



August 2018

Dear Cumberland Valley Parent/Guardian:

At Cumberland Valley School District, we recognize that both locally and across the country there has been an upswing in reports of discrimination, harassment, and inappropriate social behaviors. This lack of civility is both upsetting and unacceptable. CV strives to maintain a safe and positive learning environment for all students and staff that is free from these behaviors in the classroom and workplace. As a result of this local and national trend, we have taken a three-pronged approach toward renewing our efforts to provide such an environment. Such recent actions include:

1. **Discrimination/Harassment/Impermissible Behavior Policies:** The Board of School Directors together with District Administration has reviewed and revised numerous policies related to unlawful harassment and impermissible behavior. These most-recently updated policies (listed below), and all District policies, are available for review at www.cvschools.org/policies. We will continue to review these policies annually and, as necessary, make revisions:
 - Policy 103 - Nondiscrimination in School and Classroom Practices
 - Policy 103.1 - Nondiscrimination - Qualified Students with Disabilities
 - Policy 103.2 - Respectful Workplace
 - Policy 104 - Nondiscrimination in Employment / Contract Practices
 - Policy 824 - Maintaining Professional Adult/Student Boundaries

It is important to note that these revised policies and others within our complete policy manual allow us to continue to ensure that all students and staff, whether they do or do not identify with a federally protected class, are welcome in Cumberland Valley and are protected from discrimination, harassment, and inappropriate behaviors. In addition, throughout the review and revision process, members of our Diversity Committee (including parents) and student representatives from our SPIRIT Council were provided an opportunity to offer feedback on these important policies.

We strongly encourage parents and guardians review the policies with your children, particularly Policies 103, 103.1, and 824, to reinforce at home that acts of discrimination, harassment, and inappropriate social behaviors are unacceptable anywhere within the Cumberland Valley School District. Building administrators will be reviewing these policies in an age-appropriate manner with students in school at the beginning of the academic year as well.

2. **Reporting Procedures:** The revision of the policies as mentioned above now establishes an updated complaint procedure for any student, staff member, or community member who feels wronged or who has witnessed alleged unlawful harassment or discrimination. Complaints may be filed either verbally or in writing. For more information on filing a complaint, please visit our website at www.cvschools.org/nondiscrimination. As outlined on our website, the following employees have been designated to handle questions and complaints of alleged discrimination or harassment:
 - Compliance Officer – Michelle Zettlemoyer, Director of Human Resources
 - ADA/Section 504 Coordinator – Doris Baboian, Director of Student Services

Individuals with disabilities who require assistance or special arrangements to attend a program or activity sponsored by Cumberland Valley School District should contact Michael Willis, Director of Business and Support Services.

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In addition, the individuals noted above have spent significant time to ensure that a team of administrators representing each building and each major department within the District has been trained to receive complaints, assist in conducting investigations, provide interim measures, and determine a final resolution. Educators will receive similar training throughout the course of the school year.


In order for the District to effectively administer its nondiscrimination policies, it is imperative that any instances of discrimination, harassment, or inappropriate social behaviors be reported in a timely and thorough fashion. We encourage parents and guardians to review the reporting procedures with your children and promote the reporting of any such incidents.

3. **Safety & Security:** The District has taken many proactive steps toward increasing our abilities to ensure the safety of our students, our staff, and our visitors. More recent safety measures include:
- contracting with a consultant who specializes in school safety. The consultant began in late spring to review our emergency plans and has since completed a risk and vulnerability assessment at each of our buildings (including Winding Creek Elementary School). He will deliver additional staff trainings, as necessary, that are individual to each building based upon his findings. Cumberland Valley began this process just ahead of the passing of legislation enacted over the summer that requires a physical safety inventory of all school buildings.
 - the creation of a Director of Safety and Security position to begin this year. This person will expand existing means by which individuals may notify District employees of any concerns related to safety or inappropriate student, staff, and visitor behaviors. This will include establishing and manning a tip line that would allow individuals to make anonymous calls to share safety and/or security concerns.
 - adopting a new policy, #218.2 Terroristic Threats, that goes above and beyond that of our existing discipline policies. The Terroristic Threats policy seeks to address specific issues related to the danger that threats and/or acts of harm by students to themselves or others presents to the safety of district students, staff, and the community.
 - the continuation of ongoing dialogue with parents and students through our Diversity Committee, student SPIRIT Council at CV High School, and newly formed Parent Safety Committee.

Please remain assured that these newer actions are not to underscore the importance of the everyday safety measures, annual audits, and supports that are already in place. As shared in previous communications, we currently review and update, as needed, our safety plans in partnership with local law enforcement agencies, and ongoing conversations occur between both parties in regards to procedures in the event of emergencies. This partnership is paramount to student safety.

While we recognize that there is a lot of information in this letter, we felt it important to share with you. We have placed a copy of this letter on our website (www.cvschools.org/nondiscrimination) for you to reference in the future. Additionally, I encourage you to please reach out to your child's building principal or any of the contacts within this letter should you have any questions or concerns.

With sincere appreciation,



Frederick S. Withum III, Ed.D.
Superintendent