

West Linn-Wilsonville School District

Code: ACB - AR

Policy Adopted: 11-16-20

Policy Readopted: 12-6-21

The West Linn-Wilsonville School District does not tolerate bias incidents, symbols of hate, nor acts of discrimination (See Policy ACB).

The term “bias incident” means a person’s hostile expression of animus toward another person, relating to the other person’s perceived race, color, religion, gender identity, sexual orientation, disability or national origin, of which criminal investigation or prosecution is impossible or inappropriate. Bias incidents may include derogatory language or behavior directed at or about any of the preceding demographic groups. Persons impacted by a bias incident shall be defined broadly to include individuals at whom an incident was directed as well as students in the larger school community likely to be impacted by the incident.

“Symbol of hate” means a symbol, image, or object that expresses animus on the basis of race, color, religion, gender identity, sexual orientation, disability, or national origin including, the noose, swastika, or confederate flag, and whose display:

1. Is reasonably likely to cause a substantial disruption of or material interference with school activities; or
2. Is reasonably likely to interfere with the rights of students by denying them full access to the services, activities, and opportunities offered by a school.

District Response for Anonymous Incidents

When an anonymous incident of vandalism, graffiti, or concerning behavior on District property or at a District-sponsored event or activity is noticed or reported the following will be followed:

1. The building principal or department supervisor in consultation with an Executive Administrator and/or Chief of Operations (or designee) will make a determination if removal of the vandalism, etc. would hinder investigation and whether law enforcement will be contacted.
2. After documenting the damage, staff will cover or remove the content as quickly as possible.

3. In the event of an anonymous act of a symbol of hate school administrators or supervisors may issue a community-wide communication regarding the incident.

Formal Complaint of Hate Symbols or Bias Incident

A complaint regarding an alleged bias incident or symbol of hate may be filed through a verbal report, a written email to district administrator, or by completing a [Complaint Form \(Policy KL\)](#).

Although no community member will be denied the right to petition the Board for redress of a complaint, complaints will be referred through the proper administrative channels for solution before investigation or action by the Board. The following outline the proper channel of complaints involving bias as follows:

1. Principal or supervisor
2. Appropriate Central Office administrator
3. Superintendent
4. Board (Chair)

The school or district administrator receiving the complaint shall acknowledge receipt of the complaint, reduce the complaint to writing if needed, and investigate any complaint of a bias incident or symbol of hate.

The administrator investigating the complaint will recognize the experience of all individuals impacted, acknowledge the impact, commit to taking immediate action, and prevent further harm against those individuals impacted from taking place. Redirection procedures, if any, will include:

- Educational components that address the history and impact of hate;
- Procedural components to ensure the safety, healing, and agency of those impacted by hate;
- Accountability and transformation for people who cause harm;
- Transformation of the conditions that perpetuated the harm; and
- Administrators or supervisors may issue a community-wide communication regarding the incident in consultation with the individual(s) harmed or as appropriate.

The investigator must consider whether the behavior implicates other district policies or civil rights laws, and if so, respond accordingly. The investigator will make a decision within 10 working days of receiving the complaint. All persons impacted will be provided with information relating to the investigation and the outcome of the investigation.

At a minimum, the information provided will include:

- a. That an investigation has been initiated;
- b. When the investigation has been completed;
- c. The findings of the investigation and the final determination based on those findings;
- d. Actions taken to address the behavior and/or prevent reoccurrence; and
- e. When applicable, the legal citation and explanation of any law prohibiting disclosure about specific individuals or any information described above.

Dissatisfaction or Appealing the decision

If the complainant is dissatisfied with the investigation or outcome at the building level, the complainant may, within 10 working days, directly contact the Director of the Superintendent's Office. Complainants will be directed to the proper member of the district leadership team and proceed through the channels of complaint.

I. District Office Administrator

The district office administrator will investigate the complaint and will schedule a conference with the complainant in an effort to further resolve or address the complaint. Following the completion of an investigation and the conference, the district office administrator will render a decision within 10 working days.

II. Superintendent

If the complainant remains dissatisfied with the resolution, they may contact the Superintendent. The Superintendent will investigate the complaint, schedule a conference and render a decision within 10 working days of that conference. Refusal of any party to attend a conference shall not prohibit the Superintendent from meeting with other parties or from making an independent judgment about the validity of the complaint.

III. School Board

If the complainant is dissatisfied with the decision of the Superintendent, they may file a written complaint (or request for appeal) to the School Board within 10 working days. The Board Chair (or designee) will act on behalf of the Board to hear the complaint. The

Superintendent shall provide the Board Chair with copies of the written complaint and any other accompanying documents. After review of the complaint and response, the Board will notify the complainant whether it affirms the response of the Superintendent or designee, or whether further action is appropriate. If the Board Chair chooses not to hear the complaint, the Superintendent's decision is final (the Superintendent's written decision must meet the requirements of OAR 581-022-2370(4)(b)).

The Board's decision will be final and will address each allegation in the complaint and contain reasons for the Board's decision.

If the complainant is not satisfied, the complainant may appeal the district's final decision to the Deputy Superintendent of Public Instruction under Oregon Administrative Rules (OAR) 581-002-0001 – 581-002-0023.