

LACKAWANNA TRAIL SCHOOL DISTRICT

SECTION: PUPILS

TITLE: BULLYING/CYBERBULLYING

ADOPTED: MARCH 15, 2010

REVISED: APRIL 2014 (1ST READING)
MAY 2014 (2ND READING)
JUNE 2014 (3RD READING)

249. BULLYING/CYBERBULLYING	
<p>1. Purpose Pol. 248</p>	<p>The Lackawanna Trail School District Board of School Directors is committed to providing all students with a safe, healthy, and civil school environment in which all members of the school community are treated with mutual respect, tolerance, and dignity. To that end, the school district has in place policies, procedures, and practices that are designed to reduce and eliminate bullying and harassment when they occur.</p>
<p>2. Authority</p> <p>PA. S.C. 510, 1303.1-A Title 22 Sec. 12.3 Pol. 218</p>	<p>This policy is in effect while students are on property within jurisdiction of the school district; while on school-contracted or school-operated vehicles; and while attending or engaged in school-sponsored activities. Students who file a bullying complaint or who have assisted or participated in any manner in a bullying investigation many not be retaliated against.</p> <p>Any violation of this policy shall be considered an infraction of the Code of Conduct, with discipline implemented accordingly. All bullying behavior that is a violation of the PA Crimes Code will be reported to the appropriate legal authorities.</p> <p>The Board encourages students who have been bullied to promptly report such incidents to the building principal or designee.</p>
<p>3. Definitions Pa. S.C. 1303.1-A</p> <p>Pa. S.C. 1303.1-A</p>	<p>Bullying shall mean an intentional electronic, written, verbal or physical act, or series of acts:</p> <ol style="list-style-type: none"> 1. Directed at another student or students; and, 2. Which occurs in a school setting or impacts the school setting; and, 3. That is severe, persistent or pervasive; and, 4. That has the effect of doing any of the following: <ol style="list-style-type: none"> a. Substantially interfering with a student's education; and/or, b. Creating a threatening environment; and/or, c. Substantially disrupting the orderly operation of the school. <p>School setting shall mean in the school, on school grounds, in school vehicles, at a designated bus stop, or at any activity sponsored, supervised, or sanctioned by the school. The definition of school setting shall also encompass incidents which take</p>

<p>4. Delegation of Responsibility Pa. S.C. 1302-A, 1303.1-A</p>	<p>place outside of the school setting but carry over to or impact the school setting. Bullying, as defined in this policy, includes cyberbullying.</p> <p>The Superintendent or designee shall develop administrative procedures to increase the awareness of the problems associated with bullying (i.e. a bullying awareness program) and shall develop procedures for the prompt investigation of and correction action for bullying when verified.</p> <p>This policy shall be implemented through the cooperative efforts of the Superintendent, building administrators, school staff members, parents/guardians, regional police and state police, and the school district community</p> <p>Each staff member shall be responsible for maintaining an educational environment free from bullying. Staff members who observe or become aware of an act of bullying shall take immediate, appropriate steps to intervene unless the intervention would be a threat to staff members' safety. In that case, or if the bullying persists, s/he shall report the bullying to the school principal for further investigation. This investigation may include interviews with students, parents/guardians, and school staff; review of school records; and any other appropriate means of investigation.</p> <p>Each student shall be responsible in respecting the rights of his/her fellow students, to ensure the rights of his/her fellow students, and to ensure an atmosphere free from all forms of bullying.</p>
<p>Pol. 218, 233</p>	<p>The Board expects that students and parents/guardians who become aware of an act of bullying shall report it to a school official (usually the building principal) for further investigation. Any student who retaliates against another person for reporting bullying, intimidation and/or physical assault shall be subject to further disciplinary action.</p>
<p>Pa. S.C. 1303.1-A</p>	<p>Students shall be informed about the policy on the district's publicly accessible Internet website, and in every classroom. The policy shall be posted at a prominent location within each school building where such notices are usually posted. Each school building principal shall ensure that the policy and procedures for reporting bullying incidents are reviewed with students within ninety (90) days after the adoption of this policy and thereafter at least once each school year.</p>
<p>Pa. S.C. 1303.1-A</p>	<p>The Superintendent or designee, in cooperation with other appropriate administrators, shall review this policy every three (3) years and recommend necessary revisions to the Board.</p>
<p>Pa. S.C. 1303.1-A</p>	<p>District administration shall annually provide the following information with the Safe School Report:</p> <ol style="list-style-type: none"> 1. Board's Bullying Policy.

<p>5. Guidelines Pa. S.C. 1303.1-A Title 22 Sec. 12.3 Pol. 218</p> <p>Pol. 815</p>	<p>2. Report of bullying incidents.</p> <p>3. Information on the development and implementation of any bullying prevention, intervention or education programs.</p> <p>The Code of Student Conduct, which shall contain this policy, shall be disseminated annually to students.</p> <p>This policy shall be accessible in every classroom. The policy shall be posted in a prominent location within each school building and on the district web site, if available.</p> <p><u>Preventative Measures</u> An overview of and reference to this policy will be included in the student handbooks annually. The K-12 anti-bullying program will be introduced and integrated into the general curriculum. Teachers, counselors, specialists, and school administrators will routinely discuss bullying with students and will provide appropriate examples to assist students with recognizing, identifying, and reporting bullying incidents. All students shall be informed that bullying will not be tolerated in any form. All students shall be encouraged to report any bullying regardless of whether they are the victim or an observer.</p> <p>Students at all levels will be educated with regard to cyber-bullying prevention. This includes teaching students network etiquette and other appropriate online behaviors. Cyber-education will also focus on student electronic device use as part of the "bring your own device" (BYOD) program.</p> <p>When an investigation substantiates that bullying has occurred, the principal or assistant principal shall inform staff who work with the offending student and the victims about the bullying so that those staff can more closely monitor for future incidents of bullying. The primary purpose of such action is to protect the victim and deter such behavior in the future. The disciplinary action imposed on the offender will be in accordance with the punishment prescribed in the parent/student handbook.</p> <p><u>Reporting Procedures</u></p> <p><i>Victims –</i></p> <p>All students who believe they have been the victim of bullying shall promptly report the bullying incident to a teacher, counselor, or building administrator.</p>
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<p>Pa. S.C. 1303.1-A Pol. 218, 233</p>	<p><i>Parents/Guardians-</i></p> <p>All parents/guardians who become aware of any bullying are encouraged to report the bullying incident(s) to a building administrator.</p> <p><i>Witnesses –</i></p> <p>All students who witness bullying shall immediately report the bullying incident(s) to a teacher, counselor, or administrator. Any teacher, counselor or administrator who witnesses bullying shall immediately intervene and take appropriate action to stop the bullying.</p> <p><i>Teachers/Counselors –</i></p> <p>Any teacher or counselor who witnesses bullying or receives a report of bullying shall document such incident and promptly investigate the matter. Administrators shall seek to discuss the bullying incident(s) with the victim in a place where the victim feels secure. The initial discussion with the victim shall not take place in the presence of the offending student(s). If more than one (1) student is involved in perpetrating the bullying, the administrator shall talk to each of the offending students separately. After the investigation has been completed, the building principal shall take appropriate actions consistent with this policy.</p> <p><u>Disciplinary and Other Actions</u></p> <p>A student who violates this policy shall be subject to appropriate disciplinary action consistent with the Code of Student Conduct, which may include:</p> <ol style="list-style-type: none">1. Counseling with the school.2. Parental conference.3. Loss of school privileges.4. Transfer to another school building, classroom or school bus.5. Exclusion from school-sponsored activities.6. Detention.7. Suspension.8. Expulsion.9. Counseling/Therapy outside of school.10. Referral to law enforcement officials.
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<p>Pol. 218, 233</p>	<p>If an investigation substantiates that bullying has occurred, a written record of the incident shall be placed in the file of the offending student(s). The district recognizes that parents/guardians can plan an important role in educating their children and preventing bullying. Accordingly, the parents/guardians of each offending student shall be informed of any bullying incidents involving their child. Parents/Guardians of the offending students will be encouraged to attend one (1) or more conferences with an administrator to review the bullying behavior and cooperative strategies for correcting it. The building principal or designee shall also inform the victim's parents/guardians of any and all bullying incidents involving their child.</p> <p>Disciplinary action shall be in accordance with the Board approved Code of Student Conduct. Depending on the severity of the offense, the disciplinary action for bullying may include loss of privileges, removal from class, suspensions, and a Board expulsion hearing. If the investigation has determined that the conduct rises to the level of a crime, disciplinary action may also include referral to law enforcement officials. In addition to imposing any disciplinary action, the building administrator will discuss the bullying behavior with the offending student and the parent/guardian and review why the behavior is inappropriate.</p> <p>In some circumstances, mediation may be used as a viable alternative or in addition to disciplinary action when addressing a first offense of bullying. The building administrator shall consider the nature and sensitivity of the offense in determining whether mediation is appropriate. Mediation shall not be used without the consent of the victim and their parent/guardian, or where the building administrator has a concern about retaliation begin perpetrated against the victim. Victims shall not be pressured into participating in mediation. The Lackawanna Trail School District Board of Directors recognizes that a severe imbalance exists between the victim and the bully and that his imbalance can make mediation an intimidating situation for the victim.</p>
<p>Pol. 247, 248</p>	<p>All incidents of confirmed bullying, including those that are mediated, shall be recorded in writing and placed in the offending student's discipline file.</p> <p>The penalties and prohibitions in this policy are in addition to, and do not replace or supersede, any related provisions in district prohibiting conduct such as harassment, violence, assault, and hazing.</p> <p>References:</p> <p>School Code — 24 P.S. Sec. 510, 1302-A, 1303.1.A</p> <p>State Board of Education Regulations — 22 PA Code 12.3</p> <p>Board Policy —218, 233, 247, 248</p>