

## APPENDIX TO SCHOOL COMMITTEE POLICY AC

**Responsibilities of School Personnel and Students  
in Relation to Witnessed or Reported Bias Incidents****1) All Personnel and Students**

- i) **Report bias incidents and civil rights violations** to school civil rights administrators.
- ii) **Be familiar with basic facts about hate and hate crimes**, so as to be able to identify bias incidents and have an understanding of the dynamics.
- iii) **Challenge biased attitudes and behavior** whenever encountered in school and outside.
- iv) **Report hate crimes to police**, and summon help in an emergency
- v) **Uphold school civil rights and safety policies** and remain vigilant and alert for violations.
- vi) **Take responsibility** so as to make a difference in stopping hate conduct, finding and creating individual and group opportunities for action and involvement.

**2) Teachers Only**

- i) **Set guidelines for classroom behavior** to avoid hurt feelings and promote respect.
- ii) **Respond to and challenge insensitive behaviors** like name calling and exclusion of children who are different.
- iii) **Instruct against hate and prejudice**, where this message is apropos to classroom subjects and lessons.
- iv) **Look for and help implement proactive programs and strategies** to promote tolerance and stop hate conduct.

**3) School Staff Specifically**

- i) **Challenge and try to stop bias incidents** when witnessed or encountered in progress, if a safe opportunity is presented.

**4) Civil Rights Designees Specifically**

- i) **Be available to receive reports of civil rights violations** from students, faculty, and other administrators.
- ii) **Respond promptly to a report of a civil rights violation** by intervening if possible, ensuring that students are safe and free from harassment, and by starting an investigation and quickly ascertaining the facts.
- iii) **Put a stop to ongoing harassment** immediately and effectively, and refer victims to support services and resources available in the area.

- iv) **Take remedial, corrective, and disciplinary action** as the circumstances established by the investigation, school policies, and the Code of Conduct, warrant.
- v) **Take steps to avert retaliation** against students who report civil rights violations, and act immediately to ensure student safety and freedom from harassment.
- vi) **Communicate and coordinate efforts with police** on a regular, ongoing basis, and develop a working partnership with police officers assigned to schools and civil rights issues.
- vii) **Undergo specialized training** to maintain knowledge of hate crimes and civil rights issues as they affect schools.
- viii) **Coordinate school prevention programming and activities**, drawing on available resources and tools.

### **Federal and Massachusetts Laws bearing on harassment and bias crimes in school settings**

- (a) Title VI.42 U.S.C. Sec. 2000 et seq. (prohibition of discrimination based on race, color, or national origin)
- (b) Title IX, 20 U.S.C. Sec. 168 et seq. (prohibition of discrimination base on sex, or gender)
- (c) Title II of the Americans with Disabilities Act, 42 U.S.C. Sec. 12134 (prohibition of discrimination based on disability)
- (d) Section 504 of the Rehabilitation Act of 1973. 29 U.S.C. Sec. 794
- (e) G.L.c.71, Sec. 37H (student handbooks required to state disciplinary measures applicable to “violations of other students’ civil rights”)
- (f) G.L.c.76, Sec.5 (prohibition of discrimination “on account of race, color, sex, religion, national origin or sexual orientation”, in access to “advantages, privileges and course of study of [local] public schools”).
- (g) G.L.c.151C (Fair Education Practices Act, includes prohibition of sexual harassment)
- (h) G.L.c.214. Sec. 1B (right of privacy)
- (i) G.L.c.214, Sec. 1C (right of freedom from sexual harassment)
- (j) G.L.c.12. Sec. 11H and 11I (prohibition of threats, intimidation, or coercion interfering with someone’s legal rights)
- (k) G.L.c.265, Sec. 37 (criminal penalties for the use of force or threats to interfere

with someone's legal rights)

- (l) G.L.c.265, Sec. 39 (increasing penalties for assaults, batteries, and property damage motivated by bias on grounds of race, religion, ethnicity, disability, and sexual orientation)
- (m) G.L.c,266,Sec.127A (criminal penalties for vandalism of a school)

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Hopkinton School Committee  
Hopkinton, Massachusetts