

Bullying Prevention and Education

Statement of Purpose

The Board of Education supports a secure and positive school climate, conducive to teaching and learning that is free from threat, harassment, and any type of bullying behavior. The purpose of this policy is to promote consistency of approach and to help create a climate in which all types of bullying are regarded as unacceptable.

Bullying and other behaviors as defined below are prohibited on district property, at district or school-sanctioned activities and events, when students are being transported in any vehicle dispatched by the district or one of its schools, or off school property when such conduct has a nexus to school or any district curricular or non-curricular activity or event.

Prohibited behavior

- Bullying
- Retaliation against those reporting bullying and/or other behaviors prohibited by this policy
- Making knowingly false accusations of bullying behavior

Definitions

Bullying is the use of coercion or intimidation to obtain control over another person or to cause physical, mental or emotional harm to another person. Bullying can occur through written, verbal or electronically transmitted expressions (i.e., cyberbullying) or by means of a physical act or gesture. Bullying is prohibited against any student for any reason, including but not limited to any such behavior that is directed toward a student on the basis of their academic performance or any basis protected by federal and state law, including disability, race, creed, color, sex, sexual orientation, gender identity, gender expression, marital status, national origin, religion, ancestry, or the need for special education services, whether such characteristic(s) is actual or perceived.

Retaliation is an act or communication intended as retribution against an individual who reports an act of bullying. Retaliation can also include knowingly making false accusations of bullying or acting to influence the investigation of, or the response to, a report of bullying.

False accusations of bullying are those made knowingly by an individual or group of individuals with the purpose of causing harm to another individual and which are false.

Prevention and intervention

The superintendent will develop a comprehensive program to address bullying at all school levels and will ensure that the program is consistently applied across all students and staff. The program will be aimed toward accomplishing the following goals:

1. To send a clear message to students, staff, parents, and community members that bullying and retaliation against a student who reports bullying will not be tolerated.
2. To train staff on an annual basis in taking proactive steps to prevent bullying from occurring, which includes but is not limited to, training on the bullying prevention and education policy, how to recognize and intervene in bullying situations, and positive school climate practices.
3. To implement procedures for immediate intervention, investigation, and confrontation of students engaged in bullying behavior.
4. To initiate efforts to change the behavior of students engaged in bullying behaviors through re-education on acceptable behavior, discussions, counseling, and appropriate negative consequences.
5. To foster a productive partnership with parents and community members in order to help maintain a bullying-free environment across settings.
6. To support targets of bullying through a layered continuum of supports that includes, but is not limited to, individual and peer counseling.
7. To help develop peer support networks, social skills, and confidence for all students.
8. To support positive school climate efforts that clearly define, teach, and reinforce prosocial behavior. This includes intentional efforts to promote positive relationships between staff and students as well as students with other students.
9. To designate a team of persons at each school who advise the school administration on the severity and frequency of bullying. The team of persons at the school may include, but need not be limited to, school resource officers, social workers, school psychologists, health professionals, mental health professionals, members of bullying prevention or youth resiliency community organizations, counselors, teachers, administrators, parents, and students.
10. To survey students' impressions of the severity and frequency of bullying behaviors in their school.
11. To include students in the development, creation, and delivery of bullying prevention efforts as developmentally appropriate.
12. To provide character building for students that includes, but is not limited to, age-appropriate, evidence-based social and emotional learning as well as information on the recognition and prevention of bullying behaviors.

Reporting

Any student who believes they have been a victim of bullying and/or other behaviors prohibited by this policy, or who has witnessed such bullying and/or other prohibited

behaviors, is strongly encouraged to immediately report it to a school administrator, counselor or teacher.

Anonymous Reporting

Safe2Tell Colorado is a way for students guardians, or community members to anonymously report concerns.

Investigating and responding

As part of the superintendent's comprehensive program to address bullying, procedures will be developed with the goal of immediate intervention and investigation in response to reports of students engaged in bullying and/or other behaviors prohibited by this policy. Procedures will include, to the extent appropriate as determined by the investigator and designated administrator, and in accordance with applicable law and local school board policy and procedures, notification to parents/guardians of the results of bullying investigations and their right to appeal investigatory findings to the district.

Supports and referrals

As part of the superintendent's comprehensive program to address bullying, procedures will be developed with the aim toward accomplishing the following goals:

- Initiate efforts to change the behavior of students engaged in bullying behaviors.
- Support targets of bullying in ways that avoid increasing their likelihood of discipline.
- Support witnesses of bullying.

A student who engages in any act of bullying, retaliation, and/or other behaviors prohibited by this policy is subject to appropriate disciplinary action including but not limited to suspension, expulsion, and/or referral to law enforcement authorities. The severity and pattern, if any, of the bullying behavior will be taken into consideration when disciplinary decisions are made. Bullying behavior that constitutes unlawful discrimination or harassment will be subject to investigation and discipline under related Board policies and procedures. Students targeted by bullying when such bullying behavior may constitute unlawful discrimination or harassment also have additional rights and protections under Board policies and procedures regarding unlawful discrimination and harassment.

Adopted: May 27, 2015

Revised: September 28, 2016

Revised and recoded by the Board: July 17, 2019

Revised: August 12, 2020, November 10, 2021, April 27, 2022

LEGAL REF.: C.R.S. 22-32-109.1 (2)(a)(I)(K) (*policy required as part of safe schools plan*)

CROSS REFS.:

Board policies:

EL-4, Communication and Council to the Board

EL-9, Treatment of Students Parents and Community

EL-10, Student Conduct, Discipline and Attendance

Administrative policies:

AC, Nondiscrimination/Equal Opportunity

JB, Equal Educational Opportunities
JBB*, Sexual Harassment
JICDA, Code of Conduct
JICDD*, Violent and Aggressive Behavior
JICJ, Student Use of Cell Phones and Other Personal Technology Devices
JK, Student Discipline
JKD/JKE, Suspension/Expulsion of Students (and Other Disciplinary Interventions)
JLDAC, Screening/Testing of Students (And Treatment of Mental Disorders)

NOTE: For purposes of this policy, these terms have the following meanings:

- *“Race” includes hair texture, hair type, or a protective hairstyle that is commonly or historically associated with race. C.R.S. 22-32-110 (1)(k).*
- *“Protective Hairstyle” includes such hairstyles as braids, locs, twists, tight coils or curls, cornrows, bantu knots, afros, and head wraps. Id.*
- *“Sexual Orientation” means an individual’s identity, or another individual’s perception thereof, in relation to the gender or genders to which the individual is sexually or emotionally attracted and the behavior or social affiliation that may result from the attraction. C.R.S. 2-4-401 (13.5) and C.R.S. 24-34-301 (7).*
- *“Gender Expression” means an individual’s way of reflecting and expressing the individual’s gender to the outside world, typically demonstrated through appearance, dress, and behavior. C.R.S. 2-4-401 (3.4) and C.R.S. 24-34-301 (3.3).*
- *“Gender Identity” means an individual’s innate sense of the individual’s own gender, which may or may not correspond with the individual’s sex assigned at birth. C.R.S. 2-4-401 (3.5) and C.R.S. 24-34-301 (3.5).*

Bullying Investigation Form

Instructions: Attach all reports, documents, evidence, and written accounts of the alleged bullying incident(s) to this investigation form.

Date of bullying report: _____

Designated administrator investigating the report:

I. Initial Review

Is the alleged bullying incident(s) within the school district's authority to investigate?

☐ Yes ☐ No *If No, notify the Complainant and provide resources for support. If Yes, move to next question.*

Please describe the process the administrator and investigation team has taken to begin and complete the initial review:

II. Bullying Report & Investigation Information

Name of Complainant: _____

Check one: ☐ Student ☐ Parent/Guardian ☐ Staff

☐ Other (please specify): _____

If a student, specify school and grade: _____

If a parent/guardian or other, provide contact information: _____

Is the Complainant the target of the alleged bullying being reported? ☐ Yes ☐ No

Does the Complainant wish to remain anonymous? ☐ Yes ☐ No

Student(s) reported as targets of alleged bullying (use reverse side if needed):

Name: _____ School: _____ Grade: _____
 Name: _____ School: _____ Grade: _____
 Name: _____ School: _____ Grade: _____

Person(s) reported as engaged in alleged bullying conduct (use reverse side if needed):

Name: _____ ☐ Student ☐ Staff ☐ Other

Name: _____ ☐ Student ☐ Staff ☐ Other

Name: _____ ☐ Student ☐ Staff ☐ Other

Person(s) reported as having witnessed or knowledge about the alleged bullying (use reverse side if needed):

Name: _____ ☐ Student ☐ Staff ☐ Other

Name: _____ ☐ Student ☐ Staff ☐ Other

Name: _____ ☐ Student ☐ Staff ☐ Other

Description of the alleged bullying incident(s), including date(s), time(s), location(s), methods (e.g., physical, verbal, written, electronic/social media, psychological, social, images or items displayed or worn, etc.), how often the incident(s) occurred, whether an imbalance of power exists between the target and the perpetrator/the relationships of the involved individuals, and whether the alleged bullying was based on any protected category under federal or state law or school board policy (use reverse side and/or additional pages if needed):

[illegible]

Did the Complainant allege that the student(s) were the targets of the alleged bullying in any of the following way(s)? (Check all that apply.)

- ☐ Electronic devices (e.g., internet, Social media platforms, text, email, cyber-bullying, etc.)
- ☐ Written communication (e.g., email, handwritten notes, other written documents, etc.)
- ☐ Physical act or conduct (e.g., pushing, hitting, destruction of property, stalking, etc.)
- ☐ Verbal act or conduct (e.g., rumors, lies, name-calling, using derogatory slurs, etc.)
- ☐ Social (e.g., purposeful exclusion, causing psychological harm, etc.)
- ☐ Items depicting implied hatred or prejudice worn, possessed, or displayed
- ☐ Other (please explain): _____

Did the Complainant allege that the alleged bullying incident(s) was based on any of the following characteristics? (Check all that apply; if yes, refer to the appropriate policy and procedure addressing nondiscrimination/equal opportunity or sexual harassment under Title IX.)

- | | | |
|---|--|---|
| <input type="checkbox"/> Race | <input type="checkbox"/> Color | <input type="checkbox"/> National Origin |
| <input type="checkbox"/> Religion | <input type="checkbox"/> Sex | <input type="checkbox"/> Ancestry |
| <input type="checkbox"/> Age | <input type="checkbox"/> Marital status | <input type="checkbox"/> Military Status |
| <input type="checkbox"/> Physical disability | <input type="checkbox"/> Mental disability | <input type="checkbox"/> Sexual orientation |
| <input type="checkbox"/> Gender identity | <input type="checkbox"/> Creed | <input type="checkbox"/> Gender expression |
| <input type="checkbox"/> Association with a person or group with one or more of the above actual or perceived characteristics | | |
| <input type="checkbox"/> Other (please specify): _____ | | |

Evidence of alleged bullying provided to the school or in the school's possession (e.g., school or bus surveillance video, cell phone video, photographs, digital images, emails, letters, written statements, notes, police reports, etc.) (attach all evidence):

Have there been any prior incidents of bullying (alleged or substantiated) involving any or all of the involved individuals? _____

Additional school staff, if any, involved in investigation:

Name: _____ Position: _____
Role in Investigation: _____

Name: _____ Position: _____
Role in Investigation: _____

Name: _____ Position: _____
Role in Investigation: _____

III. Special Education Review

Do any of the students involved in the alleged bullying incident(s) receive special education services under an IEP or a Section 504 Plan, or are any of the students in the process of being referred or evaluated for special education services? ***If Yes, refer to student's IEP or 504 Plan and contact special education director or Section 504 coordinator.***

☐ Yes ☐ No

Name: _____ Date of contact: _____
☐ IEP ☐ 504 Plan ☐ Referral or Evaluation

Name: _____ Date of contact: _____
☐ IEP ☐ 504 Plan ☐ Referral or Evaluation

Name: _____ Date of contact: _____
☐ IEP ☐ 504 Plan ☐ Referral or Evaluation

IV. Interim Measures

Were any interim measures implemented for any of the involved students?

☐ Yes ☐ No

Student Name: _____ School: _____ Grade: _____
Description of interim measure (e.g., safety plan, duration, etc.) (attach documentation):

Student Name: _____ School: _____ Grade: _____
Description of interim measure (e.g., safety plan, duration, etc.) (attach documentation):

Student Name: _____ School: _____ Grade: _____
Description of interim measure (e.g., safety plan, duration, etc.) (attach documentation):

V. Findings

Summary of findings of the investigation (i.e., determine whether the alleged conduct did or did not constitute bullying or other prohibited behavior under this exhibit's accompanying policy; determine whether the alleged conduct adversely affected any of the involved students' education or educational environment; and why) (attach additional pages if needed):

IV. Parent/Guardian Notification

Document notification(s) to the students involved in the alleged incident(s) of bullying and their parents/guardians of the outcome of the investigation and any other information deemed appropriate by the investigator and designated administrator. The information may be provided, based on school district policy, procedures, and practice, as well as taking into consideration the circumstances of the matter, in the form of a written report or meetings with each student and the student's parents/guardians, and may include an overview of the investigation process, the findings of the investigation, and the actions taken to address the reported incident of bullying. ***Information shared with students and parents/guardians must be in accordance with applicable law and school Board policy.***

Student Name: _____ School: _____ Grade: _____

Parent/Guardian Contacted: _____

Staff Member (name and position/title): _____

Date(s) of Contact: _____

Type of Contact (phone, in person, email): _____

Summary of information provided, discussion, and next steps: _____

Student Name: _____ School: _____ Grade: _____

Parent/Guardian Contacted: _____

Staff Member (name and position/title): _____

Date(s) of Contact: _____

Type of Contact (phone, in person, email): _____

Summary of information provided, discussion, and next steps: _____

Student Name: _____ School: _____ Grade: _____
Parent/Guardian Contacted: _____
Staff Member (name and position/title): _____
Date(s) of Contact: _____
Type of Contact (phone, in person, email): _____
Summary of information provided, discussion, and next steps: _____

VI. Interventions

Interventions to address bullying may include, but are not limited to, school social work services, restorative measures, social-emotional skill building, counseling, school psychological services, development of a safety plan, community-based services, and discipline. ***The school district should refer to its code of conduct and discipline policies and procedures for next steps regarding any disciplinary actions that may result from a bullying incident.***

Student Name: _____ School: _____ Grade: _____
Intervention: _____

Outcome: _____

Student Name: _____ School: _____ Grade: _____
Intervention: _____

Outcome: _____

Student Name: _____ School: _____ Grade: _____
Intervention: _____

Outcome: _____

VI. Recordkeeping

The bullying report, investigation checklist/documentation and evidence, written findings reports (if any), records of any responsive actions in accordance with applicable law, and any other records related to investigating the reported incident(s) of bullying and any responsive actions will be maintained in accordance with applicable law and school Board policy.

Checklist and documentation submitted to (person and date):

Investigator Signature: _____ Date: _____

Adopted: April 27, 2022