

Westview School Corporation Anti-Bullying Guidelines

HEA 1423

Westview must track and report bullying incidents in an annual performance report; annually train employees, volunteers and students on bullying prevention; and share information on bullying investigation procedures with students and parents.

The IDOE website for Anti-bullying information is:

<http://www.doe.in.gov/student-services/bullying-prevention-intervention-indiana>

A 25 minute webinar titled "Making Sense of HEA 1423 -Anti-bullying Legislation can be found at: <http://media.doe.in.gov/sservices/2013-09-09-BullyingLaw.html>.

What is Bullying?

Bullying (per IC 20-33-8-.2) means overt, unwanted, repeated acts or gestures, including verbal or written communications or images transmitted in any manner (including digitally or electronically), physical acts committed, aggression, or any other behaviors, that are committed by a student or group of students against another student with the intent to harass, ridicule, humiliate, intimidate, or harm the other targeted student and create for the targeted student an objectively hostile school environment that:

- (1) places the targeted student in reasonable fear of harm to the targeted student's person or property;
- (2) has a substantially detrimental effect on the targeted student's physical or mental health;
- (3) has the effect of substantially interfering with the targeted student's academic performance; or
- (4) has the effect of substantially interfering with the targeted student's ability to participate in or benefit from the services, activities, and privileges provided by the school.

Bullying fosters a climate of fear and disrespect that can seriously impair the physical and psychological health of its victims and create conditions that negatively affect learning. Bullying includes unwanted, aggressive behavior that involves a real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time. The imbalance of power involves the use of physical strength, or popularity to access embarrassing information to control or harm others. Bullying can occur anywhere (in-school or outside of school) and at any time - both during and after school hours. Bullying can include **physical bullying, verbal bullying, social/relational bullying, and electronic/written communication**.

Physical bullying involves hurting a person's body or possessions. It includes hitting/kicking/punching, spitting, tripping or pushing, taking or breaking someone's things, and making mean or rude hand gestures.

Verbal bullying involves saying mean things. It can include teasing, name-calling, inappropriate sexual comments, taunting, or threatening to cause harm.

Social/relational bullying involves hurting someone's reputation or relationships. Social bullying involves telling other children not to be friends with someone, leaving someone out on purpose, spreading rumors about someone, or embarrassing someone in public.

Electronic/written communication involves cyber-bullying, collective or group note writing, any bullying undertaken through the use of electronic devices (computer, cell phones).

Considerations in determining if the behavior meets the definition of bullying:

- The history between the individuals. Have there been past conflicts? Have these individuals had a dating relationship? (This may not be considered bullying)
- Power differential. Is there an imbalance of power? (Power imbalance is not limited to physical strength.)
- Repetition. Has this or a similar incident happened before? Is the individual worried that it may happen again?
- Are any of the individuals involved with a gang? (This may result in interventions different from bullying.)

Westview School Corporation Bullying Prevention Plans:

Westview has local control over the content of the bullying prevention programming, except the following components must be included. The 6 items listed below are followed with details in separate sections.

1. By no later than October 15th of each year, Westview must provide age appropriate research based instruction focusing on bullying prevention for all students in grades 1-12.
2. Westview must provide training to school employees and volunteers who have direct ongoing contact with students once per school year by October 15; best practice would be to train staff at the beginning of each school year. As employees are hired into the school system, routine training should occur with each staff member.
 - a. Instruction indicated above should be delivered by a school safety specialist, school counselor or any other person with training and expertise in the area of bullying prevention and intervention.
 - b. Instruction must include a definition of bullying as defined in IC 20-33-8-0.2(a) and that will not be interpreted to impose any burden or sanction on, or include in the definition of the term, any of the actions outlined in IC 20-33-8-0.2(b)
3. Westview must develop and implement a district wide policy and program.
4. Westview must implement district wide reporting documents, policies and procedures.
5. Westview must report the number of bullying incidents by category annually to the Indiana Department of Education.
6. Westview must develop a district wide bullying prevention committee or safe school committee including administrators, staff, counselors, social workers, parents and students.

1. Age Appropriate Research Based Instruction for all Students In Grades 1-12:

Bullying as a Part of the Academic Standards:

- Student Guidance Standards(Citizenship Development standards)
 - K-2, 3-5 respecting others
 - 6-8 reporting bullying; supporting those who are bullied; assertiveness in preventing bullying; respect for others; conflict management
 - 9-12 conflict management
- Physical Education Standards
 - Responsible Personal and Social Behavior
- Health and Wellness Standards
 - Influence of family, peer, culture, media, technology, and other factors on healthy behaviors
- Family and Consumer Sciences Standards
 - Interpersonal relationships

Teaching Resources from the Indiana Department of Education:

- Elementary School Classroom Guidance:
 - [Grade K-2 Sample Lesson Plan](#)
 - [Grade 1-2 Sample Lesson Plan](#)
 - [Grade 3-5 Sample Lesson Plan](#)
 - [Grade 4 Sample Lesson](#)
 - [CYPRESS Lesson Plan Samples](#)
 - [Mini-Guide for Elementary School Students](#)

- Middle School Classroom Guidance:
 - [Grade 6-8 Sample Lesson Plan](#)
 - [Grade 7-12 Sample Lesson Plan](#) with [power point](#)
 - [Grade 6-10 Sample Lesson Plan](#)
 - [CYPRESS Lesson Plan Samples](#)
 - [Sample Morning Announcement](#)
 - [Sample Staff Survey](#)
 - [Sample Student Survey](#)
- High School Classroom Guidance Curriculum Samples:
 - [Grade 7-12 Sample Lesson Plan](#) with [power point](#)
 - [Grade 6-10 Sample Lesson Plan](#)
 - [Grade 9-12 Sample Lesson Plan](#)
 - [CYPRESS Lesson Plan Samples](#)
 - [Jeopardy](#)
 - [Bully Free Brochure](#)
 - [Sample Morning Announcement](#)
 - [Sample Staff Survey](#)
 - [Sample Student Survey](#)

Bullying Follow-Up Resources from the Indiana Department of Education:

- [Bullying Packet/Assignment \(Grades k-1\)](#)
- [Bullying Packet/Assignment \(Grades 2-3\)](#)
- [Bullying Packet/Assignment \(Grades 4-6\)](#)
- [Bullying & Social Skills Packet/Assignment \(Middle School/High School\)](#)
- [Anti-bullying Contract with Elementary Student](#)
- [Anti-bullying Contract with Middle/High School Student](#)

2. Training for Staff and Volunteers:

Westview administrators must train all employees and volunteers who have ongoing contact with students regarding the school corporation's bully prevention and intervention policy. The legislation states:

Sec. 34.2. A school corporation shall provide training to the school corporation's employees and volunteers who have direct, ongoing contact with students concerning the school's bullying prevention and reporting policy adopted under IC 20-33-8-13.5.

School employees and volunteers must understand accurate definitions of bullying and school procedures, timetables and expectations for the in-school reporting of observed bullying incidents. Increased employee and volunteer awareness will allow for compliance with the section of P.L. 285-2013 that call for school policy to include:

Sec. 13.5(iv) timetables for reporting of bullying incidents to school counselors, school administrators, the superintendent, or law enforcement, if it is determined that reporting the bullying incident to law enforcement is necessary

Sec. 13.5(v) discipline provisions for teachers, school staff, or school administrators who fail to initiate or conduct an investigation of a bullying incident

Resources for Staff Training from the Indiana Department of Education:

- [Federal Government site to address bullying](#)
- [Guidance](#) from U.S. Department of Education's Office of Civil Rights
- [National Education Association](#)
- [Mental Health America](#)
- [The National School Boards Association](#)
- [Olweus](#) Bullying Prevention
- [Prevention Programs & Curriculum](#)
- Cyber Bullying Resources
 - [StopBullying.gov](#)
 - [Internet Safety Resources](#)
 - [I-KeepSafe.org](#)
 - [NetSmartKidz: Videos](#)
 - [KidSmart](#)
 - [Be Net Savvy](#) (Internet Safety for Parents)
 - [Cyberbullying Webinar](#)
 - http://www.common sense media.org/educators/curriculum/mannersbullyingethics/lessons/6-8/good_messaging_manners/
- [It Gets Better project](#)
- [Bullying and Cyberbullying Webinars](#)
- [What Can You Expect Your School To Do?](#)
- [What Training Has Been Provided To Schools?](#)
- Student Resources:
 - Bullying PSAs
 - [Stopbullying.gov](#)
 - [PSA Central](#)
 - [Youth Leaders' Toolkit](#)

Resources for Bus Driver Training: <http://www.doe.in.gov/sites/default/files/student-services/bullying-staff-training-bus-drivers.pdf>

Resources for Volunteer Training: <http://www.doe.in.gov/sites/default/files/student-services/bullying-staff-training-volunteers.pdf>

Resources for Food Service Employee Training:
<http://www.doe.in.gov/sites/default/files/student-services/bullying-staff-training-food-services.pdf>

Resources for Custodial Staff Training: <http://www.doe.in.gov/sites/default/files/student-services/bullying-staff-training-custodial.pdf>

Resources for Clerical Service Employee Training:
<http://www.doe.in.gov/sites/default/files/student-services/bullying-staff-training-clerical-services.pdf>

3. District Policy:

Westview School Corporation Bylaws & Policies

5517.01 – BULLYING (from 2005; waiting for updated Neola policy)

The School Board is committed to providing a safe, positive, productive, and nurturing educational environment for all of its students. The Board encourages the promotion of positive interpersonal relations between members of the school community. Bullying behavior toward a student, whether by other students, staff, or third parties is strictly prohibited and will not be tolerated. This prohibition includes physical, verbal, and psychological abuse as provided herein. The Board will not tolerate any gestures, comments, threats, or actions which cause or threaten to cause bodily harm or personal degradation. This policy applies when a student is on school grounds immediately before or during school hours, immediately after school hours, or at any other time when the school is being used by a school group; off school grounds at a school activity, function, or event; traveling to or from school or a school activity, function, or event; or, using property or equipment provided by the school.

Bullying as defined in State law means overt, repeated acts or gestures, including verbal or written communications transmitted, physical acts committed, or any other behaviors committed by a student or group of students against another student with the intent to harass, ridicule, humiliate, intimidate, or harm the other student. This type of behavior is a form of harassment, although it need not be based on any of the legally protected characteristics, such as sex, race, color, national origin, marital status, or disability. It would include, but not be limited to, such behaviors as stalking, intimidating, menacing, coercion, name-calling, taunting, making threats, and hazing.

Any student who believes s/he has been or is currently the victim of bullying should immediately report the situation to the building principal or assistant principal, or the Superintendent. The student may also report concerns to a teacher or counselor who will be responsible for notifying the appropriate administrator or Board official. Complaints against the building principal should be filed with the Superintendent. Complaints against the Superintendent should be filed with the Board President.

Every student is encouraged, and every staff member is required, to report any situation that they believe to be bullying behavior directed toward a student. Reports may be made to those identified above.

All complaints about bullying behavior that may violate this policy shall be promptly investigated.

If the investigation finds an instance of bullying behavior has occurred, it will result in prompt and appropriate disciplinary action. This may include up to expulsion for students, up to discharge for employees, exclusion for parents, guests, volunteers, and contractors, and removal from any officer position and/or a request to resign for Board members. Individuals may also be referred to law enforcement officials.

The complainant shall be notified of the findings of the investigation, and as appropriate, that remedial action has been taken.

Retaliation against any person who reports, is thought to have reported, files a complaint, or otherwise participates in an investigation or inquiry concerning allegations of bullying is prohibited and will not be tolerated. Such retaliation shall be considered a serious violation of Board policy and independent of whether a complaint is substantiated. Suspected retaliation should be reported in the same manner as bullying. Making intentionally false reports about bullying for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Retaliation and intentionally false reports may result in disciplinary action as indicated above.

For a definition of and instances that could possibly be construed as hazing, consult Policy [5516](#).

Confidentiality

To the extent appropriate and/or legally permitted, confidentiality will be maintained during the investigation process. However, a proper investigation will, in some circumstances, require the disclosure of names and allegations.

Safe School Committee

In accordance with State law, there shall be a *Safe School Committee* in each school within this corporation (see Policy [8400](#) - School Safety).

The Superintendent is directed to develop administrative guidelines to implement this policy. Guidelines shall include reporting and investigative procedures, as needed. The complaint procedure established by the Superintendent shall be followed.

I.C. 5-2-10.1, 20-8.1-5.1

Adopted 9/8/05

4. Investigations, Reports, and Reporting Documents:

Indiana Guidelines for Bully Investigations:

- A. Anonymous and personal reporting of bullying to a teacher or other staff member need to be established.
- B. A timetable and flow of information within buildings that begins with the observation and reporting of a bullying incident by an employee, student or parent OR through the state mandated anonymous reporting protocols
- C. A policy with disciplinary provisions for an employee who fails to report an incident within the established timetable.
- D. Reporting the incident to the parents of both the targeted student and the bully in an expedited manner after a report of bullying has been reported and investigated and determined to be a bullying incident.
- E. Reporting to the appropriate law enforcement agency if the nature of a bullying incident is determined to qualify as an illegal act.
- F. Discipline provisions for false reporting of bullying.

Westview Guidelines for bully investigations:

- A. Anonymous Reporting: Each Westview school will allow for anonymous reporting by either providing the option on the reporting form for anonymous submission or by providing a “Bullying Reporting Box” in a centrally located (private) location in the school (or multiple boxes throughout school).
- B. The protocol and timetable for reporting and investigating alleged bullying incidents at Westview are:
 - 1. Employees are required to make a report (verbally or by completed report form) **within the same day** that they have observed or become aware of an alleged incident of bullying. If the incident was verbally reported, the verbal report should be followed up with a completed bullying incident report form, completed by the same employee **within one school day**.
 - 2. Once a referral has been received from an employee or through anonymous reporting protocols, the principal (or designee) will initiate an investigation of the alleged bullying incident within **one school day** from when the initial written report was first received.
 - 3. Once the incident is determined to be a bullying incident and an investigation is completed, appropriate disciplinary response and follow up services for both the targeted student and the bully are determined. The nature of the incident, disciplinary response and proposed follow up services are to be communicated to the parent/guardian of targeted student(s) and perpetrator(s) as allowed by law, **no later than two school days** from the initiation of the investigation.
 - 4. The investigating staff member will complete the necessary bully incident report form and maintain a record of the incident for mandated state reporting.
 - 5. The reporting staff member should be notified of the results of the investigation once it is closed.

6. The Superintendent will receive periodic reports from each school of all bullying incidents reported by type, location.
 7. Extreme incidents of bullying should be reported to Superintendent immediately.
- C. Any corporation employee, volunteer, or contracted service provider who receives a report of bullying from a student, parent, visitor or colleague who fails to initiate or conduct an investigation, or who witnesses or observes a bullying incident and fails to take sufficient action may be subject to disciplinary action.
 - D. Westview administration will report investigated incidents of bullying to the parents of both the targeted student and the bully in a timely manner once the investigation confirms the bullying event occurred.
 - E. Law enforcement will be contacted if the nature of the bullying incident rises to the level of a criminal offense.
 - F. The principal of each school is authorized to acknowledge and respond to instances of false reporting of alleged bullying incidents. The principal is expected to respond with consequences regarding any person found to have falsely accused another as a means of bullying as permitted under P.L. 285-2013 for:
 1. Students: Consequences and appropriate remedial action for a student could range from positive behavioral interventions up to and including suspension or expulsion.
 2. Employees: Consequences and appropriate remedial action for a school employee or contracted service provider who has contact with students could entail discipline in accordance with Westview School Corporation policies, procedures and agreements.
 3. Visitors or Volunteers: Consequences and appropriate remedial action for a visitor or volunteer could be determined by the school administrator after consideration of the nature, severity, and circumstances of the act, including law enforcement reports or other legal actions, removal of building or grounds privileges, or prohibiting contact with students or the provision of student services.



Westview School Corporation

INCIDENT INFORMATION

Today's Date: _____ Date Incident Occurred: _____

Name of target of the bullying incident (student being bullied): _____

Name of alleged offender: _____

Type of bullying (check all that apply):

- Verbal
- Physical
- Social/Relational
- Written or Electronic

Brief explanation of incident:

Where did the bullying happen? _____

Did a physical injury result from this incident?

- No
- Yes, but it did not require medical attention
- Yes, it did require medical attention

Was the target of the incident absent from school? Yes No

If yes, how many days was the student absent as a result from this incident? _____

Any other information you would like to provide to help in our investigation:

Note: The school district is not authorized to disclose to a target, private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the parent(s) or guardian(s) of all students involved in a bullying incident and the remedial action taken, to the extent permitted by law, based on a confirmed report.

Signature: _____ Date: _____

I'd like this report to be anonymous



Westview School Corporation

FINAL INVESTIGATION REPORT

Investigated by: _____

Position: _____ Date: _____

Final Report of Investigation of bullying complaint by _____
against _____, alleged offender.

In my/our investigation of the complaint, it is found (check appropriate response):

Found grounds to substantiate the report as a bullying incident

Incident was: Verbal Physical Social/Relational Written or Electronic

Did not find grounds to substantiate the allegations

Did not find enough information to make a judgment on the allegations

Summary of investigation, findings, and disciplinary action:

Parent/Guardian of Victim Contacted: Yes Date: _____ No

Parent/Guardian of Offender Contacted: Yes Date: _____ No

Signature of Investigator/Title: _____ Date: _____

Signature of Administrator: _____ Date: _____
(if not the investigator)



Westview School Corporation

Staff Bullying Report Form

Date: _____ Time: _____ Room/Location Of Incident: _____

Adult Completing Form: _____ I'd like this report to be anonymous

Student(s) Initiating Bullying: _____ Grade: _____

_____ Grade: _____

Student(s) Affected: _____ Grade: _____

_____ Grade: _____

Student Witness(es): _____ Grade: _____

_____ Grade: _____

(Attach additional paper if necessary)

Type of Bullying Alleged (check all that apply):

Verbal _____ Social/Relational _____ Written Communication/Electronic _____ Physical _____

Check all spaces below that apply. Adult identified inappropriate behavior as:

- | | | |
|---------------------------|---------------------------|---------------------------|
| _____ Name calling | _____ Damaging property | _____ Intimidation |
| _____ Spitting | _____ Writing / graffiti | _____ Exclusion |
| _____ Stalking | _____ Shoving / pushing | _____ Cyberbullying |
| _____ Demeaning | _____ Threatening | _____ First Time Incident |
| _____ comments | _____ Hitting / kicking | _____ Ongoing Issue |
| _____ Inapprop. gesturing | _____ Taunting | _____ Property Damage |
| _____ Stealing | _____ Flashing a weapon | _____ False Reporting |
| _____ Staring / leering | _____ Inappropriate touch | _____ Other _____ |

Describe the incident:

Physical evidence:

- | | | |
|----------------|----------------------|-----------------------|
| _____ Graffiti | _____ Websites | _____ Video Recording |
| _____ Notes | _____ Social Network | _____ Text Msg |
| _____ Email | _____ Voice Msg | _____ Other: _____ |

Teacher/Staff Response Taken: _____
(Staff portion concluded here)



Westview School Corporation

Investigation Report Form

Incident identified as bullying: ___yes ___no. If **no**, why (conflict, one-time/first incident, etc.)?:_____

If **yes**, why (check all that apply)?: ___one-sided ___repeated ___imbalance of power
___on purpose ___unwanted

Determined by counselor, social worker, or principal

(name):_____

If **yes**, administrator

assigned:_____

Administrative Action Taken:

No action needed at this time_____ Action Taken:

Check all that apply below:

_____ Verbal Warning _____ Loss of Recess _____ Lunch Detention _____ Restriction from After
School Activity _____ Removal from Class _____ In-School Suspension _____ Suspension_____
Referral to Social Worker/Counselor _____ Expulsion _____ Other

Parent(s) of Target(s) Contacted?: Date:_____ Time: _____

Parent(s) of Perpetrator(s) Contacted: Date:_____ Time:_____

Administrator Signature: _____



Westview School Corporation

Parent Bullying Form

Definition of bullying: an overt, unwanted, repeated act or gesture, including written or verbal communications or images transmitted in any manner, physical acts, or any other behaviors that are committed by a student or group of students against another student with the intent to harass, ridicule, humiliate, intimidate, or harm the other targeted student and create for the targeted student an objectively hostile school environment.

Student Name: _____ **Parent Name:** _____

I'd like this report to be anonymous

Think about your child's recent alleged bullying experience. Describe what happened.

1. How was he/she bullied? (You can check more than one):

Physically (for example: hit, kicked, pushed, slapped, spat on, had property taken or destroyed, etc.)

Verbally (for example: teased, mean things were said to me, I was called names, I was threatened)

Socially/Relationally

(Ex: excluded, ignored, had rumors spread, mean things said about student to others, others were encouraged not to like student)

Communication Written/Electronic

(Ex: others used computers, email or text to threaten student or make student look bad) ___at school ___outside of school

2. Is this the first time the bullying has been reported? ___yes ___no.

If not the first time, now many times has it been reported? _____ To whom have previous reports been made _____

3. *When* did this bullying take place? *Where*? _____

Has this happened before? When? For how long? _____

4. *Who* did this to the student? _____

5. What was happening before the bullying started? _____

6. State what the bully said/did: _____

7. State what your student said/did: _____

8. *Who* else was around that saw or heard this happen? _____

9. What steps have you already taken to help in this situation? _____

Please note: This alleged incident of bullying will be fully investigated. Sometimes, depending on several circumstances, the investigation may take several days to complete. You will be contacted once the investigation is completed.



Westview School Corporation

Student Reporting Form

Definition of bullying: an overt, unwanted, repeated act or gesture, including written or verbal communications or images transmitted in any manner, physical acts, or any other behaviors that are committed by a student or group of students against another student with the intent to harass, ridicule, humiliate, intimidate, or harm the other targeted student and create for the targeted student an objectively hostile school environment.

Person Reporting Bullying _____ **I'd like this report to be anonymous**

Today's date _____ **Classroom Teacher** (of person being bullied) _____

When did the bullying happen? _____

Who do you think was bullied? _____

What **Grade**? _____

Who do you think was bullying? _____

What **Grade**? _____

Type of Bullying (check all that apply)

- | | | |
|--|--|--|
| <input type="checkbox"/> Called mean names | <input type="checkbox"/> Excluded (left out) | <input type="checkbox"/> Took or damaged something |
| <input type="checkbox"/> Threatened | <input type="checkbox"/> Hit, kicked, punched | <input type="checkbox"/> Told lies/spread rumors |
| <input type="checkbox"/> Cyber-bullying (online/email/text, etc) | <input type="checkbox"/> Racial/offensive comments | |

Where did the bullying happen? (check all that apply)

- | | | | | |
|-------------------------------------|------------------------------------|---|--|------------------------------------|
| <input type="checkbox"/> Hallway | <input type="checkbox"/> Cafeteria | <input type="checkbox"/> On the Bus | <input type="checkbox"/> Bus Stop | <input type="checkbox"/> Classroom |
| <input type="checkbox"/> Playground | <input type="checkbox"/> Bathroom | <input type="checkbox"/> Going to/from school | <input type="checkbox"/> Online/email/text | |

Is this the first time that this has occurred? **Yes** **No**

Have you filed a Student Bullying Report before? **Yes** **No**

Who has been told about the incident or saw what happened? (Check all that apply)

- | | | | |
|--|------------------------------------|------------------------------------|--|
| <input type="checkbox"/> Teacher | <input type="checkbox"/> Principal | <input type="checkbox"/> Friend | <input type="checkbox"/> Parent/Guardian |
| <input type="checkbox"/> Assistant Principal | <input type="checkbox"/> Students | <input type="checkbox"/> Counselor | <input type="checkbox"/> Nobody Yet |

Any other information that you would like to share:

5. Annual Report to Indiana Department of Education:

Categories:

Categories of Bullying for IDOE Reporting Requirements Are:

- Physical
- Verbal
- Social/Relational
- Electronic or Written Communication.

Westview will report all incidents only after the investigating school official determines that “bullying” has actually occurred under the expanded 2013 definition at IC 20-33-8-0.2.

Westview administrators will log confirmed bullying events on PowerSchool.

1. Log into PowerSchool
2. Select Student
3. On the left, under Administration, select Log Entries
4. Click New
5. Log Type will be Discipline
6. Subtype will be 01A Bullying (second from the top of the list)
7. Fill in the Consequence and Log Entry Text
8. Click the Submit button at the bottom of the page

To retrieve a list of students with this type of log entry:

1. On the left of the home screen in PowerSchool, click on Special Functions
2. Search Log Entries
3. Log Type would be Discipline
4. Log Subtype would be 01A Bullying
5. Use the date fields - Entered on or after this date, or Entered on or before this date - to narrow your search
6. Click
7. Submit

You will have three options of things you may want to do with the list of students - List Log Entries, Print a Report, Quick Export.

Data submitted to the Indiana Department of Education will be as follows:

Type of Incident	Number of Incidents by Category
Verbal	
Physical	
Social/Relational	
Written Communication/Electronic	
Combination (only report combination incidents once)	
Total Number of Reported Incidents	

All forms will be submitted to the IDOE at studentsafetyreporting@doe.in.gov

6. District Wide Bullying Prevention Committee

District wide bullying plans will be run through Westview's Special Services Team. This team is led by Ian Zuercher, principal at Shipshewana-Scott Elementary, and meets 3 times a year.

State Contacts:

David Woodward
(317) 232-6975
dwoodwar@doe.in.gov

Ryan Stewart
(317) 234-1362
rstewart@doe.in.gov

Books for Students (recommended by Indiana School Counselors)

Martine Agassi	Hands Are Not for Hitting	Preschool/Elementary
Kathi Appelt	Incredible Me!	Elementary
Teresa Bateman	The Bully Blockers Club	Elementary
Cari Best	Shrinking Violet	
Howard Binkow and Susan F. Cornelison	Howard B. Wigglebottom Learns about Bullies	Elementary
Edward Bloor	Tangerine (Role of adults, families and schools in bullying situations – may not be appropriate for young readers)	Young Adult
Carl Bosch	Bully on the Bus	Elementary
Barbara Bottner	Bootsie Barker Bites	Elementary
Lizi Boyd	Bailey the Bully	
Karen Gedig Burnett	Simon’s Hook: A Story About Teases and Put-Downs	Elementary
Jennifer E. Calvert	BFF’s Best Friends Forever (girl bullying)	Middle
Kathy Caple	The Wimp	
Judith Caseley	Bully	
Joanna Cole	Bully Trouble	
Bill Cosby	The Meanest Thing to Say	Preschool/Elementary
Judy Cox	Mean, Mean Maureen Green	
Chris Crutcher	Staying Fat for Sarah Byrnes (may not be appropriate for young readers)	Young Adult
Barthe DeClements	Nothing’s Fair in Fifth Grade	Elementary/Middle
Tomie dePaola	Oliver Button is a Sissy	Preschool/Elementary
Tomie dePaola	Trouble in the Barkers’ Class	
Catherine DePino	Blue Cheese Breath and Stinky Feet	Elementary
Frances O’Roark Dowell	The Secret Language of Girls	Elementary/Middle
Eleanor Estes	The Hundred Dresses	Elementary/Middle
Paul Fleischman	Weslandia	
Beth Goobie	Sticks and Stones	Middle/High
Carol Gorman	A Midsummer Night’s Dork	
Kevin Henkes	Chrysanthemum	Elementary
Phillip Hoose and Hannah Hoose	Hey Little Ant	Elementary
James Howe	Pinky, Rex, and the Bully	Elementary
Sandra McLeod Humphrey	Hot Issues, Cool Choices: Facing Bullies, Peer Pressure, Popularity and Putdowns	Elementary/Middle
Marianee Johnston	Dealing With Bullying	Elementary
Lynne Jonell	Bravemole	
Erika Karres, Ed.D.	121 Strategies for Bully Proofing Your School!	Middle
Erika Karres, Ed.D.	Mean Chicks, Cliques, and Dirty Tricks	Middle
Keiko Kasza	Rat and Tiger	
Ezra Jack Keats	Goggles	

Paul Kivel	I Can Make My World A Safer Place	Elementary
Amy Goldman Koss	The Girls	Elementary/Middle
Helen Lester	Hooway for Wodney Wat	
Patty Lovell	Stand Tall, Molly Lou Melon	Preschool/Elementary
Trudy Ludwig	Just Kidding	Elementary
Trudy Ludwig	My Secret Bully	Elementary
Trudy Ludwig	Trouble Talk	Elementary
Madonna	The English Roses	Elementary
Madonna	Mr. Peabody's Apples	Elementary
Becky Ray McCain	Nobody Knew What to Do: A Story About Bullying	Preschool/Elementary
Dan Millman	Secret of the Peaceful Warrior: A Story About Courage & Love	Elementary/Middle
Peggy Moss	Say Something	Elementary
Jill Joline Myers, Donna McCaw, and Leaunda Hemphill	Responding to Cyber Bullying: An Action Tool for School Leaders	All levels
Phyllis Reynolds Naylor	King of the Playground	Elementary
John Nickle	Ant Bully	Preschool/Elementary
Alexis O'Neill	The Recess Queen	Elementary
Susanna Palomares, Dianne Schilling	How To Handle A Bully	Elementary
Tracey Pearson	Myrtle	
Petty/Firmin	Being Bullied	Elementary
Patricia Polacco	Mr. Lincoln's Way	Elementary
Patricia Polacco	Thank You, Mr. Falker	Elementary
Berniece Rabe	The Balancing Girl	
Trevor Romain	Bullies Are a Pain in the Brain	Elementary
Trevor Romain	Cliques, Phonies, & Other Baloney	Elementary
Louis Sachar	There's a Boy in the Girls' Bathroom	Elementary/Middle
Steve Seskin and Allen Shamblin	Don't Laugh At Me	Preschool/Elementary
David Shannon	A Bad Case of Stripes	
Rachel Simmons	Odd Girl Speaks Out	Middle/High
Nicky Singer	Feather Boy	Elementary/Middle
Sornson/Dismond	The Juice Box Bully	Elementary
Pat Thomas	Stop Picking on Me	Preschool/Elementary
Elizabeth Verdick	Words Are Not For Hurting	Preschool/Elementary
Terrence Webster-Doyle	Why is Everybody Always Picking on Me: A Guide to Handling Bullies	Elementary
Doug Wilhelm	The Revealers	Elementary/Middle
Frieda Wishinsky	Queen of the Toilet Bowl	Middle
Susan Wojciechowski	Beany and the Meany	
Charlotte Zolotow	The Hating Book	