## BULLYING POLICY REGULATIONS

Policy 0112 conveying Board of Education intent with respect to incidents of bullying at any level of the school district, student or adult initiated, is clear. Such incidents are not to be tolerated. Nor are they to be obscured in memory with other infractions giving rise to Code of Conduct consequences. The policy statement itself goes beyond broad intent by specifying expectations incumbent upon school personnel in handling bullying incidents, such expectations amounting to procedures that are normally found in regulations. The final sentence in Policy 0112, however, call for the Superintendent to regulate how instances of bullying are documented in the schools and how such instances are reported to the Board of Education on a regular basis.

Using the definition of bullying as described in paragraph two of Policy 0112, each principal or h/her designate in the Yorktown Central School District will document each and every incident of bullying that may occur in h/her school. Such documentation, consistent with the fifth paragraph of Policy 0112, will be placed in the offending student's file and on a Bullying Incident Reporting Form developed by the Pupil Services Department of the District and provided for use by all schools.

Completed forms recording and summarizing incidents of bullying in the schools will be sent to the office of Pupil Services at the end of each month and to the Office of the Superintendent at the close of each semester. In carrying out h/her responsibility to prepare agendas for Board of Education meetings, the Superintendent will place a report on incidents of bullying as a Board agenda item under "Superintendent's Reports" at meeting in January and again at a meeting in June of each academic year.

At the June meeting at which the Superintendent or h/her designate reports on incidents of bullying that have occurred during the academic year, the reporting administrator will summarize steps that have been taken, and will be taken, to reduce incidents of bullying in schools or outside of school if occurring at school sponsored occasions.

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