

Old Capitol Building
PO Box 47200
Olympia, WA 98504-7200

k12.wa.us



Washington Office of Superintendent of
PUBLIC INSTRUCTION
Chris Reykdal, Superintendent

September 18, 2025

(X) Action Required
Due date: December 5, 2025
() Informational

BULLETIN NO. 052-25 STUDENT ENGAGEMENT & SUPPORT

TO: Educational Service District Superintendents
School District Superintendents
School District Business Managers

FROM: Chris Reykdal, Superintendent of Public Instruction

RE: School District Data Collection and Submission Requirements Related to Safe School Plans

CONTACT: Ross Boylan, Lead Data Analyst for Student Engagement & Support
360-480-0253, ross.boyland@k12.wa.us

PURPOSE/BACKGROUND

[Revised Code of Washington \(RCW\) 28A.300.645](#) requires the Office of Superintendent of Public Instruction (OSPI) to monitor the degree to which school districts and schools are meeting the requirements of [RCW 28A.320.125](#) – regarding the duties of districts and schools to implement safe school plans – no less than once every five years. Starting November 3rd, school districts will be required to submit information on their implementation of safe school plans to OSPI. School districts will submit the information using an online reporting form, which will be sent out to school district staff on November 3rd. **School district responses need to be submitted to OSPI no later than December 5th.**

This is the second time that OSPI is collecting data on school districts' implementation of [RCW 28A.320.125](#). OSPI collected this data for the first time between March 2022 and February 2023.

Reporting Form Completion and Submission

On November 3, 2025, District Superintendents will receive an email containing a link to the reporting form.

The reporting form should be completed by the staff member at each district who is most qualified to accurately report on the implementation of [RCW 28A.320.125](#) at both the district

and school levels. This individual should possess detailed knowledge of relevant areas, including but not limited to safety policies and procedures, emergency mitigation and preparedness initiatives, family-student reunification plans, staff training and certification, utilization of community resources, and transportation protocols.

School district responses need to be submitted to OSPI no later than December 5th.

INFORMATION AND ASSISTANCE

For questions regarding this data collection, please contact Ross Boylan, Lead Data Analyst, at 360-480-0253 or email ross.boylan@k12.wa.us.

For questions regarding safe school plans and implementing [RCW 28A.320.125](#), please contact Amber Wynn, School Safety Center Lead Program Supervisor, at 360-725-6068 or email amber.wynn@k12.wa.us. The OSPI [Telecommunication Relay Services](#) number is 711 or 1-800-833-6384.

This bulletin is also available on the [Bulletins](#) page of the OSPI website.

Susan Lathrop
Interim Chief Education Officer

Anna Marie Dufault
Assistant Superintendent
Student Engagement and Support

Dixie Grunenfelder
Executive Director
Student Engagement and Support

CR:rb

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