

LOS ANGELES UNIFIED SCHOOL DISTRICT POLICY BULLETIN

Investigator		Title/position	
Date of incident:	Date the allegation was received*:	iSTAR #:	
Alleged target(s)			
Accused person(s)			
	DATES OF CONTACT AND MONITORING		
Alleged student target(s) _			
Parent/Guardian(s) of alleg	ged target		
Accused person(s)			
Parent/Guardian(s) of accu	sed person(s)		
Other			

*Document outcome of investigation & resolution within 60 days of notification of incident

VARIABLES TO CONSIDER IN THE DETERMINATION OF BULLYING:

- Investigated and interviewed involved parties and witnesses regarding the allegation
- What is the relationship between the involved parties? (Incidents between siblings and romantic partners are considered "conflicts")
- Was the behavior part of a larger interpersonal conflict between the parties?
- If the behavior was motivated by bias based on a protected category, dual-code as bias motivated, consult with the Office of Educational Equity Compliance, and refer to relevant policies for appropriate procedures.
- Do the parties involved share responsibility for the incident?
- Was the behavior severe or pervasive?
- Was the behavior objectively offensive (i.e., would a prudent person have had a similar reaction)?
- Did the incident interfere with the target's access to education?
- Do the evidence and statements from witnesses and parties involved corroborate the allegation?

SUMMARY OF FINDINGS/DETERMINATION (SELECT ONE)

- □ Substantiated: Findings support the allegation of bullying by the alleged person/perpetrator against the alleged target.
 □ Inconclusive/Insufficient Information: Critical information to make a determination was unavailable, e.g.
- Inconclusive/Insufficient Information: Critical information to make a determination was unavailable, e.g., parties were unidentified or were non-students.
- Unsubstantiated: The allegation was unfounded or did not meet the impact criteria of bullying. Elaborate if the incident is being addressed as another category of misconduct (e.g., sexual harassment).



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Notes		
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ACTIONS	Taken (date/notes) Investigated and interviewed involved parties and witnesses regarding the allegation (add pages as	
	needed)	
	If the involved student(s) have an Individual Education Plan (IEP), consulted with the administrator	
	providing oversight of the special education program or other relevant special education staff and service	
	providers	
	If the involved student(s) have a Section 504, consulted with the Section 504 Designee	
	Informed parent(s) of the complaint, allegation and/or interventions (date:)	
	Developed Individual Student Success Plans (Attachment C) or We Are Safe, Respectful & Responsible	
	pledge (Attachment E/F)	
	Consulted with Restorative Practices Practitioner	
	Referred to Student Support and Progress Team	
	Interventions, e.g., counseling, restorative practices, community service project, restitution	
	Alternative Programming/Modification of classroom assignment or techniques	
	Suspension (Refer to Matrix for Student Suspensions/Expulsions) Consulted DCFS, Local law enforcement or L.A. School Police Department	
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	Consulted With Behavior Specialist/School Psychologist/Psychiatric Social Worker/Counselor	
	Consulted Human Relations, Diversity and Equity (213) 241-8719	
	Consulted Educational Equity Compliance Office (213) 241-7682 for harassment/discrimination matters	
	Consulted Student Discipline & Expulsion Support Unit (213) 202-7555	
	Consulted Local District Operations Monitored to shock that incident has been resolved.	
	Monitored to check that incident has been resolved Other:	
	Outer.	