



Dignity for All Students Reporting Form

Name of Complainant _____

Date of Complaint _____

Name of person alleged of bullying or harassing _____

Date and school/location of incident _____

Description of incident _____

Type of Incident *(check all that apply)*:

Bullying Cyberbullying Discrimination Harassment Hazing

Did the incident involve any bias related to the following? *(check all that apply)*

Race Color National Origin Ethnic Group Religion Religious Practice Disability
 Sexual Orientation Gender Sex

Were any injuries reported? ____ No ____ Yes – description: _____

Name(s) of witness(s) (if any) _____

Were parents notified? ____ No ____ Yes – notification done by: _____

Has an incident with the same person been reported before? _____

If yes, when? _____ To whom? _____

What was the resolution? _____

Signature of Complainant: _____

Name/Signature of Person Receiving This Complaint _____

Forms should be submitted directly to your child's School DASA Coordinator. Complaints that are district-wide in nature, involve administration, or are not tied to a particular school should be made to the Office of Human Resources.

Dignity for All Students Act: Definitions and Examples

Bullying has been described by the U.S. Department of Education as unwanted, aggressive behavior among school-aged children that involves a real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time.

According to the U.S. Department of Education, bullying generally involves the following characteristics:

- **An Imbalance of Power:** Children who bully use their power, such as physical strength, access to embarrassing information or popularity, to control or harm others. Power imbalances can change over time and in different situations, even if they involve the same people.
- **The Intent to Cause Harm:** The person bullying has a goal to cause harm.
- **Repetition:** Bullying behaviors generally happen more than once or have the potential to happen more than once.

Examples of bullying include, but are not limited to:

- **Verbal:** Name-calling, teasing, inappropriate sexual comments, taunting and threatening to cause harm.
- **Social:** Spreading rumors about someone, excluding others on purpose, telling other children not to be friends with someone, and embarrassing someone in public.
- **Physical:** Hitting, punching, shoving, kicking, pinching, spitting, tripping, pushing, taking or breaking someone's things and making mean or rude hand gestures.

Cyberbullying has been described by the U.S. Department of Education as bullying that occurs through the use of electronic technology, such as cell phones, computers, and tablets. It can also involve the use of communication tools, such social media sites, text messages, chat and websites.

Examples of cyberbullying include, but are not limited to:

- Sending hurtful, rude, or mean text messages or e-mails to others.
- Spreading rumors or lies about others by text message or e-mail or posting on social networking sites.
- Creating or sharing pictures, websites, videos or social media profiles, including fake profiles that embarrass, humiliate, or make fun of others.

Cyberbullying is different from face-to-face bullying because messages, videos, pictures and/or images can, among other things, be:

- Sent 24 hours a day, 7 days a week, 365 days a year.
- Distributed quickly to a very wide audience.
- Sent anonymously.

Discrimination is the act of denying rights, benefits, justice, equitable treatment or access to facilities available to all others, to an individual or group of people because of the group, class or category to which that person belongs. Discrimination can involve a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, or sex.

Examples: Threatening someone because of their race, not allowing someone to participate in an activity because of their disability.

Hazing is an induction, initiation or membership process involving harassment which produces public humiliation, physical or emotional discomfort, bodily injury or public ridicule or creates a situation where public humiliation, physical or emotional discomfort, bodily injury or public ridicule is likely to occur.

Examples: Threats or implied threats, asking new members to wear embarrassing or humiliating attire, daring someone to do something inappropriate.

Harassment means the creation of a hostile environment by conduct or by verbal threats, intimidation, or abuse that has or would have the effect of unreasonably and substantially interfering with a student's educational performance, opportunities or benefits, or mental, emotional, or physical well-being; or conduct, verbal threats, intimidation, or abuse that reasonably causes or would reasonably be expected to cause a student to fear for his or her physical safety; such conduct, verbal threats, intimidation, or abuse includes, but is not limited to, verbal threats, intimidation, or abuse based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex (Education Law §11[7]).

Examples: Physically taunting, hitting, or touching a person so that they feel uncomfortable.

GCS DASA Coordinators

Altamont Elementary School: Principal Peter Brabant, 861-8528

Guilderland Elementary School: Principal Allan Lockwood, 869-0293

Lynnwood Elementary School: Principal Alicia Rizzo, 355-7930

Pine Bush Elementary School: Principal Christopher Sanita, 357-2770

Westmere Elementary School: Principal Beth Bini, 456-3771

Farnsworth Middle School: Principal Michael Laster, 456-6010

Guilderland High School: Assistant Principal Lisa Patierne, 861-8591

District-wide Coordinator: Assistant Superintendent for Instruction Demian Singleton, 456-6200, ext. 3119