

Harassment, Intimidation & Bullying (HIB)

School Self-Assessment

2022 - 2023



Deerfield Township
SCHOOL DISTRICT



Harassment, Intimidation and Bullying (HIB) School Self-Assessment

As per the *Anti-Bullying Bill of Rights Act*, the School and District HIB Grade Reports for the 2022-2023 school year will be certified and released to districts in May 2024.

The information certified by the NJDOE through the HIB Grade Report is to be submitted by the school and district before October 31, 2023 in the form of a self-assessment that reflects on training and procedures using specific forms of evidence and artifacts.

This presentation includes responses provided by the School Climate and Safety Team and District Anti-Bullying Coordinator to reflect on current practices and focus on areas for growth in our HIB program and approach for the 2023-2024 school year.





Harassment, Intimidation and Bullying (HIB) School Self-Assessment

Total Score and Preliminary Determination Question

TOTAL SCORE (possible 78)		72
Preliminary Determination		
Did your school district's policy permit the use of a preliminary determination for reports of HIB during the 2022-2023 school year?		Yes
During the 2022-2023 school year, how many times was a preliminary determination made in your school that an incident or complaint was outside the scope of the definition of HIB and did not need to be investigated as HIB?		0

Deerfield Township School improved scores on the HIB School Self-Assessment from a total score of 69 in 2021 - 2022 to a total score of 72 for the 2022-2023 school year.

The addition of the Preliminary Determination Question by the NJDOE is also noted in the school self-assessment.



Core Element #1: HIB Programs, Approaches or Other Initiatives (N.J.S.A. 18A:37-17a)

Indicators		Score (0-3)
A.	The school annually <i>established</i> HIB programs, approaches or other initiatives.	3
B.	The school annually <i>implemented</i> and documented HIB programs, approaches, or other initiatives.	3
C.	The school annually <i>assessed</i> HIB programs, approaches or other initiatives.	3
D.	The school's HIB programs, approaches or other initiatives were designed to <i>create school-wide</i> conditions to prevent and address HIB.	3
E.	The school safety/school climate team (SS/SCT) <i>identified patterns</i> of HIB and <i>reviewed</i> school climate and school policies for the prevention of HIB.	2
SUB-TOTAL (possible 15)		14

Focus for 2023-2024: Through the addition of our *Second Step* CASEL-endorsed curriculum in Physical Education curriculum and the NJ School Climate Improvement (NJ SCI) Survey Deployment in Fall 2022, our scores in Core Element 1 improved in regard to assessing HIB programs and creating school-wide conditions to prevent and address HIB.

As the School Safety Team and PBIS Team continue to meet throughout the year, the focus will advance identifying patterns of HIB to reviewing district policies and procedures to prevent reported and founded cases of HIB.



Core Element #2: Training on the BOE-approved HIB Policy and Procedures (N.J.S.A. 18A:37-17b and c)

Indicators		Score (0-3)
A.	School employees, contracted service providers and volunteers were provided <i>training</i> on the HIB policy.	3
B.	The HIB policy training included instruction on preventing HIB on the basis of <i>protected categories</i> enumerated in the ABR and <i>other distinguishing characteristics</i> that may incite incidents of discrimination or HIB.	3
C.	The HIB policy was <i>discussed</i> with students, in accordance with the district's process for these discussions.	2
SUB-TOTAL (possible 9)		8

Focus for 2023-2024: Through our September 2, 2022 Staff In-Service Training and Statements of Assurance, a comprehensive HIB training that focused on district HIB policy, legislative updates, reporting procedures in HIBster and HIB prevention and intervention strategies was provided to staff by the Anti-Bullying Coordinator.

The School Safety Team and PBIS Team will set goals to discuss the district HIB policy with students, in addition to offering additional anti-bullying themed programs throughout the 2023-2024 school year.



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Core Element #3: Other Staff Instruction and Training Programs (N.J.S.A. 18A:6-112, N.J.S.A. 18A:37-22d, N.J.S.A. 18A:37-26a, N.J.S.A. 18A:37-21d, N.J.S.A. 18A:26-8.2)

Indicators		Score (0-3)
A.	Each teaching staff member completed at least 2 hours of <i>instruction in suicide prevention that included information on HIB</i> , in each five-year professional development period.	2
B.	Each teaching staff member completed at least 2 hours of <i>instruction on HIB prevention</i> , in each five-year professional development period.	3
C.	The school anti-bullying specialist (ABS) was given <i>time during the usual school schedule</i> to participate in in-service training in preparation to act as the ABS.	3
D.	The members of the school safety/school climate team (SS/SCT) were provided with professional development in effective practices of successful school climate programs or approaches.	2
E.	School building leaders* have received information on the prevention of harassment, intimidation and bullying as part of their training on issues of school ethics, school law and school governance.	3
SUB-TOTAL (possible 15)		13

Focus for 2023-2024: Additional training in HIB prevention was provided through September 2022 Staff In-Service trainings and the *SafeSchools* professional development modules to provide at least 2 hours of instruction on HIB prevention annually. Additionally, all requirements for suicide prevention training were met through a presentation with Cumberland County's Traumatic Loss Coalition (TLC) Coordinator in October 2023 with the addition of *SafeSchools* modules.

In regard to whole-staff professional development, administration will seek to include DTS district HIB policy into suicide prevention professional development and opportunities for SST members to participate in professional development in successful school climate programs will be offered during the September 2023 in-service training.



Core Element #4: Curriculum and Instruction on HIB and Related Information and Skills (N.J.S.A. 18A:37-29)

Indicators	Score (0-3)
A. The school <i>provided ongoing, age-appropriate instruction</i> on preventing HIB in accordance with the New Jersey Student Learning Standards.	2
B. The school observed the <i>"Week of Respect,"</i> during the week beginning with the first Monday in October of each year, <i>recognizing the importance of character education</i> by providing age-appropriate instruction focusing on HIB prevention.	3
SUB-TOTAL (possible 6)	5

Focus for 2023-2024 : DTS adopted a comprehensive SEL curriculum to implement through Physical Education instruction during the 2022-2024 school year. Under the HIB School Self-Assessment, curricular initiatives that support anti-bullying efforts shall be across all content areas to exceed expectations. In the 2023-2024 school year, administration will utilize Friday Fusion newsletters to offer instructional updates and materials within the *Second Step* program to all teachers by grade level to exceed expectations under the school self-assessment.



Core Element #5: HIB Personnel (N.J.S.A. 18A:37-20a, N.J.S.A. 18A:37-20c, N.J.S.A. 18A:37-21a)

Indicators		Score (0-3)
A.	The principal <i>appointed</i> a school anti-bullying specialist (ABS).	3
B.	The ABS <i>met</i> at least two times per school year with the district anti-bullying coordinator (ABC).	3
C.	The school safety/school climate team (SS/SCT) <i>met</i> at least two times per school year to develop, foster and maintain a positive school climate by focusing on the ongoing, systemic process and practices in the school and to address school climate issues including HIB.	2
SUB-TOTAL (possible 9)		8

Focus for 2023-2024: DTS increased the frequency of meetings with SST members during the 2022-2023 school year to include data analysis discussions of the NJ SCI Survey. As we continue to advance the SST, the focus on recommending improvements to policy and/or district professional development to improve school climate initiatives during the 2023-2024 school year will be documented and evaluated.



Core Element #6: School-Level HIB Incident Reporting Procedure (N.J.S.A. 18A:37-15b(5), N.J.S.A. 18A: 37-15b(6)(a))

Option A

Indicators		Score (0-3)
A.	The school <i>implemented</i> the district's procedure for reporting HIB that includes all required elements.	3
B.	The school <i>implemented</i> the district's procedure for reporting new information on a prior HIB report.	3
SUB-TOTAL (possible 6)		6

Focus for 2023-2024: As DTS continues to uphold and exceed expectations for reporting new incidents of HIB and new information on prior HIB reports, the implementation of the *HIBster* electronic reporting system in September 2022 ensured continued compliance and offered anonymous reporting options as required under the *Anti-Bullying Bill of Rights Act*.



Core Element #7: HIB Investigation Procedure (N.J.S.A. 18A:37-15b(5) and (6)(a) and (b))
Option A

Indicators		Score (0-3)
A.	<i>Notification to parents of alleged offenders and alleged victims in each reported HIB incident.</i>	3
B.	<i>Completion of the investigation within 10 school days of the written incident report.</i>	3
C.	<i>Preparation of a written report on the findings of each HIB investigation</i>	3
D.	<i>Indicator D. Results of the investigation reported to the chief school administrator (CSA) within 2 school days of completion of the investigation.</i>	3
SUB-TOTAL (possible 12)		12

Focus for 2023-2024: As DTS continues to uphold and exceed expectations for HIB investigation procedures, the *HIBster* reporting system platform provided the opportunity for all investigation parameters to be outlined, time stamped and met with compliance during the 2023-2024 school year.



Core Element #8: HIB Reporting (N.J.S.A. 18A:17- 46)

Indicators		Score (0-3)
A.	The school has a <i>procedure</i> for <i>ensuring</i> that staff member reports (i.e., verbal and written) include the required information for all incidents of violence, vandalism and HIB.	3
B.	The official grades received 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.	3
SUB-TOTAL (possible 6)		6

Focus for 2023-2024: As demonstrated through DTS reporting through the Student Safety Data Systems (SSDS) and OnCourse disciplinary referrals completed by staff in regard to incidents of HIB, acts of violence, acts of vandalism, and all other incidents leading to removal, there is evidence that staff members actively participate in the provision and collection of information and that the Anti-Bullying Coordinator actively assists the Chief School Administrator in providing data on NJDOE reports. Additionally, compliance with posting requirements on the school and district's website met the terms for exceeding expectations during the 2022-2023 school year.



Harassment, Intimidation and Bullying (HIB) School Self-Assessment Results

Through completion of the School Self-Assessment using data collected and submitted to the CSA and NJDOE Homeroom as of June 23, 2023, DTS achieved a cumulative score of **72 points** (total possible score - **78 points**).

As the School Climate and Safety Team, Anti-Bullying Specialists and Anti-Bullying Coordinator utilize the recommendations for improvement included in this presentation for the 2023-2024 school year, core elements pertaining to professional development, school climate initiatives, and curriculum will be improved upon to exceed expectations using documented and certified evidence as specified by the NJDOE.



Submission of the School and District Self-Assessments to the NJDOE following public review at the Regular Meeting of the DTS Board of Education on August 24, 2023 will meet the required deadline of October 31, 2023.

For additional information on the Deerfield Township School District Harassment, Intimidation and Bullying policy or procedures, access DTS Board Policy at www.deerfield.k12.nj.us using the tab titled “Our District” and “HIB”.

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