

HIB Reporting Procedures

If you would like to report an incident, please contact the appropriate school personnel.

Audubon Jr.-Sr. High School

Anti-Bullying Specialist

Mike Tomasetti 856-547-7695 Ext. 4141

Mansion Avenue School

Anti-Bullying Specialist

Cara Novick 856-546-4926 Ext. 5120

Haviland Avenue School

Anti-Bullying Specialist

Maria McCutcheon Ext. 6112

HIB District Coordinator

Frank Corley 856-547-4695 Ext. 4122

Audubon School District Grades Determined Under the Anti-Bullying Bill of Rights Act (ABR) (P.L.2010, c.122)

Beginning with the September 2011-2012 school year, the Audubon School District has conscientiously implemented the requirements found in the Anti-Bullying Bill of Rights Act.

The Audubon School District has made continued progress in addressing and improving harassment, intimidation and bullying (HIB) and the school climate and culture by:

- Implementing mandatory training for all school personnel in the areas of HIB.
- Integrating tolerance, HIB, and respect related topics into the classroom.
- Implementing a web-based program (myk12.org) for the purpose of reporting, collecting and documentation of all HIB related investigations.
- Adhering to the state designed timelines for reporting and investigating of all HIB related activities.
- Creation of a school safety team (SST) at each building to identify patterns of HIB and review school climate and school policies for the prevention of HIB related activities.
- The appointment of a school Anti-Bullying Specialist (ABS) at each building.
- The appointment of a district Anti-Bullying Coordinator (ABC).
- Required SST meetings and ABS/ABC meetings each year to assess the school and district initiatives and to discuss crucial topics, issues and laws that pertain to the ABR.
- Required state reports for each school to determine district and school grades.
- Required state reports to explain and detail district programs and activities.

While completing the New Jersey state required self-assessment, we learned that our school district/school has demonstrated strengths in the following areas:

- Continued creation of new programs, presentations, and training sessions to foster the ideologies of respect, tolerance and promote anti-bullying messages.
- School-Level incident reporting and corresponding procedures.
- HIB investigation procedures.
- Ensuring HIB related activities are not only taught in the classroom, but documented in the curriculum to ensure students in K-12 are receiving consistent education on the topics of acceptance, tolerance, kindness to others and respect.
- Continuation of Student Recognition programs to promote a positive climate in all three schools.
- Implementation of web-based program through myk12.org to successfully manage the:
 - Proper reporting mechanisms by school personnel.
 - Instantaneous alerts to the ABS, ABC and school principal of a reported incident.
 - Protocol to ensure that a proper and thorough investigation occurs in all HIB related incidents.
 - Identification of interventions to prevent future incidents.
 - Instantaneous alerts to the ABC, Superintendent and School Principal of all finalized incidents.
 - Protocol and data for monthly reports to the Board of Education.
 - Ability to analyze HIB and non HIB occurrences and run reports for the district and each school building.

The Self-Assessment helped our school district/school to identify areas for improvement in the following areas:

- Continual assessment of district level programs to help educate students on HIB, tolerance and respect.
- Continual information made available to the parents, guardians and school community of HIB related information.

During the upcoming year, our school district will be working towards and seek involvement in improving:

- Teaching appropriate use of technology on the Chromebook both in school and at home.
- Continued integration of HIB related topics into the classroom and curriculum.
- The school newsletters will be used to provide online videos and guides to educate our parents and students on the topics of harassment, intimidation, bullying, online predators, keeping students safe online and online video games.

Current NJDOE School Self-Assessment Submission

2017-2018 Data	Audubon Jr.-Sr. High School	Mansion Avenue School	Haviland Avenue School
HIB Programs, Approaches or Other Initiatives (MAX-15)	12	12	12
Training on the BOE-Approved HIB Policy (MAX-9)	8	8	8
Other Staff Instruction and Training Programs (Max-15)	14	14	14
Curriculum and Instruction on HIB and Related Information and Skills (Max-6)	5	5	5
HIB Personnel (Max-9)	9	9	9
School-Level HIB Incident Reporting Procedure (Max-6)	6	6	6
HIB Investigation Procedure (Max-12)	12	12	12
HIB Reporting (Max-6)	6	6	6
School Grade (Max-78)	72	72	72
		District Grade	
		72/78	