

**KEYSTONE EDUCATION CENTER  
CHARTER SCHOOL**

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Section: PUPILS  
Title: BULLYING/CYBERBULLYING  
KEYSTONE EDUCATION CENTER CS  
Date Adopted: November 13, 2008  
Date Re-adopted: September 13, 2012  
Date Re-adopted: September 10, 2015

**249. BULLYING/CYBERBULLYING**

Purpose: The Board is committed to providing a safe, positive learning environment for students. The Board recognizes that bullying creates an atmosphere of fear and intimidation, detracts from the safe environment necessary for student learning, and may lead to more serious violence. Therefore, the Board prohibits bullying by all students.

Definition of Harassment: The Board of Education is committed to providing a safe, positive, productive, and nurturing educational environment for all of its students. The Board encourages the promotion of positive interpersonal relations between members of the school community.

Harassment, intimidation, or bullying toward a student, whether by other students, staff, or third parties is strictly prohibited and will not be tolerated. This prohibition includes aggressive behavior, physical, verbal, and psychological abuse. The Board of Education will not tolerate any gestures, comments, threats, or actions which cause or threaten to cause bodily harm or personal degradation. This policy applies to all activities in the Keystone Education Center Charter School, including activities on school property or while enroute to or from school, and those occurring off school property if the student or employee is at any school-sponsored, school-approved or school-related activity or function, such as field trips where students are under the school's control, in a school vehicle, or where an employee is engaged in school business.

Harassment, intimidation, or bullying means any intentional written, verbal, graphic, or physical act that a student or group of students exhibit toward another particular student(s) more than once and the behavior both causes mental or physical harm to the other student(s) and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s).

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Aggressive behavior is defined as inappropriate conduct that is repeated enough, or serious enough, to negatively impact a student's educational, physical, or emotional well being. This type of behavior is a form of intimidation and harassment, although it need not be based on any of the legally protected characteristics, such as sex, race, color, national origin, marital status, or disability. It would include, but not be limited to, such behaviors as stalking, bullying/cyberbullying, intimidating, menacing, coercion, name-calling, taunting, making threats, and hazing.

Harassment, intimidation, or bullying also means electronically transmitted acts (i.e., internet, e-mail, cellular telephone, personal digital assistance (PDA), or wireless hand-held device) that a student(s) or a group of students exhibit toward another particular student(s) more than once and the behavior both causes mental and physical harm to the other student and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s).

Any student or student's parent/guardian who believes s/he has been or is the victim of aggressive behavior should immediately report the situation to the building principal or assistant principal, or the Chief Executive Officer. The student may also report concerns to teachers or other school staff who will be responsible for notifying the appropriate administrator or Board official. Complaints against the building principal should be filed with the Chief Executive Officer. Complaints against the Chief Executive Officer should be filed with the Board President.

Every student is encouraged, and every staff member is required to report any situation that they believe to be aggressive behavior directed toward a student. Reports may be made to those identified above.

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**Definition of  
Retaliation:**

Retaliation against any person who reports, is thought to have reported, files a complaint, or otherwise participates in an investigation or inquiry concerning allegations of aggressive behavior is prohibited and will not be tolerated. Such retaliation shall be considered a serious violation of Board policy and independent of whether a complaint is substantiated. Suspected retaliation should be reported in the same manner as aggressive behavior. Making intentionally false reports about aggressive behavior for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Retaliation and intentionally false reports may result in disciplinary action as indicated above.

If a student or other individual believes there has been aggressive behavior, regardless of whether it fits a particular definition, s/he should report it and allow the administration to determine the appropriate course of action.

The complainant shall be notified of the findings of the investigation, and as appropriate, also notified that remedial action has been taken. If after investigation, acts of bullying against a specific student are verified, the building principal or appropriate administrator shall notify the victim's parent/guardian of such findings.

**Authority:**

The Board encourages students who have been bullied to promptly report such incidents to the building principal or designee.

The Board directs that complaints of bullying shall be investigated promptly, and corrective action shall be taken when allegations are verified. Confidentiality of all parties shall be maintained, consistent with the Keystone Education Center Charter School's legal and investigative obligations. No reprisals or retaliation shall occur as a result of good faith reports of bullying.

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**Delegation of  
Responsibility:**

Each student shall be responsible to respect the rights of others and to ensure an atmosphere free from bullying.

The Chief Executive Officer or designee shall develop administrative regulations to implement this policy.

The Chief Executive Officer or designee shall ensure that this policy and administrative regulations are reviewed annually with students.

The Chief Executive Officer or designee, in cooperation with other appropriate administrators, shall review this policy every three (3) years and recommend necessary revisions to the Board.

Administration shall annually provide the following information with the Safe School Report:

1. Board's Bullying Policy.
2. Report of bullying incidents.
3. Information on the development and implementation of any bullying prevention, intervention or education programs.

**Guidelines:**

The Student Handbook, which shall contain this policy, shall be disseminated annually to students.

This policy shall be accessible in every classroom. The policy shall be posted in a prominent location within each school building and on the district web site, if available.

**Education:**

The Chief Executive Officer or designee may develop and implement bullying prevention and intervention programs. Such programs shall provide district staff and students with appropriate training for effectively responding to, intervening in and reporting incidents of bullying.

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**Consequences  
for Violations:**

A student who violates this policy shall be subject to appropriate disciplinary action consistent with the Student Handbook, which may include:

- { √ } Counseling within the school.
- { √ } Parental conference.
- { √ } Loss of school privileges.
- { √ } Transfer to another school building, classroom or school bus.
- { √ } Exclusion from school-sponsored activities.
- { √ } Detention.
- { √ } Suspension.
- { √ } Expulsion.
- { √ } Counseling/Therapy outside of school.
- { √ } Referral to law enforcement officials.