

## **Academic Mastery (Alternative Education) Academy Bullying Policy**

**The Academic Mastery Academy will review and re-evaluate every two (2) year and will update to reflect any necessary and appropriate revisions. Acceptable documentation to satisfy the re-evaluated policy submission includes one of the following, as applicable:**

1. An updated version of the policy with the amendment/modification date included in the reference portion of the policy;
2. If no revisions are deemed necessary, a copy of board minutes indicating that the policy was re-evaluated and no changes were deemed to be necessary, or a signed statement from the board president indicating that the policy was re-evaluated and no changes were deemed to be necessary.

### **Bullying Defined:**

- A. Define “bullying,” including “cyberbullying, “ as any severe or pervasive physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student or students that has or can be reasonably predicted to have the effect of one or more of the following: 1) Placing t he student or students in reasonable fear of harm to the student’s or students’ person or property; 2) Causing a substantially detrimental effect on the student’s or students’ physical or mental health; 3) Substantially interfering with the student’s or students’ academic performance; or 4) Substantially interfering with the student’s or students’ ability to participate in or benefit from the services, activities, or privileges provided by a school.

### **Forms of Bullying:**

- B. Bullying make take various forms, including without limitation one or more of the following: harassment, threats, intimidation, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying. This list is meant to be illustrative and non-exhaustive.

**Ref: {105 ILCS 5/27-23.7 (a)}.**

**Definition of Cyber-Bullying.** Cyber-bullying is defined as bullying through the use of technology or any electronic communication, including without limitation any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photo electronic system, or photo optical system, including without limitation electronic mail, Internet communications, instant messages, or facsimile communications. "Cyber-bullying" includes the creation of a webpage or weblog in which the creator assumes the identity of another person or the knowing impersonation of another person as the author of posted content or messages if the creation or impersonation creates any of the effects enumerated in the definition of bullying in this Section. "Cyber bullying" also includes the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be assessed by one or more persons if the distribution or posting creates any of the effects enumerated in the definition of bullying in **[105 ILCS 5/27- 23.7(b)]**.

Prohibition on Cyber-Bullying, Bullying is prohibited through the transmission of information from a computer that is accessed at a non-school-related location, activity, function, or program or from the use of technology or an electronic device that is not owned, leased, or used by a school district or school if the bullying causes a substantial disruption to the educational process or orderly operation of a school. This item applies only in cases in which a school administrator or teacher receives a report that bullying through this means has occurred and does not require a district or school to staff or monitor any non-school-related activity, function, or program.

**C. Bullying contrary to state law and Academic Mastery school policy:**

- a. Academic Mastery Academy does not condone "bullying". Bullying is contrary to state law and is contrary to the policies of the Academic Mastery Academy.

**D. Reporting Bullying**

- a. Bullying as defined in the state law, Academic Mastery School board policy and student handbook, shall be promptly reported the Compliance Officer: Artelous Williams, [awilliams@academicmasteryacademy.com](mailto:awilliams@academicmasteryacademy.com) or 708-897-9332. It is advised that reporting

can be anonymous. The procedure should be basic information of the incident, which includes but not limited to:

- i. Date of Incident
- ii. Party Offended or Violated
- iii. Time
- iv. Other Student(s) Involved
- v. Place of Incident
- vi. Parent Contacted
- vii. Law Enforcement (if necessary)
- viii. Official Incident Form, signed School Official
- ix. Submission to state

E.

**a. With Regard to Privacy and Other Procedures**

- i. The Academy will be governed by federal and state laws and rules governing student privacy rights which includes procedures promptly informing parents or guardians of all students involved in the alleged incident of bullying and discussing, as appropriate, the availability of social work services, counseling, school psychological services, other interventions, and restorative measures.

**F. Procedures for Prompt Investigation**

- a. Academic Mastery Academy will follow these procedures for promptly investigating and addressing reports of bullying, including the following:
  1. Making all reasonable efforts to complete the investigation within ten (10) school days after the date the report of the incident of bullying was received and taking into consideration additional relevant information received during the investigation about the reported incident of bullying.
  2. Involving appropriate school support personnel and other staff persons with knowledge, experience, and training on bullying prevention, as deemed appropriate, in the investigation process.

3. 3) Notifying the compliance officer, principal or school director of the incident of bullying as soon as possible after the report is received.
4. 4) Academic Mastery Academy will be consistent with Federal and State laws and rules governing student privacy rights and providing parents/guardians of the students who are parties to the investigation information about the investigation and an opportunity to meet with the Academic Mastery School Administration or its designee to discuss the investigation, and the findings of the incident.

**Interventions:**

- a. The Academic Mastery Academy may include interventions that can be taken to address bullying, which may include, but not limited to, school social work services, restorative measures, social-emotional skill building, counseling school psychological services, and community-based services.

**Prohibition of Reprisal and Retaliation:**

- a. The Academic Mastery Academy shall prohibit any reprisal or retaliation against any person who reports an act of bullying and the consequences an appropriate remedial actions for a person who engages in reprisal or retaliation.

**Consequences for False Accusations:**

- a. The Academy shall execute appropriate actions which may include appropriate consequences and remedial actions for a person found to have falsely accused another of bullying as a means of retaliation or as a means of bullying.

**Bullying Policy Evaluation Process:**

- a. The Academy's policy evaluation process shall assess the outcomes and effectiveness of the policy that includes, but is not limited to, factors such as: 1) The frequency of victimization; 2) Student, staff, and family observations of the safety at a school; 3) Identification of areas of a school where bullying occurs; 4) The types of bullying that are common or occurring; 5) Bystander interventions or participation; 6) The information developed as part of the evaluation process will be posted on the Academy's website.

**Policy Alignment:**

- a. The Academy's Bullying policy will align with other school policies, such as, student handbook, parent handbook, employee handbook and the school board.

**Process to Investigate:**

The Academy will establish policy or implementing procedure to include a process to investigate whether a reported act of bullying is within the permissible scope of the Academy's jurisdiction. (Refer to section D (a) of the policy to determine permissibility and scope.) Furthermore, it shall require that the Academy provide the victim with information regarding services that are available within the districts and community, such as counseling, supports services and other programs.

**Requirements, Development, and Notification and Postings:**

Each policy on bullying adopted by must:

1. Be based on engagement with a range of school stakeholders, including students and parents or guardians.
2. Where applicable, be posted where other policies, rules, or standards of conduct are posted in the school.
3. Be posted on the Academy's website.
4. Be included in the school handbook
5. Be distributed annually to parents, guardians, students, and school personnel, including new employees when hired.

**Adopted: 10/31/2021**