

New Jersey Department of Education
School Self-Assessment for Determining Grades
under the Anti-Bullying Bill of Rights
District and School Grade Report
2017-2018

*** OFFICIAL RELEASE ***

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DISTRICT-01-1410-ESTELL MANOR CITY

SCHOOL	HIB Programs, Approaches or Other Initiatives (MAX=15)	Training on the BOE-Approved HIB Policy (MAX=9)	Other Staff Instruction and Training Programs (MAX=15)	Curriculum and Instruction on HIB and Related Information and Skills (MAX=6)	HIB Personnel (MAX=9)	School-Level HIB Incident Reporting Procedure (MAX=6)	HIB Investigative Procedure (MAX=L2)	HIB Reporting Procedure (MAX=6)	School Grade (MAX=78)
050-ESTELL MANOR ELEMENTARY SCHOOL	14	8	13	6	8	5	11	4	69

DISTRICT GRADE

69

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Summary Report--June 2018

District Name:

School Name:

Core Element #1: Harassment Intimidation or Bullying (HIB) Programs, Approaches or Other Initiatives (N.J.S.A. 18A:37-17a)	
Indicator	Count
A. The school annually <i>established</i> HIB programs, approaches and initiatives.	3
B. The school annually <i>implemented</i> and documents HIB programs, approaches or other initiatives.	3
C. The school annually <i>assessed</i> HIB programs, approaches or other initiatives.	2
D. The school's HIB programs, approaches or other initiatives are designed to create <i>school-wide conditions</i> to prevent and address HIB.	3
E. The school safety/school climate team (SS/SCT) has <i>identified patterns</i> of HIB and <i>reviewed</i> school climate and school policies for the prevention of HIB.	3
Sub-Total (possible 15)	14
Core Element #2: Training on the board of education (BOE)- approved HIB Policy (N.J.S.A. 18A:37-17b and c)	
Indicator	Count
A. School employees, contracted service providers and volunteers are provided <i>training</i> on the HIB policy.	3
B. The HIB policy training includes 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
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)	
Indicator	Count
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.	3
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 <i>in-service training</i> in preparation to act as the ABS.	3
D. The members of the SS/SCT were provided with professional development in effective practices of successful school climate programs or approaches.	2
E. School 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.	2
Sub-Total (possible 15)	13
Core Element #4: Curriculum and Instruction on HIB and Related Information and Skills (N.J.S.A. 18A:37-29)	
Indicator	Count
A. The school <i>provided ongoing, age-appropriate instruction</i> on preventing HIB in accordance with the New Jersey Student Learning Standards.	3
B. The school observed the "Week of Respect," 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

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		Sub-Total (possible 6)	6
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)			
Indicator			
A. The principal appointed a school ABS.			2
B. The ABS met at least two times per school year with the district anti-bullying coordinator (ABC). Enter the total number of meetings <u>10</u> .			3
C. The SS/SCT met 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. Enter the total number of all SS/SCT meetings: <u>10</u>			3
		Sub-Total (possible 9)	8
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))			
Indicator--Option A (for schools that had at least one report of HIB)			
A. The school implemented the district's procedure for reporting HIB that includes all required elements.			3
B. The school implemented the district's procedure for reporting new information on a prior HIB report.			2
Indicator--Option B (for schools that had no reports of HIB)			
A. The school not only has a process for implementing the district's procedure for reporting HIB but also incorporates elements of effective prevention which resulted in no incidents of HIB.			
B. The school fosters a positive school climate that encourages reports of all concerning behaviors, including HIB.			
		Sub-Total (possible 6)	5
Core Element #7: HIB Investigation Procedure (N.J.S.A. 18A:37-15b(5) and (6)(a) and (b))			
Indicator--Option A (for schools that had at least one report of HIB)			
The school followed the BOE-approved policy on HIB investigation procedures, which provides for:			
A. Notification to parents of alleged offenders and alleged victims in each reported HIB incident.			3
B. Completion of the investigation within 10 school days of the written incident report.			3
C. Preparation of a written report on the findings of each HIB investigation.			3
D. Results of the investigation reported to the chief school administrator (CSA) within 2 school days of completion of the investigation.			2
Indicator--Option B (for schools that had no reports of HIB)			
A. The school has a procedure for notifying parents of alleged offenders and alleged victims in each reported HIB incident.			
B. The school has a procedure in place to ensure completion of each investigation within 10 school days of the written report.			
C. The school has a procedure in place to prepare a written report on the findings of each HIB investigation.			
D. The school has a procedure for reporting the results of each investigation to the CSA within 2 school days of completion of the investigation.			
		Sub-Total (possible 12)	11
Core Element #8: HIB Reporting (N.J.S.A. 18A:17-46)			
Indicator			
A. The school has a procedure for ensuring that staff member reports (i.e., verbal and written) include the required information for all incidents of violence, vandalism and HIB.			2

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B. The official grades received from the New Jersey Department of Education (NJDOE), for the Self-Assessment from the previous reporting period, for the school and for the school district are posted on the school's website per the ABR and the requirements of the NJDOE.	2
Sub-Total (possible 6)	4
Total Score (possible 78)	69