

PA CARES COHORT 3:
*CREATING AN ATMOSPHERE OF
RESPECT AND ENVIRONMENT FOR
SUCCESS*

Olweus Bullying Prevention Program

Who is the audience today?

Polling
Question 1:

- Please select the title that best describes your role in the district/school?
 - A. Grant writer/District-level administrator
 - B. Principal or School-level administrator
 - C. Counselor/Nurse
 - D. Teacher
 - E. Bullying Prevention Trainer

PA CARES Experience

Polling Question 2

- Please indicate your knowledge or experience with PA CARES?
 - A. This is will be first experience completing a PA CARES application.
 - B. I have applied for a PA CARES grant in the past

PA CARES Overview



- The Center for Safe Schools coordinates the PA CARES (Creating an Atmosphere of Respect and Environment for Success) initiative, which provides bullying prevention education throughout the Commonwealth.

PA CARES

- With funding made possible by the Highmark Healthy High 5 Initiative, both public and private schools located in the Highmark service regions have the opportunity to apply for a mini-grant to implement the Olweus Bullying Prevention Program (OBPP) model.



PA CARES



- Schools that are selected receive program materials, funding to contract with a certified OBPP trainer, support to help the program to succeed and are required to participate in research evaluation over a 3 year period.
- Schools are ineligible for the PA CARES grant if they have implemented OLWEUS in the past or if their district is not fully or partially within the Highmark service region.

Highmark Service Region

The Highmark service region includes the following counties:

- *Adams, Allegheny, Armstrong, Beaver, Bedford, Berks, Blair, Butler, Cambria, Cameron, Centre, Clarion, Clearfield, Columbia, Crawford, Cumberland, Dauphin, Elk, Erie, Fayette, Forest, Franklin, Fulton, Greene, Huntingdon, Indiana, Jefferson, Juniata, Lancaster, Lawrence, Lebanon, Lehigh, McKean, Mercer, Mifflin, Montour, Northampton, Northumberland, Perry, Potter, Schuylkill, Snyder, Somerset, Union, Venango, Warren, Washington, Westmoreland, York.

PA CARES



- Provides tools such as “Preventing School Violence Readiness Series,” which is an online course that provides schools with a framework to assess school safety needs.
- As part of the application process, a person in the school must view the Readiness Series, complete the assessments, and submit a copy of the user report via mail. For more information see: www.safeschools.info/pacares .

PA CARES



- The PA CARES initiative also increases the number and availability of Pennsylvania Olweus Bullying Prevention Program certified trainers. Trainers receive additional bullying prevention education to maintain certification and provide Pennsylvania schools with the highest quality of bullying prevention services.

PA CARES



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- A variety of online tools are under development.
- For example, a Classroom Management/School Climate Toolkit is being developed.
- Online learning sessions related bullying prevention will be available to schools later this year.

Implementation Requirements/Timeline



- Administer the Olweus Bullying Questionnaire (OBQ) to all students in grades three through the highest grade in the target school before the completion of the **2009-2010** school year and again one year after administering the initial questionnaire.

Timeline Continued



- Contact and secure the services of a certified Olweus trainer *shortly after receiving the grant*. The **Center for Safe Schools will provide a list of eligible trainers.**
- Complete the 2-day Olweus Bullying Prevention Coordinating Committee training **prior to the end of the 2009-2010** school year.

Timeline Continued



- Complete 1-day building staff training in the Olweus model prior to **September 30, 2010**.
- Launch the OBPP with a kick-off event prior to **October 31, 2010**.
- Participate in the **evaluation process** for three years, as requested by Center staff

Recommendations for Potential Applicants



- Preview the Olweus website and **view overview video** on the opening page of the site: www.olweus.org
- **Obtain support** of building and district administrators
- Verify that school can provide **necessary training/release time** to fulfill grant timeline.
- Assure **completion** of the Readiness Series by (school-level) team member.
- Demonstrate **readiness** and **need** in the PA CARES application

PA CARES FISCAL INFORMATION

Application Instructions



Grant Period

January 1, 2010 – June 30, 2011

Application Budget Form



- System automatically completes the budget for each applicant based on the responses to questions.
 - ▣ Do you have a trainer on staff at your district that will be available for training?
 - Yes:
 - \$0.00 being applied against budget for the Trainer Fee and Consulting Fee.
 - \$500.00 applied for trainer travel/trainer substitute costs incurred.
 - \$2,500.00 applied to cover Other expenditures.

Application Budget Form (2)



- Do you have a trainer on staff at your district that will be available for training?

- No:

- Standard Olweus Trainer Fee and Consulting Fee applied against budget.
- \$500.00 applied for trainer travel.
- \$2,500.00 applied to cover Other expenditures.

Application Budget Form (3)

- **Other Category:** Up to \$2,500.00 to cover:
 - ▣ Substitute and/or Stipend costs for staff attending/participating in the 2-day committee training, all staff Olweus training, Olweus related activities and other training to support the Olweus program (link provided for approved trainings and resources).
 - ▣ Staff Salary offset for the Coordinating Committee Chair to administratively manage the grant and to ensure compliance with fiscal deadlines and evaluation requirements.
 - ▣ Staff mileage expense to attend the 2-day committee training and all staff Olweus training if not held in building.
 - ▣ Staff mileage, meals and lodging to attend approved trainings to support the Olweus program.
 - ▣ Purchase Resources and trainings that will support the Olweus program (link provided for approved trainings and resources).

Resources Provided to Grantees



- Materials provided free of charge as part of the PA CARES Grant Initiative:
 - (10) Olweus School Wide Guides for committee members.
 - Teacher Guides:
 - 1 for every 3 staff members, plus
 - (10) – 1 for every committee member
 - (11) Committee Notebooks (One to go to your trainer).

Resources Provided to Grantees (Continued)



- ▣ Pre and Post Scannable Surveys – 1 for every student grades 3 to highest grade in the building.
- ▣ Any amount requested over those counts must be purchased by the targeted building directly with Hazelden. The cost for those additional resources may be applied against the grant.

Required Fiscal Submission



- Each awarded grantee will be required to submit a fiscal expenditure report and expenditure narrative on or before July 15, 2011.

Other Fiscal Information



- Can only report the actual amount being charged by the trainer.
- Must have prior Center approval before adding resource not listed on the CSS provided approved list for fiscal year 2010-2011.

How do you receive funds?



- Once an applicant is awarded and the Center receives a signed Letter of Agreement, the Center will release an upfront payment in the amount of 60% of the approved award.
- An additional payment against the grant will be made at the end of the first grant year upon submission and approval of the fiscal expenditure report and expenditure narrative.

PA CARES EVALUATION TIMELINE



Evaluation Timeline



- If selected:
 - **ASAP**: Complete & return Permission to Access Data Form
 - April-June **2010**: Administer Olweus Bullying Questionnaire
 - Copy and send school header sheet to CSS
 - August **2010**: Provide CSS copy of OBQ results

Preventing School Violence Readiness Series

- All grantees are required to designate at least one (1) staff member at the target school building to complete the Readiness Series on the PA CARES Grant Application
- Access the Online Preventing School Violence Readiness Series at: <http://fm.center-school.org/moodle/>
- This requirement is satisfied when the CSS determines that the designated individual has done the following for each of the three modules:
 1. Viewed the narrated power point presentations,
 2. Taken the module quiz, and
 3. Completed the module evaluation survey

PA CARES EVALUATION REQUIREMENTS



Evaluation Requirements

- By accepting funding from the Center for Safe Schools (CSS), your school district agrees to fully participate in the evaluation process, which includes:
 - Administering the Olweus Bullying Questionnaire (OBQ), a minimum of three times, in accordance with the Olweus model and the CSS's protocol
 - Completing periodic online surveys (coordinator and teacher), as requested by CSS evaluation staff,
 - Providing CSS staff access to interview staff and observe elements of program implementation, and
 - Granting permission to the CSS to receive copies of reports and data generated from your school's student questionnaire data.



Olweus Bullying Questionnaire (OBQ)

What is the OBQ?



- Primary OBPP assessment tool; scannable
- Measures student perceptions and behaviors related to bullying
- Anonymous – no individual student identifiers
- Multiple administration permit assessment of bullying before and after program implementation



Olweus Bullying Questionnaire



Date: _____

Name of School: _____

Grade: 3 4 5 6 7 8 9 10 11 12


Classroom: A B C D E F G H I J K

You will find questions in this booklet about your life in school. There are several answers below each question. Answer each question by filling in the circle next to the answer that best describes how you think or feel. In question 1 below, if you really dislike school, fill in the circle next to "I dislike school very much." If you really like school, fill in the circle next to "I like school very much," and so on. Fill in **only one** of the circles for each question. Try to keep your marks inside of the circle.

Now, fill in the circle next to the answer that best describes how you feel about school.

1. How do you like school?

- I dislike school very much
- I dislike school
- I neither like nor dislike school
- I like school
- I like school very much

If you fill in the wrong circle, you can change your answer like this: Put an "X" through the wrong circle  and then fill in the circle where you want your answer to be.

Do not put your name on this booklet. No one will know how you have answered these questions. But it is important that you answer carefully and tell how you really feel. Sometimes it is hard to decide what to answer, but just try to give your best answer. If you have questions, raise your hand.

Most of the questions are about your life in school in the past couple of months, that is, the period from the start of school after summer (winter holiday) vacation until now. So when you answer, you should think of how it has been during the past 2 or 3 months and **not only how it is just now.**

Olweus Bullying Questionnaire

OBQ Cover sheet with instructions.

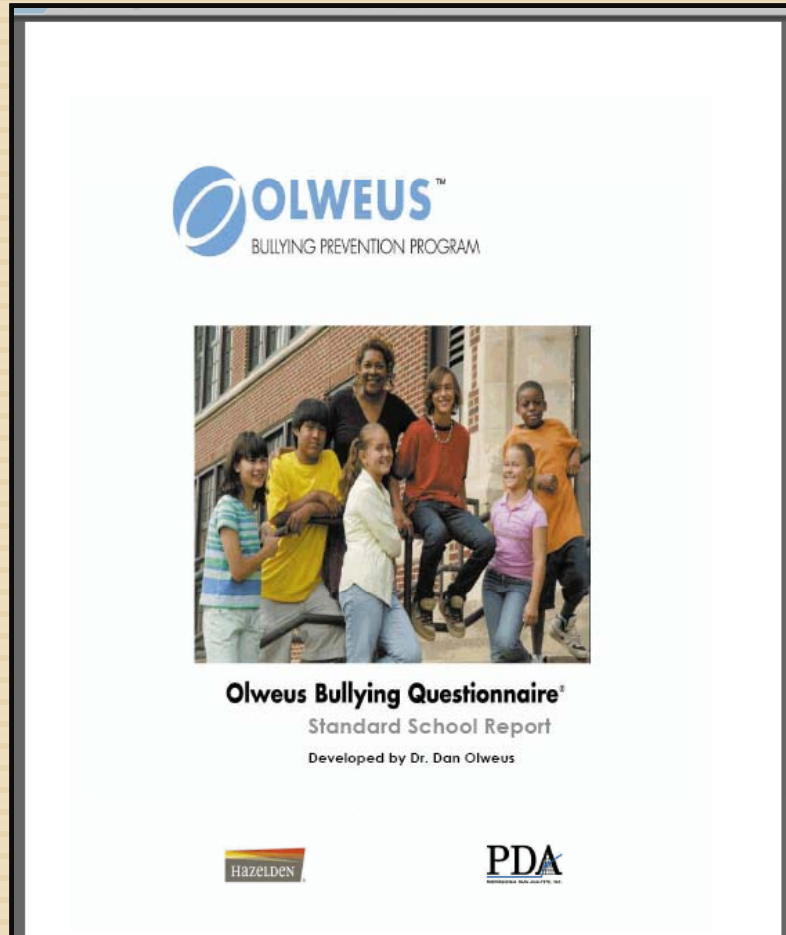
Planning for the OBQ

- Plan to administer the student questionnaire before the end of the 2009-2010 school year, but no sooner than April 2010.
- Plan to administer the questionnaire to **all students in grades three through the highest grade in the target building on the same day.**
 - ▣ Students in kindergarten through second grade do not complete the questionnaire due to the required reading level.
- Plan to allow older students about 45 minutes to complete. Younger students may require extra time.
- Completely review the Olweus Bullying Questionnaire Administration Instructions
- Sign and return the Permission to Access Data form to CSS.
- Complete header sheet, forward for surveys scoring and mail appropriate information to the Center for Safe Schools.

Obtaining the OBQ Results



- About 6 to 8 weeks after scanning, a report of the results is provided electronically.
- A link to access the results will be emailed from **pdastats.com**
- Certified trainer will provide assistance interpreting results and incorporating them into your program implementation plans.
- Evaluation staff will contact the OBPP Committee Coordinator to request copies of the results.



OBQ Standard School Report Cover

Report is provided as a .pdf file to the email address provided on the School Header Sheet.

Questions?



- Use the icon to **raise your hand** to ask questions using a microphone

or

- Use the **text option**.

PA CARES CONTACT INFORMATION



PA CARES Grantee Contact Information



- Please provide and update as needed, the contact information for the following:
- Superintendent
- Program Contact
- Building Coordinator
- OBPP Committee Coordinator
- Building Principal
- Fiscal Contact
- Drop Shipment Contact

Center for Safe Schools Contact Information

- Phone: (717) 763-1661
- Fax: (717) 763-2083
- Address: 275 Grandview Avenue
Suite 200
Camp Hill, PA 17011

- Program contact(s): Stacie Molnar-Main ext. 128
smolnar-main@csc.csiu.org
Leah Galkowski ext. 152
lgalkowski@csc.csiu.org
- Evaluation contact: Ben Cohen ext. 159
bcohen@csc.csiu.org
- Fiscal contact: Sally Canazaro ext. 168
scanazaro@csc.csiu.org
- General contact: Debby Barry ext. 114
dbarry@csc.csiu.org

- If there is a change to your program, budget, contact information or circumstance that may impact the evaluation of the Olweus program, please contact the Center as soon as possible.