

Brief Explanation of HIB Self Assessment Report

As required by the NJDOE, each district must complete a HIB Self Assessment Report and have this report available for review by all members of the district. The following information below explains what this report means. If there are any questions pertaining to this report, please feel free to contact Kittatinny's HIB Coordinator, Sharon Falchetta at 973-383-1800 ext: 1270 or via email at sfalchet@krhs.net. Please note that the graphs entitled *Using the Self-Assessment* and *Self-Assessment Process* are charts created by the NJDOE.

Using the Self-Assessment

- Rating scale with 4 categories

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

Using the Self-Assessment

- Divided into 8 core elements

HIB Programs, Approaches & Other Initiatives	HIB Incident Reporting Procedures	HIB Investigation Procedures
Training on HIB Policy	HIB Personnel	HIB Reporting
Other Staff Instruction & Training	Curriculum & Instruction on HIB	

Kittatinny Regional School District
The Eight Core Elements of the HIB Self Assessment
Here's our evidence of Elements presented
S. Falchetta, June 2019

Element 1: HIB Programs, Approaches and Initiatives:

- Welcome Back Assembly:
 - All grades are presented with updated info and any changes to HIB Law and KRSD BOE HIB policy
- Anti-Bullying Summit in October
 - Motivate and Empower students to be leaders and role models
 - Creating Positive School Climate
- Character Education
 - Exploring Topics of...
 - Respect
 - Gratitude
 - Decisions you Make Impact You and Others
- Cross Age
 - Drug & Alcohol Awareness
 - Dangers of Smoking and Vaping
 - Transitioning into Kittatinny
 - HIB Awareness and School Climate
- Men's & Women's Groups:
 - Focus on Social and Emotional Wellness
 - Appropriate decision making
 - Problem Solving
 - Life Struggles
 - Groups meet weekly
- Mentoring Programs:
 - Designated Teaching Staff is paired with struggling students.
 - Setting short and long term goals academically and personally.
 - Problem solving ways to figure out how to deal with challenging situations.
- The Harbor Videos regarding
 - Diversity
 - Leadership
 - Peer Interaction
 - Positive School Climate
 - Choosing kindness
 - Conflict Resolutions
 - Peer Solutions
 - Peer Interaction
 - Navigating the World Around You
 - Empowerment

- Red Ribbon Week
 - Spirit themed days throughout the week
 - Living Drug Free Message
- Week of Respect
 - Take What You Need Posters
 - Be a Lifesaver Campaign
 - Random Acts of Kindness
 - Positive Sticky Notes on lockers campaign
 - Sock It To Bullying
 - Be Fearless Choose Kindness Banner signing
 - Show Your Support to Stomp Out Bullying: Wear Blue Day
- Distribution of Happy Birthday Cards
- Safe Schools Training for staff
- Holocaust Survivor Assembly
- Ken Teets of the Newton Police Dept. presented an Anti-Bullying Assembly
- Malory's Army Workshops in classrooms (2 events)
- "Breaking the Cycle" Assembly: Promoting Self Respect
- Community Awareness Night regarding significant topics such as HIB, Suicide, Dangers of Vaping, Addiction and much more
- Teens & Technology Presentation regarding Cyber Safety, Cyber Awareness and the Dangers and Legal Ramifications of Cyber Bullying lead by a NJ State Trooper
- Presentation/ Assembly: *Characteristics of Kindness and Understanding Students with Disabilities*
- LMTI (Lindsey Meyer Teen Institute): Approximately 15 of our Kittatinny students attend the LMTI Summer Leadership Conference. Students participate in team building activities and challenge courses geared to enhance their leadership skills. The students also work to develop an action plan and prevention strategies to implement throughout the year to create positive change in our school and community.
- 7th Grade Orientation Assembly: HIB explanation and resources to parents
- Peer Leadership Program
 - Visit 7th and 8th grade classrooms throughout the school year every Friday.
 - Foster friendships
 - Discuss ways of managing conflict
 - Creating a Positive School Culture
 - Team Building Activities
 - HIB related activities that creating positive dialog among peers
 - Peer Leaders attend a summer conference training on leadership and team building. This is a 1 day event.
- Classroom activities throughout the school year: (This is just a list of some of the classroom activities we do here at Kittatinny)
 - ***The Write Around:*** *Students wrote their names at the top of the paper and then passed the papers to the next person. That person completed one of the sentences writing something kind about the person whose name was at the top of the paper. The paper went around the circle (there were enough starters for each*

person to write a response). The papers were then given back to each student so they could read what their peers wrote about them. Students appreciated the activity.

- **Positive Posters:** Posters that promote positive school climate are adorned in many classrooms and in the hallways.
- **Reading is Power:** Reading novels, short stories and other articles that present a HIB environment which promotes classroom discussions of the what, how, why and when. How can we prevent HIB?
- **Choose Kind:** Creating a *Choose Kind* environment inside and outside of the classroom walls.
- **Tolerance:** Teaching Tolerance via Black History Month
 - Holocaust Units
- **Research Simulation Task:** Students review bullying laws and the need to be an upstander. Read nonfiction articles, watch a news story, and read a personal narrative related to instances of bullying where an upstander could have deterred the bullying and the effects. A Research Paper is the end result.
- **Celebrate Today:** During this time, there are discussions to start off class on a positive note by sharing things that we are thankful for, good deeds that others have done for their peers, or positive events that have happened inside and outside of school.
- **Conflict Resolution Solution:** Discussions of how to conduct a positive and productive Conflict Resolution pertaining to peers in school and in the Workplace Environment.
- **TED:** TED TALKS video discussions.
- **Creating a Positive Culture:** Creating an understanding and attitude with classrooms and activity groups about respect, kindness and inclusion for all.
- **Pay It Forward Activities**
- **Citizenship and Patriotism**
- **Analyzing HIB Data:** Creating graphs and analyzing data and information.
- **Newsletters:** Newsletters that promote school involvement, disseminating pertinent information, school pride, highlighting student achievements.
 - Principal's Newsletters
 - Junior High Newsletters
 - Guidance Newsletters
 - All newsletters are sent out via our Naviance System
- **Tips From the HIB:**
 - A number of various articles are written by the HIB Team about...
 - Pertinent HIB information
 - HIB Law
 - HIB Policy
 - Creating a Strong Positive School Climate
 - HIB Guidelines in reporting
 - Suggestions and solutions in prevention

- The HIB Climate and Safety Team meet regularly to discuss...
 - All investigated HIB cases
 - School Climate
 - Assessing data

Element 2: Training on HIB Policy:

- All employees of the district must complete training via Safe Schools on-line training on a variety of different topics. Staff must successfully complete these trainings as well as a comprehension quiz.
 - Youth Suicide Awareness and Prevention
 - Bullying: Recognition and Response
 - Bloodborne Pathogen Exposure Prevention
 - *Child Abuse
 - Workplace Bullying: Awareness and Prevention
 - *Health Emergencies: Asthma Awareness
 - Sexual Harassment
 - *Medication Administration: Epinephrine Auto-Injectors
 - Sexual Misconduct: Staff to Staff
 - *Medication Administration: Glucagon
 - *Lead Safety Awareness
 - *American Red Cross: First Aid/ CPR/ AED

Please note asterisks denotes only certain employees need attend.

- Trainings for Anti-Bullying Specialist and Anti-Bullying Coordinator
 - Attended monthly meetings regarding HIB related topics at CPC (The Center for Prevention and Counseling)
 - Both ABSs and the ABC hold certificates regarding the Legal One Three Day Certificate Program re: HIB
 - Various WS are attended throughout the school year
 - Information on Vaping
 - Conduct Away From School Grounds
 - NAMI's Ending the Silence for Schools
 - School Climate and Culture
 - Tackling Opioid Prevention in Athletes
 - THE ABCs of HIB: New Rules, Evolving Challenges and Next Steps
 - Taking Flight to Change Middle School Summit
 - Empowering Youth

Element 3: Other Staff Instruction:

- As mentioned and listed in Element 2: All staff and employees of the district are required to complete Safe Schooling webinars pertaining to HIB.

- Suicide Prevention was presented for the 2018/19 school year by:
 - Bernie Ivan *Strength For Change*
 - Shawn Tuit: KRHS School Psychologist
 - Teachers are also required to complete Safe School Training on Suicide Prevention
- The ABSs and ABC are trained extensively throughout the school year via Legal One WSs and other WSs. (Please review the list of WS above)

Element 4: Curriculum & Instruction on HIB:

- Please review classroom lesson activities in Element 2. There is a tab that lists a number of classroom lessons that address the prevention and identification of HIB.
- Please refer to Week of Respect activities listed in Element 2.

Element 5: HIB Personnel:

- HIB Team members' identification is listed on website with correct email addresses and phone extensions.
 - Sharon Falchetta: ABC: sfalchet@krhs.net ext: 1270
 - Rob Black: ABS: rblack@krhs.net ext: 1150
 - Vicky Otto: ABS: votto@krhs.net ext: 1560
- HIB Climate & Safety Team meet no less than 7 times throughout the school year to discuss HIB cases and positive school climate.

Element 6: HIB Incident Reporting Procedures:

- KRHS follow all regulated guidelines in reporting HIB incidents.
- KRHS has always maintained proper deadline procedures when investigating and reporting HIB cases.

Element 7: HIB Investigation Procedures:

- There is evidence that all parents of alleged offenders and victims were notified regarding each reported HIB:
 - Written notification
 - Phone contact
 - Possible in person conference
 - Completion of HIB investigation within 10 school days
 - Suggestion of intervention services (i.e.: Clinical Directory) when appropriate
 - Parents are informed of all HIB procedures
 - Data, records, and written reports are kept for each HIB investigation.

Element 8: HIB Reporting:

- All information regarding HIB is submitted to SSDS (Student Safety Data System) via NJDOE website data collection system.
- Teacher reports are collected as well during active HIB investigations.

- The ABC and ABS work collaboratively to ensure that all HIB protocol is followed to the letter of the law.
- There is evidence that suggestions made by the HIB SCT are reviewed and implemented.