

## Anti-Bullying Coordinator, Anti-Bullying Specialist and School Safety Team(s)

5512- HARASSMENT, INTIMIDATION, AND BULLYING

### Anti-Bullying Coordinator

<b>Mt. Ephraim School District's Anti-Bullying Coordinator –</b>
Mrs. Amy Francis-Supervisor of Special Services email: <a href="mailto:afancis@mtphraimschools.org">afancis@mtphraimschools.org</a>

### Anti-Bullying Specialist

<b>Mary Bray Elementary School</b>	<b>Kershaw Middle School</b>
School Social Workers Laura Kushner email: <a href="mailto:lkushner@mtphraimschools.org">lkushner@mtphraimschools.org</a> Lauren McCall email: <a href="mailto:lmccall@mtphraimschools.org">lmccall@mtphraimschools.org</a>	School Psychologist Dawn Reilly email: <a href="mailto:dreilly@mtphraimschools.org">dreilly@mtphraimschools.org</a>

### School Safety Team

Each School Safety Team shall meet at least two times per school year. The School Safety Team shall consist of the Principal or the Principal's designee who, if possible, shall be a senior administrator in the school and the following appointees of the Principal: a teacher in the school; a school Anti-Bullying Specialist; a parent of a pupil in the school; and other members to be determined by the Principal. The school Anti-Bullying Specialist shall serve as the chair of the School Safety Team.

Mary Bray Elementary School	School Safety Team	Kershaw Middle School
Mr. Joseph Rafferty	<b><i>Principal</i></b>	Mr. Michael Hunter
Mrs. Amy Francis	<b><i>Anti-Bullying Coordinator</i></b>	Mrs. Amy Francis
School Social Workers Laura Kushner Lauren McCall	<b><i>Anti-Bullying Specialist</i></b> The school Anti-Bullying Specialist shall <b><i>serve as the chair</i></b> of the School Safety Team	School Psychologist Dawn Reilly
Dawn Gillis Terri Bergin Pam Stallard	<b><i>Teacher</i></b>	Martin Ware Steve Eustace Shannon Finegin
Tracy Hackers	<b><i>Nurse</i></b>	Elisa Keane
Lisa Cipolone	<b><i>Parent</i></b>	Linda Guldin

District Policy

**5512- HARASSMENT, INTIMIDATION, AND BULLYING (M)**

Section: Pupils

Date Created: September, 2008

Date Edited: August, 2011

1. The Superintendent shall appoint a district Anti-Bullying Coordinator. The Superintendent shall make every effort to appoint an employee of the school district to this position.

**The district Anti-Bullying Coordinator shall:**

- a. Be responsible for coordinating and strengthening the school district's policies to prevent, identify, and address harassment, intimidation, or bullying of pupils;
  - b. Collaborate with school Anti-Bullying Specialists in the district, the Board of Education, and the Superintendent to prevent, identify, and respond to harassment, intimidation, or bullying of pupils in the district;
  - c. Provide data, in collaboration with the Superintendent, to the Department of Education regarding harassment, intimidation, or bullying of pupils;
  - d. Execute such other duties related to school harassment, intimidation, or bullying as requested by the Superintendent; and
  - e. Meet at least twice a school year with the school Anti-Bullying Specialist(s) to discuss and strengthen procedures and policies to prevent, identify, and address harassment, intimidation, and bullying in the district.
2. The Principal in each school shall appoint a school Anti-Bullying Specialist. When a school guidance counselor, school psychologist, or another individual similarly trained is currently employed in the school, the Principal shall appoint that individual to be the school Anti-Bullying Specialist. If no individual meeting this criteria is currently employed in the school, the Principal shall appoint a school Anti-Bullying Specialist from currently employed school personnel.

**The school Anti-Bullying Specialist shall:**

- a. Chair the School Safety Team as provided in N.J.S.A. 18A:37-21;
  - b. Lead the investigation of incidents of harassment, intimidation, or bullying in the school; and
  - c. Act as the primary school official responsible for preventing, identifying, and addressing incidents of harassment, intimidation, or bullying in the school.
3. A School Safety Team shall be formed in each school in the district to develop, foster, and maintain a positive school climate by focusing on the on-going, systemic process and practices in the school, and to address school climate issues such as harassment, intimidation, or bullying. Each School Safety Team shall meet at least two times per school year. The School Safety Team shall consist of the Principal or the Principal's designee who, if possible, shall be a senior administrator in the school and the following appointees of the Principal: a teacher in the school; a school Anti-Bullying Specialist; a parent of a pupil in the school; and other members to be determined by the Principal. The school Anti-Bullying Specialist shall serve as the chair of the School Safety Team.

**The School Safety Team shall:**

- a. Receive any complaints of harassment, intimidation, or bullying of pupils that have been reported to the Principal;
- b. Receive copies of any report prepared after an investigation of an incident of harassment, intimidation, or bullying;
- c. Identify and address patterns of harassment, intimidation, or bullying of pupils in the school;
- d. Review and strengthen school climate and the policies of the school in order to prevent and address harassment, intimidation, or bullying of pupils;
- e. Educate the community, including pupils, teachers, administrative staff, and parents, to prevent and address harassment, intimidation, or bullying of pupils;
- f. Participate in the training required pursuant to the provisions of N.J.S.A. 18A:37-13 et seq. and other training which the Principal or the district Anti-Bullying Coordinator may request;

**5512- HARASSMENT, INTIMIDATION, AND BULLYING  
Chart**

- g. Collaborate with the district Anti-Bullying Coordinator in the collection of district-wide data and in the development of district policies to prevent and address harassment, intimidation, or bullying of pupils; and
- h. Execute such other duties related to harassment, intimidation, or bullying as requested by the Principal or district Anti-Bullying Coordinator.

The members of a School Safety Team shall be provided professional development opportunities that address effective practices of successful school climate programs or approaches. Notwithstanding any provision of N.J.S.A. 18A:37-21 to the contrary, a parent who is a member of the School Safety Team shall not participate in the activities of the team set forth in 3. a., b., or c. above or any other activities of the team which may compromise the confidentiality of a pupil.