



# Harassment, Intimidation, Bullying

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Green Hills School  
2022



# Staff Roles

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- Anti-Bullying Specialist: Marybeth Stiles, School Counselor
- Anti-Bullying Coordinator: Jon Paul Bollette, Principal

# Definition of Harassment Intimidation or Bullying

“Harassment, intimidation or bullying” means:

- Any gesture, any written, verbal or physical act, or 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
- That takes place on school property, at any school sponsored function, on a school bus, or off school grounds

# Definition of HIB Cont'd

The HIB must **substantially disrupt or interfere** with the orderly operation of the school or the rights of other students and:

- A reasonable person should know, under the circumstances, that it will have the effect of physically or emotionally harming a student or damaging a student's property, or placing a student in reasonable fear of physical or emotional harm to his person or damage to his property; or
- Has the effect of insulting or demeaning any student or group of students; or
- 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.

# Types of Bullying

- Verbal bullying - Name-calling, taunting, teasing, threatening
- Physical bullying - Hitting, kicking, pushing, damaging property
- Psychological - Spreading rumors, breaking up friendships
- Cyberbullying - Internet, social media, text messages

# Reporting Procedures

- All acts of HIB must be reported verbally to the principal on the same day when the school employee or contracted service provider witnessed or received reliable information regarding any such incident
- Principal will inform parents of all students involved in the alleged incident
- Students may report HIB anonymously via “Bully Box” outside the school counselor’s office or via the [Google Form](#) located on the [HIB area](#) of the school website.
- All allegations of HIB will be reported in writing to the principal within two school days of when the school employee or contracted service provider witnessed or received reliable information
- Principal has discretion to decide whether to investigate as HIB

# Threshold Assessment Checklist

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- **ASSUMING ALL ALLEGATIONS ARE TRUE**, the principal must determine if the allegations include:
  - Substantial Disruption or Interference
  - Actual or Perceived Distinguishing Characteristic
  - One of the following:
    - Actual harm to self or property or fear of reasonable harm to self or property
    - Demeaning to student or group the student is part of
    - Creation of a hostile educational environment

# Investigation Procedures

- Initiated by the principal or designee within one school day of the verbal report
- Conducted by the anti-bullying specialist and the principal
- Parents of victim and accused will be notified of investigation
- Parental permission not required to interview students (*Goss v. Lopez 419 US 565 (1975)*)
- Principal may appoint additional personnel to assist with investigation



# Investigation Procedures *(cont.)*

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- Students may be asked to provide written statements at time of interview
- Investigation shall be completed as soon as possible, but not later than 10 days from date of written report of alleged HIB
- If additional, anticipated information relevant to the investigation is not received within 10 days, anti-bullying specialist may amend original report to reflect the new information

# Important Specifics

- Threshold for a founded HIB incident is “likelier than not”
- Finding is based on how statements/actions are *perceived* by the alleged victim, not on how they were *intended* by the alleged aggressor
- **Must** be motivated by a perceived or actual characteristic
- Unfounded HIB can still be a code of conduct violation
- Difference between what feels like bullying vs. what the law says
- If it happens outside of school, and it has an educational impact at school, it can be considered a HIB

# Results of Investigation

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- Results shall be reported to the superintendent within two days of completing the investigation
- Results reported to the board of education (BOE) no later than the date of the next board meeting following the completion of the investigation, along with information on action taken or recommended by superintendent
- BOE receives redacted copy of the HIB report

# Results of investigation (*cont.*)

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- Parents of the students who are parties to the investigation are entitled to receive information about the investigation:
  - In accordance with Federal and State law and regulation
  - Including the nature of the investigation and whether evidence of HIB was found
  - Whether discipline was imposed or services provided for their child
  - Provided in writing within five school days after results are reported to the BOE
  - Due to privacy laws, parents may only receive information about their own child.

# Results of Investigation (*cont.*)

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- A parent may request a hearing before the BOE
  - Request must be made no later than 60 calendar days of receipt of written notice of outcome of investigation
  - Must be held within 10 days of request
  - BOE shall meet in executive session for the hearing
  - BOE may hear from school anti-bullying specialist about the incident, recommendations for discipline or services, or programs instituted
- At the next BOE meeting following its receipt of the report the board shall issue a decision, in writing, to affirm, reject or modify the superintendent's decision.

# Supporting Your Children at Home

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- Build empathy
- Respect
- Set the example
- Know their friends
- Supervision - online and offline
- Encourage positive problem solving
- Ask questions
- Encourage them to be upstanders

# Helpful Websites

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- Green Hills School [Website](#)
- Parent Resources - [NJDOE](#)
- Anti-Bullying Bill of Rights - [NJDOE](#)
- [StopBullying.Gov](#)