

# Appendix E: Books, Publications and Videos

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# Books, Publications and Videos

Following is a sample of the many publications and educational materials available. In some instances, information about the contents is provided. Contact the organization listed for further information. Cost information is not included.

## 1. General publications, books, manuals, articles, and monographs

*Office for Civil Rights: Sexual Harassment Guidance: Harassment of Students by School Employees, Other Students, or Third Parties; Notice*, 62 Federal Register 12034 (March 13, 1997), U.S. Department of Education, Office for Civil Rights, Washington, D.C. 800/421-3481, available at [www.ed.gov/offices/OCR](http://www.ed.gov/offices/OCR) or by calling 877/4ED-PUBS toll-free. The Guidance provides educational institutions with information regarding the standards that OCR uses, and that institutions should use, to investigate and resolve allegations of sexual harassment of students engaged in by school employees, other students or third parties.

*Racial Incidents and Harassment Against Students at Educational Institutions; Investigative Guidance; Notice*, 59 Federal Register 11448 (March 10, 1994), available at [www.ed.gov/offices/OCR](http://www.ed.gov/offices/OCR) or by calling 877/4ED-PUBS toll-free. Explains the standards used by OCR in investigating and resolving complaints of racial harassment.

*Preventing Youth Hate Crime — A Manual for Schools and Communities*, U.S. Department of Education, Safe and Drug-Free Schools Program, 400 Maryland Ave. SW, Washington, D.C. 20202, 202/260-3954. Available at [www.ed.gov/offices/OESE/SDFS/news.html](http://www.ed.gov/offices/OESE/SDFS/news.html) or by calling 877/4ED-PUBS toll-free. Issued in 1998, this pamphlet provides an overview of methods for preventing hate crime, describes model programs, and lists numerous resources.

*Early Warning, Timely Response: A Guide to Safe Schools*, available at [www.ed.gov/offices/OSERS/OSEP/earlywrn.html](http://www.ed.gov/offices/OSERS/OSEP/earlywrn.html) or by calling 877/4ED-PUBS toll-free. This new guide offers research based practices designed to assist schools and communities in identifying early warning signs of troubled children and developing prevention, intervention, and crisis response plans.

*Annual Report on School Safety* [www.ed.gov/offices/OESE/SDFS/news.html](http://www.ed.gov/offices/OESE/SDFS/news.html) or by calling 877/4ED-PUBS toll-free. This new report was issued by the U.S. Department of Education and the U.S. Department of Justice in October 1998; the report provides an overview of the scope of school crime and describes the actions that schools and communities can take to address this issue. The report contains numerous descriptions and evaluative data regarding existing school programs to prevent or address hate crime, harassment, and school violence and references to many resources on school safety and conflict resolution activities.

*A Policymaker's Guide to Hate Crimes*, Bureau of Justice Assistance, U.S. Department of Justice, Washington, D.C. (March 1997), 800/688-4252, [www.ojp.usdoj.gov/BJA](http://www.ojp.usdoj.gov/BJA). A summary of hate crime enforcement issues, not limited to education.

*1997 Hate Crimes Laws*, Anti-Defamation League (1997), 800/343-5540. Booklet describes various types of hate crime laws and provides information on state level enforcement. Also, *Hate Crimes: ADL Blueprint for Action* (1997) describes ADL projects and coalitions around the country working against hate crime.

*Abolishing Harassment, Equity Coalition for Race, Gender and National Origin*, Volume IV, Number 1 (Spring 1996), published by Programs for Educational Opportunity, University of Michigan School of Education, Ann Arbor, MI 48109, 734/763-9910, [www.umich.edu/~eqtynet](http://www.umich.edu/~eqtynet). Series of articles on harassment based on race, sex, and other grounds. Provides a thorough explanation of the issues involved and a list of resources.

*Hate Crime: A Sourcebook for Schools Confronting Bigotry, Harassment, Vandalism and Violence*, Cristina Bodinger-DeUriarte and Anthony R. Sancho (1991), Southwest Center for Educational Equity, Southwest Regional Laboratory, 4665 Lampson Avenue, Los Alamitos, CA 90720, 562/598-7661, [www.WestEd.org](http://www.WestEd.org).

*Title IX Grievance Procedures: An Introductory Manual*, U.S. Department of Education, Office for Civil Rights (1987), 800/421-3481 or 877/4ED-PUBS. In-depth presentation of various methods of providing grievance procedures required under Title IX.

*Stopping Anti-Gay Abuse of Students in Public Schools: A Legal Perspective*, David Buckel, Staff Attorney, Lambda Legal Defense and Education Fund, Inc. (New York 1996). Article describing strategies for stopping harassment based on sexual orientation.

*When Hate Groups Come to Town*, Resource Manual, Center for Democratic Renewal, P.O.Box 50469, Atlanta, GA 30302, 404/221-0025.

*Hate-Motivated Behavior in Schools -- Response Strategies for School Boards, Administrators, Law Enforcement, and Communities*, developed by Sherry McLaughlin, for the Alameda County Office of Education in cooperation with the California Department of Education (1997), 313 W. Winton Ave., Hayward, CA 94544 510/670-4220, 800/995-4099. Comprehensive, succinct treatment of anti-harassment strategies for schools. Includes materials appropriate for staff training, descriptions of model programs, and citations to numerous resources.

*The Legal Rights of Public School Students and Teachers: A Focus on Sexual Orientation Discrimination in Massachusetts Elementary and Secondary Schools*, Gay and Lesbian Advocates and Defenders (GLAD), 294 Washington Street, Suite 740, Boston, MA 02108, 617/426-1350.

*Preventing and Countering School-Based Harassment -- A Resource Guide for K-12 Educators*, Northwest Regional Educational Laboratory, Center for National Origin, Race and Sex Equity (July 1997), 101 S.W. Main Street, Suite 500, Portland, OR 97204, 503/275-9603 [www.nwrel.org/cnorse](http://www.nwrel.org/cnorse). Written in easy-to-understand terms for teachers, parents, and administrators, this guide covers harassment based on race, sex, and other grounds.

*Understanding and Dealing with Sexual Harassment*, North Dakota Department of Public Instruction, 600 East Boulevard Avenue, Bismarck, ND 58505, 701/328-2310.

*Righting the Wrongs, A Legal Guide to Understanding, Addressing, and Preventing Sexual Harassment in Schools*, by Deborah L. Brake and Verna L. Williams, National Women's Law Center (1998), in collaboration with the Council of Chief State School Officers and the National School Boards Association, 11 Dupont Circle NW, Suite 800, Washington, D.C. 20036, 202/588-5180, [www.nwlc.org](http://www.nwlc.org). Recently published, this guide contains in-depth coverage of legal issues relevant to sexual harassment, including First Amendment and FERPA concerns; practical suggestions; sample policy and forms; and table of state sexual harassment laws.

*Do the Right Thing, Understanding, Addressing, and Preventing Sexual Harassment in Schools, A Practical Guide for Educators, Parents, and Students*, by Verna L. Williams and Deborah L. Brake, National Women's Law Center, in collaboration with the Council of Chief State School Officers and the National School Boards Association (1998), 11 Dupont Circle NW, Suite 800, Washington, D.C. 20036, 202/588-5180, [www.nwlc.org](http://www.nwlc.org). Written in nontechnical terms, this recently published guide contains a review of applicable law, prevention and intervention strategies, case studies, and lists of expert resources for educators, parents, and others.

*Student-to-Student Sexual Harassment: A Legal Guide for Schools*, National School Boards Association (1998), 1680 Duke Street, Alexandria, VA 22314, 703/838-6722, FAX 703/683-7590. Comprehensive information on preventing and responding to sexual harassment.

*The Gay Teen: Educational Practice and Theory for Lesbian, Gay and Bisexual Adolescents*, Ed. Unks (1995 New York: Rutledge). Book.

*Educator's Guide to Controlling Sexual Harassment*, Bernice R. Sandler (1994), Thompson Publishing Group, Inc., 1725 K Street NW, 7th floor, Washington, D.C. 20006, 1-800-677-3789, <http://www.thompson.com>. Includes monthly updates on recent cases and changes in the law.

## 2. Curriculum materials and teacher guides

*Looking for America, Volume I: Promising School-Based Practices in Intergroup Relations (1994); Volume II: Seven Schools Experimenting with Intergroup Relations (1995)*, National Coalition of Advocates for Students, 100 Boylston Street, Boston, MA 02116. Documents model schools and curricula that foster positive intergroup relations, particularly between immigrant students and their U.S.-born classmates.

*America's Civil Rights Movement, The Shadow of Hate, and Starting Small, Teaching Tolerance*, 400 Washington Ave., Montgomery, AL 36104, 334/264-0286, FAX 334/264-3710. [www.splcenter.org/teachingtolerance.html](http://www.splcenter.org/teachingtolerance.html). Free video and text teaching kits, suitable for various grade levels, including preschool and early grades.

*Anti-Defamation League Catalog for Classroom and Community*, Anti-Defamation League, World of Difference, 823 United Nations Plaza, New York, NY 10017, 212/490-2525, 800/343-5540, [www.adl.org](http://www.adl.org). Describes hundreds of available K-12 curricula and instructional materials, including videos and teacher guides.

*Facing History and Ourselves*, Facing History and Ourselves National Foundation, Inc., Brookline, MA (1995), 617/232-1595, [www.facing.org](http://www.facing.org). Suitable for grades 7-12.

*Flirting of Hurting? A Teacher's Guide to Student-to-Student Sexual Harassment in Schools*, Wellesley College Center for Women, Publications Department, 106 Central Street, Wellesley, MA (1994), 781/283-2510. Suitable for grades 6-12.

*Hands Across Campus*, American Jewish Committee, Washington, D.C. (1996), 202/785-4200. Suitable for grades 6-12.

*Healing the Hate: A National Bias Crime Prevention Curriculum for Middle Schools*, Education Development Center, Inc., and the Office of Juvenile Justice and Delinquency Prevention, Washington, D.C. (January 1997), 800/225-4276 or 800/638-8736. A multi-unit curriculum in which students develop skills in empathy, critical thinking, perspective taking, and media literacy.

*Tolerance for Diversity of Beliefs: A Secondary Curriculum Unit*, Social Science Education Consortium, Boulder, CO, 303/492-8154.

*Quit It, A Teacher's Guide to Teasing and Bullying for Use with Students Grades K-3*, Merle Froschl, Barbara Sprung, and Nancy Mullin-Rindler, with Nan Stein and Nancy Gropper, a joint publication of the Educational Equity Concepts, Inc., the Wellesley College Center for Research on Women, and the NEA Professional Library. Educational Equity Concepts, Inc., 114 East 32nd Street, New York, NY 10016, 212-725-1803, E-mail 75507.1306@compuserve.com.

*Bullyproof: A Teacher's Guide on Teasing and Bullying for Use with 4th and 5th Grade Students*, Nan Stein and Lisa Sjostrom, Wellesley College Center for Research on Women and NEA Professional Library, Publications Department, 106 Central Street, Wellesley, MA 02181, 781/283-2510.

*Teacher, they called me a ————! Confronting Prejudice and Discrimination in the Classroom*, Deborah Byrnes, Anti-Defamation League, 823 United Nations Plaza, New York, NY 10017, 800/343-5540. A publication of the Anti-Defamation League and the Utah State Office of Education.

*Teaching Tolerance*, Southern Poverty Law Center, 400 Washington Avenue, Montgomery, AL 36104, 334/264-0286. Semiannual magazine, provided free to educators, contains ideas and strategies for teaching against prejudice and provides access to curriculum and other materials offered by the Center.

*Pride in Who We Are: Compendium of Model Programs and Prejudice Reduction and Hate Crimes Prevention: An Annotated Bibliography of Resources for Teachers and School Administrators*, New Jersey Department of Education, Division of Student Services, Office of Bilingual Education and Equity Issues (August 1997), 609/292-8777.

*Talking to Our Children about Racism, Prejudice, and Diversity*, Leadership Conference Education Fund, 1629 K Street NW, Suite 1010, Washington, D.C., 20006, 202/466-3434. Suitable for grades K-3.

*Resolving Conflict Creatively Program (RCCP)*, RCCP National Center, 40 Exchange Place, Suite 1111, New York, NY 10005, 212/509-0022, FAX 212/509-1095. An initiative of the Educators for Social Responsibility, this K-12 model includes professional development for teachers, classroom instruction, peer mediation and bias awareness training.

### 3. Brochures and other materials for students and parents

*Sexual Harassment, It's Not Academic* (March 1997), U.S. Department of Education, Office for Civil Rights, Washington, D.C., 800/421-3481 or 877/4ED-PUBS, [www.ed.gov/offices/OCR](http://www.ed.gov/offices/OCR). This pamphlet outlines basic principles in dealing with sexual harassment in a question-and-answer format. Suitable for a general audience, including parents and older students.

*Sexual Harassment – It's Not Fun, It's Illegal (for Deaf and Hard of Hearing Students)*, Minnesota Department of Children, Family and Learning, 550 Cedar Street, St. Paul, MN 55101.

*Stop the Hate: A Community Brochure*, El Hogar de la Paz, Tucson Police Department, Pima County/Tucson Anti-Hate Crimes Task Force/ Tucson Unified School District (1997), 520/791-4444.

*Tune In to Your Rights: A Guide for Teenagers about Turning Off Sexual Harassment* (1985), Barbara Morris, Jacquie Terpstra, Bob Croninger, and Eleanor Linn, Programs for Educational Opportunities, University of Michigan School of Education, Ann Arbor, MI 48109-1259, 734/763-9910. Popular, well-written pamphlet for students on dealing with sexual harassment. Available in English, Spanish, and Arabic.

*Erasing Hate, A Guide to Your Civil Rights in School*, published by the Massachusetts Office of the Attorney General, 617/727-2200. Summarizing Massachusetts and federal rights and remedies of students encountering harassment and bias crime, this is an example of a short informative pamphlet written for general audiences.

*What to Tell Your Child About Prejudice and Discrimination* (1997), published by the National Parent Teacher Association, 300 N. Wabash Street, Suite 2100, Chicago, IL 60611, 312/670-6782, and the Anti-Defamation League, 823 United Nations Plaza, New York, NY 10017. Six-page pamphlet written for parents to explore how children learn prejudices, why young children use name calling, and what parents can do to counteract prejudice in their children.

### 4. Youth Activity Programs

NCSEE News (Summer 1998), P.O. Box 534, Annandale, N.J. 08801, 908/735-5045. Describes almost 20 student projects devoted to combating sexual and racial harassment and discrimination.

*Panel of Young Americans*, Anti-Defamation League, 823 United Nations Plaza, New York, NY 10017, 800/343-5540. Guide for creating student diversity panels; video and curricular materials.

*Tucson Unified School District Collaborative for Violence Prevention*, 1010 East 10th Street, Tucson, AZ 85717, 520/512-3084, El Hogar de la Paz project trains youth in prevention strategies.

*Conflict Resolution for Youth: Programming for Schools, Youth-Serving Organizations, and Community and Juvenile Justice Settings*, 800/638-8736. Videotaped teleconference held in 1996 on implementing conflict resolution strategies in schools, including information on training and consultation resources.

