New Jersey Department of Education

School Self-Assessment for Determining Grades under the *Anti-Bullying Bill of Rights Act* (ABR)

SUMMARY REPORT

District Name: Achievers Early College Prep Charter School

School Name: All Schools

Core Element #1 **: HIB Programs, Approaches or Other Initiatives (*N.J.S.A.* 18A:37-17a)**	
Indicator	
A. The school annually established HIB programs, approaches and initiatives.	2
B. The school annually implemented and documents HIB programs, approaches or other initiatives.	2
C. The school annually assessed HIB programs, approaches or other initiatives.	2
D. The school's HIB programs, approaches or other initiatives are designed to create school-wide conditions to prevent and address HIB.	2
E. The school safety/school climate team (SS/SCT) has identified patterns of HIB and reviewed school climate and school policies for the prevention of HIB.	1
SUB-TOTAL (possible 15)	9
Core Element #2: **Training on the board of education (BOE)- approved HIB Policy (*N.J.S.A.* 18A:37-17b and c)**	
Indicator	
A. School employees, contracted service providers and volunteers are provided *training* on the HIB policy.	2
B. The HIB policy training includes instruction on preventing HIB on the basis of protected categories enumerated in the ABR, and other distinguishing characteristics that may incite incidents of discrimination or HIB.	2
C. The HIB policy was discussed with students, in accordance with the district's process for these discussions.	2
SUB-TOTAL (possible 9)	6
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	
A. Each teaching staff member completed at least 2 hours of instruction in suicide prevention that included information on HIB in each five-year professional development period.	2
B. Each teaching staff member completed at least 2 hours of instruction on HIB prevention, in each five-year professional development period.	2
C. The school anti-bullying specialist (ABS) was given time during the usual school schedule to participate in in-service training in preparation to act as the ABS.	2
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)	10
Core Element #4: **Curriculum and Instruction on HIB and Related Information and Skills (*N.J.S.A.* 18A:37-29)**	
Indicator	
A. The school provided ongoing, age-appropriate instruction on preventing HIB in accordance with the New Jersey Student Learning Standards.	2
B. The school observed the "Week of Respect," during the week beginning with the first Monday in October of each year, recognizing the importance of character education by providing age-appropriate instruction focusing on HIB prevention.	2
SUB-TOTAL (possible 6)	4

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***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 10	2
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: 5	2
SUB-TOTAL (possible 9)	6
***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.	2
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 has a process for ensuring that staff are implementing the district's procedure for reporting HIB that includes all required elements.	2
B. The school fosters a positive school climate that encourages reports of all concerning behaviors, including HIB, AND implements effective prevention strategies which resulted in no incidents of HIB.	2
SUB-TOTAL (possible 6)	8
***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.	2
B. Completion of the investigation within 10 school days of the written incident report.	1
C. Preparation of a written report on the findings of each HIB investigation.	2
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. Responsible staff are knowledgeable about the process to notify parents of alleged offenders and alleged victims in each reported HIB incident and how to implement the process.	2
B. The school has a process in place to ensure completion of each investigation within 10 school days of the written incident report.	2
C. The school has a process in place to prepare a written report on the findings of each HIB investigation.	2
D. The school has a procedure for reporting the results of each investigation to the chief school administrator (CSA) within 2 school days of completion of the investigation.	2
SUB-TOTAL (possible 12)	15
***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
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 school's website per the ABR and the requirements of the NJDOE.	0
SUB-TOTAL (possible 6)	2
TOTAL SCORE (possible 78)	60