



# Bullying Within the County School Districts: A Survey of Policy within San Mateo County School Districts

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## Issue

Do the school districts in San Mateo County have a bullying policy and an enforcement process?

## Summary

Of the twenty three SMC school districts, results showed that two districts have a bullying policy separate and distinct from harassment. A total of eighteen districts, including the two with separate bullying policies, have a harassment policy with inclusion of bullying, but not in detail; five districts have no bullying or harassment policy that include bullying. The Grand Jury recommends that all the school districts in San Mateo County establish and enforce a bullying policy and clearly communicate that policy to the student bodies, staff and parents of their respective schools.

## Background

An article in *USA Weekend Magazine* pointed out that recent studies have shown that from 15 to 25 percent students in the USA are bullied with some frequency<sup>1</sup>. As late as October 21, 2010, President Obama was quoted on a White House YouTube video about bullying, stating that “bullying is not a normal part of growing up.”<sup>2</sup> The President stated in the interview that he knew what it was like to be different and made fun of as a child, basically “a painful and unnecessary act.”

The abundance of recent publicity sparked the interest of the 2010-2011 San Mateo Civil Grand Jury (Grand Jury). The Grand Jury decided to survey the San Mateo County School Districts to ascertain whether each has a specific policy regarding bullying and how it is formulated and whether it is enforced.

Bullying is defined as aggressive behavior that is intentional, repeated over time and involves an imbalance of power or strength. Bullying can take many forms, such as hitting or punching, teasing or name-calling, intimidation through gestures, social exclusion and sending or posting insulting messages or pictures by cell phone or online (also known as cyber-bullying).<sup>3</sup>

<sup>1</sup>*San Mateo County Times, USA Weekend Magazine*, February 4-6, 2011. Pg.6-7

<sup>2</sup><http://www.youtube.com/watch%3Fv%3DggyAFbSDPVk>

<sup>3</sup>*San Mateo County Times, USA Weekend Magazine*, February 4-6, 2011. Pg. 6

According to Professor Dan Olweus, a Norwegian researcher:

“A person is being bullied when he/she is *exposed, repeatedly and over time, to negative actions on the part of one or more other persons*. Negative action is when a person *intentionally inflicts injury or discomfort upon another person, through physical contact, through words or in other ways*. Note that bullying is both overt and covert behaviors. The following are examples of bullying behaviors. Bullying is a pattern of behavior that is repeated over time against the same person(s) with a noted power differential.

1. Saying hurtful and unpleasant things
2. Making fun of others
3. Using mean and hurtful nicknames
4. Completely overlooking someone
5. Deliberately excluding someone from a group of friends
6. Hitting, kicking, pulling hair, pushing or shutting a person inside
7. Telling lies
8. Spreading false rumors
9. Sending mean notes
10. Trying to get other students to dislike another person

NOTE: The literature suggests not labeling a student as a bully or victim. Instead, call it bullying and/or victim behavior that the student is exhibiting. Direct bullying behaviors (overt) involve behaviors that are observable and that are usually expressed by physical and verbal means. Usually direct bullying involves relatively open attacks on a victim and are “in front of your face” behaviors. However, bullying behavior is not always hitting, kicking, teasing, or name calling. Children who bully others may use subversive acts that hurt just as much, but are harder to detect. Examples of indirect bullying are leaving others out on purpose, spreading rumors to destroy another’s reputation or getting others to dislike another person. This is covert bullying or ‘behind your face’ behaviors.”<sup>4</sup>

In 2003, the California Department of Education published a document entitled *Bullying at School*. The document is designed to assist school communities in recognizing, understanding, defining, and responding to bullying behaviors. It provides an excellent overview of bullying including how it occurs and what can be done to prevent it. It also provides sample school district policies for prevention of bullying.<sup>5</sup>

California Education Code, Section 32280, provides information and recommendations for a comprehensive school safety plan, including bullying. California Education Code, Sections 48900 and 32261 provide information on sexual harassment and sexual discrimination in the past, but now enlists a discussion and policy on bullying as defined in Sections 48900.2, 48900.3, or 48900.4.

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<sup>4</sup> <http://www.cobbk12.org/preventionintervention/Bully/Definition%20of%20Bullying.pdf>

<sup>5</sup> *Bullying at School*, 2003 Document. California Department of Education, [www.cde.ca.gov/ls/ss/se/documents/bullyingatschool.pdf](http://www.cde.ca.gov/ls/ss/se/documents/bullyingatschool.pdf)

Harassment itself covers a wide range of behaviors similar to bullying. While the terms harassment and bullying are often used interchangeably, this report differentiates bullying as a particularly virulent form of harassment and concentrates on school district policies specifically against bullying.

School districts are autonomous with respect to making their own policies. The County Office of Education has no jurisdiction or authority to require that each school district have a specific policy on bullying, or in what form that policy should take to cover all the issues around bullying and harassment. However, the California Education Code section 48900 (r) does permit suspension or expulsion based on bullying. This report addresses the need for policies at the school district level.

There are 23 school districts encompassing grades K-12 within the confines of San Mateo County. Each district differs in its geographical size, the number of students and the types of policies covering conduct, harassment and bullying.

It is important to point out that some individual schools within a district, even in the absence of a specific district policy, have taken an aggressive approach in developing school policies, enforcing them, and educating all students about what bullying is, what corrective behavior will be administered, and what the responsibilities are for all students to intervene and report such conduct. Our report only covers policies set at the district level.

## **Investigation**

The Grand Jury pursued the following questions:

- Do you have a specific Bullying Policy?
- Did you use the state template or do you use your own?
- Do you have a specific enforcement policy for bullying?

The Grand Jury reviewed all available policies given to it with respect to harassment and bullying. A “Summary of Results” table was prepared to show how each district responded. The Grand Jury believes that this information will be helpful to the districts to compare policies and benchmark best practices

## **Findings**

1. Under the California Education Code, a student can be suspended or expelled for bullying or cyber-bullying. In addition to the Education Code, certain schools have policies that address bullying.
2. Two districts out of 23 (Cabrillo Unified and San Mateo Union High School District) have a bullying policy and an enforcement process separate and distinct from harassment. (See Table “Survey Results”)

3. Five districts, (Bayshore, Hillsborough, La Honda-Pescadero, San Carlos and Woodside) do not have either a bullying policy or a harassment policy that includes bullying nor do they have an enforcement process in place. (See Table “Survey Results”)
4. Eighteen districts, including the two districts with separate bullying policies, have harassment or conduct policies that include bullying in some form but not necessarily cyber-bullying. (See Table “Survey Results”)
5. Thirteen districts have a specific enforcement process that covers bullying either separately or as a part of a harassment policy. (See Table “Survey Results”).
6. Ten districts responded that they have no enforcement process with respect to either bullying or harassment. (See Table “Survey Results”)
7. Many districts work through either a good conduct code or rely on administrative recourse for acts of harassment. (See Table “Survey Results”)

## **Conclusions**

1. The majority of school districts within the County of San Mateo have no independent or stand-alone bullying policy. A majority of districts do not have an enforcement process specific for bullying.
2. Bullying is a public issue and should not be tolerated to any extent in the schools on the Internet or in the public outside of schools. There should be policies in force within each district identifying the problem and how it can be eliminated.

## **Recommendations**

The 2010-2011 San Mateo County Civil Grand Jury recommends to the San Mateo County Superintendent of Schools, that she:

1. Facilitate a meeting, before the commencement of the next school year, of the representatives of every school district within the county in order to develop school policies that standardize bullying and enforcement processes across all schools (grades K-12) in San Mateo County.

The 2010-2011 San Mateo County Civil Grand Jury recommends that all K-12 School Districts:

2. Send a representative to the meeting referenced in recommendation #1 to participate in the goal of county wide standardized policies on bullying and the enforcement processes.
3. The bullying policy and its enforcement process should be summarized and communicated to students, parents/guardians and school staff.

## Survey Results

School District	Bullying Policy		Used Template			Conduct or Harassment Policy		Enforcement Process			Student Handbook	
	Yes	No	Yes	No	N/A	Includes Bullying	Does Not Include Bullying	Yes	No	N/A	Includes Bullying	Does Not Include Bullying
Bayshore		X			X		X		X			X
Belmont-Redwood Shores		X	X			X		X				
Brisbane		X	X			X			X			
Burlingame		X	X			X		X				
Cabrillo Unified	X		X			X		X			X	
Hillsborough		X			X		X		X			
Jefferson Elementary		X	X			X		X				
Jefferson Union High		X	X			X		X				
La Honda-Pescadero		X		X			X			X		
Las Lomas		X		X		X		X			X	
Menlo Park City		X			X	X				X		X
Millbrae		X	X			X		X			X	
Pacifica		X		X		X			X			
Portola Valley		X		X		X		X				
Ravenswood City		X	X			X		X				
Redwood City		X	X			X		X				
San Bruno Park		X	X			X		X				
San Carlos		X			X		X			X		
San Mateo Union High	X		X			X		X				
San Mateo-Foster City		X		X		X			X			
Sequoia Union		X	X			X		X				
South San Francisco		X	X			X			X			
Woodside		X			X		X			X		

**B**AYSHORE SCHOOL DISTRICT  
ONE MARTIN STREET DALY CITY, CA 94014  
TEL: 415-467-5443 FAX: 415-467-1542

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June 14, 2011

Hon. Joseph E. Bergeron  
Judge of the Superior Court  
Hall of Justice  
400 County Center; 2<sup>nd</sup> Floor  
Redwood City, CA 94063-1655

Dear Judge Bergeron,

At the Regular meeting of the Governing Board of the Bayshore School District on June 14, 2011, the Board approved the following response to the Grand Jury Report on Bullying with the County School Districts.

The Bayshore School District serves approximately 400 students on two campuses. Due to the small size and tight knit community, discipline referrals and suspensions due to bullying are few. Bullying is addressed in our Student and Parent Handbook under the section dealing with harassment.

The District will send a representative to a meeting facilitated by the San Mateo County Superintendent of schools to develop a county wide standardized policy on bullying and enforcement processes. Upon the adoption of a policy and enforcement processes on bullying, a summary of the policy and enforcement processes will be included in the Student and Parent Handbook as well as the Staff Handbook. A review of the policy and procedures will be conducted with staff.

If you have any questions, please do not hesitate to contact me at 415-467-5443 until June 30, 2011. After July 1, please contact Toni Presta, new Bayshore Superintendent at 415-467-0550.

Sincerely,



Susan Larramendy  
Co-Superintendent



**BOARD OF TRUSTEES**

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*Assistant Superintendent,  
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**CENTRAL SCHOOL**  
**Cori McKenzie, Principal**  
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650-637-4820

**CIPRIANI SCHOOL**  
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650-637-4840

**FOX SCHOOL**  
**Chris Marchetti, Principal**  
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**NESBIT SCHOOL**  
**Kathy Kelley, Principal**  
500 Biddulph Way, Belmont  
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**RALSTON MIDDLE SCHOOL**  
**Jennifer Kollmann, Principal**  
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**REDWOOD SHORES SCHOOL**  
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**SANDPIPER SCHOOL**  
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**Belmont-Redwood Shores  
School District**  
2960 Hallmark Drive  
Belmont, CA 94002-2999  
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650-637-4811 - Fax

<http://www.brssd.org>

June 16, 2011

Honorable Joseph E. Bergeron  
Judge of the Superior Court  
Hall of Justice  
400 County Center; 2<sup>nd</sup> Floor  
Redwood City, California 94063-1655

Dear Judge Bergeron:

The Belmont-Redwood Shores School District Governing Board is in receipt of the Grand Jury's recommendations that all school districts in San Mateo County establish and enforce a bullying policy and clearly communicate that policy to the student bodies, staff and parents of their respective schools.

Response to Recommendations:

1. Facilitate a meeting, before the commencement of the next school year, of the representatives of every school district within the county in order to develop school policies that standardize bullying and enforcement processes across all schools (grades K-12) in San Mateo County.

*This recommendation pertains to the San Mateo County Superintendent of Schools.*

2. Send a representative to the meeting referenced in recommendation #1 to participate in the goal of county wide standardized policies on bullying and the enforcement processes.

*The Assistant Superintendent for Educational Services and Personnel will be assigned to participate in the meeting facilitated by the San Mateo County Superintendent of Schools.*

3. The bullying policy and its enforcement process should be summarized and communicated to students, parents/guardians and school staff.

*The District publishes a notice to parents annually at the start of the school year. Following the county-wide meeting to develop standard policy language and enforcement processes, the new information will be published to parents/guardians, students and school staff as follows:*

- a. *Parents will be informed of the new policy and enforcement procedures in the Notice to Parents publication distributed to each family in the District at the start of the school year. An information brief will also be disseminated through each school's PTA via email to individual parents/guardians. A link to both publications will be made available on the District's website as well.*

Honorable Joseph E. Bergeron  
Judge of the Superior Court

Belmont-Redwood Shores School District  
Response to Grand Jury Recommendations Regarding Bullying


Page 2

- b. *Staff will be informed of the new policy and enforcement procedures in and through staff handbooks, staff meetings, staff bulletins, and information posted on the District and school websites. School leaders will continue to articulate the bullying policy and enforcement procedures with staff as situations are addressed throughout the year.*
- c. *Students will be informed of the new policy and enforcement procedures in and through handbooks, opening week assemblies held the first week of school with presentations by principals and classroom discussions led by teachers. A variety of learning activities in the areas of character education, the District's Health Initiative and Safe and Drug Free Schools will be organized throughout the year as bullying prevention. Anti-bullying interventions including a focus on cyber-bullying are in place at schools through the Peninsula Conflict Resolution Center and site programs that train peer facilitators and we plan for these to continue. Parents, students and staff will be engaged at the middle school level with planned assemblies and evening programs that alert parents about forms of bullying and strategies for dealing with this behavior. Further discussion with parents/guardians will also be encouraged.*

The safety of our students and staff are our first priority. We have been engaged with the work to update our Comprehensive School Safety Plans this year which address bullying as a component of the plan. We appreciate the opportunity to inform the Grand Jury and the larger community of our progress.

This response was approved by the Board of Trustees at its regular meeting on June 16, 2011.

Respectfully,



Dr. Emerita Orta-Camilleri,  
Superintendent

Enclosure

Board of Trustees Meeting Agenda for June 16, 2011  
Minutes for the Board Meeting of June 16, 2011





**Brisbane School District**  
 One Solano Street, Brisbane, Ca 94005  
 Tel: 415-467-0550 Fax: 415-467-2914

**Board of Trustees**  
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 Tom Ledda  
 Leo Tingin  
 Diane Van Stralen  
 Ken Walker

**Superintendent**  
 Toni Presta

*Building Thoughtful Citizens*

July 13, 2010

Hon. Joseph E. Bergeron  
 Judge of the Superior Court  
 Hall of Justice  
 400 County Center; 2<sup>nd</sup> Floor  
 Redwood City, CA 94063-1655

Re: Response to "Bullying Within the County School Districts: A survey of Policy within San Mateo County School Districts"

Dear Judge Bergeron,

Thank you for the opportunity to review and comment on the findings of the Grand Jury. This letter serves as response from the Brisbane School District to the recommendations found therein.

**Findings:**

We agree with the findings of the Grand Jury regarding Special Education in San Mateo County.

**Recommendations by the Grand Jury:**

The 2010-2011 San Mateo Grand Jury recommends to the San Mateo County Superintendent of Schools, that she:

- 1. Facilitate a meeting, before the commencement of the next school year, of the representatives of every school district within the county in order to develop school policies that standardize bullying and enforcement processes across all schools (grades K-12) in San Mateo County.**

This recommendation is directed at the San Mateo County Office of Education and as such, the Brisbane School District has no official response.

The 2010-2011 San Mateo County Civil Grand Jury recommends that all K-12 School Districts:

- 2. Send a representative to the meeting referenced in recommendation #1 to participate in the goal of county wide standardized policies on bullying and the enforcement processes.**

The Brisbane School District will send a representative the above referenced meeting facilitated by the San Mateo County Superintendent of schools to develop a county wide standardized policy on bullying and enforcement processes.

**3. The bullying policy and its enforcement process should be summarized and communicated to students, parents/guardians and school staff.**

Upon the adoption of a policy and enforcement processes on bullying, a summary of the policy and enforcement processes will be communicated to students, parents/guardians, and school staff.

Sincerely,

Toni Presta  
Superintendent

CC: Brisbane Board of Trustees  
[grandjury@sanmateocourt.org](mailto:grandjury@sanmateocourt.org) (via email)

**Board Approval:**

This response was hereby approved by the Board of Trustees of the Brisbane School District and shall be effective as of \_\_\_\_\_(month) \_\_\_\_\_(date), \_\_\_\_\_(year).

\_\_\_\_\_  
Clerk of the Board, Diane Van Stralen

This response was approved at a public meeting held on August 3, 2011.



**BURLINGAME  
SCHOOL DISTRICT**

**Board of Trustees**

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Gregory Land

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*Superintendent*  
Robert Clark, Ed.D.  
*Assistant Superintendent,  
Chief Business Official*  
Judson Kempson  
*Assistant Superintendent,  
Educational Services*

July 29, 2011

Hon. Joseph E. Bergeron  
Judge of the Superior Court  
Hall of Justice  
400 County Center, 2<sup>nd</sup> Floor  
Redwood City, California 94063-1655

Honorable Judge Bergeron:

In response to the Grand Jury Report on "Bullying Within the County School Districts: A Survey of Policy within San Mateo County School Districts" dated May 4, 2011 requesting information, please find the Burlingame School District's response below.

**Findings:**

1. The respondent agrees with the finding. A student can be suspended or expelled for bullying or cyber-bullying under the California Education Code.
2. The respondent agrees with the finding as it relates to the Burlingame School District. The District does not have a bullying policy and enforcement process distinct from its harassment, conduct and discipline policies.
3. The respondent neither agrees nor disagrees with the finding as it does not pertain to the Burlingame School District.
4. The respondent agrees with the finding. The Burlingame School District's harassment, conduct and discipline policies include bullying and cyber-bullying.
5. The respondent agrees with the finding. Burlingame School District has an enforcement process for bullying, cyber-bullying and harassment.
6. The respondent neither agrees nor disagrees with the finding as it does not pertain to the Burlingame School District.
7. The respondent agrees with the finding. The Burlingame School District relies on administrative recourse for acts of harassment, bullying and cyber-bullying as delineated in its harassment, conduct and discipline policies.

### **Recommendations:**

1. [The San Mateo County Superintendent of Schools] facilitate a meeting, before the commencement of the next school year, of the representatives of every school district within the county in order to develop school policies that standardize bullying and enforcement processes across all schools (grades K-12) in San Mateo County.

Response: The recommendation has not yet been implemented but will be implemented in the future. The Burlingame School District has not yet received notification of the aforementioned meeting.

2. Send a representative to the meeting referenced in recommendation #1 to participate in the goal of a county wide standardized policies on bullying and the enforcement processes.

Response: The recommendation has not yet been implemented but will be implemented in the future. The Burlingame School District believes bullying is an important issue and looks forward to meeting with other districts in the county that will be facilitated by the San Mateo County Superintendent of Schools. Anti-bullying character education programs are in place at all Burlingame schools and goals related to character education and positive school environment are part of school site plans.

3. The bullying policy and its enforcement process should be summarized and communicated to students, parents/guardians and school staff.

Response: The recommendation has not yet been implemented but will be implemented in the future. Current policies regarding harassment, conduct and discipline are summarized and distributed to parents, students and staff annually. Once a meeting facilitated by the County Superintendent of Schools develops standardized bullying policies and enforcement processes across all schools in San Mateo County and once those policies are adopted by the Burlingame School District Board of Trustees, the District will summarize and communicate the policy and enforcement process to students, parents/guardians and school staff.

The response above, along with a copy of the Grand Jury report, were presented to the Board of Trustee at the July 28, 2011 Board meeting for their review and approval.

Respectfully Submitted,

A handwritten signature in black ink that reads "Maggie MacIsaac". The signature is written in a cursive, flowing style.

Maggie MacIsaac, Ed.D.  
Superintendent



# CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Ave. Half Moon Bay, CA 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

SUPERINTENDENT  
Robert Gaskill

GOVERNING BOARD  
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July 1, 2011

Honorable Joseph E. Bergeron  
Judge of the Superior Court  
Hall of Justice  
400 County Center, 2<sup>nd</sup> floor  
Redwood City, CA 94063-1655

Re: District Response to Grand Jury Report on Bullying within the County School Districts

Following are responses from Cabrillo Unified School District regarding the findings, conclusions, and recommendations from this Grand Jury Report, dated May 24, 2011:

## **Findings (ALL)**

***District Response:*** While the Cabrillo Unified School District agrees with the finding of the Grand Jury that “under California Education Code, a student can be suspended or expelled for bullying or cyber-bullying,” Cabrillo does not have the first-hand knowledge or experience to either concur with, or dispute, any of the remaining findings of the Grand Jury relating to other San Mateo school districts. The Grand Jury found that Cabrillo Unified was one of only two districts in San Mateo County that has both a bullying policy and an enforcement process separate and distinct from harassment policies.

## **Conclusions**

- 1. The majority of school districts within the County of San Mateo have no independent or stand-alone bullying policy...**

***District Response:*** The Cabrillo Unified School District does not have the first-hand knowledge to either concur with, or dispute, this conclusion.

- 2. Bullying is a public issue and should not be tolerated to any extent in the schools, on the Internet, or in the public outside of schools. There should be policies in force within each district identifying the problem and how it can be eliminated.**

***District Response:*** The Cabrillo Unified School District strongly agrees with this conclusion. The Governing Board has, in fact, adopted a goal for 2011-2012 to develop an anti-bullying and positive

behavior reinforcement plan that 1) includes programs, strategies, and activities to support positive, solutions-oriented responses to minor bullying incidences and 2) reflects the development and implementation of appropriate social and emotional learning opportunities in a manner that is consistent throughout the District.

### **Recommendations**

- 1. The San Mateo County Superintendent of Schools should facilitate a meeting of the representatives of every school district within the county to develop policies that standardize bullying and enforcement processes across all schools and districts.**

*District Response:* While this recommendation is directed specifically to the County Superintendent of Schools, the Cabrillo Unified School District concurs that such a meeting is desirable.

- 2. All school districts in San Mateo County should send a representative to the meeting reference in Recommendation #1 (above).**

*District Response:* This recommendation has not yet been implemented. The Cabrillo Unified School District stands ready to identify one or more representatives and fully participate in such a meeting.

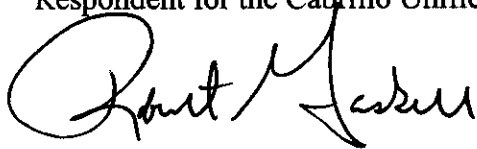
- 3. The bullying policy and enforcement processes developed in the above process should be summarized and communicated to all students, parents/guardians, and school staff.**

*District Response:* This recommendation has not yet been implemented. The Cabrillo Unified School District is open to the idea of adopting and disseminating a countywide policy and enforcement process so long as the new policy and process are judged to be equal or superior to those already in place in this district.

*This response was approved by the Cabrillo Unified School District Board of Education in open session during the regularly scheduled meeting held on June 30, 2011.*

---

Respondent for the Cabrillo Unified School District:



Robert B. Gaskill  
District Superintendent

300 El Cerrito Avenue • Hillsborough, CA 94010

BOARD OF EDUCATION  
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SUPERINTENDENT  
ANTHONY H. RANII

June 6, 2011

Judge of the Superior Court  
Hall of Justice  
400 County Center; 2<sup>nd</sup> Floor  
Redwood City, CA 94063-1655

The purpose of this letter is to respond to the Grand Jury Report "Bullying Within the County School Districts: A Survey of Policy within San Mateo County Districts" which was filed on May 24, 2011 and received by this district on May 25, 2011.

Your report directed districts to respond to each finding and each recommendation.

**Finding 1: Under California Education Code, a student can be suspended or expelled for bullying or cyber-bullying. In addition to the Education Code, certain schools have policies that address bullying."**

We agree with this finding.

**Finding 2: Two districts out of 23 (Cabrillo Unified and San Mateo Union High School District) have a bullying policy and an enforcement process separate and distinct from harassment. (See Table "Survey Results")**

Based on the information presented, we agree with this finding.

**Finding 3: Five districts, (Bayshore, Hillsborough, La Honda-Pescadero, San Carlos and Woodside) do not have either a bullying policy or a harassment policy that includes bullying nor do they have an enforcement process in place. (See Table "Survey Results")**

Based on the information presented, we agree with this finding.

**Finding 4: Eighteen districts, including the two districts with separate bullying policies, have harassment or conduct policies that include bullying in some form but not necessarily cyberbullying. (See Table "Survey Results")**

Based on the information presented, we agree with this finding.

**Finding 5: "Thirteen districts have a specific enforcement process that covers bullying either separately or as a part of a harassment policy. (See Table "Survey Results").**

Based on the information presented, we agree with this finding.

**Finding 6: Ten districts responded that they have no enforcement process with respect to either bullying or harassment. (See Table "Survey Results")**

Based on the information presented, we agree with this finding.



**Finding 7: Many districts work through either a good conduct code or rely on administrative recourse for acts of harassment. (See Table "Survey Results")**  
Based on the information presented, we agree with this finding.

**Recommendation 1: The 2010-2011 San Mateo County Civil Grand Jury recommends to the San Mateo County Superintendent of Schools, that she:**

**Facilitate a meeting, before the commencement of the next school year, of the representatives of every school district within the county in order to develop school policies that standardize bullying and enforcement processes across all schools (grades K-12) in San Mateo County.**

As this recommendation is addressed to the San Mateo County Superintendent of Schools, we will not respond to the recommendation.

**Recommendation 2: The 2010-2011 San Mateo County Civil Grand Jury recommends that all K-12 School Districts:**

**Send a representative to the meeting referenced in recommendation #1 to participate in the goal of county wide standardized policies on bullying and the enforcement processes.**

If the County Superintendent of Schools convenes the meeting described in recommendation #1, the Hillsborough City School District will send a representative to participate in the meeting. The time frame for implementation of this recommendation would be dependent on when the meeting is convened.

**Recommendation 3: The 2010-2011 San Mateo County Civil Grand Jury recommends that all K-12 School Districts:**

**The bullying policy and its enforcement process should be summarized and communicated to students, parents/guardians and school staff.**

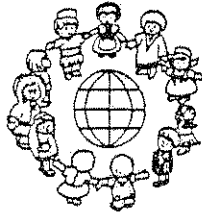
If the meeting is convened, if a policy is proposed, and if a policy is enacted by the Board of Trustees of the Hillsborough City School District, the Hillsborough City School District will summarize and communicate the policy to students, parents/guardians, and school staff within 45 calendar days of the policy being enacted. As a policy has not yet been drafted, we are unable at this time to state whether or not the draft policy will be enacted as the issue requires further analysis. This analysis will take place after the policy is drafted. The analysis will not take longer than six months from May 24, 2011, providing that the county meeting is convened before the start of the next school year as recommended.

If you need more information, please do not hesitate to contact me.

Sincerely,



Anthony Ranii  
Superintendent



# Jefferson Elementary School District

*Martin Luther King Jr. Education Center  
101 Lincoln Ave. • Daly City, CA 94015  
(650) 991-1000 • Fax (650) 992-2265  
Web Address: [www.jsd.k12.ca.us](http://www.jsd.k12.ca.us)*

*Governing Board  
Marie Brizuela  
Rebecca Douglass, Ph.D.  
Hans E. Hansen  
LaSchaunda Smaw*

*Superintendent  
Bernardo Vidales*

July 8, 2011

Hon. Joseph E. Bergeron  
Judge of the Superior Court  
Hall of Justice  
400 County Center, 2<sup>nd</sup> Floor  
Redwood City, CA 94063-1655

Dear Judge Bergeron:

The purpose of this letter is to respond to the Grand Jury Report "Bullying Within the County School Districts: A Survey of Policy within San Mateo County School Districts" which was filed on May 24, 2011 and received by this district on May 25, 2011.

Your report directed districts to respond to each finding and each recommendation.

**Finding 1: Under the California Education Code, a student can be suspended or expelled for bullying or cyber-bullying. In addition to the Education Code, certain schools have policies that address bullying.**

We agree with this finding.

**Finding 2: Two districts out of 23 (Cabrillo Unified and San Mateo Union High School District) have a bullying policy and an enforcement process separate and distinct from harassment. (See Table "Survey Results")**

Based on the information presented, we agree with this finding.

**Finding 3: Five districts, (Bayshore, Hillsborough, La Honda-Pescadero, San Carlos and Woodside) do not have either a bullying policy or a harassment policy that includes bullying nor do they have an enforcement process in place. (See Table "Survey Results")**

Based on the information presented, we agree with this finding.

**Finding 4: Eighteen districts, including the two districts with separate bullying policies, have harassment or conduct policies that include bullying in some form but not necessarily cyber-bullying. (See Table "Survey Results")**

Based on the information presented, we agree with this finding.

**Finding 5: Thirteen districts have a specific enforcement process that covers bullying either separately or as a part of a harassment policy. (See Table "Survey Results")**

Based on the information presented, we agree with this finding.

**Finding 6: Ten districts responded that they have no enforcement process with respect to either bullying or harassment. (See Table "Survey Results")**

Based on the information presented, we agree with this finding.

**Finding 7: Many districts work through either a good conduct code or rely on administrative recourse for acts of harassment. (See Table "Survey Results")**

Based on the information presented, we agree with this finding.

**Recommendation 1: The 2010-2011 San Mateo County Civil Grand Jury recommends to the San Mateo County Superintendent of Schools, that she:**

**Facilitate a meeting, before the commencement of the next school year, of the representatives of every school district within the county in order to develop school policies that standardize bullying and enforcement processes across all schools (grades K-12) in San Mateo County.**

As this recommendation is addressed to the San Mateo County Superintendent of Schools, we will not respond to the recommendation.

**Recommendation 2: The 2010-2011 San Mateo County Civil Grand Jury recommends that all K-12 School Districts:**

**Send a representative to the meeting referenced in recommendation #1 to participate in the goal of county wide standardized policies on bullying and the enforcement processes.**

If the County Superintendent of Schools convenes the meeting described in recommendation #1, the Jefferson Elementary School District will send a representative to participate in the meeting. The time frame for implementation of this recommendation would be dependent on when the meeting is convened.

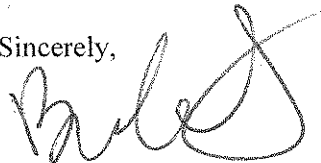
**Recommendation 3: The 2010-2011 San Mateo County Civil Grand Jury recommends that all K-12 School Districts:**

**The bullying policy and its enforcement process should be summarized and communicated to students, parents/guardians and school staff.**

If the meeting is convened, if a policy is proposed, and if a policy is enacted by the Board of Trustees of the Jefferson Elementary School District, the Jefferson Elementary School District will summarize and communicate the policy to students, parents/guardians, and school staff within 45 calendar days of the policy being enacted. As a policy has not yet been drafted, we are unable at this time to state whether or not the draft policy will be enacted as the issue requires further analysis. This analysis will take place after the policy is drafted. The analysis will not take longer than six months from May 24, 2011, providing that the county meeting is convened before the start of the next school year as recommended.

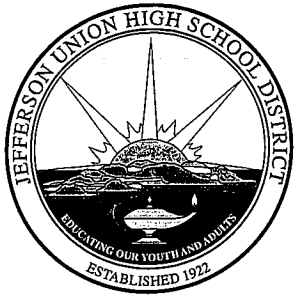
If you need more information, please do not hesitate to contact me.

Sincerely,



Bernardo Vidales  
Superintendent

*(Board approved 8/10/11)*



# Jefferson Union High School District

ADMINISTRATIVE OFFICES – SERRAMONTE DEL REY  
699 Serramonte Boulevard, Suite 100  
Daly City, California 94015-4132  
(650) 550-7900 • FAX (650) 550-7888

## Board of Trustees

Katherine Zarate Dulany  
Laurie W. Frater  
Maria S. Luna  
Jeanne L. Matysiak  
Thomas A. Nuris

Michael J. Crilly  
Superintendent

June 22, 2011

The Honorable Joseph E. Bergeron  
Judge of the Superior Court  
Hall of Justice  
400 County Center, 2<sup>nd</sup> Floor  
Redwood City, CA 94063-1655

## **RE: BULLYING WITHIN THE COUNTY SCHOOL DISTRICTS**

Dear Judge Bergeron:

The Jefferson Union High School District has received and read the Grand Jury's report regarding policies related to bullying in San Mateo County Schools. Additionally, the Board of Trustees has reviewed and approved the following response during a public board meeting held on June 21, 2011.

The District agrees that bullying is an issue of importance for all school districts and agrees with the findings.

The Jefferson Union High School District has policies in place on harassment and specifically includes bullying under this broader heading. The District also has an enforcement policy in place, guiding appropriate responses to such behavior.

The District will participate in any meeting organized by the County Superintendent of Schools to develop policies around the issue of bullying and the enforcement of such policies.

The District will also endeavor to communicate in shorter form the essence of this policy to students, parents and staff.

Sincerely,

Michael J. Crilly  
Superintendent



LA HONDA-PESCADERO UNIFIED SCHOOL DISTRICT  
PO Box 189 • 360 Butano Cut Off, Pescadero, CA 94060  
650-879-0286 • FAX 650-879-0816

Amy Wooliever, Superintendent

October 1, 2011

Honorable Joseph E. Bergeron  
Judge of the Superior Court  
Hall of Justice  
400 County Center, 2<sup>nd</sup> Floor  
Redwood City, CA 94063-1655

Re: Grand Jury Response to Bullying Within the County School Districts

Dear Judge Bergeron,

Thank you for the opportunity to review and comment on the findings of the Grand Jury report regarding Bullying Within the County School Districts. Following are the responses from La Honda-Pescadero Unified School District regarding the findings, conclusions and recommendations from this Grand Jury Report:

Findings/Conclusions:

1. Under the California Education Code, a student can be suspended or expelled for bullying or cyber-bullying. In addition to the Education Code, certain schools have policies that address bullying. -LHPUSD agrees with this finding.
2. Two districts out of 23 (Cabrillo Unified and San Mateo Union High School District) have a bullying policy and an enforcement process separate and distinct from harassment. (See Table "Survey Results") -LHPUSD agrees with this finding.
3. Five districts, (Bayshore, Hillsborough, La Honda-Pescadero, San Carlos and Woodside) do not have either a bullying policy or a harassment policy that includes bullying nor do they have an enforcement process in place. (See Table "Survey Results") -LHPUSD has a harassment policy with outlines enforcement but does not include bullying. LHPUSD has a separate policy addressing bullying, cyber bullying and hazing but does not delineate an enforcement process. LHPUSD agrees with this finding.
4. Eighteen districts, including the two districts with separate bullying policies, have harassment or conduct policies that include bullying in some form but not necessarily cyberbullying. (See Table "Survey Results") -Same as response to finding 3.
5. Thirteen districts have a specific enforcement process that covers bullying either separately or as a part of a harassment policy. (See Table "Survey Results"). -LHPUSD agrees with this finding. Bullying is not included in the LHPUSD harassment policy.

**Board of Trustees**

**Andy Wilson, Kathy Crane, Humberto Perez, Connie Sarabia, Bob McCahon**

6. Ten districts responded that they have no enforcement process with respect to either bullying or harassment. (See Table "Survey Results")

-LHPUSD agrees with this finding. LHPUSD does have a clear enforcement process in the student handbook for 7<sup>th</sup>-12<sup>th</sup> grade.

7. Many districts work through either a good conduct code or rely on administrative recourse for acts of harassment. (See Table "Survey Results")

-LHPUSD agrees with this finding.

### Recommendations and District Responses

The 2010-2011 San Mateo County Civil Grand Jury recommends that all K-12 School Districts:

**2. Send a representative to the meeting referenced in recommendation #1 to participate in the goal of county wide standardized policies on bullying and the enforcement processes.**

District officials were unable to attend the anti-bullying meeting but will meet with county officials to debrief findings and actions such that revisions to bullying policies are uniform and complete.

**3. The bullying policy and its enforcement process should be summarized and communicated to students, parents/guardians and school staff.**

The district has two policies which address harassment and bullying. 1. Positive School Climate which addresses bullying, cyber bullying, hazing and other violence or threats of violence against students and staff. 2. Harassment which details the policy and enforcement process but does not specifically differentiate bullying and harassment. The district will revise the harassment/bullying policy in accordance with County recommendations and inform staff, parents and students through school handbooks, class meetings and staff and parent meetings as necessary.

Currently, at the start of each year, a student handbook is issued to each student and parents are required to sign a notice verifying receipt. Included in the handbook is a description of harassment and the discipline enforcement process.

This response was reviewed by the La Honda-Pescadero Unified School District Board of Trustees during the October 13, 2011 Board meeting.

Sincerely,



Amy Wooliever  
Superintendent

**Board of Trustees**

**Andy Wilson, Kathy Crane, Humberto Perez, Connie Sarabia, Bob McCahon**

LAS LOMITAS ELEMENTARY SCHOOL DISTRICT

*District Office*  
1011 Altschul Avenue  
Menlo Park, CA 94025  
(650) 854-2880

*Las Lomas School*  
299 Alameda de las Pulgas  
Atherton, CA 94027  
(650) 854-5900

*La Entrada School*  
2200 Sharon Road  
Menlo Park, CA 94025  
(650) 854-3962

August 16, 2011

Hon. Joseph E. Bergeron  
Judge of the Superior Court  
Hall of Justice  
400 County Center, 2<sup>nd</sup> Floor  
Redwood City, CA 94063-1655

Re: Grand Jury Report "Bullying Within the County School Districts: A Survey of Policy within Wan Mateo County Schools"

Dear Hon. Judge Bergeron,

On August 15, 2011 the Board of Trustees of the Las Lomas School District considered and approved the following response to Grand Jury Report "Bullying Within the County School Districts: A Survey of Policy within San Mateo County Schools"

Findings:

1. The Las Lomas School District agrees with the finding that, under Education Code, a student may be suspended or expelled for bullying or cyber-bullying.
2. The Las Lomas School District agrees with the finding that two of the 23 districts in the county have a bullying policy distinct and separate from their policy on harassment. [The Las Lomas District is not one of these districts.]
3. The Las Lomas School District agrees with the finding that five of the 23 districts in the county do not cover bullying in either a separate or a harassment policy. [The Las Lomas District is not one of these districts.]
4. The Las Lomas School District agrees with the finding that 18 of the 23 districts in the county have policies that cover bullying, but not necessarily cyber-bullying. [The Las Lomas District is not of these districts and its policies include cyber-bullying.]
5. The Las Lomas School District agrees with the finding that 13 of the 23 districts in the county have a specific enforcement process that covers bullying. [The Las Lomas District is one of these districts.]

6. The Las Lomas School District agrees with the finding that 10 of the 23 districts in the county have no enforcement process with respect to bullying. [The Las Lomas District is not one of these districts.]
7. The Las Lomas School District agrees with the finding that many districts in the county rely on either a good conduct code or on administrative recourse with respect to bullying.

Recommendations

- 1) Recommendation #1 is directed to the County Superintendent of Schools concerning convening a meeting of all districts. Local districts have been informed of the County's intent to convene a panel of local representatives from the districts cited as exemplary; this panel will help draft policy language and recommend noteworthy programs and practices. On September 16<sup>th</sup>, their findings will be shared.
- 2) A representative from the Las Lomas School District will participate in the September 16<sup>th</sup> county-wide meetings held for the purpose of developing standardized policies on bullying and the enforcement process.
- 3) When the meeting referenced in #2 above has finished its work, the Las Lomas School District will communicate a summary of the new policies and enforcement practices to students, guardians, parents, and staff.

Sincerely,

Eric Hartwig  
Superintendent





**District Office**  
181 Encinal Avenue  
Atherton, California 94027  
650-321-7140  
FAX: 650-321-7184  
www.mpcsd.org

**Board of Education**  
Jeff Child  
Maria Hilton  
Joan Lambert  
Laura Rich  
Terry Thygesen

*A Community of educators, scholars, parents and staff working together  
to inspire, serve, challenge and enrich all students*

Maurice Ghysels, Ed.D.,  
Superintendent

August 12, 2011

Jo Sauer Mitchell,  
Asst.Supt/Curriculum &  
Instruction

The Honorable Joseph E. Bergeron  
Judge of the Superior Court  
Hall of Justice  
400 County Center, 2<sup>nd</sup> Floor  
Redwood City, CA 94063-1655

Diane White,  
Chief Business Official

Olivia Mandilk,  
Dir. Of Student Services

RE: San Mateo County Grand Jury Report Regarding Bullying within the County  
School Districts: A Survey of Policy within San Mateo County School Districts

Jim Bowlby  
Dir. Of Technology

Dear Judge Bergeron:

Kathryn Tinio,  
Human Resources

This response to the Grand Jury report, *Bullying within the County School Districts: A Survey of Policy within San Mateo County School Districts* will be recommended for ratification by the Governing Board of the Menlo Park City School District at its regular meeting on August 23, 2011.

Ahmad Sheikholeslami  
Director, Facility  
Planning and  
Construction

The Menlo Park City School District does not specifically have a Bullying Policy. It does, however, have a policy regarding *Conduct* that speaks to appropriate student behavior, and a policy regarding *Sexual Harassment*.

Dennis Hatfield  
Supervisor Maintenance,  
Transportation,  
Operations

Responses to Recommendations:

**Recommendation #1:** This recommendation was addressed to the San Mateo County Superintendent of Schools to facilitate a meeting, before the commencement of the next school year, of the representatives of every school district within the County in order to develop school policies that standardize bullying and enforcement processes across all schools (grades K-12) in San Mateo County.

The following recommendations were directed to all K-12 school districts:

**Recommendation #2:** Send a representative to the meeting referenced in Recommendation #1 to participate in the goal of county-wide standardized policies on bullying and the enforcement processes.

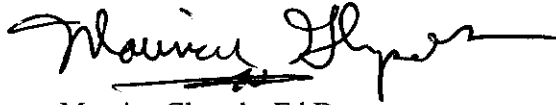
The District will send a representative to the September 16 meeting hosted by the San Mateo County Office of Education for the purpose of developing bullying behavior policy language and to learn about effective anti-bullying behavior instructional programs. The District representative attending CII meetings will share effective practices in other districts that have been successful in reducing or preventing bullying behavior.

**Recommendation #3:** The bullying policy and its enforcement process should be summarized and communicated to students, parents/guardians and school staff.

Once the District Bullying Policy has been developed, it and its enforcement process will be reviewed and adopted by the District Governing Board. The policy will then be provided to all District students, parents and staff., and the policy will be posted on the District Website.

The Menlo Park City School District concurs with the recommendations of the San Mateo County Grand Jury and will implement the recommendations as outlined above.

Sincerely,

A handwritten signature in black ink, appearing to read "Maurice Ghysels", with a long horizontal flourish extending to the right.

Maurice Ghysels, Ed.D.  
Superintendent



22 August 2011

Hon. Joseph E. Bergeron  
Judge of the Superior Court  
Hall of Justice  
400 County Center, 2<sup>nd</sup> Floor  
Redwood City, CA 94063-1655

Regarding: Millbrae School District Responses to Bullying Within the County School Districts:  
A Survey of Policy within San Mateo County School Districts

On August 23, 2011 the Governing Board of the Millbrae School District will approve the following responses to the findings and recommendations of the 2010-2011 Grand Jury report titled: *Bullying Within the County School Districts: A Survey of Policy within San Mateo County School Districts* filed on May 24, 2011.

#### FINDINGS

##### Finding 1

The respondent agrees with the finding that under the California Education Code, a student can be suspended or expelled for bullying or cyber-bullying. In addition to the Education Code, certain schools have policies that address bullying.

##### Finding 2

Based on survey results, the respondent agrees with the finding that two districts out of 23 in San Mateo County have a bullying policy and an enforcement process separate and distinct from harassment as of the date of survey results.

##### Finding 3

Based on survey results, the respondent agrees that five districts in San Mateo County do not have either a bullying policy or a harassment policy that includes bullying nor do they have an enforcement process in place.

##### Finding 4

Based on survey results, the respondent agrees that eighteen districts, including the two districts with separate bullying policies, have harassment or conduct-policies that include bullying in some form but not necessarily cyber-bullying. Millbrae School District is one of the eighteen districts identified.

##### Finding 5

Based on survey results, the respondent agrees that thirteen districts have a specific enforcement process that covers bullying either separately or as a part of a harassment policy. Millbrae School District is one of the thirteen districts identified.



22 August 2011

**Finding 6**

Based on survey results, the respondent agrees that ten districts responded that they have no enforcement process with respect to either bullying or harassment.

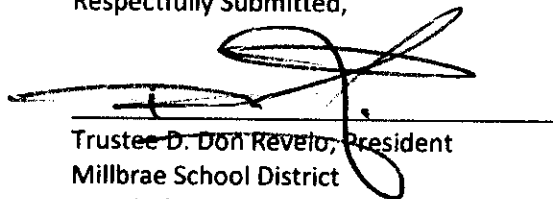
**Finding 7**

Based on survey results, the respondent agrees that many districts work through either a good conduct code or rely on administrative recourse for acts of harassment.

**RECOMMENDATIONS**

1. The Millbrae School District will participate in a larger discussion in the San Mateo County relative to bullying and enforcement processes. On March 28, 2011, the Board of Trustees of the Millbrae School District adopted policies addressing bullying, cyber-bullying and harassment reflective of Education Code and current legislation.
2. The Millbrae School District will be represented by the Superintendent in any meetings with the San Mateo County relative to standardized policies on bullying and enforcement processes.
3. The bullying policy and enforcement processes will be summarized and communicated to students, parents/guardians and school staff in the beginning of each school year.

Respectfully Submitted,



---

Trustee D. Don Revelo, President  
Millbrae School District  
Board of Education



---

Linda C. Luna, Superintendent  
Millbrae School District



# Pacifica School District

375 Reina Del Mar Avenue • Pacifica, California 94044  
(650) 738-6600 • (650) 557-9672 (fax)

**Academic Excellence ★ Standards for Success**

[www.pacificasd.org](http://www.pacificasd.org)

#### Board of Trustees

Richard Faust  
Cynthia Kaufman  
Eileen Manning-Villar  
Michael O'Neill  
Joan Weideman

#### District Administration

Wendy S. Tukloff, Ed.D.  
Superintendent  
Davide Celoria, Ed.D.  
Associate Superintendent  
Josephine Peterson  
Chief Business Official

August 18, 2011

Honorable Joseph E. Bergeron  
Judge of the Superior Court  
Hall of Justice  
400 County Center; 2<sup>nd</sup> Floor  
Redwood City, CA 94063-1655

Re: Bullying Within the County School Districts: A Survey of Policy within San Mateo County School Districts

Dear Judge Bergeron:

#### **Pacifica School District**

#### **Approved: August 9, 2011, Public Board of Education Meeting**

- I. Pacifica School District agrees with the findings of the 2010-2011 San Mateo County Civil Grand Jury.
- II. Response to recommendations:
  - A. Recommendation # 1  
No Response – This recommendation is for the San Mateo County Office of Education (SMCOE) Superintendent.
  - B. Recommendation # 2  
Pacifica School District will send a representative to the meeting to be set up by the SMCOE to participate in the goal of establishing standardized county wide policies on bullying and the enforcement processes.
  - C. Recommendation # 3  
Pacifica School District has included information on Student Behavior and Discipline Guidelines (that includes Bullying) in our 2011-2012 Annual Notification to Parents/District Handbook that will be distributed to each student on the opening day of school that specifically mentions bullying. Principals will review this policy and Ten Ways to Move Beyond Bullying Prevention prior to the opening of school.

When the SMCOE has established standardized county wide policies on bullying and the enforcement processes, the district will communicate this information to principals as well as provide materials to be sent home and/or included in the 2012-2013 Annual Notification to Parents/District Handbook.

Sincerely,

Wendy S. Tukloff, Ed.D.  
Superintendent

WST sr

cc: Pacifica School District, Board of Trustees

# Portola Valley School District

Ormondale School (K-3) • Corte Madera School (4-8)

Board of Trustees: Steven Humphreys, Scott Parker, Jocelyn Swisher, Ray Villareal, and William Youstra

Timothy Hanretty, Superintendent

Carol Piraino, Asst. Superintendent

June 16, 2011

The Honorable Joseph E. Bergeron  
Judge of the Superior Court  
Hall of Justice  
400 County Center - 2<sup>nd</sup> Floor  
Redwood City, CA 94063-1655

Dear Judge Bergeron:

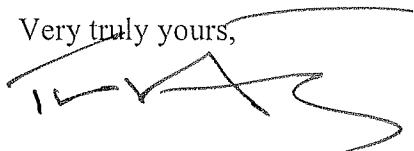
The Portola Valley School District Governing Board has received the Grand Jury's recommendations regarding Bullying within the County School Districts: A Survey of Policy within San Mateo County School Districts.

The Governing Board agrees the findings of the Grand Jury and accepts recommendations #2 and #3 as follows:

- Recommendation #2: The District will send a representative to the County Office of Education meeting referenced in Recommendation #1.
- Recommendation #3: The District will review its policy on harassment to determine if a specific policy on bullying is needed. The District will provide a summarized version of its harassment policy and enforcement process to students, parent/guardians and staff with the start of the 2011-12 school year.

Thank you for the opportunity to respond regarding this important issue.

Very truly yours,



Tim Hanretty  
Superintendent

4575 Alpine Road, Portola Valley, CA 94028 – 650-851-1777



"OUR CHILDREN – OUR FUTURE"

***Ravenswood City School District***

**ADMINISTRATIVE OFFICE**

2120 Euclid Avenue, East Palo Alto, California 94303  
(650) 329-2800 Fax (650) 323-1072

*Board Members:*

Saree Mading, President  
Ana Maria Pulido, Vice President  
Evelyn Barajas-Luis, Clerk  
Sharifa Wilson, Member  
Marcelino López, Member

María M. De La Vega  
*Superintendent*

January 12, 2012

The Honorable Joseph E. Bergeron  
Judge of the Superior Court  
Hall of Justice  
400 County Center, 2<sup>nd</sup> Floor  
Redwood City, CA 94063-1655

RE: BULLYING WITHIN THE COUNTY SCHOOL DISTRICTS

Judge Bergeron:

The Ravenswood City School District has received and read the Grand Jury's report regarding policies related to bullying in San Mateo County Schools. Additionally, the Board of Trustees has reviewed and approved the following response during a public board meeting held on January 12, 2012.

The District agrees that bullying is an issue of importance for all school districts and agrees with the findings.

The Ravenswood City School District has policies in place on conduct and specifically includes bullying under this broader heading. The district also has an enforcement policy in place, guiding appropriate responses to such behavior.

The District will and has begun to participate in meetings organized by the County Superintendent of Schools to develop policies around the issue of bullying and the enforcement of such policies.

The District will also communicate this policy with students, parents and staff.

Sincerely,

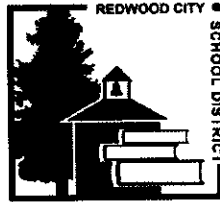
*María De La Vega*  
María De La Vega  
Superintendent

**REDWOOD CITY SCHOOL DISTRICT**

750 Bradford Street • Redwood City • CA 94063 (650) 423-2200 FAX: (650) 423-2204

**Board of Education**

Alisa MacAvoy, President  
Hilary Paulson, Vice President  
Shelly Masur, Clerk  
Maria Diaz-Slocum  
Dennis McBride



**Superintendent**  
Jan Christensen

July 6, 2011

Judge of the Superior Court  
Hall of Justice  
400 County Center, 2<sup>nd</sup> Floor  
Redwood City, CA 94063-1655

**Re: Response to Grand Jury Report on Bullying Within the County School Districts: A Survey of Policy within San Mateo County Districts, as approved by the Redwood City School District Board of Education on June 22, 2011**

Dear Hon. Joseph E. Bergeron:

1. The Redwood City School District (the "District") agrees with the Grand Jury report's findings, to the extent they pertain to the District.
2. With respect to the findings of the report, The District currently has a harassment policy that includes bullying as an offense. The District also has an enforcement process in place.

The District concurs with the Grand Jury that a representative will be sent to a recommended meeting at the San Mateo Office of Education to discuss bullying/harassment policies. The District further concurs with the Grand Jury that a notification of our harassment policy will be sent, before school starts, to all students, parents and staff. This has already been the practice of the District, to include the policy in take-home packets to students and information items to staff, on this and other topics for a number of years.

Best regards,

A handwritten signature in black ink that reads "Alisa MacAvoy".

Alisa MacAvoy  
President, Board of Education



BOARD OF TRUSTEES

Jennifer Blanco  
William J. Henderson Jr.  
Kevin J. Martinez  
James R. Prescott  
Henry Sanchez, MD



ADMINISTRATION  
David E. Hutt, Ed.D.  
Superintendent  
Lynn Orong, MBA  
Associate Superintendent  
of Business Services

August 10, 2011

The Honorable Joseph E. Bergeron  
Judge of the Superior Court  
Hall of Justice  
400 County Center, 2<sup>nd</sup> Floor  
Redwood City, CA 94063

Ref: Your letter of May 24, 2011

Dear Judge Bergeron:

In your letter of May 24, 2011, you requested comments and responses to the San Mateo Grand Jury's findings and recommendations in their report of May 24, 2011, concerning "bullying."

Enclosed with this letter is our response.

Concerning the findings that the Grand Jury listed in their report we agree with such findings. We note that our District is cited as having Policy which includes "bullying." Further, that enforcement of such Policy is positively noted.

Enforcement of district policy is "charged" to all district employees. At the school site level this is generally tasked to teachers and site administrators. More serious or severe transgressions are referred to district administrative staff.

Concerning the recommendations of the Grand Jury, we will send a representative to a convened meeting of all districts in the County. We rely on the County Superintendent to arrange such a meeting. Further, we will continue to advise students, parents/guardians and school staff through annual "back-to-school" literature, school student handbooks, and frequent reminders of the position that our school district has in not tolerating any levels of "bullying."

If you have additional questions or comments, feel free to contact me.

Sincerely,

  
David E. Hutt



# SAN CARLOS SCHOOL DISTRICT

Craig Baker, Ed.D., Superintendent  
Kelly L. Causi, Assistant Superintendent and CBO

826 Chestnut Street  
San Carlos, CA 94070  
Voice: (650) 508-7333  
Fax: (650) 508-7340  
www.sancarlos.k12.ca.us

October 7, 2011

The Honorable Joseph E. Bergeron  
Judge of the Superior Court  
Hall of Justice  
400 County Center, 2<sup>nd</sup> Floor  
Redwood City, CA 94063-1655



Re: *Response to the Bullying Within the County School Districts: A Survey of Policy within San Mateo County School Districts*

Dear Honorable Bergeron,

The San Carlos School District Governing Board has reviewed the Grand Jury Survey and its recommendations regarding Bullying Within the County School Districts and offers the following response:

**Findings:** The District agrees with all findings.

**Recommendation #1:** The recommendation has been implemented, the San Mateo County Superintendent of Schools held an Anti-Bullying Symposium on September 16, 2011.

**Recommendation #2:** The recommendation has been implemented, the San Carlos School District sent four representatives to the above mentioned symposium.

**Recommendation #3:** The recommendation has been implemented, the San Carlos School District adopted an Anti-Harassment/Anti-Bullying policy and administrative regulations on September 22, 2011. This policy was uploaded to our district website and was sent to all school administrators, who in turn communicated with school staff, parents and students.

This action will be reflected in the minutes of the October 13, 2011 Governing Board meeting minutes.

Sincerely,

Kelly Causi  
Assistant Superintendent, CBO



# SAN MATEO COUNTY OFFICE OF EDUCATION

Anne E. Campbell, County Superintendent of Schools

July 15, 2011

Hon. Joseph E. Bergeron  
Judge of the Superior Court  
Hall of Justice  
400 County Center, 2<sup>nd</sup> Floor  
Redwood City, CA 94063-1655

Dear Judge Bergeron:

This letter responds to the 2010-11 San Mateo County Civil Grand Jury's Report entitled "Bullying Within the County School Districts: A Survey of Policy Within San Mateo County School Districts."

### Response To Findings

Based upon the data provided in "Survey Results," the County Superintendent accepts the Grand Jury's findings outlined in the May 24<sup>th</sup> Report.

### Response to Recommendation

*Recommendation #1: The 2010-11 San Mateo County Civil Grand Jury recommends to the San Mateo County Superintendent of Schools, that she facilitate a meeting, before the commencement of the next school year, of the representatives of every school district within the county in order to develop school policies that standardize bullying and enforcement processes across all schools (grades K-12) in San Mateo County.*

The County Superintendent will convene a meeting in August 2011 to provide an opportunity for representatives from school districts to develop school policies regarding bullying behavior and enforcement processes. During the 2011-12 school year, different programs designed to diminish bullying behavior and increase positive behavior will be featured at the meetings of the Council for Curriculum Improvement, a group that includes representatives from all school districts within San Mateo County. It is important to note that the County Superintendent cannot mandate that local districts adopt such policies and enforcement protocols because such action is at the discretion of local school districts. However, the County Superintendent shares the Grand Jury's concern regarding bullying behavior and will work with local districts in developing policies regarding bullying behavior and procedures for enforcement.

Please be sure to contact me if you require any additional information.

Very truly yours,

Anne E. Campbell  
San Mateo County Superintendent of Schools

cc: San Mateo County Board of Education  
Grand Jury Website (via e-mail)  
Board of Supervisors



# San Mateo-Foster City School District

June 16, 2011

The Honorable Joseph E. Bergeron  
Judge of the Superior Court  
Hall of Justice  
400 County Center, 2<sup>nd</sup> Floor  
Redwood City, CA 94063-1655

Re: Response to the San Mateo Civil Grand Jury Report entitled "Bullying Within the County School Districts: A Survey of Policy within San Mateo County School Districts." – Approved by the Board of Trustees at the July 16, 2011 regularly scheduled Board Meeting.

Dear Judge Bergeron,

This letter is in response to the Grand Jury report filed on May 24, 2011, relating to bullying within the San Mateo County School Districts.

**Recommendation #1 – The San Mateo County Superintendent of Schools facilitate a meeting, before the commencement of the next school year, of the representatives of every school district within the county in order to develop school policies that standardize bullying and enforcement processes across all schools (grades (k-12) in San Mateo County.**

No response, not applicable.

**Recommendation #2 – All K-12 School Districts send a representative to the meeting referenced in recommendation #1 to participate in the goal of county wide standardized policies on bullying and the enforcement processes.**

The San Mateo-Foster City School District supports the findings of the Grand Jury and will provide a representative(s) to the San Mateo County Office of Education meetings.

**Recommendation #3 – The bullying policy and its enforcement process should be summarized and communicated to students, parents/guardians and school staff.**

The San Mateo-Foster City School District will develop a bullying policy and communicate the policy to all District constituents through a variety of communication tools.

Sincerely,

Pendery A. Clark, Ed.D.  
Superintendent

cc: San Mateo-Foster City School District Board of Trustees  
San Mateo County Board of Education  
[grandjury@sanmateocourt.org](mailto:grandjury@sanmateocourt.org) (via email)

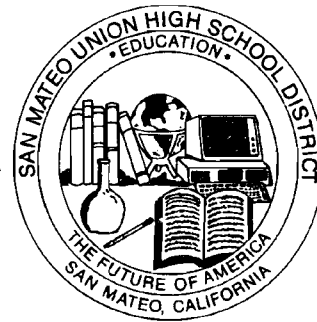
**Board of Trustees:**  
Julie S. Chan  
Mark D. Hudak  
Lory Lorimer Lawson  
Colleen Sullivan  
Ellen Mallory Ulrich

**Superintendent:**  
Pendery A. Clark,  
Ed.D.

1170 Chess Drive  
Foster City, CA 94404  
(650) 312-7700  
FAX (650) 312-7779  
[www.smfc.k12.ca.us](http://www.smfc.k12.ca.us)

# ***San Mateo Union High School District***

## ***Board of Trustees***



***650 North Delaware Street  
San Mateo, CA 94401-1795  
(650) 762-0200  
(650) 762-0249 FAX***

Date: September 23, 2011

To: Judge Joseph Bergeron  
San Mateo County Grand Jury

RE: San Mateo Union High School District's Response to the San Mateo County Grand Jury Investigation Regarding Bullying with the County School Districts

### **Findings:**

1. Under the California Education Code, a student can be suspended or expelled for bullying or cyber-bullying. In addition to the Education Code, certain schools have policies that address bullying.

SMUHSD Response: The San Mateo Union High School District's Board of Trustees agrees with this finding.

2. Two districts out of 23 (Cabrillo Unified and San Mateo Union High School District) have a bullying policy and an enforcement process separate and distinct from harassment.

SMUHSD Response: The San Mateo Union High School District's Board of Trustees agrees with this finding as it relates to the San Mateo Union High School District. The District has a separate and distinct bullying policy.

3. Five districts (Bayshore, Hillsborough, LaHonda-Pescadero, San Carlos and Woodside) do not have either a bullying policy or a harassment policy that includes bullying nor do they have an enforcement process in place.

SMUHSD Response: The San Mateo Union High School District's Board of Trustees has no independent knowledge of the practices and policies of other districts throughout the County.

4. Eighteen districts, including the two districts with separate bullying policies, have harassment or conduct policies that include bullying in some form but not necessarily cyber-bullying.

SMUHSD Response: The San Mateo Union High School District's Board of Trustees agrees with this finding as it relates to the San Mateo Union High School District. The District has no independent knowledge of the practices of other districts throughout the County.

5. Thirteen districts have a specific enforcement process that covers bullying either separately or as part of a harassment policy.

SMUHSD Response: The San Mateo Union High School District's Board of Trustees agrees with this finding as it relates to the San Mateo Union High School District. The District has a specific enforcement process that covers bullying. The District has no independent knowledge of the practices of other districts throughout the County.

RE: San Mateo Union High School District's Response to the San Mateo County Grand Jury Investigation Regarding Bullying with the County School Districts

6. Ten districts responded that they have no enforcement process with respect to either bullying or harassment. Ten districts responded that they have no enforcement process with respect to either bullying or harassment.
7. Many districts work through either a good conduct code or rely on administrative recourse for acts of harassment.

SMUHSD Response: The San Mateo Union High School District's Board of Trustees agrees with this finding as it relates to the San Mateo Union High School District. The District has no independent knowledge of the practices of other districts throughout the County.

**Recommendations**

1. Facilitate a meeting, before the commencement of the next school year, of the representatives of every school district within the county in order to develop school policies that standardize bullying and enforcement processes across all schools (grades K-12) in the San Mateo County. .

SMUHSD Response: This recommendation is the responsibility of the San Mateo County Office of Education. If the County Office convenes a meeting, the District will participate.

2. Send a representative to the meeting referenced in recommendation #1 to participate in the goal of county wide standardized policies on bullying and the enforcement processes.

SMUHSD Response: If the San Mateo County Office of Education convenes a meeting, the San Mateo Union High School District will send a representative.

3. The bullying policy and its enforcement process should be summarized and communicated to students, parents/guardians, and school staff.

SMUHSD Response: The recommendation has been implemented. Per the Grand Jury's findings, the San Mateo Union High School District has both a bullying policy, to include cyber-bullying, and a harassment policy in place, along with established processes for enforcement. Bullying and harassment policies and enforcement processes are included in student/parent handbooks.



Scott Laurence  
Superintendent and  
Secretary to the Board

# SEQUOIA UNION HIGH SCHOOL DISTRICT

480 JAMES AVENUE, REDWOOD CITY, CALIFORNIA 94062-1098  
ADMINISTRATIVE OFFICES (650) 369-1412

BOARD OF TRUSTEES  
DON GIBSON  
OLIVIA MARTINEZ  
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ALAN SARVER  
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JAMES LIANIDES  
SUPERINTENDENT

June 23, 2011

Honorable Joseph E. Bergeron  
Judge of the Superior Court  
Hall of Justice  
400 County Center, Second Floor  
Redwood City, CA 94063-1655

Re: 2010-11 San Mateo County Civil Grand Jury May 24, 2011, report  
Bullying Within the County School Districts: A Survey of Policy within San Mateo County  
School Districts

Dear Judge Bergeron:

The Sequoia Union High School District is in agreement with recommendations 2, and 3 of the San Mateo County Civil Grand Jury.

The District will send the representatives to the meeting that will be scheduled by the San Mateo County Superintendent of Schools. The District will also post its harassment policy on the District and each school's website.

The SUHSD Board of Trustees approved this response to the Civil Grand Jury at its meeting on June 22, 2011.

Sincerely,



James Lianides, Ed.D.  
Superintendent

c: Morgan Marchbanks  
Board of Trustees



**SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT**  
398 B Street, South San Francisco, CA 94080-4423  
(650) 877-8700 / Fax (650) 583-4717  
[www.ssfusd.org](http://www.ssfusd.org)

**SUPERINTENDENT**  
Alejandro Hogan

**BOARD OF TRUSTEES**  
Judith M. Bush  
Maurice D. Goodman  
Shirlee J. Hoch  
Liza Normandy  
Philip J. Weise

September 20, 2011

Dear Honorable Judge Joseph Bergeron,

On May 24, 2011, we received notice of a Grand Jury report that was filed with the Superior Court of California, County of San Mateo. The report summarized survey information gathered from school districts in San Mateo County to determine whether or not school districts have bullying policies and enforcement processes in place. The survey summary concluded that the majority of San Mateo County school districts do not have bullying policies that are separate from harassment or conduct policies, even though the policies may include language about bullying. The Grand Jury has recommended that "all school districts in San Mateo County establish and enforce a bullying policy and clearly communicate that policy to the student bodies, staff and parents of their respective schools."

As instructed by the notice of Grand Jury report, we have prepared responses to the findings as follows:

**Findings:**

*Finding 1*

The respondent: SSFUSD agrees with the finding of the Grand Jury. In addition to the application of CA Education Code, our schools have site specific policies that address bullying in their student handbooks.

*Finding 2*

The respondent: SSFUSD partially agrees/disagrees with the finding that only two districts (not including SSFUSD) have a bullying policy and an enforcement process separate and distinct from harassment. On November 18, 2010, the SSFUSD Board of Trustees approved new Board Policies and Administrative Regulations that include a distinct and separate Bullying and Cyberbullying policy, as can be referenced from the BP 5131 (c) and (d) bylaw. Although the specific bullying policy is in place, BP 5131 refers to the administrative regulation pertaining to sexual harassment for the enforcement process as follows: "Complaints of bullying shall be investigated and resolved in accordance with site-level grievance procedures specified in AR 5145.7 - Sexual Harassment."

*Finding 3*

The respondent: SSFUSD agrees with the finding that SSFUSD is not one of five districts that do not have either a bullying policy or a harassment policy that includes bullying, and do not have an enforcement process in place.

*Finding 4*

The respondent: SSFUSD disagrees with the finding that SSFUSD is one of eighteen districts that have harassment or conduct policies that include bullying, but not necessarily



cyberbullying. As noted in BP 5131(d), our bullying policy includes a specific reference to cyberbullying as follows:

"Any student who engages in cyberbullying on school premises, or off campus in a manner that causes or is likely to cause a substantial disruption of a school activity or school attendance, shall be subject to discipline in accordance with district policies and regulations. If the student is using a social networking site or service that has terms of use that prohibit posting of harmful material, the Superintendent or designee also may file a complaint with the Internet site or service to have the material removed."

*Finding 5*

The respondent: SSFUSD partially agrees/disagrees that we are not one of the thirteen districts that have a specific enforcement process that covers bullying, either separately or as part of a harassment policy. As stated in *Finding 2*, BP 5131 refers to the administrative regulation pertaining to sexual harassment for the enforcement process as follows: "Complaints of bullying shall be investigated and resolved in accordance with site-level grievance procedures specified in AR 5145.7 - Sexual Harassment." Although the sexual harassment grievance procedure is followed, AR 5145.7 does not include specific language referring to bullying.

*Finding 6*

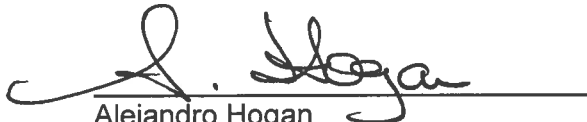
The respondent: SSFUSD disagrees with the finding that we are one of ten districts without an enforcement process with respect to either bullying or harassment. As indicated in *Findings 2* and *5*, AR 5145.7 details our enforcement process with respect to harassment. BP 5131 applies the enforcement process to bullying.

*Finding 7*

The respondent: SSFUSD partially agrees with the finding that many districts work through either a good conduct code or rely on administrative recourse for acts of harassment. Although student conduct is generally governed by AR 5144, SSFUSD follows specific policies within BP 5145.2 (Freed of Speech and Expression), BP 5145.3 (Nondiscrimination and Harassment), AR 5145.7 (Sexual Harassment), and BP 5131 [c, d] (Bullying/Cyberbullying) to address acts of harassment and bullying.

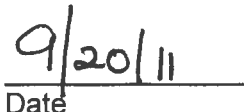
**Recommendations:**

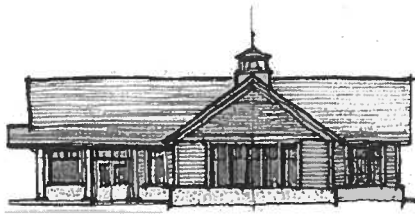
1. South San Francisco Unified School District will cooperate with the San Mateo County Superintendent of Schools in the development of school policies that standardize bullying and enforcement processes across all K-12 schools in San Mateo County. Implementation of this recommendation is pending a meeting to be facilitated by the San Mateo County Superintendent of Schools.
2. Upon creation and implementation of the county-wide standardized bullying policy and enforcement process, South San Francisco Unified School District will summarize and communicate the bullying policy and its enforcement process to students, parents/guardians, and school staff.

  
Alejandro Hogan

Superintendent

South San Francisco Unified School District

  
Date



**Woodside Elementary School District**

**3195 Woodside Road, Woodside, CA 94062**

**650-851-1571 ~ fax: 650-851-5577**

[www.woodside.k12.ca.us](http://www.woodside.k12.ca.us)

August 8, 2011

Hon. Joseph E. Bergeron  
Judge of the Superior Court  
Hall of Justice  
400 County Center; 2<sup>nd</sup> Floor  
Redwood City, CA 94063-1655

Dear Judge Bergeron:

The Woodside School District Governing Board is in receipt of the Grand Jury's recommendations that all school districts in San Mateo County establish and enforce a bullying policy and clearly communicate that policy to the students, staff and parents of their respective schools.

Response to recommendations:

At the August 23<sup>rd</sup> Board meeting,, The Woodside School District Governing Board voted 5-0 in agreement with the findings and agreed that bullying is an issue of importance for all school districts.

The Woodside School District has policies in place on harassment and general climate expectations. It is the intent of the district to work with the Governing Board to determine if a bullying specific policy or a subset within our current harassment policy is appropriate for the Woodside School District. An enforcement policy or administrative regulation will be developed to complement the policy changes.

The District will participate in any meetings organized by the County Superintendent of Schools to develop policies around the issue of bullying and the enforcement of such policies.

The District will also communicate all aspects of the adjusted or added policy and enforcement policy/administrative regulations to students, parents and staff.

Sincerely,

Dr. Beth Polito  
Superintendent/Principal