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PUPIL SAFETY AND VIOLENCE PREVENTION (Bullying) - REPORTING FORM

Adeline C. Marston School

Directions: The Board is committed to providing all pupils a safe and secure school environment. Conduct constituting bullying and/or cyberbullying will not be tolerated and is hereby prohibited. This is a form to report alleged bullying that occurred on school property; at a school-sponsored event either on or off-campus; on a school bus; or on the way to and/or from school. This form should be completed and returned to the Building Principal. Contact the school for additional information or assistance.

Today's Date: January 28, 2019

Person Reporting the Incident:

Name: John and Julie Cochrane

Telephone: 603-926-1640

Place an X in the appropriate box:

Student

Student (Witness/Bystander)

Parent/guardian of a third party 11/20/2018

Parent/guardian 1/28/2019

School staff member

Other (Please state: _____)

Information of Alleged Incident:

1. Name of student who was bullied: Kora Cochrane

Age: 9 years 0 months

2. Name(s) of alleged offenders: Student 2

Age: 8 years 7 months

3. Date(s) on which the alleged incident occurred: November 20, 2018

On Tuesday, November 20, 2018, the school received an email from _____, Student 3 mother. In the email, _____ references a conversation that happened the week prior during recess where her daughter, Student 3 had a conversation with Student 2. As part of the conversation, the following comment was made by Student 2 to Student 3: "Look at Kora, her skin is the color of poop."

January 25, 2019 (Girl Scouts)

On Monday, January 28, Mr. and Mrs. Cochrane arrived at school to share an incident that allegedly happened at school and Girl Scouts the previous Friday, January 25. It was reported to Mr. and Mrs. Cochrane that Student 2 said, "I cannot like black people/people with brown skin because of my Mom."

<p style="text-align: center;">DATE:</p>	
Adopted:	January 9, 2012
Reviewed:	January 3, 2012
Revised:	
Cancellation:	

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4. Place an X next to the statement(s) that best describe what happened (choose all that apply):

Any bullying that involves physical aggression

- Getting another person to hit or harm the student
- Teasing, name-calling, critical remarks, or threats 11/20/2018, 1/28/2019
- Demeaning and making jokes of the alleged victim
- Rude or threatening gestures
- Intimidating, extorting, or exploiting
- Spreading harmful rumors or gossip
- Electronic communication (specify) _____
- Other (specify) ___Racial remarks_ 11/20/2018, 1/28/2019

5. Where did the incident happen?

- On school property at recess 11/20/2018
- On a school bus
- At an off-campus school-sponsored activity
- On the way to/from school
- Off-campus (specify) Girl Scouts (not school sponsored or affiliated) 1/25/2019

6. Where there any other witnesses present, and if so, who were they? Not to our knowledge in either situation

Name: _____ Student Staff Other

Name: _____ Student Staff Other
 Name: _____ Student Staff Other

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7. Describe the incident in your own words, to the best of your ability. Include the names of the people involved, what occurred, and what each person did and said, including specific words used. Please use additional paper, if necessary.

See above

*****FOR ADMINISTRATIVE USE ONLY*****

- Name and Title of Person Investigating this Report: Lois Costa and Nathan Saddler
 Date: November 26, 2018
- Names and dates of persons interviewed:
 - Name: Student 2 Date: November 26, 2018; January 28, 2019
 Student Staff Other
 - Name: Student 3 Date: November 26, 2018
 Student Staff Other
 - Name: Gretchin Aviles Date: November 20, 2018; January 28, 2019
 Student Staff Other
- Any prior documented incidents by the alleged aggressor? Yes (1/25/2019) No (11/20/2018)

4. Did the alleged victim report any of the following? (check all that apply)

Physical harm or damage to the victim's personal property

Emotional distress as reported by parents at the IEP Meeting in December 2018; January 28, 2019

Interference with educational opportunities

Fear of retaliation or reprisal

11/20/2018 The victim did not report anything. This was reported by a third party. To our knowledge, the victim was unaware of the comments made.

1/28/2019 The victim did not report anything. The parents reported on her behalf.

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5. Plan to protect victim or witnesses from retaliation or reprisal (if applicable):

11/20/2018: Verbally corrected, school expectations reviewed and reinforced, continue to be vigilant and monitor, notify parents of students making comments.

1/28/2019: Parents requested a change in classroom that was implemented on 1/31/2019. A meeting was held with the Superintendent on 1/30/2019 as well. Current plan includes monitoring, notification of parents, and counseling support was offered. Student 2 parent removed her from Girl Scouts following the incident.

6. Notification of Parent/Guardian:

Date: 1/28/2019 Time: 11:30 AM; 2:00 PM

Person spoken to: Student 2 , Father, Physical Custodial Parent

Method of Communication: phone call

7. Investigation:

(a) Date began: 1/28/2019

(b) Persons interviewed:

Name: Student 2 Date: 1/28/2019

Name: _____ Date: _____

Name: _____ Date: _____

(c) Results and Findings of the Investigation:

Student 2 admitted to making an inappropriate, racial comment based on her mother's beliefs at Girl Scouts only at their meeting on Friday, January 25, 2019. We have no evidence to substantiate that this happened during school hours.

(c) Date investigation completed: 1/28/2019

(d) Date parents/guardians were contacted with results of the investigation:
1/28/2019

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8. Conclusions of investigation:

(a) Finding of bullying or retaliation: Yes X - No While Mr. Cochrane stated his daughter experiences emotional distress, this incident happened out of school, at a non-school sponsored event. Also, there is no evidence to substantiate that the two incidences documented interfered with Kora's educational opportunities.

(b) If "No" the incident is documented as: An inappropriate racial comment was made. As a result, her father pulled her from Girl Scouts.

(c) If "Yes" the District's action taken:

- Loss of privileges
- Detention
- Suspension
- Other: _____

Signature and Title: Kurt B. Costa

Date: 1/29/2019

See Also Policy JICK

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