

**Policy**

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HARASSMENT, INTIMIDATION AND BULLYING

The Saddle River Board of Education believes that an effective instructional program that supports student achievement in the Common Core State Standards in mathematics and language arts and literacy and the Core Curriculum Content Standards requires a safe and orderly school environment. Employees of the district are role models to the students and shall model civility, tolerance and self-discipline. Staff shall conduct their professional responsibilities during the school day and school sponsored activities with a proper regard for the rights and welfare of pupils, for other school personnel, and with regard the care of school property, facilities and equipment.

The board believes that standards of employee behavior must reflect an atmosphere that encourages pupils to learn and practice self-discipline. Such an atmosphere must include respect for self and others as well as for district and community property. Staff members shall maintain supervision of the students, correct and report problems that arise and instruct students on the school rules and policies that support a safe and civil school climate and culture conducive to achievement.

Harassment, intimidation and bullying are prohibited. The superintendent shall implement procedures that ensure both that appropriate consequences for and remedial responses to staff members who commit one or more acts of harassment, intimidation and bullying against a student. The following factors, at a minimum, shall be given consideration in determining appropriate consequences and remedial measures for each act of harassment, intimidation and bullying:

A. Factors for Determining Consequences

1. Degrees of harm;
2. Surrounding circumstances;
3. Nature and severity of the behaviors;
4. Incidences of past or continuing patterns of behavior;
5. Relationships between the parties involved: and
6. Context in which the alleged incidents occurred

B. Factors for Determining Remedial Measures

1. Personal
  - a. Life skill deficiencies;
  - b. Social relationships;
  - c. Strengths;
  - d. Talents;
  - e. Traits;
  - f. Professional performance;
2. Environmental
  - a. School culture;
  - b. School climate;
  - c. Student-staff relationships and staff behavior toward the student;
  - d. General staff management of classrooms or other educational environments;
  - e. Social-emotional and behavioral supports;
  - f. Social relationships;
  - g. Family situations;

Consequences and Remedial Measures

HARASSMENT, INTIMIDATION AND BULLYING (continued)

Consequences and appropriate remedial actions for staff members who commit one or more acts of harassment, intimidation and bullying may range from positive behavioral interventions up to and including suspension or dismissal according to approved protocol. Remedial measures shall be designed to correct the problem behavior, prevent another occurrence of the problem, and protect the victim of the act. The consequences and remedial measures may include, but are not to the examples listed below:

## A. Examples of Consequences

1. Admonishment;
2. Temporary removal from the classroom;
3. Deprivation of privileges;
4. Legal action.

## B. Examples of Remedial Measures

1. Restitution and restoration;
2. Mediation;
3. Peer support group;
4. Corrective instruction or other relevant learning or service experience;
5. General professional development programs for certificated and non-certificated staff;
6. Professional development plans for involved staff;
7. Disciplinary action for school staff who contributed to the problem.

All incidents of harassment, intimidation and bullying shall be reported to the principal in accordance with law (N.J.S.A. 18A:37-13 et seq.) and board policy 5131.1 Harassment, Intimidation and Bullying. All school employees as well as all other members of the school community including students, parents/guardians, board members, volunteers, contracted service providers and visitors are required to verbally report alleged violations of this policy and board policy 5131.1 Harassment, Intimidation and Bullying to the principal on the same day the incident is witnessed or reliable information regarding any such incident is received. The principal shall inform the parents or guardians of all students involved in the alleged incident, and may discuss, as appropriate, the availability of counseling and other intervention services.

All acts of harassment, intimidation, or bullying shall be reported in writing to the school principal within two school days of when the incident is witnessed or reliable information that a student had been subject to harassment, intimidation, or bullying has been received.

All reported incidents of harassment, intimidation and bullying shall be investigated in accordance with law (N.J.S.A. 18A:37-13 et seq.) and the procedures detailed in board policy 5131.1 Harassment, Intimidation and Bullying. The school anti-bullying specialist shall conduct the investigations.

The board recognizes that some acts of harassment, intimidation or bullying may be isolated incidents requiring that the school respond appropriately to the individuals committing the acts. Other acts may be so serious or parts of a larger pattern of harassment, intimidation and bullying that they require a response either at the classroom, school building or school district levels or by law enforcement officials. Consequences and appropriate remedial actions for a staff member who commits an act of harassment, intimidation and bullying may range from positive behavioral interventions up to and including suspension or dismissal. In considering whether a response beyond the individual is appropriate, the administrator shall consider the nature and circumstances of the act, the degree of harm, the nature and severity of the behavior, past incidences or past or continuing patterns of behavior, and the context in which the alleged incident(s) occurred.

Reprisal or retaliation against any person who reports an act of harassment, intimidation and bullying is prohibited. The consequence and appropriate remedial action for a person who engages in reprisal or retaliation shall be determined by the administrator. Acts of reprisal or retaliation can have a chilling effect on a school environment and can create an atmosphere where alleged violations of this policy are not reported. It is important to establish and maintain the norm that all suspected acts of reprisal and/or retaliation are taken seriously and appropriate responses are made in accordance with the totality of the circumstances.

**HARASSMENT, INTIMIDATION AND BULLYING** (continued)

Inconsistent applications of appropriate responses to acts of reprisal or retaliation can contribute, to the culture of violence that this policy is intended to prevent.

Falsely accusing another person as a means of harassment, intimidation and bullying is prohibited. The consequences and appropriate remedial action for a staff member found to have falsely accused another as a means of harassment, intimidation and bullying may range from positive behavioral interventions up to and including suspension or dismissal. Consequences and appropriate remedial action for a school employee found to have falsely accused another as a means of harassment, intimidation and bullying shall be disciplined in accordance with district policies, procedures and negotiated agreements. Consequences and appropriate remedial action for a visitor or volunteer found to have falsely accused another as a means of harassment, intimidation and bullying shall be determined by the superintendent after consideration of the nature, severity and circumstances of the act including reports to appropriate law enforcement officials.

This policy and board policy 5131.1 Harassment, Intimidation and Bullying shall be disseminated to all staff members annually.

Adopted: February 2008  
 NJSBA Review/Update: April 2014  
 Readopted: December 2014

Key Words

Harassment, Intimidation, Bullying, False Accusation, Retaliation, Reprisal, Conduct, Discipline, Student Conduct

<b><u>Legal References:</u></b>	<p><u>N.J.S.A.</u> 10:5-1 <u>et seq.</u>  <u>N.J.S.A.</u> 18A:6-10</p> <p><u>N.J.S.A.</u> 18A:11-1  <u>N.J.S.A.</u> 18A:12-33  <u>N.J.S.A.</u> 18A:17-46</p> <p><u>N.J.S.A.</u> 18A:25-2  <u>N.J.S.A.</u> 18A:26-8.2</p> <p><u>N.J.S.A.</u> 18A:37-1 <u>et seq.</u>  <u>N.J.S.A.</u> 18A:37-13 <u>et seq.</u>  <u>N.J.S.A.</u> 18A:54-20</p>	<p>Law Against Discrimination                  Dismissal and reduction in compensation of persons under tenure in public school system                  General mandatory powers and duties                  Training program; requirements                  Reporting of certain acts by school employee; annual report; public hearing (acts of violence)                  Authority over students                  School leader defined; training as part of professional development                  Submission of Students to Authority (Discipline)  <u>Anti-Bullying Bill of Rights Act</u>                  Powers of board (county vocational schools)</p>
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**Possible**

<b><u>Cross References:</u></b>	<p>*1410 Local units                  *4119.22/4219.22 Conduct and dress                  *4119.23/4219.23 Employee substance abuse                  *4131/4131.1 Staff development; inservice education/visitation conferences                  *4231/4231.1 Staff development; inservice education/visitation conferences                  *5131 Conduct and discipline                  *5131.1 Harassment, intimidation and bullying                  *5131.5 Vandalism/violence                  *5131.6 Drugs, alcohol, tobacco (substance abuse)                  *5131.7 Weapons and dangerous instruments                  *5142 Student safety</p>
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\*Indicates policy is included in the Critical Policy Reference Manual.