have a bigger public presence at meetings and events.
- VIII. **Other Business/Updates:** Craig reminded the council that the next meeting is scheduled on February 2, 2016, from 3-5 p.m. at the Minnesota Department of Education.
- IX. **Meeting Adjourned:** Jon Hunt moved and Julie Hertzog seconded the motion to adjourn. All voted in favor and the meeting was closed.