

HARASSMENT

It is the policy of this school district that bullying of students by other students, personnel, or the public will not be tolerated. Students are expected to be civil, polite, and fully engaged in the learning process. Students who act inappropriately are not fully engaged in the learning process. This policy is in effect while the students are on school grounds, in school vehicles, at designated bus stops, at school-sponsored activities, or at school-sanctioned events, and while away from school grounds if the misconduct directly affects the good order, efficient management, and welfare of the school district. Bullying of students by electronic communication is prohibited whether or not such communication originated at school or with school equipment, if the communication is specifically directed at students or school personnel and concerns harassment, intimidation, or bullying at school.

As used in the School Safety and Bullying Prevention Act, "bullying" means any pattern of harassment, intimidation, threatening behavior, physical acts, verbal or electronic communication directed toward a student or group of students that results in or is reasonably perceived as being done with the intent to cause negative educational or physical results for the targeted individual or group and is communicated in such a way as to disrupt or interfere with the school's educational mission or the education of any student. Such behavior is specifically prohibited.

In administering discipline, consideration will be given to alternative methods of punishment to insure that the most effective discipline is administered in each case. In all disciplinary action, teachers and administrators will be mindful of the fact that they are dealing with individual personalities. The faculty may consider consultation with parents to determine the most effective disciplinary measure.

In considering alternatives of corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these alternative methods, nor does this list reflect an order or sequence of events to follow in disciplinary actions. The board of education will rely upon the judgment and discretion of the administrator to determine the appropriate remedial or corrective action in each instance.

- Conference with student
- Conference with parents
- In-school suspension
- Detention
- Referral to counselor
- Behavioral contract
- Changing student's seat assignment or class assignment
- Requiring a student to make financial restitution for damaged property
- Requiring a student to clean or straighten items or facilities damaged by the student's behavior
- Restriction of privileges
- Involvement of local authorities
- Referring student to appropriate social agency
- Suspension

Other appropriate disciplinary action as required and as indicated by the circumstances which may include, but is not limited to, removal from eligibility to participate or attend extracurricular activities as well as removal from the privilege of attending or participating in the graduation ceremony, school dances, prom, prom activities, and/or class trips.

Harassment set forth above may include, but is not limited to, the following: verbal, physical, or written harassment or abuse; repeated remarks of a demeaning nature; implied or explicit threats concerning one's grades, achievements, etc; demeaning jokes, stories, or activities directed at the student; or unwelcome physical contact.

The superintendent shall develop procedures providing for: prompt investigation of allegations of harassment; the expeditious correction of the conditions causing such harassment; establishment of adequate measures to provide confidentiality in the complaint process; initiation of appropriate corrective actions; identification and enactment of methods to prevent recurrence of the harassment; and a process where the provisions of this policy are disseminated in writing annually to all staff and students.

Annually District administrators and school employees shall receive training as developed and provided by the State Department of Education in preventing, identifying, responding to and reporting incidents of bullying. The District shall also provide for an educational program as designed and developed by the State Department of Education and in consultation with the Office of Juvenile Affairs for students and parents in preventing, identifying, responding to and reporting incidents of bullying.

A copy of this policy will be furnished to each student and teacher in this school district.

REFERENCE: [21](#) O.S. §850.0

[70](#) O.S. §24-100.2

Adopted: December 12, 2012

Revised: July 1, 2014, October 6, 2014

THIS POLICY REQUIRED BY LAW.

PROHIBITING HARASSMENT, INTIMIDATION AND BULLYING (INVESTIGATION PROCEDURES)

The following procedures will be used by any person for the filing, processing, and resolution of a reported incident of harassment, intimidation, bullying, or threatening behavior. The procedures are to be followed by the administration of the school district in an effort to determine the severity of the incident and the potential to result in future violence.

Definitions

1. "Bullying" means any pattern of harassment, intimidation, threatening behavior, physical acts, verbal or electronic communication directed toward a student or group of students that results in or is reasonably perceived as being done with the intent to cause negative educational or physical results for the targeted individual or group and is communicated in such a way as to disrupt or interfere with the school's educational mission or the education of any student.

"Electronic communication" means the communication of any written, verbal, pictorial information or video content by means of an electronic device, including, but not limited to, a telephone, a mobile or cellular telephone or other wireless communication device, or a computer.

"Threatening behavior" means any pattern of behavior or isolated action, whether or not it is directed at another person, that a reasonable person would believe indicates potential for future harm to students, school personnel, or school property.

Procedures

The procedure for investigating reported incidents of harassment, intimidation, and bullying or threatening behavior, is as follows:

1. The matter should be reported immediately to the school administration by any person aware of an incident. The report should be made in writing and provide sufficient and accurate information about the incident.
2. Upon receipt of a report, the building counselor or administrator shall begin an investigation to determine the severity of the incident and the potential for future violence.
3. If, during the course of the investigation, it appears that a crime may have been committed the building administrator and/or superintendent shall notify local law enforcement and request that the alleged victim also contact law enforcement to report the matter for potential criminal investigation or reasonably have the potential to endanger school safety;
4. If it is determined that the school district's discipline code has been violated, the building administrator shall follow district policies regarding the discipline of the student.
5. Upon completion of the investigation, the administration may recommend that available community mental health care substance abuse or other counseling options be provided to the student, if appropriate. This may include information about the types of support services available to the student bully, victim, and any other students affected by the prohibited behavior. If such a recommendation is made, the administration shall request disclosure of any information that indicates an explicit threat to the safety of students or school personnel provided the disclosure of information does not violate the provisions or requirements of the Family Educational Rights and Privacy Act of 1974, the Health Insurance Portability and Accountability Act of 1996, Section 2503 of Title 12 of the Oklahoma Statutes, Section 1376 of Title 59 of Oklahoma Statutes, or any other state or federal laws relating to the disclosure of confidential information. The administration may also, when appropriate, refer the student who commits an act of bullying to a delinquency prevention and diversion program administered by the Office of Juvenile Affairs;
6. Upon completion of an investigation, timely notification shall be provided to the parents or guardians of a victim of documented and verified bullying.
7. Upon completion of an investigation, timely notification shall be provided to the perpetrator of the documented and verified bullying.

Reports may be made anonymously. However, no formal disciplinary action shall be taken solely on the basis of an anonymous report. Reports shall be made immediately to the school administration by any school employee that has reliable information that would lead a reasonable person to suspect that a person is a target of bullying.

The Superintendent shall be responsible for enforcing this policy. The school administration should notify the superintendent of any report of bullying. Upon completion of an investigation, the school administration should notify the superintendent of the findings of the investigation. Documentation should also be provided to the superintendent to establish that timely notification was provided to the parents of the victim and the parents of the perpetrator.

Dissemination of Policy FNCD

Policy [FNCD](#) shall be disseminated by: providing an annual written notice of the policy to parents, guardians, staff, volunteers and students, with age-appropriate language for students; posting notice of the policy at various locations within each school site, including but not limited to cafeterias, school bulletin boards, and administration offices; posting the policy on the Internet website for the school district and each school site that has an Internet website, and including the policy in all student and employee handbooks.

Adopted: December 12, 2012

Revised: July 1, 2014, October 6, 2014