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To: Board of Education

From Anne Lang, Director of Pupil Services

RE: Bullying Summary Report December 2011-June 2012

Date: June 13, 2012

Per Board Policy adopted on 11/16/10 "an annual summary report shall be prepared and presented to the School Board, which includes trends in bullying behavior and recommendations on how to further reduce bullying behavior. The annual report will be available to the public."

The NJSD Board of Education has defined bullying as a "deliberate or intentional behavior using word or actions, intended to cause fear, intimidation, or harm. Bullying may be a repeated behavior and involves an imbalance of power. Furthermore, it may be serious enough to negatively impact a student's educational, physical, or emotional well being. The behavior may be motivated by an actual or perceived distinguishing characteristic, such as, but not limited to: age; national origin; race; ethnicity; religion; gender; gender identity; sexual orientation; physical attributes; physical or mental ability or disability; and social, economic, or family status; however this type of bullying behavior need not be based on any of the legally protected characteristics. It includes, but is not necessarily limited to such behaviors as stalking, cyber-bullying, intimidating, menacing, coercing, name-calling, taunting, making threats, and hazing."

Reports of bullying may be made verbally or in writing and may be made confidentially. All such reports are taken seriously and a clear account of the incident is documented. A written record of the report, including all pertinent details, is made by the recipient of the report and given to the building principal. All complaints about behavior are investigated promptly by the building principal. The administrator who is investigating the report of bullying interviews the victim(s) of the alleged bullying and collects whatever other information is necessary to determine the facts and the seriousness of the report. The building principal is responsible for determining if the bullying complaint is substantiated and for resolving the complaint, including providing consequences, if appropriate.

The attached chart provides the information for December 2011 through June 2012. An investigative flowchart is also attached.

To continue our effort to reduce bullying, the District will continue to provide annual training regarding Bullying to staff and students. Restorative Justice training has been offered to staff, and Positive Behavioral Interventions and Supports (PBIS) continues to be implemented at a number of District schools. This September, the *KIND Campaign*, an internationally recognized movement and school program based upon the powerful belief in kindness, will be at NJSD. The movement brings awareness of the lasting effects of girl-against-girl crime. The District has also decided to expand upon this by including a focus on how boys treat others boys, and how they treat females, with the assistance of *The Voices of Men*.

**Bullying Summary Report
2011-12**

<i>School</i>	<i>Grade</i>	<i>Bullying Behavior</i>			<i>Location</i>					<i>Consequences</i>			
		<i>Verbal</i>	<i>Physical</i>	<i>Cyber</i>	<i>Bus</i>	<i>Cafeteria</i>	<i>Classroom</i>	<i>Hall</i>	<i>Outside</i>	<i>Conference with Student/Parent</i>	<i>Out of School Suspension</i>	<i>PSLO</i>	<i>Other</i>
NHS	12	2					1	1		2			
NHS	11	11					6	5		10		1	
NHS	10	4		1	1		3		1	4		1	
NHS	9	9		2	1		5	4	1	11			
SH	8	3					2	1		1	1	1	
HM	6	3	1				2	1	1	3			1
Elem	N/A	3	1				1		3	3			1

**Neenah Joint School District
Alleged Bullying Investigation Procedure for Administrators
(Initiated upon receipt of complaint)**

Begin Investigation to Determine if Teasing/ Non-Bullying, Transient Threat, or Bullying

Begin investigation within 1 school day.

Teasing/Non-Bullying

Investigation found no intent to harm

**Note: Teasing that continues over a period of time may constitute bullying*

Transient Threat

Statements that do not express lasting intent to harm, e.g., figures of speech

Bullying

Investigation found intent to cause fear, intimidation, or harm

Use Restorative Justice techniques or other consequence as determined by administrator. For younger students this may be used as an opportunity to teach appropriate social skills.

Typical responses may include, but are not limited to: reprimand, phone call home, or other disciplinary action. For younger students, responses may include teaching them appropriate social skills. Student may be required to make amends. Consult *Violence Risk Assessment Procedures* manual, if necessary.

Consult *Violence Risk Assessment Procedures* manual to determine if substantive threat

Target, accused, and parents notified of investigation prior to conclusion of investigation

Discipline options include, but are not limited to reprimand, suspension, possible expulsion, or law enforcement involvement.

Resolution

Yes

No

Complete *Bullying Complaint Report Form* on FirstClass and maintain copy.

If *Bullying Complaint Report Form* was submitted, complete and maintain on file

Administrator/Designee makes notation on *Bullying Complaint Report Form* (FirstClass). Process moves on to Bullying procedure

Make follow-up parent contact regarding investigation results. Document and keep records of all evidence related to the investigation and actions taken within 10 school days.

Complete *Bullying Complaint Report Form* (check *Administrative Action Completed* section) and copy will be submitted to Pupil Services. If deemed criminal, refer to law enforcement. For cases involving adults, actions are taken pursuant to any applicable bargaining agreements and Board

Monitor and provide target with any needed support