



SafetyNet Special Edition

A special edition of *SafetyNet* designed especially for the Business Administrator

Key Changes in the New Jersey Law Against Harassment, Intimidation and Bullying Take Effect September 1, 2011

Harassment Intimidation Bullying (HIB) law has been on the books in New Jersey since 2002. However, recent changes in the law will make the New Jersey's law the most comprehensive in the country.

The New Jersey School Boards Association Insurance Group's Loss Control Department has scheduled several Training Academy classes this fall to assist districts in meeting the requirements of the new law. The dates and locations are listed in the September *SafetyNet* Newsletter.

Also, we have set up an anonymous bully reporting hotline through the WeTip Program which is available to all of our districts as a value added service. The hotline number is 1-855-86-BULLY (1-855-862-8559).

The key changes in the law include but are not limited to the following:

HIB Board Policy – What's New?

- Prohibits reprisal or retaliation against the person who reports incident of HIB.
- Notice of the school district's policy shall appear in any publication of the school district that sets forth the comprehensive rules, procedures and standards of conduct for schools within the school district and in any student handbook.

Superintendent Reporting Obligations

- Once each semester at a public meeting, the superintendent must report all acts of vio-

lence and vandalism as well as all harassment, bullying and intimidation which occurred during the previous semester to the board of education.

- The Superintendent's report must include:
 1. The number of reports of bullying, intimidation and harassment that were received;
 2. The status of all investigations;
 3. The nature of the bullying based on one of the protected categories such as race, color, religion, etc.
 4. The names of the investigators, the type and nature of the discipline imposed; and, any other measure taken to reduce further incidents.
 5. The report must also include data broken down by each school in the district, as well as district-wide.

HIB Investigation Time Line

- All acts of HIB must be reported verbally to the principal on the same day school employee or contracted service provider witnessed or received reliable information regarding the incident; and in writing within two school days.
- The principal must inform parent/guardian and initiate an investigation within one day of report. The investigation will be conducted by the school anti-bullying specialist.
- The investigation will be completed ASAP; maximum ten (10) school days from written report.

- Results must be reported to superintendent; two (2) school days from investigation completion.
- Superintendent makes recommendations on intervention services, training, discipline, counseling, or other action.
- Results are to be reported to the board of education at the next meeting following the investigation completion.
- Five (5) school days after board report - parents/guardians are entitled to receive information – findings, discipline, services.
- Parent/guardian may request board hearing; held within ten (10) days of request in executive session.

HIB - School District Training

- School districts should annually establish and implement programs and approaches designed to create school-wide conditions to prevent and address HIB.
- School district HIB training for employees, students, parents and volunteers includes preventing bullying of protected categories and other characteristics.
- Training must include full time staff, part-time staff, volunteers, contracted service providers; and others with student contact.

Tony Jones

NJSBAIG Loss Control Manager

Each District should create:

A school website home page with a link to the HIB policy, school phone, school address and school email address of the school anti-bullying specialist and district anti-bullying coordinator.

Source:

New Jersey School Boards Association and
New Jersey Association of School Administrators