

**PIEDMONT UNIFIED SCHOOL DISTRICT  
M E M O R A N D U M**

**TO:** Board of Education

**FROM:** Randall Booker, Superintendent

**DATE:** January 19, 2018

**RE: HEALTHY RELATIONSHIPS AND SEXUAL HARASSMENT  
PREVENTION: REVIEW OF BOARD POLICIES AND ADMINISTRATIVE  
REGULATIONS**

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**I. SUPPORT INFORMATION**

At its March 8 and April 26, 2017 meetings, the Board of Education reviewed and adopted a [Sexual Assault Prevention / Healthy Relationships policy](#) to fulfill a key element identified in the District's Local Control Accountability Plan (LCAP) under the broader goal to ensure "all students feel physically safe, emotionally cared for, and academically and socially included in their school environment." The goal is to assist students in recognizing and managing their emotions, establish healthy interpersonal relationships, set positive goals, meet personal and social needs, and make responsible and ethical decisions.

Members of the District's Healthy Relationships Committee (comprised of teachers, parents, Board Members, and administrators) convened to collaborate and develop this policy. This policy is ultimately founded on an orderly, caring, and nurturing educational and social environment in which all students can feel safe and take pride in their school and their achievements.

Following incidents of hate speech among high school students during the Spring of 2017 and teacher misconduct in the Fall of 2017, the District developed a multi-step plan to promote healthy relationships and a positive school climate for students, staff, and families.

The first step begins with a comprehensive review of all District policies and administrative regulations concerning discrimination, harassment, complaints concerning schools, complaints concerning District employees, Uniform Complaints, and student discipline. The purpose of the review, which is still underway, is to ensure that the policies are complete, aligned with one another, consistent with current law, and reflect best practices.

**District Policies**

District staff will present a first reading of the following updated District Board Policies and Administrative Regulations for review:

- BP/AR 6142.12 Healthy Relationships / Sexual Assault Prevention
- BP/AR 1312.3 Uniform Complaint Procedures
- BP/AR 4030 Discrimination, Hate-Motivated Incidents and Hate Crimes, Hazing, Harassment (including Sexual Harassment), Intimidation, Bullying and Cyberbullying (*Employee Version*)
- BP/AR 4031 Complaints Concerning Discrimination in Employment
- BP/AR 5131 Discipline/School Rules and Procedures
- BP/AR 5141.4 Child Abuse and Neglect Reporting Procedures
- BP/AR 5144.1 Suspension and Expulsion – Due Process
- AR 5144.2 Suspension and Expulsion – Due Process – Students with Disabilities
- BP/AR 5145.3 Discrimination, Hate-Motivated Incidents and Hate Crimes, Hazing, Harassment (including Sexual Harassment), Intimidation, Bullying and Cyberbullying (*Student Version*)

These policies will continue to be reviewed and refined over the next several weeks by the PUSD Administrative Team, the Office for Civil Rights, the PUSD Board of Education, and the community-at-large before final drafts are developed for adoption.

### **Training and Support for Teachers and Staff**

The next step in the District's plan to promote healthy relationships and a positive school climate for students, staff, and families is to provide sexual harassment training for all employees.

In November 2017, all District administrative staff received their annual training to prevent, identify, address, and remedy sexual harassment in both student-to-student and adult-to-student situations. This spring, teachers and classified staff will receive the same training, which is an on-line program designed specifically for use in schools. This training will be required every year for teachers and staff as well as administrators.

Administrative staff *who are in supervisory roles*, as well as counselors and Wellness Center staff, will receive more comprehensive sexual harassment training presented by the District's legal counsel. This additional training will be tailored for the District and include small-group discussion and analysis. In the past, this training was presented every other year. Going forward, this training will be repeated annually.

In addition, the District is researching annual training programs for members of the Board of Education.

### **Assessment of Student Needs and Concerns**

The third step in the District's plan to promote healthy relationships and a positive school climate for students, staff, and families is to assess our students' well-

being and perceptions around school climate and connectedness, relationships, safety, engagement, and drugs/alcohol.

The California Healthy Kids Survey (CHKS) is a statewide survey concerning student health and academic performance, and the District typically administers the survey in odd-number years to 5th, 7th, 9th, and 11th graders. In addition to using the State's questions, the District can and usually does customize the survey with its own questions. Last year, the District decided to administer the CHKS every year, so District staff is already preparing survey questions for this February.

At the February 13th Board of Education Meeting, high school staff will present the results from the 2016-17 CHKS survey that was administered to 9<sup>th</sup>, 10<sup>th</sup>, and 12<sup>th</sup> grade students from PHS and MHS.

### **Review of Board Training and Decision-Making**

As the final step, on January 30, the Board of Education will hold a workshop on effective governance that will include self-evaluation and reflection. The workshop, facilitated by a representative of the California School Board Association, will be from 8:30am to 3:00pm in the Piedmont Police Department conference room. All are welcome to attend.

Community engagement is essential in developing, evaluating, and refining District policies and practices. The Board of Education and District staff looks forward to collaborating with the community on these critical issues concerning student safety and security.

## **II. RECOMMENDATION: REVIEW**

As part of a first reading, review the following updated District Board Policies and Administrative Regulation:

- BP/AR 6142.12 Healthy Relationships / Sexual Assault Prevention
- BP/AR 1312.3 Uniform Complaint Procedures
- BP/AR 4030 Discrimination, Hate-Motivated Incidents and Hate Crimes, Hazing, Harassment (including Sexual Harassment), Intimidation, Bullying and Cyberbullying (*Employee Version*)
- BP/AR 4031 Complaints Concerning Discrimination in Employment
- BP/AR 5131 Discipline/School Rules and Procedures
- BP/AR 5141.4 Child Abuse and Neglect Reporting Procedures
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- AR 5144.2 Suspension and Expulsion – Due Process – Students with Disabilities
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