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Olympia, WA 98504-7200



Washington Office of Superintendent of  
**PUBLIC INSTRUCTION**  
Chris Reykdal, Superintendent

ospi.k12.wa.us

February 6, 2025

(X) Action Required  
Due date: March 31, 2025  
( ) Informational

## BULLETIN NO. 006-25 STUDENT ENGAGEMENT & SUPPORT

TO: Educational Service District Superintendents  
School District Superintendents  
School District Business Managers

FROM: Chris Reykdal, Superintendent of Public Instruction

RE: School District Data Collection and Submission Requirements Related to the Prohibition of Harassment, Intimidation, and Bullying

CONTACT: Garaline Tom, Student Safety and Belonging Program Supervisor  
360-742-6333, [garaline.tom@k12.wa.us](mailto:garaline.tom@k12.wa.us)

## PURPOSE/BACKGROUND

[Revised Code of Washington \(RCW\) 28A.600.477](#) requires each school district to provide to the Office of Superintendent of Public Instruction (OSPI) a brief summary of their policies, procedures, programs, partnerships, vendors, and instructional and training materials prohibiting harassment, intimidation, and bullying (HIB) to be posted on OSPI's school safety center website.

This information will be collected by web form. The web form will open on March 3rd, and **all HIB program summary information must be submitted by March 31st.**

All school districts are required to submit information to OSPI. As per RCW 28A.600.477(3)(b), the web form must be submitted by the district's HIB Compliance Officer who must annually verify their district's program summary information posted on OSPI's website and notify OSPI of any updates or changes.

## Web Form Distribution

On March 3rd, an email containing a link to the web form will be sent to each district's HIB Compliance Officer, as has been reported to OSPI. If you need to update your district's HIB Compliance Officer's information, please update the [HIB Compliance Officers Contact List](#) on

the OSPI website by February 17th.

**The web form must be submitted by March 31st.**

If OSPI's emails to the listed HIB Compliance Officer come back undeliverable, or the web form is not submitted by the March 31st deadline, OSPI will reach out to alternate district contacts, including the district superintendent, to help facilitate the required data submission.

## **INFORMATION AND ASSISTANCE**

For questions regarding this bulletin, please contact Garaline Tom, Student Safety and Belonging Program Supervisor, at [garaline.tom@k12.wa.us](mailto:garaline.tom@k12.wa.us) or 360-742-6333. The OSPI TTY number is 360-664-3631.

This bulletin is also available on the [Bulletins](#) page of the OSPI website.

Michaela W. Miller, Ed.D., NBCT  
Deputy Superintendent

Anna Marie Dufault  
Assistant Superintendent  
Student Engagement and Support

Briana Kelly  
Assistant Director of Restorative Practices & Student Discipline  
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CR:ar

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