

# Superintendent Procedure 5515SP Workforce Secondary Traumatic Stress

Approved by: s/Dr. Brent C. Jones Date: 9/9/2021

Dr. Brent C. Jones, Superintendent



## District-wide Workforce Mental Health Working Group

- A. The district will establish a diverse and inclusive Workforce Mental Health Working Group. The district will seek working group members who have the interest and skills to best serve the working group. The district's Workforce Mental Health Working Group will strive to consist of the following:
- One teacher and classified staff member from the K-8 level;
  - One teacher and classified staff member from the high school level;
  - One staff member from student services and/or support staff (e.g., school counselors, social workers, liaisons, etc.);
  - One central office administrator who has funding authority and one central office administrator who can represent Human Resources, this can be the same person;
  - One K-8 building administrator, and one high school building administrator.
- B. The working group will seek resources related to secondary traumatic stress from OSPI, the ESD, and the School Employees' Benefits board. OSPI will link to resources on its website under Secondary Traumatic Stress and/or Educator Well-Being. The working group is encouraged to consider resources supporting comprehensive staff well-being. Additionally, the working group may seek input regarding resources from district personnel and the community.
- C. Materials and resources related to secondary traumatic stress will be shared district-wide via multiple streams of communication to be devised by the Workforce Mental Health Working Group in order to support staff in meaningful engagement with the resources.
- D. The duties of the working group will include:
- Sharing supports available through the Office of the Superintendent of Public Instruction, the Educational Service District, and the School Employees' Benefits Board.
  - Sharing links to a secondary traumatic stress self-assessment tool and any associated resources.
  - When possible, the working group should use a continuous quality improvement process, which can include a staff climate survey in accordance with a healthy Social Emotional Climate. This should include:
    - Offering an opportunity for staff to give anonymous feedback.
    - Reviewing the data collected.
  - Utilizing the data collected, report to the Board at least once per year with a summary of working group activities, the status of staff well-being, and an

assessment and recommendations for the implementation of this policy and procedure.

Approved: September 2021

Revised:

Cross Reference: School Board Policy Nos. 5010; 5203; 5515