



# Agenda

CITY CLERK'S OFFICE

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SERVED BY Terrie Rodriguez

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Immigration Committee  
March 3, 2015  
500 Market Station, Suite 200  
Round House Conference Room  
4:30pm to 6:00pm

1. Roll Call
2. Approval of Agenda
3. Approval of Minutes – February 3, 2015
4. Announcements
5. Community Comments
6. New Business
  - a. City Council Resolution in support of DACA and DAPA discussion and vote- Maria Cristina Lopez
  - b. City Council Resolution to increase the number of members of our committee discussion and vote – Alejandra Seluja
  - c. Bullying in the schools – Cara Esquibel and Chris Sanchez
7. Old Business
  - a. Update on legislative actions – Alejandra Seluja
  - b. Update on Stakeholders meeting – Marcela Diaz
8. Communications from Staff
9. Communications from Committee
10. Next Meeting and Adjourn

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**IMMIGRATION COMMITTEE  
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MARCH 3, 2015**

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**Immigration Committee  
March 3, 2015  
500 Market Station, Suite 200  
Round House Conference Room  
4:30pm to 6:25 pm**

**MINUTES**

- 1. The Immigration Committee was called to order at 4:40 pm by the Chair, Alejandra Seluja. A quorum did exist and is reflected in roll call.**

Present

Alejandra Seluja, Chair  
Maria Cristina Lopez  
Amparo Guerrero  
Marcela Diaz  
Javier Rios  
Jewel Cabeza de Vaca  
Cecilia Tadfor

Not Present

Cara Esquibel, Excused (Attended telephonically for 6-a)  
Elizabeth Hemmer

Others Present:

Julia Valdez, Santa Fe County  
Fran Lucero, Stenographer

- 2. Approval of Agenda**

Move 6-C to first order of business under #6.

*Maria Cristina Lopez moved to approve the agenda as amended, second by Mr. Rios, motion carried by unanimous voice vote.*

- 3. Approval of Minutes – February 3, 2015**

*Corrections: Javier Rios not Juan Rios*

*Not Baca is Jewel Cabeza de Vaca*

*Corrections: Page 1 – HB7 is HB79 and Page 2 – 7a – HB31 is HB32.*

*Ms. Xochitl Campos-Biggs*

*Officer Louis Carlos – Captain Louis Carlos*

*Mr. Rios – WIC not WICK*

*Mr. Rios moved to approve the minutes of February 3, 2015 as amended second by Maria Cristina Lopez, motion carried by unanimous voice vote.*

#### 4. Announcements

Ms. Diaz shared with the Immigration Committee members that the City of Espanola passed a resolution supporting immigrant driver's licenses. There is a group called SOMOS Español who sponsored and a new City Councilor Michelle Martinez who is a new supporter. The Mayor of Taos and the Chief of Police in Taos would like to accompany Chief Garcia at the next hearing to speak in support. It was suggested that if the Mayor of Taos cannot attend that a letter of support to read would be appreciated.

Mayor Coss spoke on behalf of Immigrant Drivers Licenses which resulted in an article in the New Mexican.

Mr. Rios recently served on a panel talking about social work in immigration where he spoke from a health point of view. The presentation was well attended with a lot of positive feedback. There was a power point presentation that Mr. Rios will share with the committee members.

UN Dream Team is trying to send a delegation of students to Washington, DC. They are trying to raise money through o Fund Me. Information will be shared with the committee by e-mail.

Exhibit A – Ms. Guerrero noted that Solace Crisis Treatment Center will sponsor a community meeting on March 17<sup>th</sup> from 5:30 pm – 7:30 pm at their center on DAPA and DACA.

The Chair talked about a forum – at the National Level about how to get people into the financial mainstream working through credit unions. Individuals from DAPA and DACA influence this financial growth.

#### 5. Community Comments

None

#### 6. New Business

- a. Bullying in the Schools – Cara Esquibel (attended telephonically) and Chris Sanchez - (Exhibit B) – Freedom from Bullying, Harassment and Hazing

Mr. Sanchez said that about 6 months Mayor Gonzales came back from a National Mayor's meeting regarding Bullying in Schools. There have been many parents who have attended community meetings in Santa Fe and say that not enough is being done regarding school bullying. Mr. Sanchez said that the city is taking a policy approach to address this need for action. Ms. Sanchez shared an existing Policy with the committee members, (Exhibit B) which has not been translated in to Spanish. De Vargas School Principal (Mr.

Baca) volunteered to have his school be the place to meet and discuss bullying. This policy has been out since 2007 and the parents are saying that they don't know what to do.

Ms. Esquibel asked if there have been real life stories on where children have been bullied. Mr. Sanchez said yes and he would provide more information.

Mr. Sanchez made reference to Prohibition against Bullying: 6.12.7.8 (C) NMAC (2006). So many of the families did not understand what this statute meant; the verbiage was difficult for those who are English speaking and much more for those that are Spanish speaking who had a very difficult time understanding this document. Mr. Sanchez said that the committee will address these concerns and work with this policy so it can be better understood. SFPS is not included or involved in this process.

Ms. Esquibel reminded the committee that when SFPS was contacted by letter with our concerns the Superintendent did not respond. Ms. Rodriguez gave an update that the SFPS Attorney did respond and they identified staff members to work with the city.

Mr. Sanchez said that he wants to assure that an appeal process is designed related to this policy to assure that it is widespread and understood.

Ms. Diaz said that in today's packet of information there is a complaint form. The committee asked Ms. Esquibel if this complaint form had been offered to families that came to the Immigration Committee with bullying concerns. Ms. Esquibel said that from her recollection, yes they were given the complaint form and there were other questions that the family was asked on the specific cases of bullying. The family was not heard by the City Council or SFPS on one specific bullying case for one family.

Ms. Guerrero asked if Mr. Baca from De Vargas is participating on behalf of SFPS or is he participating on his own. Mr. Sanchez said that Mr. Baca is there on his own time and interest. If he can correct it at his school the plans are to go to SFPS Board and ask them to support and replicate the policy implementation.

Mr. Sanchez reiterated that we have had so many parents come to the City and ask, what is going to be done on this critical problem on bullying? Mr. Sanchez said that they have included the Santa Fe Police Department to serve on this committee.

The Chair with the committee concurrence feels that they should continue communication with Mr. Geno Zamora, SFPS Attorney to not lose the momentum on the collaboration of this policy.

The Education Committee approved the Safe Schools for All Students Act to require the Public Education Department to promulgate rules that require school districts to develop and implement bullying prevention policies and programs; repealing a section of the Public School code. If we have the possibility to invite Quality New Mexico representatives to the next meeting, it would be a great opportunity to engage them and see a bigger picture of other problems that our kids are having in the schools.

Mr. Sanchez stated that the intent is not to single out SFPS. Community comments were made that even for a computer literate individual; it was a lengthy process to navigate the SFPS website to get to the policy as discussed.

Mr. Rios said that with the approval of the Safe Schools for all Students Act, it is important to get the policy translated and also make it a more friendly document that speaks and sends the message in a clear manner.

Mr. Sanchez said that the city wants to provide resources to outreach the community and also to work together with SFPS on the Robo-Calls system to assure that the city is addressing bullying concerns.

Mr. Sanchez reiterated that there are many families that have come to complain at the city level. Ms. Theresa Baca and Dr. Almi Abeyta from SFPS have been very supportive.

Mr. Sanchez distributed an incident report form (draft) Exhibit C that SFPS would like input from the Immigration Committee members. Comments are to go through Mr. Sanchez and he will provide Ms. Baca with the committee member feedback.

Maria Cristina Lopez asked how you report a bullying incident. Mr. Sanchez referred to the incident report attached to the policy. Ms. Lopez asked; when will it be translated?

Captain Louis Carlos said that nowhere in the Policy document does it address police intervention. It is suggested that the message to the parents is that they should complete the form and report it to the Santa Fe Police Department.

Ms. Rodriguez said that this should also relate to cyber bullying which is important to report. Captain Louis Carlos said that this is extremely important; there are many elements related to cyber bullying and it needs to be reported. Strong message to convey is what you put on the internet is there forever.

Next community meeting is March 18<sup>th</sup> at De Vargas School, Mr. Sanchez said that the person (*name unknown at this time*) leading this initiative will be the facilitator. Mr. Sanchez will send an invitation to all members.

Ms. Diaz said that there is a real need for interpretation and translation services for meetings of this caliber. This committee should encourage this process to ensure everyone in attendance that does not speak English can understand.

Ms. Rodriguez said that the City Clerk does have the means to provide translation service. All city departments contribute towards this fund to assure that translation facilitation is available. Ms. Rodriguez said that as a committee we should create an estimate to cost out what the service will cost when it is needed and Ms. Rodriguez will coordinate with the City Clerk's office.

Mr. Sanchez said that the first steps are to work with the community, build their trust and get them to feel secure when speaking. The city has no jurisdiction over SFPS but the city has taken a lead to assure that the community knows we will follow up on their concerns.

Ms. Valdez from Santa Fe County said it is important to get the School Board members on board with the city on this policy. It is the responsibility of the School Board to assure the School Superintendent is on board.

Mr. Rios offered to contact EQ&M and invite them to our next meeting and to provide more information on this bill that has been approved.

- b. City Council Resolution in support of DACA and DAPA discussion and vote – Maria Cristina Lopez

Action was taken on this item at the last meeting. Ms. Diaz asked, how would the Immigration Committee ask for a City Resolution? Ms. Rodriguez said the content information would be drafted by staff in the city legal department and they will put it in the proper format. Next step would be to ask the Mayor or Council for a sponsor; if it has any monetary notation, it would be sent to committee for review. Ms. Valdez, Santa Fe County Representative offered to put this necessary document in the format of a resolution. No further formal action needed from the Immigration Committee.

- c. City Council Resolution to increase the number of members of our committee discussion and vote – Alejandra Seluja

The Chair talked about attendance and the importance of creating a quorum. We now have 9 members; the suggestion was to increase it to 11. The question was if the committee could have alternates? Ms. Rodriguez said yes that is possible and the existing resolution would need to be changed. It was clarified that the alternate's identity would need to be one of representing a specific group which provides great opportunity to expand the representation.

Ms. Diaz feels that there are missing sectors; example, “we use to have a person representing faith. We also don’t have anyone representing legal services.” Ms. Diaz said that another example of a missing sector is someone involved with housing. We have Health, Civil Rights, Workers Rights and Victims represented on the committee.

Ms. Cabeza de Vaca said that another strong segment is AARP and they should have a seat on this committee. We should also contact the Korean, Tibet and Jewish community; they have established relationships in the community. They are not going to come to us we need to invite them to a meeting or go to one of their meetings. We need more voices. We should set a plan, a bullet list and set a timeline on how to do this.

Ms. Rodriguez suggested inviting the City Clerk to come to the next meeting to discuss the goals we would like to accomplish.

**We should retain this item on the agenda for next month.**

## 7. Old Business

- a. Update on Legislative Actions – Alejandra Seluja  
HB32 passed the House; it has been referred to three committees.

2 weeks ago, on the last day you could introduce bills, Sen. Ingle – introduced SB653 that looks like Sen. Egolf’s bill. SB653: An Act relating to driver’s licenses; providing two tiers of driver’s licenses and identification cards; creating driver’s licenses and identification cards that meet the requirements of the Federal Real ID Act of 2005; requiring proof of lawful presence in the United States for applicants to obtain driver’s licenses or identification cards that meet the requirements of the Federal Real ID Act of 2005; limiting the duration of a person’s driver’s license or identification card to the person’s lawful stay in the United States; increasing penalties and imposing new penalties.

The Chair said that they are going to ask that the bill is amended so it is non-discriminatory. They want to assure that there is no question from law enforcement on immigration status. It is Real ID vs. Non Real ID.

Captain Louis Carlos said that it is hard to give a real answer to this.

What the Republican Representatives are not saying is that you can be Real ID compliant but it could stigmatize us if we don’t want to get a real ID license. The state needs to decide if they want to be Real ID or not. It is similar to a law that was passed in Vermont, (Drivers Authorization Card). There is a big difference between a license and an authorization card.

Ms. Diaz mentioned that Captain Louis Carlos and Chief Eric Garcia have been attending these hearings and she expressed her thanks on behalf of the Immigration Committee.

Ms. Diaz would like to do a commentary with Santa Fe, Espanola and Taos Chief of Police where all three Police Chiefs could say why this bill is important and hopefully get a story in to the New Mexican. People need to hear the rationale on why this is so important.

SB653 will be heard next week in Senate Public Affairs.

b. Update on Stakeholders Meeting – Marcela Diaz

The meeting was held last Friday; the Mayor addressed and started the meeting. There were about 30 participants including Santa Fe County representatives, Santa Fe Public Schools, Housing, Santa Fe Community College and others. People were interested and appreciative of being a part of this collaborative. A Fund Development Committee and Service Delivery Committee were formed and an explanation of the mission of these committees was described. The Mayor reiterated that this committee needed people who weren't shy to ask for money. It was discussed that not all money can come from the city. The next steps are for the interim committees to meet. In relation to the Immigration Committee, the Mayor made it very clear that he wanted this Committee to head this endeavor. It is very clear that members of this Committee have to work with city staff to make sure that invitations go out for future meetings and the role in this process should be defined; who is going to be the point person at the city. It may be necessary for Ms. Rodriguez to talk to the Mayor to know who leads this charge. Ms. Rodriguez said that she did not believe it would be her due to a funding conflict of interest for the city Human Services Department. It was noted that it could possibly be Ms. Campos-Biggs. Ms. Rodriguez said that she anticipates this request will come to the Human Services Department for funding. The Mayor may have other ideas on how to fund it. Ms. Diaz asked Ms. Rodriguez, "what are your ideas, you are the staff liaison, what do you suggest. If this is truly a city collaborative we need to look beyond the Human Services Department."

Ms. Valdez commented that the point of the Santa Fe Community Foundation being the keeper of the funds is not being looked at closely.

Ms. Diaz said that the committee needs to figure how to do this. "We are depending on your (Ms. Rodriguez) expertise on how we do this."

Ms. Rodriguez will follow up with Xochtil Campos-Biggs.

Ms. Valdez asked how you deal with other public – private entities.

Ms. Diaz said we need to know who the liaison is on this project.

8. Communications from Staff  
None

9. Communications from Committee  
Ms. Seluja did announce that should any resignations take place on the committee discussion can take place on replacements.

New Mexican will do an article on the New Visa program at the Santa Fe Police Department.

10. Next Meeting and Adjourn

Next Meeting: April 7, 2015

Request is to have April meeting for 2 hours – 4:30 – 6:30 pm

There being no further business to come before the Immigration Committee the meeting was adjourned at 6:25 pm.

Signature:

\_\_\_\_\_  
Alejandra Seluja, Chair

  
\_\_\_\_\_  
Fran Lucero, Stenographer

# **President Obama's Executive Actions on Immigration**

## **BILINGUAL PANEL DISCUSSION**

**On November 20, 2014, President Obama announced executive actions to address problems in our immigration system including an expansion of the Deferred Action for Childhood (DACA) program and the creation of the Deferred Action for Parental Accountability (DAPA) program.**

**What is deferred action? What are these programs? Who qualifies?**

**Latest news: on February 17, 2015, a Federal Judge blocks Obama's Executive actions.**

**Tuesday March 17, 2015**

**Solace Crisis Treatment Center - 6601 Valentine Way, Santa Fe (505-988-1951)**

**5:30 – 7:30 PM**

**Panelists: Allegra Love (ADELANTE PROGRAM), Marcela Diaz (SOMOS UN PUEBLO UNIDO),**

**Blanca Ortiz (CAPITAL HIGH SCHOOL), Amparo Guerrero (Solace Crisis Treatment Center).**

*Rehabet A.*

**Prohibited Conduct**

The District believes that providing an educational environment for all students, employees, volunteers, and families, free from harassment, intimidation, or bullying supports a total learning experience that promotes personal growth, healthy interpersonal relationships, wellness, and freedom from discrimination and abuse. Therefore, bullying, harassment, hazing, or intimidating others are forms of dangerous and disrespectful behavior that will not tolerated and are absolutely prohibited within the District. 6.12.7.8(C)(2) NMAC (2006).

**Definitions**

1. "Harassment" means knowingly pursuing a pattern of conduct that is intended to annoy, alarm or terrorize another person. 6.12.7.7(C) NMAC (2006). Discriminatory harassment should be reported and addressed through District policy 330.

Harassment includes but is not limited to:

- a. verbal acts, teasing, use of sarcasm, jokes;
- b. name-calling, belittling;
- c. nonverbal behavior such as graphic or written statements;
- d. conduct that is physically threatening, harmful, or humiliating; and
- e. has the purpose or effect of creating an intimidating, hostile, or offensive academic environment.

2. "Bullying" is a severe and repeated form of harassment, it means any repeated and pervasive written, verbal or electronic expression, physical act or gesture, or a pattern thereof, that is intended to cause distress upon one or more students in the school, on school grounds, in school vehicles, at a designated bus stop, or at school activities or sanctioned events. 6.12.7.7(A) NMAC (2006).

Bullying is a behavior that meets the following criteria:

- a. Is intended to inflict distress or harm, i.e., it is knowingly pursued to harm someone;
- b. reflects an imbalance of power such that those who are targeted have difficulty defending themselves; and
- c. is usually repeated or there is a threat that it will be repeated.

Bullying includes but is not limited to any of the following types of behaviors:

- Physical bullying: pushing, shoving, kicking, destroying property, tripping, punching, blocking, tearing clothes, pushing books from someone's hands;
- Verbal or written bullying: name calling, insulting, making offensive comments, using offensive language, mimicking, imitating, teasing, laughing at someone's mistakes, using unwelcome nicknames, threatening;
- Relational bullying: Intentional social isolation of an individual by his or her peer group, spreading rumors, excluding others, and
- Cyberbullying: the use of communication technologies, including internet and mobile telecommunication services to intimidate, control, manipulate, falsely discredit,

**Amended: October 12, 2013;**

**August 7, 2012; January 4, 2011; October 7, 2008; August 10, 2007** **Santa Fe Public Schools**

**Adopted: July 16, 2002**

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*Exhibit B -*

humiliate, embarrass or otherwise harm another person. Cyberbullying should be reported and addressed consistent with District policy 342.

3. "Hazing" means committing an act against a student, or coercing a student into committing an act, that creates a risk of harm to a person, in order for that student to be initiated into or affiliated with a student organization. Hazing includes but is not limited to:
  - a. Any type of physical brutality such as whipping, beating, striking, branding, shocking, or placing a harmful substance on the body.
  - b. Any type of physical activity such as sleep deprivation, exposure to weather, confinement in a restricted area, calisthenics or other activity that subject the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
  - c. Any activity involving the consumption of any alcoholic beverage, drug, tobacco product or any other food, liquid, or substance that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
  - d. Any activity that intimidates or threatens the student with ostracism, that subjects the student to extreme mental stress, embarrassment, shame, or humiliation, that adversely affects the mental health or dignity of the student or discourages the student from remaining in school.
  - e. Any activity that causes or requires the student to perform a task that involves a violation of state or federal law, or District policies.

**Prohibition against Bullying**

1. In accordance with 6.12.7.8(C)(3) NMAC (2006), the prohibition against bullying shall be publicized by including the following statement in the student handbook(s):

*Bullying behavior by any student in the District is strictly prohibited, and such conduct may result in disciplinary action, including suspension and/or expulsion from school. "Bullying" means any repeated and pervasive written, verbal or electronic expression, physical act or gesture, or a pattern thereof, that is intended to cause distress upon one or more students in the school, on school grounds, in school vehicles, at a designated bus stop, or at school activities or sanctioned events.*

Under state law, bullying includes, but is not limited to, hazing, harassment, intimidation or menacing acts of a student which may, but need not be based on the student's race, color, sex, ethnicity, national origin, religion, disability, age or sexual orientation that a reasonable person under the circumstances should know will have the effect of:

- placing a student in reasonable fear of physical harm or damage to the student's property; or
- physically harming a student or damaging a student's property;

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or

- insulting or demeaning any student or group of students in such a way as to disrupt or interfere with the school's educational mission or the education of any student.

Students and parents may file verbal or written complaints concerning suspected bullying behavior to school personnel and administrators. Any report of suspected bullying behavior will be promptly reviewed. If acts of bullying are verified, prompt disciplinary action may be taken against the perpetrator, up to and including suspension and/or expulsion. Unlawful discrimination and harassment based on a student's race, color, sex, gender, ethnicity, national origin, religion, disability or other protected status under federal law, shall be investigated and addressed consistent with District policy 330.

2. All instructional and licensed personnel will be provided with annual training on recognition and prevention of bullying, related district policy, and employee responsibilities regarding reporting of such behavior. A copy of this Board policy will be disseminated annually through staff handbooks.
3. This Board policy will be available on the District's website.

#### Reporting Bullying, Harassment, Hazing, or Intimidating Behavior

District has the following methods to report incidents of harassment, bullying, hazing, or intimidating behavior:

1. Any student who believes he/she has been the target of bullying, harassment, hazing or intimidating behavior by a student or school personnel, or any person with knowledge or belief that such conduct has been directed toward a student should immediately report the alleged acts to any staff member or campus administrator. The staff member will assist the student in reporting to the principal at that site.
2. Teachers and other school staff who witness or suspect acts of bullying, harassment, hazing or intimidating behavior or who receive student reports of such conduct are required to promptly notify administration at the school site.
3. All reports should be submitted in writing using the Bullying, Harassment, Hazing or Intimidating Behavior Complaint Form (attached hereto). A copy of this form will be submitted to the Safety and Security Office by the school site administration.
4. School principal or designee is required to investigate and document the results of all reports of bullying, harassment, hazing or intimidation.
5. School principal or designee is required to notify the parent or guardian of a student who commits a verified act of bullying, harassment, hazing or intimidating behavior of the response of the school staff and consequences that may result from further acts of bullying.
6. Nothing in this Board policy shall prevent any person from reporting bullying.

**Amended: October 12, 2013;**

**August 7, 2012; January 4, 2011; October 7, 2008; August 10, 2007**

**Adopted: July 16, 2002**

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harassment, hazing or intimidating behavior directly to the office of the Superintendent.

7. Retaliation against an individual who either orally reports or files a written complaint regarding bullying, harassment, hazing or intimidating behavior or who participates in or cooperates with an investigation is prohibited.
8. The right to confidentiality, both of the complainant and the accused, shall be preserved consistent with applicable laws.
9. If bullying, harassing, hazing or intimidating behavior continues, the confirmed, repeat perpetrator will be immediately suspended and removed from the school, pending a long-term hearing.
10. To the extent permitted under the Family Educational Rights and Privacy Act ("FERPA") school staff is required to notify the parent or guardian of a student who is a target of bullying of the action taken to prevent any further acts of bullying.

#### Investigating Bullying, Harassing, Hazing or Intimidating Behavior

The Principal or his/her designee will appropriately and promptly investigate all reports of bullying, harassing, hazing or intimidating behavior. In determining whether the alleged conduct constitutes bullying, the totality of the circumstances, the nature of the conduct, the student's history, and the context in which the alleged conduct occurred will be investigated.

1. The administrator will make every effort to inform the parents/guardians of the victim and the accused of any report of bullying, harassment, hazing, or intimidating behavior.
2. The District may take immediate steps to protect the complainant, students, teachers, administrators, or other school personnel pending the completion of an investigation.
3. The investigation will be completed within twenty (20) school days, and if the investigation requires more time, the administrator (or investigator) will inform the parties involved. The principal (or investigator) shall make a written report to the Superintendent upon completion of the investigation. If the complaint involves the Superintendent, the report shall be filed directly with the NMPED, Educator Ethics Bureau. The report shall include a determination of whether the allegations have been substantiated as factual and whether they appear to be violations of this policy. A copy of the completed report will be maintained by the school site.

#### Consequences for Bullying, Harassment, Hazing, or Intimidating Behavior

In accordance with 6.12.7.8(C)(5) NMAC (2006), the District may implement the following consequences for incidents of bullying, harassment, hazing, or intimidating behavior:

1. Verified acts of bullying shall result in intervention by the building principal or his/her designee that is intended to ensure that the prohibition against bullying behavior is enforced.
2. Bullying behavior can take many forms and can vary dramatically in how serious it is,

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and what impact it has on the targeted individual and other students. Accordingly, there is no one response to bullying. Although bullying is usually a repeated form of harassment, a single offense should be investigated and disciplined according to Board Policy, Administrative Regulation, and the Behavioral Expectations for Students (“BES”).

3. A confirmed, repeat perpetrator of bullying, harassing, hazing, or intimidating behavior will be immediately suspended and removed from school. Notice of a disciplinary hearing will be sent to perpetrator and parent or legal guardian pursuant to the Administrative Regulations as established by the Superintendent. The removal hearing will be held pursuant to the Administrative Regulations as established by the Superintendent.

#### Consequences for Knowingly Making False Reports

False charges shall also be regarded as a serious offense and will result in disciplinary action or other appropriate sanctions.

#### Anti-Bullying included in Health Education Performance Standards

In accordance with 6.12.7.8(C)(9) NMAC (2006), anti-bullying education will be part of Health Education Performance Standards in the District. Health education performance standards require that schools provide the opportunity to motivate and assist all students to maintain and improve their health, prevent disease, and reduce health related risk behaviors. It allows students to develop and demonstrate increasingly sophisticated health-related knowledge, attitudes, skills and practices. It meets the content standards with benchmarks and performance standards as set forth in 6.29.6.1 *et. seq.* NMAC (2009).

Bullying behavior is mentioned specifically in many areas of the Health Education performance standards, in all grade levels. All students need to be aware of bullying behavior beginning in Kindergarten and continuing throughout their school years. It imperative that students are comfortable with understanding, describing, and recognizing bullying behaviors, and then in the later grades being able to analyze those behaviors and role play refusal skills. District curriculum does recognize the importance of bully prevention skills in all grade levels.

**Reference:** Board Policy 330 – Discrimination and Harassment – Students; Board Policy 342 - Cyberbullying

**Legal Reference:** NMSA 1978, § 22-2-21 (2011).

6.11.2.8 NMAC (2009), 6.12.7 NMAC *et. seq.* (2006), 6.29.6.1 NMAC *et. seq.* (2009).

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<b>SFPS</b>		
<b>Harassment, Intimidation, Bullying, or Hazing Complaint Form</b>		
[school name]		
<b>Student Information</b>		
Name		ID#
Grade	Phone Number	Home Address
<b>Complainant (The Aggressor)</b>		
Name		Grade (or position if not a student)
Name		Grade (or position if not a student)
<b>Incident</b>		
Date		Time
Location		
Is this the first time this has happened?    YES    NO		
Is this the first time you are reporting this? YES    NO		
<b>Describe (PROVIDE AS MUCH DETAIL AS POSSIBLE)</b>		
<b>Witnesses (if applicable)</b>		
Name	Grade/position	Phone number
Name	Grade/position	Phone number

Amended: October 12, 2013;

August 7, 2012; January 4, 2011; October 7, 2008; August 10, 2007    **Santa Fe Public Schools**

Adopted: July 16, 2002

**Board of Education Policy Manual**

**BULLYING INCIDENT REPORT FORM**

**Date of Incident:** \_\_\_\_\_ **Time of Incident:** \_\_\_\_\_ **Repeat infraction? YES NO**

**Location of Incident (circle all that apply):**

Hallway Restroom Classroom Gym Lunch Room Playground Locker Room Bus Stop On Bus Parking Lot

To/From School After School Program School Sponsored Event Text/Phone/Internet/Social Media Other: \_\_\_\_\_

**Name of victim(s):** \_\_\_\_\_ **Name of student(s) bullying:** \_\_\_\_\_ **Name(s) of witnesses/bystanders:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Type of Bullying:**

- Verbal
- Physical: Result in injury? YES NO Reported to School Nurse? YES NO Reported to Police? YES NO
- Relational

**Bullying Behaviors (circle all that apply):**

Shoved/Pushed Hit, Kicked, Punched Threatened Stole/Damaged Possessions  
Excluded Taunting/ridiculing Writing/Graffiti Told Lies or False Rumors  
Staring/Leering Intimidation/Extortion Demeaning Comments Inappropriate touching  
Cyber-bullying using: Text messages Website Email Other: \_\_\_\_\_  
Racial, Sexual, Religious or Disability Circle one and describe:

**Reported to school by (circle all that apply):**

Teacher Student Bystander Victim/Target Parent Bus Driver Anonymous Other:

**Describe the incident:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Physical Evidence? Notes Email Graffiti Video/audio Website Other: \_\_\_\_\_

**Actions Taken (see Protocol for Guidelines):**

Consequences: \_\_\_\_\_

Remediation: \_\_\_\_\_

Referral for additional support services: \_\_\_\_\_  
\_\_\_\_\_

Parent Contact: Date \_\_\_\_\_ Time \_\_\_\_\_ Person making contact: \_\_\_\_\_

Result: \_\_\_\_\_

**Today's Date:** \_\_\_\_\_ **Reported by:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

*Exhibit C*

**Bullying Incident Follow-Up**

**Follow-up Conference Date: Time:**

Conducted by:

**People present:**

Administrator \_\_\_\_\_  Counselor \_\_\_\_\_  Teacher \_\_\_\_\_

Student \_\_\_\_\_  Parent \_\_\_\_\_  Parent \_\_\_\_\_  Witnesses \_\_\_\_\_

According to student, situation is: Better Worse No difference

**Comments:**

**Parent Contact: Date: Time: Person making contact:**

**Additional Actions / Notes:**

**Follow-up Conference Date: Time:**

Conducted by:

**People present:**

Administrator \_\_\_\_\_  Counselor \_\_\_\_\_  Teacher \_\_\_\_\_

Student \_\_\_\_\_  Parent \_\_\_\_\_  Parent \_\_\_\_\_  Witnesses \_\_\_\_\_

According to student, situation is: Better Worse No difference

**Comments:**

**Parent Contact: Date: Time: Person making contact:**

**Additional Actions / Notes:**