

City of Culver City, California
Parks, Recreation and Community Services Commission Agenda Item Report

Meeting Date: <u>08/06/13</u>		Item Number: <u>A-3</u>	
PRCS COMMISSION AGENDA ITEM: (1) Consideration of Establishing a Parks, Recreation and Community Services (PRCS) Commission Ad Hoc Subcommittee to Develop a PRCS Department Anti-Bullying Policy; and, (2) if Approved, Make Appointments to the Newly Formed Ad Hoc Subcommittee.			
Contact Person/Dept.: Dan Hernandez, PRCS Director		Phone Number: (310) 253-6655	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☒	Attachments: ☒
Public Notification: (Email) Meetings and Agendas – Parks, Recreation and Community Services Commission (08/02/13).			
Department Approval: Dan Hernandez (07/30/13)		City Attorney Approval: N/A	
Chief Financial Officer Approval: N/A		City Manager Approval: N/A	

RECOMMENDATION:

Staff recommends that the Parks, Recreation and Community Services (PRCS) Commission (1) consider establishing a Parks, Recreation and Community Services (PRCS) Commission Ad Hoc Subcommittee to develop a PRCS Department Anti-Bullying Policy; and, (2) if approved, make appointments to the newly formed Ad Hoc Subcommittee.

BACKGROUND:

At the July 22, 2013 City Council meeting, Chair Cooper requested and received consensus from the other members of the City Council to direct the Parks, Recreation and Community Services Commission to explore the enhancement of our anti-bullying policy and procedure for all our park programs and facilities. He stated that the Culver City Unified School District has done an outstanding job of addressing bullying in our schools and it is important that those procedures are echoed at all of our facilities and programs throughout the City.

Specifically, the City Council would like the PRCS Commission to look at ways to educate those involved in the park and recreation programs regarding the issues of bullying and develop procedures by which those who do not abide by the policy would be removed from participation in our City programs. Chair Cooper expressed that he wholeheartedly believes that every participant in a City program should be able to participate in a bullying-free environment that promotes mutual respect, tolerance and acceptance.

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DISCUSSION:

Based on the City Council's direction to the PRCS Commission detailed above, staff recommends that the Parks, Recreation and Community Services (PRCS) Commission establish an Ad Hoc Subcommittee to develop a PRCS Department Anti-Bullying Policy. An "ad hoc" subcommittee serves only a limited or single purpose, it is not perpetual and it is dissolved when its specific task is completed. Ad-hoc subcommittees do not constitute a "legislative body" and are not subject to Brown Act requirements, including posting Agendas, public notification of meetings and recording formal meeting minutes. An Ad Hoc Subcommittee may meet at-will in informal locations and staff need not be present at meetings. Therefore, the members of an Ad Hoc Subcommittee have a great deal of latitude in deciding when, where and how often they wish to meet.

For the Commission's information, Culver City Unified School District Board of Education Policy 5131.2(a) Bullying, is provided as Attachment A. The current Code of Conduct for participants in the PRCS Department's Camp Programs overseen by the Recreation Division is provided as Attachment B.

FISCAL ANALYSIS:

It is anticipated that if the Parks, Recreation and Community Services Commission establishes an Ad Hoc Subcommittee to develop an Anti-Bullying Policy, that Ad Hoc Subcommittee should be able to carry out the City Council's directive with minimal impact on PRCS Department staffing and budgetary resources.

ATTACHMENTS:

- A. Culver City Unified School District Board of Education Policy 5131.2(a) Bullying
- B. Code of Conduct for PRCS Department Camp Programs

MOTIONS:

That the Parks, Recreation and Community Services Commission:

1. Establish a Parks, Recreation and Community Services (PRCS) Commission Ad Hoc Subcommittee to develop a PRCS Department Anti-Bullying Policy; and,
2. Appoint Commissioner _____ and Commissioner _____ to the newly formed Ad Hoc Subcommittee.