

What Can You Do?

- Report any suspected harassment, intimidation, and bullying should be reported to any Auburn School District staff members. See the back of this brochure for specific contacts or talk with your teacher or principal.
- As a parent or student, be willing to assist and discuss harassment, intimidation, and bullying issues with school district staff as appropriate, without fear of reprisal.
- As a victim, act promptly, in front of a witness if possible, to stop harassment, intimidation, or bullying. Clearly communicate to the harasser(s) that the written, verbal, or physical act is unwanted.
- As a member of the Auburn School District, become aware of behavior which could be defined as harassment, intimidation, and bullying. Respond promptly to complaints of harassment, intimidation, and bullying.
- Follow the informal or formal complaint process outlined in this brochure.



Staff shall also direct potential complainants to an appropriate staff member who can explain the informal and formal complaint processes 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.

Who can help?

For advice and assistance in resolving harassment, intimidation, and bullying issues and/or information regarding the above procedures, please use this list of contacts:

If your situation involves **harassment, intimidation, or bullying between students**: Rhonda Larson, Assistant Superintendent of Family Engagement & Student Success at (253) 931-4712 or rlarson@auburn.wednet.edu.

If your situation involves **an adult/staff member**: Christine Callahan, Assistant Superintendent of Human Resources and Title IX Officer, ADA, and Civil Rights Coordinator at (253) 931-4932 or ccallahan@auburn.wednet.edu.

If you would like support **related to a student's special needs (IEP, 504, or suspected disability)**: Tami Petrina, Executive Director of Student Special Services, at (253) 931-4927 or tpetrina@auburn.wednet.edu.

Auburn School District
915 Fourth Street NE
Auburn, Washington 98002
(253) 931-4900

Violation of Policy

Students or staff members whose behavior is found discipline up to and including discharge, suspension, expulsion, or other appropriate action.

Under RCW 28A.300.285 of the Common School Laws of the State of Washington, Harassment, Intimidation, and Bullying is illegal. The Auburn School District's policy and procedures can be found in their entirety at School Board Policy 3207 & 3207P.



HARASSMENT, INTIMIDATION, and BULLYING

What it is . . .

What you can do to stop it . . .

NONDISCRIMINATION STATEMENT

Auburn School District complies with all federal rules and regulations and does not illegally discriminate on the basis of age; gender; race; color; creed; religion; national origin (including language); sex; sexual orientation including gender expression or identity; honorably discharged veteran or military status; the presence of any sensory, mental, or physical disability; the use of a trained dog guide or service animal; and provides equal access to the Boy Scouts and other designated youth groups.

Inquiries regarding compliance procedures may be directed to:
Chris Callahan (253) 931-4932, Title IX Officer and ADA/Civil Rights Coordinator.

The Auburn School District believes that all students are entitled to an environment free of harassment, intimidation, and bullying. School- related environments include all school district facilities and school district premises as well as non-school property when a student is participating in a school-sponsored or school- approved activity where students are under the control of the school district.

What is Harassment, Intimidation, and Bullying?

“Harassment, intimidation, or bullying” means any intentional written, verbal, or physical act, including but not limited to one shown to be motivated by any characteristic in RCW 9A.36.080(3), (race, color, creed, religion, ancestry, national origin, gender, sexual orientation, or mental or physical disability), or other distinguishing characteristics, when the intentional written, verbal, or physical act:

- Physically harms a student or damages the student’s property; or
- Has the effect of substantially interfering with a student’s education; or
- Is so severe, persistent, or pervasive that it creates an intimidating and/or threatening educational environment for students; or
- Has the effect of substantially disrupting the orderly operation of the school.

This is not intended to prohibit expression of religious, philosophical, or political views, provided that the expression does not substantially disrupt the educational environment.

Many behaviors that do not rise to the level of harassment, intimidation, or bullying may still be prohibited by other district policies or building, classroom, or program rules.

Students who believe they or others have been subjected to harassment, intimidation and bullying should bring this to the immediate attention of any school district staff member and/or the contacts listed on the back of this brochure, without fear of reprisal. Note: Anyone receiving such a complaint, or who otherwise learns that harassment, intimidation, and bullying has occurred, should immediately contact either Chris Callaham in Human Resources at (253) 931-4932 or Rhonda Larson in Family Engagement and Student Success at 253-931-4712.

Informal

Informal remedies include:

- Reporting to any staff member, although staff shall always inform complainants of their right to, and the process for filing a formal complaint.
- An opportunity for the complainant 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.

Informal complaints may become formal complaints at the request of the complainant, parents, or guardian, or because the district believes the complaint needs to be more thoroughly investigated.

Formal

A written complaint may be filed with the school principal, the district’s Human Resources office, or the office of Family Engagement and Student Success. The complaint should include who, what, when, and where and, if possible, other witnesses.

Those bringing formal complaints forward who wish their identity remain confidential should be aware that the district may not be able to do so. Due process requires that information may be made available to the accused. Retaliation against any person who makes, or is a witness in, a harassment, intimidation, and bullying complaint is prohibited and will result in appropriate discipline. Upon receiving a formal complaint, the District will investigate allegations, make findings, and take disciplinary and/or remedial measures if appropriate. If unsatisfied with the District’s action, the complainant has up to ten (10) days after receiving notice of the findings to request review by the Superintendent or designee, who will make a final determination within fifteen (15) school days of receiving your written request for review.

Auburn School District MTSS for Harassment, Intimidation, and Bullying*

* referred to as bullying in this document

