

MEETING DATE: August 6, 2013

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.

ATTACHMENTS

	<u>Pages</u>
A. Culver City Unified School District Board of Education Policy 5131.2(a) Bullying	1 - 3
B. Code of Conduct for PRCS Department Camp Programs	4

Students

BP 5131.2(a)

BULLYING

The Governing Board recognizes the harmful effects of bullying on student learning and school attendance and desires to provide safe school environments that protect students from physical and emotional harm. District employees shall establish student safety as a high priority and shall not tolerate bullying of any student.

No student or group of students shall, through physical, written, verbal, or other means, harass, sexually harass, threaten, intimidate, cyberbully, cause bodily injury to, or commit hate violence against any other student or school personnel.

(cf. 5131 – Conduct)

(cf. 5136 – Gangs)

(cf. 5145.3 – Nondiscrimination/Harassment)

(cf. 5145.7 – Sexual Harassment)

(cf. 5145.9 – Hate-Motivated Behavior)

Bullying/Harassment

The Board of Education affirms the right of every student to attend a school that is safe and secure. Therefore, the district, schools, students, parents/guardians and community have an obligation to promote mutual respect and safe, harmonious relations that support dignity and equality. To that end, the district has in place policies, procedures, and practices that are designed to reduce and eliminate discrimination, intimidation, harassment, and bullying as well as processes and procedures to address incidents of discrimination, intimidation, harassment, and bullying when they occur.

These policies and procedures must be disseminated annually to staff, students, and parents/guardians. These policies shall be publicized to students, parents, employees, agents of the governing board, and the general public.

The district will not tolerate discrimination, intimidation, harassment, bullying or any behavior that infringes on the safety or well-being of students, staff, or any other persons within the district's jurisdiction whether directed at an individual or group. This includes, but is not limited to, discrimination, intimidation, harassment, and bullying based on actual or perceived characteristics and disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics. (Education Code 48900.2, 48900.3, and 48900.4)

The Board recognizes that some acts of discrimination, intimidation, harassment, and bullying may be isolated and/or unintentional incidents requiring that the school respond appropriately to the individuals committing the acts. Other acts may indicate a larger pattern of discrimination, intimidation, harassment, or bullying that require a response either at the classroom, school site, or district levels or by law enforcement officials. Consequences and appropriate remedial

BULLYING (Continued)

actions for a student who commits an act of discrimination, intimidation, harassment, or bullying may range from behavioral intervention and education up to and including suspension or expulsion. This policy applies to all acts related to school activity or attendance occurring within a school under the jurisdiction of the Superintendent of the district.

In addition to the grounds specified in Education Code sections 48900, sections 48900.2, 48900.3, and 48900.4 provide additional authority to discipline a pupil for conduct that amounts to bullying. (Education Code 48900, 48900.2, 48900.3 and 48900.4)

Reporting Violations of this Policy

The principal or principal's designee at each school shall be responsible for receiving complaints alleging violations of this policy. All staff is expected to provide appropriate supervision to enforce standards of conduct and, if they observe or become aware of discrimination, intimidation, harassment, or bullying, to immediately intervene when safe to do so, call for assistance, and report such incidents. The Board requires that staff follow district and school procedures for reporting alleged acts of bullying.

All other members of the school community, including students, parents/guardians, volunteers, and visitors, are encouraged to report any act that may be a violation of this policy. While submission of the report form is not required, the reporting party is encouraged to use the report form available from the principal of each school or at the District Office. Oral reports shall also be considered official reports. Reports may be made anonymously, but formal disciplinary action may not be based solely on an anonymous report. Prompt and reasonable investigation of alleged acts of discrimination, intimidation, harassment, or bullying is expected.

Students are expected to report all incidents of discrimination, intimidation, harassment, bullying, teasing, or other verbal or physical abuse. Any student who feels she/he is a target of such behavior should immediately contact a teacher, counselor, principal, or staff person. If the student who was bullied believes the situation has not been remedied, she/he may file a complaint in accordance with district procedures.

Students and parents are to be informed annually of the process by which they may make reports of bullying or harassment.

Complaints and Investigation

When a student is reported to be engaging in bullying off campus, the Superintendent or designee shall investigate and document the activity and shall identify specific facts or circumstances that explain the impact or potential impact on school activity, school attendance, or the targeted student's educational performance.

BULLYING (Continued)

When the circumstances involve cyberbullying, individuals with information about the activity shall be encouraged to save and print any electronic or digital messages sent to them that they feel constitute cyberbullying and to notify a teacher, the principal, or other employee so that the matter may be investigated.

If the student is using a social networking site or service that has terms of use that prohibit posting of harmful material, the Superintendent or designee also may file a complaint with the Internet site or service to have the material removed.

(cf. 3515.4 – Recovery for Property Loss or Damage)
(cf. 5137 – Positive School Climate)
(cf. 5131.5 – Vandalism, Theft, and Graffiti)
(cf. 5144.1 – Suspension and Expulsion/Due Process)
(cf. 5144.2 – Suspension and Expulsion/Due Process – Students with Disabilities)
(cf. 5145.3 – Nondiscrimination/Harassment)
(cf. 5145.7 – Sexual Harassment)
(cf. 5145.9 – Hate-Motivated Behavior)

Legal Reference**EDUCATION CODE**

200-262.4 – Prohibition of discrimination on the basis of sex
48900.2 - Additional grounds for suspension or expulsion; sexual harassment
48900.3 - Additional grounds for suspension or expulsion; Hate Violence
48900.4 - Additional grounds for suspension or expulsion; harassment, threats or intimidation
48904 - Liability of parent/guardian for willful student misconduct
48980 - Notice at beginning of term

Policy

Reviewed: June 12, 2012

Policy Adopted: June 26, 2012

CULVER CITY UNIFIED SCHOOL DISTRICT

Culver City, California

Code of Conduct for Recreation Camp Programs

Discipline: Our staff is trained to work in the childcare field. As such, it is understood that discipline is defined as the modeling of positive behavior by the adult staff. Proper discipline aids in the development of self-control, self-esteem and respect for self and others. Through proper discipline, children are able to distinguish for themselves the difference between right and wrong, acceptable and unacceptable behaviors. In order to preserve a healthy and safe environment, disciplinary action will be handled as follows:

No Tolerance Policy: Fighting, biting, spitting, choking, scratching or destruction of camp equipment or property; these actions warrant an immediate (2) day suspension.

- **First Offense** – Verbal warning by staff
- **Second Offense** – 5 minute time out away from the group
- **Third Offense** – Parent notified for conference with the Day Camp Director
- **Fourth Offense** – The child will be suspended or removed from the program for 1-3 days at the Day Camp Director's discretion and the consent of the Recreation Supervisor. The decision will be based upon the Day Camp Director's appraisal of the child's behavior as well as the parent's involvement in aiding the child to overcome the behavioral problems.
- **Fifth Offense** – The child will not be allowed to attend the program. No refund will be given.

Please Note: A child who has had disciplinary action taken in a previous camp will be restricted from enrolling in (2) consecutive camps. A conference with the Recreation Supervisor and Camp Director is required if parents would like to re-enroll their child in the program. This conference will be to determine if there have been any improvements in behavior and to stress any miss-behavior will result in immediate removal from the program. If your child is granted approval to return, you will be notified by mail. Once the child returns they will be placed on a probation status for (1) year. During the probationary period, if the child has one offense, they will not be allowed to continue with the program. **No refund will be given.**

Note: If property is damaged as a result of abuse by a camper, the parent of the camper may incur the cost for the repairs or replacement of the damaged property.