

Hasbrouck Heights School District Harassment, Intimidation, and Bullying Information

*In compliance with the Anti-Bullying Bill of Rights (P.L.2010, c. 122).

2022-23 School Year

After reviewing the following slides, all staff shall complete the **verification survey**.

The survey link can also be found at the end of the slides

Historical Context

- Events from Columbine High School put the ball in motion for school districts to begin to adopt anti-bullying policies
- 2002 - New Jersey enacts an anti-bullying law with a comprehensive policy requiring each school to adopt an HIB policy
 - New Jersey's policy provided guidance for handling situations as well as mandated provisions for reporting
- 2007 - L.W. vs Toms River Regional SBOE went to NJ Supreme Court
 - This led to the NJ Commission on Bullying in Schools in 2008
 - Developed a stronger Anti-Bullying Bill of Rights
 - Included provisions about cyber-bullying

Historical Context

- Dec. 2009 NJ Commission on Bullying in Schools submitted its recommendations to the Governor
- Sept. 2010, Tyler Clementi, a Rutgers student who died by suicide as a result of HIB, further spurred stronger legislation
- Oct. 2010 a new law was introduced
- Nov. 2010, the “Anti-Bullying Bill of Rights” was passed in the wake of Clementi’s death
 - Federal legislation enacted “Tyler Clementi Higher Education Anti-Harassment Act

Anti-Bullying & The Law

- The 2011 “Anti-Bullying Bill of Rights Act” (ABR) was intended to strengthen the standards and procedures for preventing, reporting, investigating, and responding to incidents of harassment, intimidation, and bullying (HIB) of students and to reduce the risk of suicide among students that occur in school and off-school premises.
- The goal of the ABR law is to: “Develop, foster and maintain a positive school climate by focusing on the on going, systemic process and practices in the school and to address school climate issues such as HIB”

What is HIB?

Per Board Policy #5512, Harassment, intimidation or bullying means any gesture, any written, verbal or physical act, or any electronic communication, whether it be a single incident or a series of incidents, that is reasonably perceived as being motivated either 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 [handicap] disability, or by any other distinguishing characteristic, that takes place on school property, at any school-sponsored function [or], on a school bus, or off school grounds as provided for in section 16 of P.L.2010, CHAPTER 122, that substantially disrupts or interferes with the orderly operation of the school or the rights of other students **AND THAT:**

a) a reasonable person should know, under the circumstances, 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 [in such a way as to cause substantial disruption in, or substantial interference with, the orderly operation of the school]; 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.

The complete district HIB policy can be found at this link: **[District Policy 5512 - HARASSMENT, INTIMIDATION, AND BULLYING](#)**

What is HIB?

HIB stands for – Harassment Intimidation and Bullying

A 'HIB' incident is...

- Any gesture, any written, verbal or physical act, or any electronic communication
- A single incident or a series of incidents
- Reasonably perceived as being motivated either 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

What is HIB?

A 'HIB' incident...

- Takes place on school property, at any school-sponsored function, on a school bus, or off school grounds*
- Substantially disrupts or interferes with the orderly operation of the school or the rights of other students
- Has the effect of insulting or demeaning any student or group of students
- 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
- **A reasonable person** should know, under the circumstances, what 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

Determination of HIB includes...

- Substantial disruption or interference with the orderly operation of school or student's rights
- An actual or perceived distinguishing characteristic as the motivating factor; AND
- ONE of the following:
 - Physical or emotional harm to a student or his or her property or fear of harm to student or property;
 - Effect of insulting or demeaning a student or group of students; or
 - Creation of "hostile educational environment," interfering with student's education.

Types of Harassment / Bullying

- Direct and indirect verbal aggression
- Written or physical aggression
- Property Damage
- Threats
- Rumors/denigration
- Impersonation
- Betrayal of Confidential information
- Biased Based Bullying
- Offensive or insulting messages
- Sexual Harassment
- Cyberbullying
- Impersonation
- Photos and videos
- Rating and “liking”
- Sexting
- Social aggression and exclusion
- Psychological/emotional aggression

Bullying Facts

- Bullying directly affects students' ability to learn.
- Bystanders can be powerful allies.
- Bullying is not a “rite of passage” but a serious threat to student safety and well-being.
- Anyone can bully, and anyone can be bullied.
- Effective bullying prevention efforts involve students, parents, teachers, and community members sides express their views.
- This can include disagreements, arguments and fights between two people or two or more groups of people.
- Things may escalate in conflicts to include physicality or name calling.

Conflict Vs. Bullying

Conflict	HIB
Involves people with similar degrees of power or friends	Involves an imbalance of power
Can be fairly resolved by compromise and mediation	One or more students are victims of one or more person's aggression, needs, or interest.
Is reciprocal; both parties contribute to the conflict	Is one-sided; one party instigates
Equal emotional reaction	The intent is to physically or emotionally hurt someone
Efforts to solve the problem	A fair resolution involves a change in behavior of the bully; the target has no concession to make
Both parties are responsible for wrongdoing	Bully is responsible for wrongdoing

Roles

The following district positions facilitate the HIB process for reporting, compliance, investigations and overall school climate and culture:

- District HIB Coordinator
- Principal / Vice Principal
- Anti-Bullying Specialists
- School Safety Teams
- Superintendent

District HIB Coordinator

- Appointed by Superintendent
- Coordinates and strengthens district HIB policy to prevent, identify, and address HIB
- Collaborates with Principals, Anti-bullying specialists, Board of Education, and Superintendent.
- Meets at least twice a school year with the school anti bullying specialists
- Provides data, in collaboration with the Superintendent to the NJDOE and performs other related duties

Principal

- Appoints the Anti-Bullying Specialist (ABS) for the school and establishes School Safety Teams
- Receives all verbal and written reports of HIB
- Informs parent(s) of alleged victim(s) and offender(s)
- Initiates investigations by assigning incidents via HIBster to the ABS
- As appropriate, appoints additional staff for investigations
- Ensures investigations are completed within 10 school days of the written report
- Ensures the results of investigations are reported to the Superintendent within 2 school days of their completion via HIBster
- Ensures the safety of students in all incidents and invokes the code of student conduct for non-HIB behaviors.

Anti-Bullying Specialists (ABS)

- Appointed by the Principal
- Either guidance counselor, school psychologist, or other school staff, trained as an anti-bullying specialist
- Chairs the School Safety Team
- Leads the investigation of reported HIB incidents
 - Acts as the primary school official responsible for preventing, identifying, and addressing incidents of HIB in the school
- Assists the Principal in appropriately applying the range of ways for responding to HIB established by the school board
- Provides input to local school board on annual re-evaluation, reassessment, and review of policy

School Safety Teams

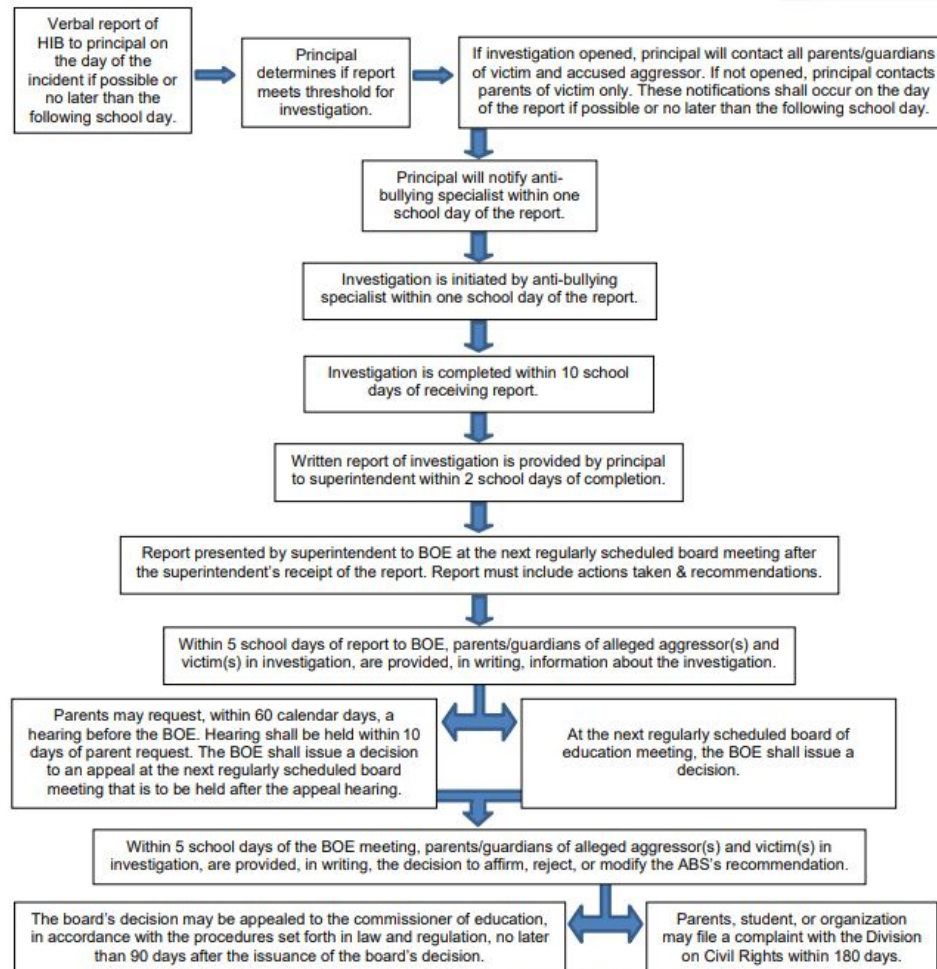
- Formed to develop, foster, and maintain a positive school climate, including HIB issues
- Meets at least 2 times per school year
- Consists of:
 - Principal/or designee (preferably a senior administrator)
 - Teacher
 - Anti-bullying specialist (Chair)
 - Parent of a student in the school
 - Other members as determined by the Principal
- Identifies and addresses patterns of HIB in the school
- Reviews and strengthens school climate and policies in order to prevent and address HIB

HIB Investigation Steps

- 1. Verbal Report** – School staff members are required to make a verbal report of the incident to the Principal (or their designee) on the same day the HIB is observed or information is received. The principal takes appropriate action to protect students and implement the BOE's HIB policies and procedures.
- 2. Parent Notification** – The principal informs parents of accused HIB offenders and targets. (Although not explicitly required by statute, ideally parents are notified the same day of investigation)
- 3. Written Report** – The staff member making the verbal report submits a written report within two (2) school days of the verbal report. **Must use the mandatory reporting form**, including the HIBSTER incident number.
- 4. Investigation - is initiated** by the principal or school designee within one school day of the verbal report of the incident. The investigation is conducted and completed by the Anti-Bullying Specialist assigned to the case in coordination with the principal or the vice principal.
- 5. A written investigation – is completed** within ten school days of the written report. Principal or school designee will inform parents/ guardians
- 6. Investigation must be given to the Superintendent** within two (2) days of completion.
- 7. Results must be provided to the School Board** by the time of the next Board meeting.
- 8. Outcome Notification** - Within five (5) days of the Board of Education meeting, the parents are sent a letter regarding the outcome of the investigation.
- 9. Parents can request** a hearing in the Executive Session after receiving all information. Hearing must be held within ten days of the request.

HHSD BOARD OF EDUCATION

HIB Flow Chart



First Reading: June 13, 2016
2019 Second Reading and Adoption: July 25, 2016
Readopted: November 14, 2016

Revised/Readopted: January 7,
Revised/Readopted:

Duty to Report

- Any school employee or contracted service provider who witnesses or receives reliable information regarding an act of HIB, **must report it verbally on the same day to the Principal and submit the mandatory HIB 338 reporting form to the Principal within 2 days**
- School Employees/Contracted service providers have the legal obligation to file an Incident Report regarding an act of HIB
- If a student or parent reports an incident to a staff member, the staff member must report it to the principal.*
- *The school staff member who received the information should complete the HIB 338 Form and submit to the principal.*
- **The family / caregiver Reporting form** is available to families on the HHSD web page.

HIB Investigation Reports

- The report completed and submitted to the Superintendent via HIBSTER within 2 days of investigation completion
 - The original report may be amended if information is not received within the 10-day period
 - The Superintendent may decide to provide intervention services, establish training programs, impose discipline, order counseling, or take or recommend other action in addition to the principal
- The district HIB Coordinator reports the results of each investigation along with information on services provided, training established, discipline imposed, or other action taken or recommended by the Chief School Administrator (CSA)
 - **Reports are made no later than the BOE meeting following the completion of each investigation**

Role of the Board of Education (BOE)

- A **BOE Decision** Is rendered in every case.
 - The BOE votes to affirm, reject, or modify the Superintendent's decision
 - The BOE vote must occur at the BOE meeting following the Superintendent's report
 - the vote must happen whether or not there was a BOE hearing with the parent
- **Parent Notification** - Parent is provided with the following written information within 5 days of the Superintendent's report to the BOE:
 - The nature of the investigation;
 - Whether the district found evidence of HIB; and
 - Whether discipline was imposed or services provided

HIB Investigation ~ BOE Hearing

BOE Hearing - Within 60 days, a parent may request a hearing before the BOE to appeal the decision of a hearing.

If requested, the hearing must be held:

- Within 10 days of the request; and
- In executive session
- If the parent is still not satisfied with the local Board's decision, they can appeal to the Commissioner of Education, Office of Administrative Law.

Strategies for Bullying Prevention

Do:

- ★ Model a respectful, accepting atmosphere
- ★ Focus on respect daily
- ★ Catch students in the act of doing the right thing
- ★ Look for positive examples in classroom assignments, novels, poetry, characters, etc.
- ★ Create class projects that promote compassion and communication
- ★ Share ideas, foster collaboration
- ★ Model empathy

Strategies for Bullying Prevention

Don't:

- ★ Ignore the incident
- ★ Doubt the fact that you have a responsibility to intervene
- ★ Accept the attitudes of “just teasing”, “just kidding”, “boys will be boys”, “you’re friends, you can work it out”.
- ★ Engage in verbal or physical arguments/disputes.
- ★ Take it upon yourself to engage in peer mediation with the bully & victim.
- ★ Start the investigation yourself, if you suspect it is bullying.
- ★ Leave the student who is being targeted alone with the student or students who are using bullying behavior.

Anti-Bullying Resources

District Resources:

Anti-Bullying Information – www.hhschools.org

State Resources:

State of New Jersey

Harassment intimidation and

Bullying (HIB)

[http://www.state.nj.us/education/
students/safety/behavior/hib](http://www.state.nj.us/education/students/safety/behavior/hib)

Federal Website:

<http://www.stopbullying.gov>

After you have reviewed the
slides, click below to complete the
verification survey.

Reach out with questions or concerns to:

Danica Davidman

District HIB Coordinator

201-393-8151

davidmandan@hhschools.org

Have a wonderful, safe school year!