

1 **Browning Public Schools**

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3 **Policy #5015**

4 Policy Name: *Bullying/Harassment/Intimidation*

5 Regulation:-----
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7 The Board will strive to provide a positive and productive working environment. Bullying, harassment,
8 intimidation, between employees or by third parties, are strictly prohibited and shall not be tolerated. This
9 includes bullying, harassment, or intimidation via electronic communication devices (“cyberbullying”).
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11 **Definitions**

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13 1. “Third parties” include but are not limited to coaches, school volunteers, parents, school visitors,
14 service contractors or others engaged in District business, such as employees of businesses or
15 organizations participating in cooperative work programs with the District, and others not directly
16 subject to District control at inter-district and intra-District athletic competitions or other school
17 events.
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19 2. “District” includes District facilities, District premises, and non-District property if the employee
20 is at any District-sponsored, District-approved, or District-related activity or function, such as
21 field trips or athletic events, where the employee is engaged in District business.
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23 3. “Harassment, intimidation, or bullying” means any act that substantially interferes with an
24 employee’s opportunities or work performance, that takes place on or immediately adjacent to
25 school grounds, at any school-sponsored activity, or on school-provided transportation or
26 anywhere such conduct may reasonably be considered to be a threat or an attempted intimidation
27 of a staff member or an interference with school purposes or an educational function that has the
28 effect of:
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- 30 1. Physically harming an employee or damaging an employee’s property;
- 31 2. Knowingly placing an employee in reasonable fear of physical harm to the employee or
32 damage to the employee’s property; or
- 33 3. Creating a hostile working environment.

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35 4. “Electronic communication device” means any mode of electronic communication, including but
36 not limited to computers, cell phones, PDAs, or the internet.
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38 **Reporting**

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40 All complaints about behavior that may violate this policy shall be promptly investigated. Any employee
41 or third party who has knowledge of conduct in violation of this policy or feels he/she has been a victim
42 of harassment, intimidation, or bullying in violation of this policy is encouraged to immediately report
43 his/her concerns to the building principal or the District Administrator, who have overall responsibility
44 for such investigations. Complaints against the building principal shall be filed with the Superintendent.
45 Complaints against the Superintendent or District Administrator shall be filed with the Board.
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47 The complainant shall be notified of the findings of the investigation and, as appropriate, that remedial
48 action has been taken.
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1 **Responsibilities**

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3 The District Administrator shall be responsible for ensuring that notice of this policy is provided to staff
4 and third parties and for the development of administrative regulations, including reporting and
5 investigative procedures, as needed.
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7 **When an employee has actual knowledge that behavior is in violation of this policy is sexual**
8 **harassment, the employee must contact the Title IX Coordinator. The Title IX sexual**
9 **harassment grievance process will be followed, if applicable, prior to imposing any**
10 **discipline that cannot be imposed without resolution of the Title IX process.**

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12 **Consequences**

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14 Staff whose behavior is found to be in violation of this policy will be subject to discipline up to and
15 including dismissal. Third parties whose behavior is found to be in violation of this policy shall be
16 subject to appropriate sanctions as determined and imposed by the District Administrator or the Board.
17 Individuals may also be referred to law enforcement officials.
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19 **Retaliation and Reprisal**

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21 Retaliation is prohibited against any person who reports or is thought to have reported a violation, files a
22 complaint, or otherwise participates in an investigation or inquiry. Such retaliation shall be considered a
23 serious violation of Board policy, whether or not a complaint is substantiated. False charges shall also be
24 regarded as a serious offense and will result in disciplinary action or other appropriate sanctions.
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28 **Legal Reference:** 10.55.701(1)(g), ARM Board of Trustees
29 10.55.801(1)(d), ARM School Climate
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31 **Policy History:**

32 Adopted on: 5/30/07
33 Revised on: 1/11/11, 12/16/14
34 Reviewed on: 2/23/22