

Anoka-Hennepin Anti-Bullying/Anti-Harassment Task Force

2013-2014 Report

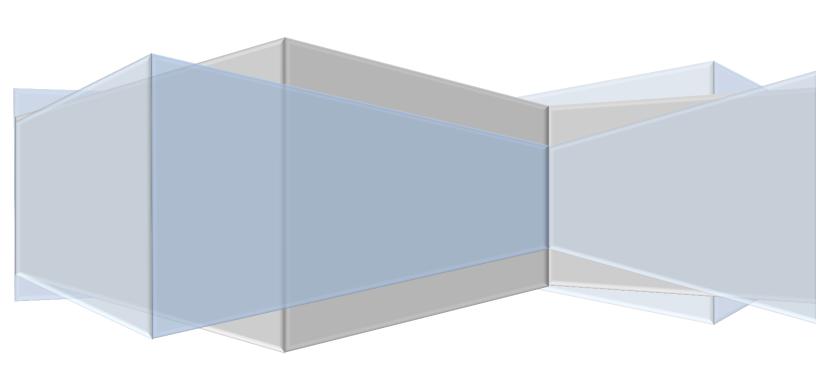


Table of Contents

Introduction	2
Recommendations	
Summary	
Appendix A: Task Force Members	
Appendix B: Anti-Bullying/Anti-Harassment Communication Plan	<u>c</u>

Introduction

The Anoka-Hennepin School District is committed to creating an inclusive and positive climate in all of our schools, where all students feel comfortable, safe, and ready to learn. The Anti-Bullying/Anti-Harassment Task Force was initially assembled in September 2012 to advise the district regarding how best to foster a positive educational climate free of harassment. The task force continued its work during the 2013-2014 school year.

The task force included 29 representatives¹ including students, school and district employees, parents, and additional community members. Nineteen members from last year's task force continued to serve on this year's task force. Jennifer Cherry, Title IX/Equity Coordinator, coordinated and scheduled the task force meetings and work.

The task force was scheduled to meet monthly for two hours throughout the 2013-2014 school year. An orientation meeting for the 10 new members was held three weeks prior to the first regular task force meeting. Regular task force meetings were held in October, November, March, April, and May. The regularly scheduled January and February meetings were cancelled due to weather-related school closings; an additional meeting was held in March to make up for the cancelled meetings. Task force members also met in subcommittees outside of the regularly scheduled meetings. From November 2013 through April 2014, subcommittees explored areas of interest drawn from last year's recommendations.

External, professional facilitators, Paula Forbes and Dawn Ellison, hosted the meetings. Meeting activities varied and were responsive to the particular objectives of each meeting. The underlying intention of every meeting was to create an inclusive and participatory space that honored diverse perspectives. The group acknowledged that members may not agree on everything, and all perspectives would be heard. Group norms and ground

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¹ See Appendix A for list of task force members.

rules were established at the first meeting and reviewed at every meeting: *listen with attention* and speak with intention; no fixing or advice; when you find yourself in judgment, seek to understand; all are responsible for the well-being of the group; no stories should be attributed or shared without the express permission of the storyteller.

The task force's steering committee², which formed the first year, continued to plan the meeting agendas and co-write the final task force report. The steering committee met each month, prior to each task force meeting, to review meeting notes and drive the objectives for the next meeting.

The task force and the Anoka-Hennepin Anti-Bullying/Anti-Harassment Leadership Team established a communication protocol to coordinate work. The leadership team reviewed the task force's preliminary recommendations and made suggestions that the task force considered in finalizing its recommendations.

The charge of the task force is to

- 1. Bring forth concerns of students and parents related to harassment incidents and the District's overall climate.
- 2. Recommend strategies to prevent harassment and improve the educational climate.
- 3. Outreach strategies to parents and families to build awareness around, address concerns related to, and gain feedback regarding the district's anti-harassment efforts.

Last year's task force presented nine recommendations to the School Board July 8, 2013. The School Board directed the Anoka-Hennepin Anti-Bullying and Anti-Harassment Leadership Team to prioritize the recommendations. The leadership team reviewed, assessed, and prioritized the 2012-2013 recommendations. The leadership team worked in conjunction with the task force to develop actionable recommendations for 2013-2014.

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² Steering committee members are identified with * in Appendix A.

Last year the task force identified two of the nine recommendations as priorities to explore during 2013-2014.

- Promote Positive Culture: The task force recommended the district and task force
 continue to explore specific programs and strategies that promote a positive culture
 that include student leaders, families, community members and organizations,
 curriculum, training of all school staff members, and measures of effectiveness.
- 2. **Engage Families:** The task force recommended the district partner with families to achieve safe and welcoming schools and communities.

Considering these recommendations and the interests of the task force members, nine subcommittees formed to focus on items that the school district could implement during the 2014-2015 school year to support safe and inclusive schools for ALL. Each subcommittee worked to develop goals that were specific, measurable, attainable, realistic, and time-bound (SMART). Subcommittees shared their work with the task force and revised their goals based on feedback from the task force. Two subcommittees with similar focus combined to work toward a common goal. The goals were further refined based on feedback from the steering committee and leadership team. Consensus was reached to forward five of the eight goals as recommendations to the board; the task force will continue work on the remaining three goals next year. The three goals needing further work are mental wellness for teachers and students, family connection nights, and student education and student leadership.

Each of the five task force recommendations was supported by one hundred percent of the members present at the May meeting. An anonymous survey was sent to all task force members after the May meeting to obtain feedback on their satisfaction with the work of the task force this year and sought members' input on direction for next year's work. The survey also provided another opportunity for members to weigh-in on the recommendations. Of the members who completed the anonymous end-of-year survey, eighty-five percent supported all five of the recommendations.

Recommendations

The following recommendations have majority support from the 2013-2014 task force.

<u>Recommendation 1:</u> Increase awareness and acknowledgement of the variety of family structures & characteristics.

In order to gain awareness and acknowledge the variety of family structures within the Anoka-Hennepin School District, the Task Force recommends adding two questions related to family structure and inclusivity to the annual Parent Attitude and Satisfaction Survey, beginning May 2015.

<u>Recommendation 2:</u> Increase adult presence in unstructured common places in middle schools through the use of volunteer school ambassadors.

In an effort to increase safety, reduce discipline issues, and increase positive student interaction with peers and adults, the Task Force recommends middle schools recruit, train, and deploy additional community volunteers to help build positive school climate by interacting with students in hallways and other unstructured common places and encouraging healthy peer interactions, beginning September 2014.

<u>Recommendation 3:</u> Honor and celebrate the contributions of diverse people and families in our community, country, and world, including the LGBT community.

In an effort to affirm and celebrate the diversity represented by district students, families, and employees, the Task Force recommends Anoka-Hennepin Schools recognize, affirm, and assess specific LGBT activities including, but not limited to, continuing to support student-led Gay Straight Alliance clubs; hosting school-related family nights for our diverse populations, including LGBT families and LGBT students and their parents; and creating public displays honoring LGBT history month each October beginning in 2014.

<u>Recommendation 4:</u> Provide comprehensive communication about safety and inclusiveness for all people in our schools.

In an effort to provide comprehensive communication about the District's anti-bullying and anti-harassment efforts, the Task Force recommends adopting the Anti-Bullying/Anti-Harassment Communication Plan³. The Communications Department, in collaboration with appropriate staff, will maintain and expand communication with designated internal and external audiences regarding district anti-bullying efforts using a series of specific and measurable objectives defined by the communication plan.

<u>Recommendation 5:</u> Increase messages of kindness in the Anoka-Hennepin community.

In an effort to promote kindness in our community, the Task Force recommends the Anoka-Hennepin School District, in collaboration with community agencies, develop and implement specific messaging strategies to Anoka-Hennepin adults, throughout the 2014-15 school year. District staff will distribute the messages through school newsletters, the Focus on Anoka-Hennepin, school marquees, and the Anoka County newsletter. Messages will give examples of kind acts; challenge readers to try kind responses to situations; encourage reaching out; encourage accepting differences; and encourage being proactive in promoting kindness.

Summary

The Anoka-Hennepin School District's Anti-Bullying/Anti-Harassment Task Force developed five recommendations intended to meet the district's commitment to create a school climate where all students feel welcome, safe, and ready to learn. These were forwarded to the School Board for their consideration. Additional information regarding the work of the task force may be found at: www.anoka.k12.mn.us/antibullytf.

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³ See Appendix B for Anti-Bullying/Anti-Harassment Communication Plan.

Appendix A
Task Force Members

The 2013-2014 Anti-Bullying/Anti-Harassment Task Force included the following members.

Paul Anderson, principal (Sand Creek Elementary School)

Alyssa Beddoe, community member (recent graduate of Andover High School)

Mark Bryant, parent (Roosevelt Middle School)

* Jennifer Cherry, PhD, Title IX/equity coordinator (Anoka-Hennepin School District)

Angela Diep, student (Blaine High School)

Jacob Ericson, student (Andover High School)

Mike Farley, principal (Anoka High School)

Lucy Geezay, student (Champlin Park High School)

- Jinger Gustafson, EdD, associate superintendent of middle schools (Anoka-Hennepin School District)
- Beth Hentges, parent (Jackson Middle School, Champlin Park High School)

Leslie Houghtaling, analyst, (Hennepin County Human Services)

Janet Irakunda, student (Coon Rapids High School)

Nita Kumar, PhD, mental health consultant (Anoka-Hennepin School District)

Bryan Lindquist, parent (Franklin Elementary School, Anoka High School)

Donna McDonald, violence prevention coordinator (Anoka County)

Sara Messerli, parent (Johnsville Elementary, River Trail Learning Center)

Jimmy Nyembwe, student achievement advocate (Anoka Middle School for the Arts)

Stephanie Ochocki, school social worker (Andover Elementary School)

Roland Oyou, student (Anoka High School)

- Mary Olson, director of communication and public relations (Anoka-Hennepin School District)
- * Judi Orland, parent (Rum River Elementary School, Andover High School)

John Pena, assistant principal (Anoka Middle School for the Arts)

Kirsten Rasmussen, teacher (Champlin Park High School)

Kathy Riddle, parent (Oak View Middle School, Andover High School)

Linda Rodgers, parent involvement coordinator (Anoka-Hennepin School District)

Tom Shaw, principal (Coon Rapids Middle School)

Simone Simon, teacher (Coon Rapids Middle School)

John Swisher, community member (retired middle school teacher, Anoka Middle School for the Arts)

Amanda Vickstrom, community relations coordinator (Anoka County Attorney's Office)

Facilitators: * Dawn Ellison, MD and * Paula Forbes, JD

Recorder: Laurie Rasmusson

* Steering committee member

Appendix B
Anti-Bullying/Anti-Harassment Communication Plan

Anti-Bullying/Anti-Harassment Communication Plan

May 2014*

Need statement

The Anoka-Hennepin School District wishes to create greater awareness among all stakeholders of the district's efforts to eliminate bullying and harassment and provide a safe learning environment for all students and to share information with all stakeholders about the role they play in eliminating bullying and harassment.

Situation analysis:

- The Anoka-Hennepin School District formally began work to stop bullying in 2003 with awareness brochures for all students and families, a poster and essay contest, and a variety of programs at individual schools. The district was seen as a leader in anti-bullying efforts and was frequently asked to share its efforts with other districts and media.
- This perception changed in 2011 when the district became the subject of a federal lawsuit regarding bullying and harassment of GLBT students. The lawsuit ended with all parties agreeing to a consent decree in March 2012 that outlined a five-year plan of action and monitoring; it included formation of a community task force.
- Surveys by Decision Resources found improvement in community perception regarding bullying. The percentage of respondents who indicated bullying was the most serious issue facing the district dropped from 12 percent in 2012 to 10 percent in 2013.
- The percentage of respondents who described the district's reputation as "bullying" dropped from 3 percent in 2012 to 2 percent in 2013.
- The district's earlier anti-bullying campaign had good awareness among parents; 85 percent of parents surveyed reported awareness in 2005, 92 percent in 2006 and 96 percent in 2007 (the last year the question was asked).
- The district monitors students' experience with and perceptions of bullying through an annual survey. The fall 2013 survey indicates that while the vast majority of students surveyed report never being bullied, approximately two percent of students report being bullied daily. The percentage of students who indicated they report bullying to an adult dropped slightly.
- The Anti-Bullying, Anti-Harassment Task Force of students, community members and staff developed a number of recommendations in spring 2013, including a recommendation that the district develope a communication plan to share information regarding district efforts.

Goals:

- Provide information to all audiences on the district's efforts to eliminate bullying and harassment and provide a safe, respectful learning environment for all students.
- Students and staff will understand the role they play in eliminating bullying and harassment, know what to do and take action when they see bullying and harassment.

Key action steps:

- Share information with families about positive anti-bullying activities in which their children are involved.
- Provide families and the community with information about how they can support anti-bullying efforts.
- Share information about the districts' character education efforts and ways in which schools help instill the district's core values of respect, responsibility, appreciation of diversity, integrity and compassion.

Common key messages for all audiences

- We take bullying and harassment seriously.
- We are committed to creating a safe and respectful environment, free of bullying and harassment, so <u>all</u> students can succeed.
- We acknowledge that it takes the entire community to end bullying and harassment, therefore, we will engage all stakeholders in working toward this goal.

*The Anti-Bullying/Anti-Harassment Task Force reached consensus in support of the plan May 22, 2014.

- We take bullying and harassment seriously.
- We are committed to creating a safe and respectful environment, free of bullying and harassment, so <u>all</u> students can succeed.
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Audience: students

Objectives	Specific Messages	General Communication Strategies	Tactics/Tools	Staff/ Responsibility	Timeline	Evaluation	Budget
100% of students will receive	You can help make your school	Tweak existing programs to	Review student/parent	Jennifer C,	Review in	Accomplished?	12 hours staff
information annually about	and neighborhood safe for all	ensure key messages are	bullying brochures	Barry S, Kay V and	June/July;	Yes/No	time
bullying and harassment.	by taking action against	delivered.	annually and revise as	Mary 0	Reprint July/Aug.		\$3,000
	bullying and harassment.		needed (consider				printing
100% of grades 3-12 students		Use website.	splitting elementary				
will receive information on	If you are bullied or harassed,		brochure, K-2 and 3-5);				
cyber bullying annually.	or see someone being bullied	Capitalize on school's	distribute annually (print				
	or harassed, tell an adult so	annual review of discipline,	or electronic)				
100% of student will have	they can help!	bullying and harassment	Provide key messages	Mary O and Jennifer	September and	Percentage of	2 hours staff
access to information about		policies.	twice annually to schools	С	February	schools that	time
how to report incidents of	Bullying hurts. It's not a joke.		and direct that they be	Put on calendar for		incorporated	
bullying or harassment.		Capitalize on existing	incorporated into their	years into future		antibullying	
	If you see someone being	character education	Individual school anti-			messages into their	
100% of students will receive	bullied, take action. Stop it!	program.	bullying efforts			School	
information on the role of						Improvement	
bystanders in stopping bullying.						Plans	
			Provide student-friendly	Jennifer C, Barry S,	Ongoing, review	Monitor web hits	Initial creation
			Web resources	Kay P	annually in May	to determine if	8 hours,
Evaluation of impact of all						resources are	4 hours for
strategies used with students						accessed.	annual update
			Include segments on	Jennifer C, Greg C,	Initial discussion	Brief student	\$20,000 -
The percentage of students who			bullying/harassment in	Barry S, Stephanie	spring 2014	survey (3 - 5	\$30,000
report they have never been			discipline policy	O, Comm and PR		questions)	
bullied will increase by 2			communication/training				

	Anti-bunying/Anti-harassment rask force keport	2013-2014
The percentage of students who witness bullying and take no action will decrease by 2	Continue existing middle school lessons on Internet safety, including cyberbullying Continue existing middle school lessons on Internet safety, including cyberbullying Internet safety, including cyberbullying Continue existing middle with principals With principals Survey regarding cyberbullying	Varies by school depending on implementatio
percent annually.	Posters, specific for each level Barry S Review annually in May, purchase, print, distribute Accomplished? Yes/No	10 hours
	Brief video on antibullying survey results shared with secondary students Brief video on antibullying survey results comm and PR, superintendent staff in February Video created annually by Jan. 30; presentation to staff in February	10 hours
	Provide Character Education in all schools Edu	50 hours
	Superintendent meetings with student Jennifer C, appropriate associate Included in annual monitoring and assessment plan required by consent decree	81 hours per year
	Include the mental health contact for each school on the school contact info magnets families get each fall. Mary O will work ongoing Accomplished? Yes/No with principals and print shop to revise magnets	2 hours
	Recommendations from the Anti-bullying/Anti- harassment Task Force may be added here	

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Audience: parents

Specific Messages	General Communication	Tactics/Tools	Staff/	Timeline	Evaluation	Budget
	Strategies		Responsibility			
Rullying is not a normal part of	Use existing	Modify parent/guardian	Mary O	June 2014	Percentage of	1/2 hour
	=		Mary O	Julie 2014	_	1/2 11001
cilitatiood.						
The asheel can help address		_			returneu	
-						
	_					
	-					
contact the principal.						
	classroom folders, etc.					
		Discrimination Policy				
	Capitalize on school's	Share information	Johnna R	Annually in winter	Accomplished?	2 hours
	annual review of discipline	annually on results of the	Mary 0	Focus newsletter	Yes/No	
	policy handbook.	anti-bullying survey		and electronic		
				media		
		Create a parent resources	Kay V	Fall 2014	Monitor web hits	12 to 15 hours
		page on the district	Barry S	Review; update	to determine if	first year; 2
		website. Link school sites		annually as needed	resources are	hours in
		to resource page			accessed; Get	following years
					feedback through	
					•	
	Bullying is not a normal part of childhood. The school can help address bullying and harassment. Parents who have concerns about their children should contact the principal.	Bullying is not a normal part of childhood. The school can help address bullying and harassment. Parents who have concerns about their children should contact the principal. Example 1 Use existing communication vehicles to communicate with parents/guardians, including website, school and district enewsletters and print newsletters, weekly elementary classroom folders, etc. Capitalize on school's annual review of discipline	Bullying is not a normal part of childhood. The school can help address bullying and harassment. Parents who have concerns about their children should contact the principal. Capitalize on school's annual review of discipline policy handbook. Bullying is not a normal part of communication vehicles to communication vehicles to communicate with parents/guardians, including website, school and district enewsletters and call attention to the Bullying Prohibition Policy and the Harassment, Violence and Discrimination Policy Capitalize on school's annual review of discipline policy handbook. Create a parent resources page on the district	Bullying is not a normal part of childhood. The school can help address bullying and harassment. Parents who have concerns about their children should contact the principal. Capitalize on school's annual review of discipline policy handbook. Strategies Modify parent/guardian signoff of policy handbook to incorporate our key messages about bullying and harassment and call attention to the Bullying Prohibition Policy and the Harassment, Violence and Discrimination Policy Share information annually on results of the anti-bullying survey Create a parent resources page on the district website. Link school sites	Bullying is not a normal part of childhood. Bullying is not a normal part of childhood. The school can help address bullying and harassment. Parents who have concerns about their children should contact the principal. Capitalize on school's annual review of discipline policy handbook. Capitalize on school's annual review of discipline policy handbook. Strategies Modify parent/guardian signoff of policy handbook to incorporate our key messages about bullying and harassment and call attention to the Bullying Prohibition Policy Share information annually on results of the anti-bullying survey Mary O June 2014 Mary O June 2014 Mary O Focus newsletters and electronic media Annually in winter Focus newsletter and electronic media Create a parent resources page on the district website. Link school sites	Bullying is not a normal part of childhood. Bullying is not a normal part of childhood. The school can help address bullying and harassment. Parents who have concerns about their children should contact the principal. Capitalize on school's annual review of discipline policy handbook. Capitalize on school's annual review of discipline policy handbook. Capitalize on school's annual review of discipline policy handbook. Capitalize on school's annual review of discipline policy handbook. Capitalize on school's annual review of discipline policy handbook. Capitalize on school's annual review of discipline policy handbook. Capitalize on school's annual review of discipline policy handbook. Capitalize on school's annual review of discipline policy handbook. Capitalize on school's annually on results of the anti-bullying survey Capitalize on school's annually on results of the anti-bullying survey Capitalize on school's annually on results of the anti-bullying survey Capitalize on school's annually on results of the anti-bullying survey Capitalize on school's annually on results of the anti-bullying survey Capitalize on school's annually on results of the anti-bullying survey Capitalize on school's annually on results of the anti-bullying survey Capitalize on school's annually on results of the anti-bullying survey Capitalize on school's annually on results of the anti-bullying survey Capitalize on school's and because our key messages about bullying and harassment and call attention to the Harassment, Violence and Discrimination Policy Share information annually on results of the anti-bullying survey Capitalize on school's and because our key messages about bullying and harassment and call attention to the Bullying Prohibition Capitalize on school's and because our key messages about bullying and harassment and call attention to the Bullying Prohi

-	Timer Barry mg/ Timer 1	Harassillellt rask rul				2013-2014
and harassment by spring 2016.		Review student/parent	Jennifer C,	Review in	Accomplished?	12 hours staff
		antibullying brochure	Barry S, Kay V and	June/July;	Yes/No	time
100% of parents will receive		annually and revise as	Mary 0	Reprint July/Aug.		\$3,000 to
information annually on how to		needed; distribute				\$6,000
report bullying/harassment by		annually (print or				printing
spring 2016.		electronic). Include				depending on
		parent talking points and				distribution
100% of parents will receive		information on how they				plan
information about the role		can help their children.				
bystanders play in stopping		Continue Internet Safety	Community	Each fall	Audience	20 hours
bullying by spring 2016.		Family Information	Education,		evaluation form	
		Night; make it an annual	Technology			
		event.	Committee, Barry S			
		Translate policy	Mary 0 and	Fall 2014	Accomplished?	\$110 to
		handbooks into district's	translation		Yes/No	\$120,000
		top five languages	committee		Brief survey of	30 hours staff
					language groups	time
		Translate student/parent	Mary 0 and	Fall 2015	Accomplished?	Unknown at
		bullying brochures into	translation		Yes/No	this time
		top five languages	committee		Brief survey of	
					language groups	
		Share information about	Mary 0 will provide	Develop content by	Accomplished?	13 to 15 hours
		district core values and	content, principals	May 2015 and send	Yes/No	
		Character Education	will incorporate in	to principals		
		program via school	newsletters	annually;	Add item to PASS	
		newsletter		principals share in		
				newsletters on		
				ongoing basis		
		Communicate general	Comm and PR	Ongoing news as it	Item in PASS and	20 hours
		news of anti-		happens	Community Survey	annually
		bullying/anti-harassment				
		and character education				
		efforts underway at				
		schools and district				
		through news releases,				
		media pitches, district				

	2013-2014	
	print and electronic media	
	Recommendations from the Anti-bullying/Anti- harassment Task Force may be added here	

- We take bullying and harassment seriously.
- We are committed to creating a safe and respectful environment, free of bullying and harassment, so <u>all</u> students can succeed.
- We acknowledge that it takes the entire community to end bullying and harassment, therefore, we will engage all stakeholders in working toward this goal.

Audience: staff

Objectives	Specific Messages	General Communication Strategies	Tactics/Tools	Staff/ Responsibility	Timeline	Evaluation	Budget
100% of staff complete annual online anti-bullying/anti-harassment training so that they:	See it, Say it, We it, Close it! Know, No, Know	Use of staff development to convey responsibilities, policies and procedures.	Provide annual online anti-bullying/anti- harassment training	Employee services	Deployed for completion May 16, 2014; annually thereafter	Survey to be conducted by RET	\$90,000 and 200 hours
 know procedures for handling reports of bullying and harassment from students and/or parents/guardians. understand the effects of bullying on students and 	All staff have a crucial role and responsibility in creating a safe and respectful environment, free of bullying and harassment, so <u>all</u> students can succeed.	Use of existing district communication vehicles. Use face-to-face communication and meetings for sharing	Share anti-bullying survey results with school staff during staff meeting using video and discussions questions	RET, Principals, Comm and PR, superintendent	Video created annually by Jan. 30; presentation to students in February	School leadership feedback reported annually in monitoring and assessment plan	10 hours
the school environment. use their knowledge to address any incidents of bullying and harassment they encounter or are		information.	Share anti-bullying survey results through In the Know enewsletter and website	Comm and PR	Annually in January	Accomplished? Yes/No	30 minutes
reported to them. understand the effects of bullying on students and the school environment. 100% of staff will have access to			Communicate general news of anti-bullying/anti-harassment and character education efforts underway at schools and district	Comm and PR, Jennifer C, principals	Ongoing as news happens.	Employee Engagement survey question #28	20 hours annually
information about the district's efforts to prevent and address bullying and harassment.			through <i>In the Know</i> enewsletter				

Anti-Bullying/Anti-Harassment Task Force Report

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		Provide news of student education related to antibullying efforts	Comm and PR, Jennifer C, principals	Ongoing as news happens.	Accomplished? Yes/No	10 hours
		Provide See It, Say It, We It, Close It bookmarks to all staff each year	Comm and PR	September	Accomplished? Yes/No	10 hours \$1,000 printing annually
		Recommendations from				
		the Anti-bullying/Anti-				
		harassment Task Force				
		may be added here				

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Audience: Bus drivers (contracted service providers)

Objectives	Specific Messages	General Communication Strategies	Tactics/Tools	Staff/ Responsibility	Timeline	Evaluation	Budget
All bus drivers will know and	All bus drivers have a crucial	Use print materials	Present information on	Jennifer C,	Annually in the fall	Check to see if bus	7 hours each
understand bullying and	role and responsibility in		bullying and harassment	Keith P	during regular	companies do a	year
harassment policies.	creating a safe and respectful	Use existing annual training	policies and procedures,		meetings or back-	meeting evaluation	
	environment, free of bullying		and on effects of bullying		to-school	we could	
All bus drivers will know	and harassment so all students	Capitalize on media interest	on students and the		workshop	participate in	
procedures for handling reports	feel safe traveling to and from	surrounding bullying and	school bus environment				
of bullying and harassment	school	harassment	Provide handouts	Jennifer C,	Annually in the fall	Accomplished?	\$25 copying
from students and/or			regarding policies – check	Keith P	during regular	Yes/No	costs
parents/guardians.			with Keith on overlap of		meetings or back-		
			district and vendor		to-school		1 hour
All bus drivers will use their			policies		workshop		
knowledge to address any			Aggressively pitch to	Comm and PR	Ongoing as	Monitor media	
incidents of bullying and			media positive stories		potential stories	stories.	
harassment they encounter or			about our success in		come up		
are reported to them.			addressing bullying and				
			harassment				
All bus drivers will understand			Position district staff to				
the effects of bullying on			be seen as experts on				
students and the school			bullying and harassment				
environment.			related issues				
			Recommendations from				
			the Anti-bullying/Anti-				
			harassment Task Force				
			may be added here				

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Audience: General community

Objectives	Specific Messages	General Communication Strategies	Tactics/Tools	Staff/ Responsibility	Timeline	Evaluation	Budget
Community members will have	Emphasize everyone has a role	Use existing	Communicate general	Comm and PR	Ongoing news as it	Item in PASS and	20 hours
access to information about	in addressing and preventing	communication vehicles to	news of anti-		happens	Community Survey	annually
definitions of bullying and	bullying and harassment.	communicate with	bullying/anti-harassment				
harassment, school procedures		community members	efforts and character				
for addressing them, and		including website, print and	education efforts				
consequences for students who		e-newsletters, social media,	underway at schools and				
bully and/or harass others.		and news media.	district through news				
			releases, media pitches,				
Community members will have		Use face-to-face	district print and				
access to information about		communication and	electronic media				
how to report incidents of		meetings for sharing	Speaking engagements	Jennifer C and other	Ongoing as needed	Feedback from	Time
bullying or harassment.		information.	with civic groups,	appropriate staff		audience and	commitment
			coordinated jointly			facilitator	varies with
Community members will have		Use story-telling techniques	through Comm and PR,				requests
access to information about		when possible to share	superintendent's office				
their role in helping children		stories of real students.	Aggressively pitch to	Comm and PR	Ongoing as	Monitor media	Varies with
deal appropriately with			media positive stories		potential stories	stories	opportunities
bullying.			about our success in		come up		
			addressing bullying and				
Community members will have			harassment				
access to information about the			Position district staff to	Comm and PR	Ongoing as		Varies with
district's efforts to prevent and			appear as expert		opportunities arise		opportunities
address bullying and			spokespersons for media		opportunities arise		opportunities
harassment.			on anti-bullying/ anti-				
			harassment topics				

Anti-Bullying/Anti-Harassment Task Force Report							
_			Implement community	Linda Rodgers	Draft messages	Add to Decision	10 hours
			messaging campaign	with vetting from	summer 2014	Resources survey	
				AB/AH Leadership	Deliver throughout		
				Team, Comm and PR	2014-15 school		
					year		

Additional audiences for future consideration:

Faith community

Anoka and Hennepin County Social Services

Community athletic associations

Elected officials – city, county, state, federal