

ADMINISTRATIVE PROCEDURE # 335

CYBER - BULLYING

Administrative Application	
Initiated by:	Superintendent
References:	AP #119A – Student Use of Local and Wide Area Networks, Email and the Internet AP #301 – School Discipline AP #302 – Intimidation, Harassment, Threats and Assaults AP #308 – Safe Schools
Related Directives:	
Reviewed & Approved:	February, 2011

A safe and civil environment in school is necessary for pupils to learn and achieve high academic standards. Cyber-bullying by a pupil in the district directed toward another school district pupil or staff member is conduct that disrupts both a pupil's ability to learn and a school's ability to educate its pupils in a safe environment.

“Cyber-Bullying” is the use of electronic information and communication devices, to include but not be limited to: social networks, e-mail messages, instant messaging, text messaging, cellular telephone communications, internet blogs, internet chat rooms, internet postings, and defamatory websites, that:

- a. Deliberately threatens, harasses, intimidates an individual or group of individuals; or
- b. Places an individual in reasonable fear of harm to the individual or damage to the individual's property; or
- c. Has the effect of substantially disrupting the orderly operation of the school.
- d. Serves to degrade, malign, or misrepresent another.

“School district, owned, operated, or supervised technologies” is any computer, networking system, electronic equipment or device that may be used by a person to communicate to another which is owned, leased, operated, or under the control or supervision of the school district and/or school district staff.

Reporting Procedure and Investigation

1. Any pupil or school staff member who believes he/she has or is being subjected to cyber-bullying, as well as any person who has reason to believe a pupil or school staff member has knowledge or reason to believe another pupil or school staff member is being subjected to or has been subjected to cyber-bullying shall immediately make a report to the building Principal or designee.

2. The Principal or designee shall investigate all reports of such conduct.
3. The Principal or designee will inform the affected parties of investigation results.
4. The pupil will be subjected to appropriate discipline.
5. In the event the investigation results indicate cyber-bullying was committed by a school district pupil using non-school district technologies away from school grounds, the Principal or designee may report the investigation results to law enforcement.
6. The school staff will only deal with incidents that take place on school equipment or within the school building.
7. School staff will not deal with events that occur outside of school hours on privately owned equipment. This does not preclude acting upon behaviors that occur at school because of outside school activities.
8. Consequences and appropriate remedial actions for pupils who commit an act of cyber-bullying range from positive behavioral interventions up to and including suspension or expulsion.