

## PowerSchool Incident Tracking Changes

### Background

November 7, 2014

In the fall of 2012 a review was conducted of the PowerSchool Incident Tracking Behavior functionality to identify additional needs of school boards to properly manage the information. The Incident Tracking Advisory Group was created with representation from each school board and EECD to address the data storage and reporting requirements, as well as user access to incident data.

The group conducted a thorough review of the incident management process with the intent of producing recommendations on new functionality and reports needed to manage the information, identifying additional data elements for collection, and determining user access to incident data.

The final recommendations were approved by the iNSchool Management Steering Committee in the summer of 2013.

### Access to Incident Data

The Incident Tracking Advisory Group took into consideration how long data should be accessible by school level personnel (e.g., teachers, guidance counsellors, school administration) in order to provide a balance between having sufficient data and detail to effectively and proactively program, while not displaying so much data that a student risks pre-judgement. The Incident Tracking Advisory Group approached the discussion and subsequent recommendations related to the data retention and access to the data from an intervention, supportive lens rather than from a punitive perspective.

The final recommendations included PowerSchool supporting viewing of incident data in the following manner:

- School Administrators are able to view Disruptive Behavior incidents for the current school year.
- School Administrators are able to view Severely Disruptive Behavior incidents for the previous six years.

### Implementation

The functional enhancements to PowerSchool for improvement of data collection and reporting were implemented by the end of summer 2013.

Changes to PowerSchool incident data access were delayed until the fall of 2014 due to other priorities and the need to time the change to coincide with the start of the school year. School Administrators currently are able to view Disruptive Behavior incidents for the current school year and Severely Disruptive Behavior incidents for the previous six years.

School Administrators have access to the Student Summary Information Report that was created with the intent that Principals would bring the report to Suspension Hearings. This report was designed to present all incident data for the current school year. If a School Administrator requires a student's incident data from previous years, they may contact their Board iNSchool Project Manager to request a data extract from PowerSchool.