

Harassment, Intimidation, and Bullying

*District Self Assessment
2018-2019*

Self-Assessment

- ▶ Developed in response to the requirements within the ABR for school and district grading.
- ▶ Self-Assessment is intended to help schools and school districts evaluate efforts in implementing the ABR.
- ▶ Self-Assessment serves as an opportunity for schools and school districts to reinforce and strengthen HIB prevention and intervention, policies and practices.

Self-Assessment Process

SCHOOL-LEVEL

- School Safety/School Climate Team complete Self Assessment
- Enter data in online application: HIB Grades

DISTRICT-LEVEL

- Review ratings; request changes: HIB Grades
- Present report at public Board of Education Meeting

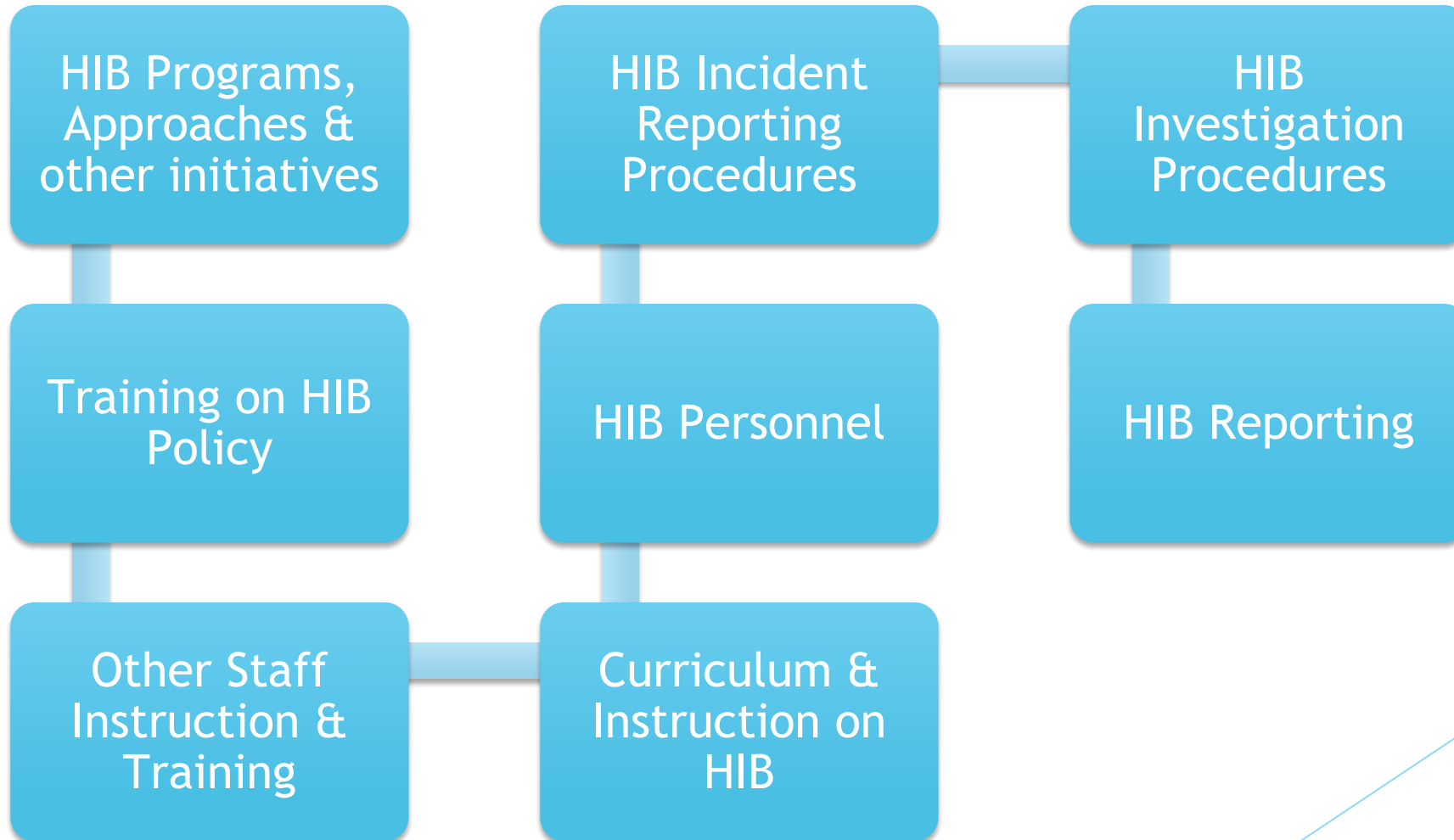
BOARD OF EDUCATION

- Review Self-Assessment ratings
- Approve scores before school district submits to NJDOE

CHIEF SCHOOL ADMINISTRATOR

- Submit Self-Assessment & Statement of Assurances to NJDOE

Evaluation Instrument



Self-Assessment rating scale

- 0 Does Not Meet Requirements
- 1 Partially Meets Requirements
- 2 Meets All Requirements
- 3 Exceeds Requirements

Core Element #1

HIB Program, Approaches or other initiatives

Indicator	Score
The school annually <u>established</u> HIB programs, approaches or other initiatives.	3
The school annually <u>implemented</u> and documented HIB Programs, approaches or other initiatives.	3
The school annually <u>assessed</u> HIB programs, approaches or other initiatives.	2

Core Element #1

HIB Program, Approaches or other initiatives continued...

Indicator	Score
The school's <u>HIB programs</u> , approaches or other initiatives are designed to create school-wide conditions to <u>prevent</u> and <u>address</u> HIB.	3
The school safety/school climate team (SS/SCT) has <u>identified patterns</u> of HIB and <u>reviewed</u> school climate and school policies for the prevention of HIB.	2

Core Element #2

Training on the BOE-approved HIB Policy

Indicator	Score
School employees, contracted service providers and volunteers are provided <u>training</u> on the HIB policy.	2
The HIB policy training includes instruction on preventing HIB on the basis of <u>protected categories</u> enumerated in the ABR and <u>other distinguishing characteristics</u> that may incite incidents of discrimination or HIB.	3
The HIB policy was <u>discussed</u> with students, in accordance with the district's process for these discussions.	2

Core Element #3

Other Staff Instruction & Training Programs

Indicator	Score
Each teaching staff member completed at least 2 hours of <u>instruction in suicide prevention that included information on HIB</u> , in each five-year professional development period.	3
Each teaching staff member completed at least 2 hours of <u>instruction on HIB prevention</u> , in each five-year professional development period.	3
The school anti-bullying specialist (ABS) was given <u>time during the usual school schedule</u> to participate in <u>in-service training</u> in preparation to act as the ABS.	3

Core Element #3

Other Staff Instruction & Training Programs continued...

Indicator	Score
The members of the school safety team (SST) were provided with professional development in effective practices of successful school climate programs or approaches.	2
School leaders have received information on the prevention of harassment, intimidation and bullying as part of their training issues of school ethics , school law and school governance.	3

Core Element #4

Curriculum and Instruction on HIB and Related Information and Skills

Indicator	Score
The school <u>provided ongoing, age-appropriate instruction</u> on preventing HIB in accordance with the Core Curriculum Content Standards.	2
The school observed the “ <u>Week of Respect</u> ,” during the week beginning with the first Monday in October of each year, <u>recognizing the importance of character education</u> by providing age-appropriate instruction focusing on HIB prevention.	3

Core Element #5

HIB Personnel

Indicator	Score
The principal <u>appointed</u> a school anti-bullying specialist (ABR).	3
The ABS <u>met</u> at least two times per school year with the district anti-bullying coordinator (ABC). Total Meetings: <u>2</u>	3
The school safety/school climate team (SST) <u>met</u> at least two times per school year to develop, foster and maintain a positive school climate by focusing on the ongoing, systematic process and practices in the school and to address school climate issues including HIB. Total Meetings: <u>2</u>	2

Core Element #6

School-Level HIB Incident Reporting Procedure

Indicator	Score
The school <u>implemented</u> the district's procedure for reporting HIB that includes all required elements.	3
The school <u>implemented</u> the district's procedure for reporting new information on a prior HIB report.	2

Core Element #7

HIB Investigation Procedure

Indicator	Score
Notification to parents of alleged offenders and alleged victims in each reported HIB incident.	3
Completion of the investigation within 10 school days of the written incident report.	3
Preparation of a written report on the findings of each HIB investigation.	3
Results of the investigation reported to the chief school administrator (CSA) within 2 school days of completion of the investigation.	3

Core Element #8

HIB Reporting

Indicator	Score
The school has a <u>procedure</u> for <u>ensuring</u> that staff member reports (i.e., verbal and written) include the required information for all incidents of violence, vandalism, and HIB. .	3
The official grades from the NJDOE, for the Self-Assessment from the previous reporting period, for the school and for the school district are posted on the home page of the school's website per the ABR and the requirements of the NJDOE	2

School Total Score

Max Possible	Riverdale Public School
78	70

2019-20 Improvement Actions

- Send ABS to professional development (ie: writing HIB reports)
- Anti Bullying Coordinator and Anti Bullying Specialist meet, at a minimum, 4 times a year
- Facilitate 1 School Safety Team Professional Development Meeting
- Complete School Climate Culture Survey (Staff, **Students**, Parents)
- 2nd Step SEL Program addresses Social Emotional Character Development and Don't Press Send Assembly (student and parent Cyberbullying assembly)
- Work with School Attorney and Policy Committee to create a policy/procedure for reporting new information on a prior HIB
- Update School Website with current HIB information, resources and HIB Self Report explanation