



Lewiston-Altura Public Schools

Independent School Dist. No. 857

100 County Road 25

Lewiston, MN 55952

(507) 523-2191

Jennifer Backer-Johnson, Superintendent

Cory Hanson, Interim High School Principal • Dave Riebel, Elementary Principal

Dear Lewiston-Altura Public School Volunteers,

The Safe and Supportive Schools Act requires all volunteers to complete a bullying/harassment training or informational session. Our school district is required to have a bullying prevention policy, which is school board policy 514. A complete version of the policy will be included with this document.

Policy Components

All students are prohibited from engaging in any act of bullying on school premises, school district property, at school functions or activities, or on school transportation. School policy also prohibits acts of cyberbullying that substantially and materially disrupt student learning or the school environment. Knowingly making a false report of bullying is prohibited.

What is Bullying?

“Bullying” means intimidating, threatening, abusive, or harming conduct that is objectively offensive and: 1. an actual or perceived imbalance of power exists between the student engaging in the prohibited conduct and the target of the prohibited conduct, and the conduct is repeated or forms a pattern; or 2. materially and substantially interferes with a student’s educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges.

“Cyberbullying” means bullying using technology or other electronic communication, including, but not limited to, a transfer of a sign, signal, writing, image, sound, or data, including a post on a social network Internet website or forum, transmitted through a computer, cell phone, or other electronic device. The term applies to prohibited conduct which occurs on school premises, on school district property, at school functions or activities, on school transportation, or on school computers, networks, forums, and mailing lists, or off school premises to the extent that it substantially and materially disrupts student learning or the school environment.

Reporting

" A teacher, school administrator, volunteer, contractor, or other school employee shall be particularly alert to possible situations, circumstances, or events that might include bullying. Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct that may constitute bullying or other prohibited conduct shall make reasonable efforts to address and resolve the bullying or prohibited conduct and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute bullying or other prohibited conduct or who fail to make reasonable efforts to

address and resolve the bullying or prohibited conduct in a timely manner may be subject to disciplinary action. A reporting link is available on each building's website or may be made to the building principal in person.

Retaliation

The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who commits an act of reprisal or who retaliates against any person who asserts, alleges, or makes a good faith report of alleged bullying or prohibited conduct, who testifies, assists, or participates in an investigation, or against any person who testifies, assists, or participates in a proceeding or hearing relating to such bullying or prohibited conduct. Retaliation includes, but is not limited to, any form of intimidation, reprisal, harassment, or intentional disparate treatment.

Lewiston-Altura Public Schools greatly appreciates the time you have offered as a volunteer. If you have any questions about our anti-bullying policy or your role as a volunteer, please contact the Building Principal.

Lewiston-Altura High School
Cory Hanson
507-522-3232
chanson@lewalt.k12.mn.us

Lewiston-Altura Elementary and Intermediate Schools
Dave Riebel
507-522-3213
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I acknowledge the receipt of the school district bullying policy and have reviewed and understand my role as a volunteer for Lewiston-Altura School District as outlined above and in school policy concerning prevention, identification and response to bullying that I may witness.

Printed Name	Signature	Date
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***Please return this form to the building principal in the building in which you are volunteering. Once volunteer background checks have been received with this form, the principal will grant permission for the volunteer to be involved in district activities. ***