

Banks Elementary School
2148 Falling Creek Road
Kinston, NC 28504

March 8, 2018

Ms. [REDACTED]
[REDACTED]
Kinston, NC 28504

Dear Ms. [REDACTED]:

According to Lenoir County Public Schools Policy Code: 1710/4021/7230, the definition of harassment of bullying behavior is *any pattern* of gestures or written, electronic or verbal communication that:

1. places a student or school employee in actual and reasonable fear of harm to his or her person or damage to his or her property: or
2. creates or is certain to create a hostile environment by substantially interfering with or impairing a student's educational performance, opportunities or benefits.

This letter is to inform you that a bullying investigation relating to your child, [REDACTED], that was reported on March 6, 2018, has been completed. Please be assured that the complaint has been taken seriously and the investigation was prompt, impartial, and shared only with those staff members that had a need to know. It was found that Julianna was bullying other student(s) as reported. In response to this finding, please note the following:

- Administrative decision of one day In School Suspension and two days Out of School Suspension.
- It is our intention to provide ongoing follow-up guidance to students regarding expectations toward others and behaviors that will not be tolerated under this policy.

We have taken these steps in an effort to minimize any chances that future incidents will occur. If further concerns arise, please notify me immediately.

Sincerely,

Ashley Andrews
School Counselor