

HIB

**(Harassment, Intimidation and Bullying)**

# THE LAW



“Harassment, intimidation, and bullying” means any gesture or written, verbal or physical act that is reasonably perceived as being motivated either by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical, or sensory disability, or any other distinguishing characteristic, that takes place on school property, at any school-sponsored function, or on a school bus and that a reasonable person should know, under the circumstances, will have the effect of harming a student or damaging the student’s property or placing a student in reasonable fear of harm to his or her person or damage to his or her property; or has the effect of insulting or demeaning any student or group of students in such a way as to cause substantial disruption in, or substantial interference with, the orderly operation of the school.

Effective September 2011- Amends the 2002 anti-bullying law.

# HOW CAN I REPORT A HIB?

- Should you or your students feel that they have been involved in an incident of HIB, you must start by contacting your school's ABS specialist immediately.
- Please understand that an HIB investigation involves investigating all parties that are named. All investigation information is confidential. If you or your student decide to file a formal HIB by filling out the form, you, as parents, will receive a letter explaining the HIB process and then a letter letting you know if the incident was/was not deemed an HIB.



# REPORTING A HIB

WWW.SPARTA.ORG

**Sparta Township Public Schools**

Home Board of Education Departments District Information Parents Students Staff Community

**Tuesday, September 6**  
Tuesday, September 6  
First Day of School  
**Thursday, September 15**  
90 Minute Delayed Opening  
**Monday, September 26**  
7:30pm Regular Meeting  
**Monday, October 10**  
Columbus Day - District  
Columbus Day - Schools  
**Wednesday, October 12**  
Yom Kippur - Schools Closed  
**Monday, October 24**  
7:30pm Regular Meeting  
**Thursday, November 10**  
NJEA Convention - Schools Closed  
**Friday, November 11**  
NJEA Convention - Schools Closed  
**Monday, November 21**  
7:30pm Regular Meeting  
**Wednesday, November 23**  
District Early Dismissal

**Due to down electrical wires and trees, along with road closures please be advised that the Sparta School District will be operating on 90 minute delayed opening on Thursday, September 15th. All bus stops and school start times will be approximately 90 minutes later than normal times.**

**Welcome to Sparta Township Public Schools**

As Superintendent it is my pleasure to welcome you to the Sparta Township School District.

Sparta Township is located in rural Sussex County, New Jersey and is home to approximately 19,700 residents. The Board of Education offices are located in the Mohawk Avenue School building, located at 18 Mohawk Avenue, Sparta NJ, 07871.

Our School District provides an educational program for approximately 3,300 students in grades PreK through 12 in five school buildings: The Alpine School is home to our Prekindergarten and Kindergarten students, along with grades one and two. The Mohawk Avenue School houses students in grades three, and the Helen Morgan School houses students in grades four and five. The Sparta Middle School contains grades six through eight, and our High School is comprised of grades nine through twelve.

We are very proud of our school system and community. We believe our philosophy of schools working in partnership with our parents and community enables us to provide a comprehensive educational program that meets the needs of each student along with the standards set forth by the New Jersey Department of Education.

We believe we have the perfect formula for a successful school system. We have experienced and dedicated staff of teachers, administrators, and support personnel who devote their energies on a daily basis toward doing what is best for our students. We have a strong and active Parent Teacher Organization along with the Sparta Education Foundation who provide tremendous support to our professional staff in making our schools a special place for students to attend each day. The elected members of our Board of Education are committed to providing the best

**Quick Links**

- EMPLOYMENT
- DIRECTIONS
- FORMS
- COMMUNITY BULLETIN BOARD
- HONEYWELL ALERTS
- PARENT PORTAL
- VOICE CONCERN
- PARENT RESOURCES
- OPRA
- 2014 SEF ANNUAL REPORT
- TUITION STUDENTS
- SUMMER LEARNING

**District Anti-Bullying Coordinator**  
Dr. Daniel Johnson  
973.729.7174  
18 Mohawk Ave  
Sparta, NJ 07871  
Online Bullying Form  
2014-15 HIB Report

**Homeless Liaison**  
Laura Trent  
973.729.1289

**Affirmative Action Officer**

Click the online bullying form to get to incident report form

### Harassment, Intimidation, & Bullying Incident Report Form

Please use this form to report an incident of harassment, intimidation, or bullying that you witnessed or received reliable information about.

\* Required

**Name of School:**

**Name of person making this report:**

**Relationship to the affected person:**

- Self
- Student
- Parent/Guardian
- Staff Member
- Administrator
- Other

**Name of Affected: \***  
State name and grade (if applicable) of affected person.

**Name of alleged accused: \***  
State name and grade (if applicable) of alleged accused person

**List any witnesses to this incident:**  
List name(s) and grade(s) of witnesses

**Date of the incident:**

**Approximate time:**

# ANTI BULLYING SPECIALISTS

**Leads the investigations of reported HIB cases.**

**Acts as the primary school official responsible for preventing, identifying, and addressing incidents of HIB in the school**

**Mohawk Avenue School**

**Toni-Ann Labar 973-729-1289 ext. 424**

**Alpine School**

**Heather Yanoff 973-729-3107 ext. 512**

**Helen Morgan School**

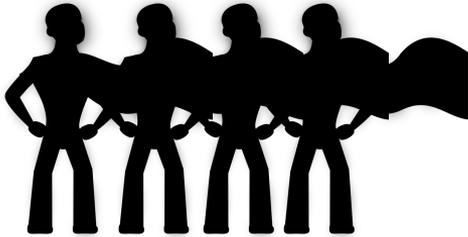
**Toni-Ann Labar 973-729-5770 ext. 434**

**Sparta Middle School**

**Jenna Mathesius 973-729-1491 ext. 319**

**Sparta High School**

**Danielle Colte 973-729-5150 ext. 245**

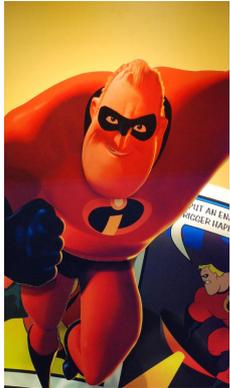


# ANTI-BULLYING COORDINATOR DR. JOHNSON, ASSISTANT SUPERINTENDENT

**The anti-bullying coordinator strengthens district HIB policy to prevent, identify,  
and address HIB**

**Meets with the anti-bullying specialists**

**Provides data in collaboration with the superintendent to the NJDOE**



# CONFLICT VS. BULLYING



There is a difference between a conflict and an incident of harassment, intimidation and bullying (HIB). The two vary in terms of the balance of power that exists among the parties involved. They also differ in terms of what motivates the aggressor.

Conflict is characterized by a mutually competitive or opposing action or engagement. HIB is typically one-sided, with the power resting more heavily on the side of the aggressor.

Conflict can include any disagreements, arguments and/or fights between two people or two or more groups of people. Things may escalate in conflict to include physicality or name calling.

HIB involves the targeting of one or more students by one or more individuals. The incident is “motivated by any actual or perceived characteristic” The motivation behind the action is a key determining factor. It is the victim’s race, color, religion, etc. that triggers and is the focal point of the interaction.



# HOW DO WE DETERMINE IF IT IS A HIB?



- The school must first conduct an investigation when bullying is reported. The ABS will consider many different factors to decide whether a behavior is HIB as defined in the ABR
- The investigation will take place within 10 days of the date that the anonymous form is received. Any emails, texts, tweets, or voicemails can be used to provide evidence of the infraction. Please take the time to review the New Jersey HIB Law.
- All students named will meet with the school ABS to determine if the incident falls within the HIB definition. If it is found to be an HIB, the students will then possibly meet with the vice-principals regarding consequences and remedial actions.
- There are a variety of disciplinary procedures that take place depending on the nature of the HIB. In the event that a student's behavior is not found to be HIB, schools might be required to take other action. These will be outlined by the Vice Principal at the time of HIB determination.