

DATE:	May 4, 2023
SUBJECT:	Mandatory Safe and Supportive School Program Data Reporting
CATEGORY:	Information
NEXT STEPS:	Share with AskTED administrator and appropriate district and campus staff

Mandatory Data Reporting

The window to report mandatory Safe and Supportive School Program (SSSP) data in accordance with Texas Education Code, Section 37.115(k), is approaching. To ensure that school districts and open-enrollment charter school programs have the necessary tools and information to submit the data, there are a few actions that should be taken now.

Beginning with the 2022-2023 school year, the reporting of SSSP data was expanded from an aggregate of school district data to individual campus data. The SSSP team that serves each campus is responsible for reporting the activities of the team at the campus for the year. SSSP data will be reported to the Texas Education Agency through a link provided by the agency.

The link to the instrument will be sent to each campus principal for the district listed in AskTED. Campus principals should forward the link to the designated SSSP team member responsible for reporting the data. Campus principals should look for an email with the link on June 1, 2023, to be sent from safeandsupportiveschoolprogram@tea.texas.gov. All team activities for the school year are required to be reported to the agency by the June 30th deadline.

To prepare for data reporting, it is recommended that the TED administrator for each school district and open-enrollment charter school review the contact information for each campus listed in AskTED for accuracy. TED administrators should also verify the accuracy of the contact information for the SSSP designee and the superintendent. TED administrators for school districts can update the contact information directly through the TEAL application. Open-enrollment charter school TED administrators should submit requests to update AskTED to charteraskted@tea.texas.gov. Contact information should be updated by Friday, May 19, 2023, to ensure that the link is sent to the correct email address.

It is the responsibility of each school district and charter school to maintain accurate contact information in the AskTED database. Inaccurate contact information may delay or impede the delivery of the data reporting link. School districts and open-enrollment charter schools have the responsibility to ensure that SSSP data is reported for each campus regardless of the accuracy of the data listed in AskTED. Questions regarding AskTED can be submitted to askted@tea.texas.gov.

Campus SSSP teams can prepare for data reporting by collecting the required data prior to receiving the data reporting link. The data reporting questions are contained in a sample copy of the 2022-2023 SSSP Survey, which can be accessed [here](#). It is strongly recommended that school districts and open-enrollment charter schools develop procedures for tracking the submission of campus data to ensure that the mandatory reporting deadline has been met.

Questions about SSSP data reporting can be submitted to safeandsupportiveschoolprogram@tea.texas.gov.