

USD #244
Burlington Schools
Bullying Policy Statements

- It is mandated by K.S.A. 72-6147 that every school district in Kansas develop a district policy on bullying prevention, create a bullying implementation plan, and train all staff and students in bullying prevention.
- Bullying is any **intentional** gesture or any **intentional** written, verbal, electronic, or physical act or threat either by any student, staff member or parent towards a student or staff member that is **sufficiently severe, persistent or pervasive** that creates an intimidating, threatening or abusive educational environment for a **student or staff member** that a reasonable person, under the circumstances, **knows or should know** will have the effect of:
 - Harming a **student or staff member**, whether **physically** or **mentally**;
 - **Damaging** a student's or staff member's **property**;
 - Placing a student or staff member in **reasonable fear of harm** to the student's or staff member's property; or
 - Placing a student or staff member in reasonable **fear of damage** to the student's or staff member's **property**; or
 - Cyberbullying; or
 - Any form of **intimidation** or **harassment** prohibited by the board of education of the school district in policies concerning bullying adopted pursuant to K.S.A. 72-6147 or subsection (e) of K.S.A. 1138 and amendments thereto.
- Bullying can be **physical, emotional** or **social** and may involve **verbal** or **nonverbal** behavior.
- Report bullying by texting your report to bullying@usd244ks.org, emailing your report to bullying@usd244ks.org, or leaving a message at 620-364-4700.

Complaint Process

Informal Process: Anyone may use informal procedures to report and resolve complaints of bullying. At the building level, programs may be established for receiving anonymous complaints. Such complaints must be appropriately investigated and handled consistent with due process requirements. Informal reports may be made to any staff member, although staff shall always inform complainants of their right to, and the process for, filing a formal complaint. Staff shall also direct potential complaints to an appropriate staff member who can explain the informal and formal complaint process and what a complainant can expect. Staff shall also inform an appropriate supervisor or designated staff person when they receive complaints of harassment, intimidation, or bullying, especially when the complaint is beyond their training to resolve or alleges serious misconduct.

Informal remedies may include an opportunity for the complainant(s) to explain to the alleged perpetrator that the conduct is unwelcome, disruptive, or inappropriate either in writing or face-to-face; a statement from a staff member to the alleged perpetrator that the alleged conduct is not appropriate and could lead to discipline if proven or repeated; or a general public statement from an administrator in a building reviewing the district harassment, intimidation and bullying policy without identifying the complainant, parent, guardian, or because the district believes the complaint needs to be more thoroughly investigated.

Formal Complaint Process: Anyone may initiate a formal complaint of bullying, even if the informal complaint process is being utilized. Complainant(s) should not be promised confidentiality at the onset of an investigation. It cannot be predicted what will be discovered or what kind of hearing may result. Efforts should be made to increase the confidence and trust of the person making the complaint. The district will fully implement anti-retaliation provisions to protect complainant(s) and witness(es). Student complainants and witnesses may have a parent or trusted adult with them, if requested, during any district initiated investigatory activities. The administrator may conclude that the district needs to conduct an investigation based on information in their possession regardless of the complainant's interest in filing a formal complaint.

False Reporting: USD #244 policy prohibits any person from falsely accusing another as a means of bullying. The consequences and appropriate remedial action for a person found to have falsely accused another as a means of bullying may range from positive behavioral interventions up to and including suspension and/or expulsion. Consequences and appropriate remedial action for a school employee found to have falsely accused another as a means of bullying shall be disciplined in accordance with district policies, procedures, and agreements.

Factors for Determining Consequences

- Age, development, and maturity levels of the parties involved
- Degree of harm
- Surrounding circumstances
- Nature and severity of the behavior(s)
- Incidences of past or continuing pattern(s) of behavior
- Relationship between the parties involved
- Context in which the alleged incident(s) occurred

Possible Consequences

- Admonishment
- Temporary removal from the classroom
- Loss of privileges
- Classroom or administrative detention
- Referral to disciplinarian
- In-school suspension during the school week for students
- Out-of-school suspension
- Legal action
- Expulsion or termination

- For parents, suspension of access to school, school activities, and/or communication channels with staff or students at school