REPORT OF DISCRIMINATION, HARASSMENT, VIOLENCE, BULLYING AND OTHER OFFENSIVE BEHAVIOR

Type of Prohibited Conduct Being Reported:
( ) DISCRIMINATION  ( ) HARASSMENT  ( ) VIOLENCE  ( ) OTHER OFFENSIVE BEHAVIOR  
( ) BULLYING

On the Basis of: (check all that apply)

( ) race  ( ) creed  ( ) sex  ( ) marital status  ( ) national origin 
( ) age  ( ) color  ( ) religion  ( ) familial status  ( ) public assistance 
( ) disability  ( ) ancestry  ( ) sexual or affectional orientation  ( ) gender identity and expression 
( ) none

Saint Paul Public Schools (the District) commits to supporting and maintaining a respectful learning and work environment that is free from discrimination, harassment, violence, and other offensive behavior based on an individual's race, creed, sex, marital status, national origin, age, color, religion, ancestry, status with respect to public assistance, sexual or affectional orientation, gender identity and expression, familial status, or disability.

The District prohibits discrimination, harassment, violence, or other offensive behavior by or toward a student, District employee, or third party in all District environments including all academic, extra-curricular, co-curricular, and District sponsored activities on District property, including but not limited to schools, the school bus, school functions, or District sponsored events held at other locations.

District Policy 415.00 and Procedure 415.00.01 define various types of harassment, violence, and other offensive behavior in addition to setting forth procedures for reporting violations. Policy 415.00 and Procedure 415.00.01 can be found at http://www.spps.org/Page/25494.

The District also prohibits bullying against a student, by either an individual or a group. Policy 505 and Procedure 505.00.01 define bullying and set forth procedures for reporting violations. Policy 505 and Procedure 505.00.01 can be found at http://www.spps.org/Page/25515.

Date of Incident: __________________ Time: __________ Place: ________________________________

REPORTER OR COMPLAINANT

_________________________ I am: ( ) Student ( ) District Personnel ( ) Other (specify) _____________
Name (Print) Contact Information: Phone: __________________ e-mail: ____________________________

If District Personnel: Work Phone: ______________ Building: ________________________________
Were you the target of the prohibited conduct that you are reporting? ( ) Yes ( ) No
If not, please list below the name of the person who was the target of the prohibited conduct.

TARGET OF PROHIBITED CONDUCT

_________________________ The Target is: ( ) Student ( ) District Personnel ( ) Other (specify) _____________
Name (Print) Contact Information (if known): Phone: __________________ e-mail: ____________________________
IF Target is a Student, include CIF#: __________ and Home School: ________________________________

ALLEGED OFFENDER

Who engaged in the prohibited conduct? Name: __________________________
They are: ( ) Student ( ) District Personnel ( ) Other (specify) ________________
IF Alleged Offender is a Student, include CIF#: ______________ and Home School: ________________________________

Updated 8/1/2017
This completed form must be filed with the appropriate responsible administrator consistent with Procedure 415.00.01 and Procedure 505.00.01.