

# VECC 2017-2018 Staff HIB Review

- ▶ NJHIB Information
- ▶ Anti- Bullying Bill of Rights
- ▶ Reporting & Investigation Process
- ▶ Addressing Parent Concerns
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# Mandated Reporter Responsibility

- ▶ All acts of harassment, intimidation, or bullying shall be reported verbally to the school principal on the same day you have witnessed or received reliable information regarding any such incident.
- ▶ All acts of harassment, intimidation, or bullying shall be reported in writing to the school principal within two school days of when you have witnessed or received reliable information that a student had been subject to harassment, intimidation, or bullying. N.J.S.A. 18A:37-15(b) (5).



# Where do I get a Reporting Form?

- ▶ School Office
- ▶ Your Guidance Counselor
- ▶ The School's Website

# Where on the website is the reporting form?

1. LOCATED ON OUR DISTRICT'S HOME PAGE UNDER "BULLYING (HIB) POLICY"
2. REPORTING FORM IS ON THIS PAGE AS WELL AS THE POLICY, HANDBOOK, SCHOOL CLIMATE PLEDGE, AND OUR SCHOOLS HIB GRADE

# Anonymous Reporting



- ▶ Please remind students about anonymous reporting, located on the website under the “Bullying (HIB) Policy” tab.
- ▶ Any email will go directly to the counselor chosen from the website.
- ▶ The reporting form can be e-mailed or dropped off to the main office.
- ▶ Please remind students that we never reveal the identify of the reporter while investigating and incident.

# Investigation Process

- ▶ A 10 day investigation
- ▶ A verbal report to the principal occurs within 24 hours
- ▶ Within 2 days, a written initial report is given to the principal
- ▶ Parents are made aware of nature of investigation and accusations
- ▶ Interviews will be conducted with victim, aggressor and any witnesses
- ▶ Principal is consulted and notified of recommendation and outcome
- ▶ Disciplinary actions are taken, counseling is recommended, or nothing was found
- ▶ Superintendent is notified
- ▶ The incident is placed on the next Board of Education meeting without actual student names to preserve confidentiality

# After Board of Education Meeting



- ▶ Letters are sent to the alleged offenders and targets
- ▶ The letter states that the child was either accused of bullying or was a target/victim, and includes the result or determination of the investigation.



# Addressing Parent Concerns

“My child was bullied and I want to know what the school did to the bully?”

- ▶ Parents or guardians of the students who are parties to the investigation shall receive information about the nature of the investigation, whether the district found evidence of harassment, intimidation, or bullying; or whether discipline was imposed or services were provided after the Board of Education Meeting
- ▶ We cannot tell the parent that “Joe” received a suspension; we can only say discipline was imposed



# Addressing Parent Concerns

“My child was bullied but the school said it wasn’t bullying, why?”

- ▶ There are different ways in which we define bullying:
  1. NJ Harassment, Intimidation, & Bullying
  2. Code of Conduct: Definition of Bullying
  3. A Conflict

Please inform parents about the HIB Parent Handbook located on the website, or have them contact either Miss Polise or Mrs. Hoffman

# What is NJ HIB?

- HARASSMENT, INTIMIDATION OR “BULLYING” MEANS ANY GESTURE OR WRITTEN, VERBAL OR PHYSICAL ACT, OR ANY ELECTRONIC COMMUNICATION, EITHER IS A SINGLE INCIDENT OR A SERIES OF INCIDENTS, AND
- THAT TAKES PLACE ON SCHOOL PROPERTY, AT ANY SCHOOL-SPONSORED FUNCTION OR ON A SCHOOL BUS OR OFF SCHOOL GROUNDS AND
- THAT SUBSTANTIALLY DISRUPTS OR INTERFERES WITH THE ORDERLY OPERATION OF THE SCHOOL OR THE RIGHTS OF OTHER STUDENTS AND...



# What is NJ HIB Continued..

THE ACT MUST BE PERCEIVED AS BEING **MOTIVATED** BY ANY ACTUAL OR PERCEIVED CHARACTERISTIC, SUCH AS RACE, COLOR, RELIGION, ANCESTRY, NATIONAL ORIGIN, GENDER, SEXUAL ORIENTATION, GENDER IDENTITY AND EXPRESSION, OR A MENTAL, PHYSICAL OR SENSORY DISABILITY; OR, BY ANY OTHER DISTINGUISHING CHARACTERISTIC.

# What are “Other distinguishing characteristics?”

These actually account for 62% of cases statewide!

- ▶ Economic status
- ▶ Overweight/thin
- ▶ Skin tone/freckles/birth marks
- ▶ How student talks- lisp, stutter...
- ▶ How student walks
- ▶ Academic standings

# One of the following must be included:



- A. Reasonable person should know, under the circumstances, it will have the effect of physically or emotionally harming a student or damaging the student's property, or placing a student in reasonable fear of physical or emotional harm to his person or damage to his property; or
- B. has the effect of insulting or demeaning any student or group of students; or
- C. creates a hostile educational environment for the student by interfering with a student's education, or by severely or pervasively causing physical or emotional harm to the student.

# What is a Reasonable Person?

- ▶ Under the law, this is an adult member of school community
- ▶ As an adult it is our duty to protect, even if the child doesn't understand it in its entirety
- ▶ If student doesn't want to move forward, but a reasonable person should know it will have the effect of physically or emotionally harming a student, you must report it
- ▶ Remember the key words are “a reasonable person perceives”



# The Key Elements:



- ▶ Any type of act regardless of how many times it happened or where it happened.
- ▶ Does it disrupt the educational process?
- ▶ Was it motivated by one of the distinguishing characteristics?
  - ▶ Even though an incident may not meet the standard of NJ HIB it may still fall under the school's code of conduct.



# It is not under the NJHIB or Code of Conduct....Why?

- ▶ It may just be a conflict and not a bullying incident
- ▶ Conflict is mutually competitive or opposing actions or engagement, including a disagreement or an argument, which is a normal part of human development
- ▶ Bullying is one sided
- ▶ A conflict can turn into bullying when one party has moved on from the conflict and the other continues the inappropriate behaviors after resolution or peer mediation is complete

# Statement of Assurance

- ▶ Please go to: [www.VECCNJ.org](http://www.VECCNJ.org)
- ▶ Click on the Volunteer Information (bottom left hand side)
- ▶ Click on the hyperlink: Statement of Assurance for Volunteers
- ▶ This is an electronic signature saying you will comply with our HIB policy, will report acts when you see them, you know how to report acts, and you know who to contact when you have questions

Please contact your School's Anti-Bullying Specialist or the District Anti-Bullying Coordinator if you have questions or need assistance.

- ▶ Miss Jenna Polise – District Anti-Bullying Coordinator
- ▶ [jpolise@veccnj.org](mailto:jpolise@veccnj.org)
- ▶ (609) 487-7900 x 5300
  
- ▶ Mrs. Chelsea Hoffman – Anti-Bullying Specialist
- ▶ [choffman@veccnj.org](mailto:choffman@veccnj.org)
- ▶ (609) 487-7900 x 5040

Thank you!