

## What is the CSA's role in implementing the ABR?

- The CSA is responsible to ensure that the district is fulfilling its responsibilities as required by the law.
- The following slides explain the CSA's responsibility for the district in the areas of policy, programs, training, intervention and public reporting.

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# CSA's role in implementing the ABR, cont.

## HIB Policy

- Develop the HIB policy in consultation with parents and other community representatives, students, school employees, school volunteers and other school administrators for BOE adoption.
- Annually review and revise, as appropriate, the policy with input from the ABS'.
- Post a prominent link to the HIB policy on the homepage of the district's website.
- Annually disseminate the HIB policy to parents.
- Include notice of the HIB policy in any district publication setting forth the rules, procedures and standards of conduct and in any student handbook.

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# CSA's role in implementing the ABR, cont.

## Program

- Appoint the district anti-bullying coordinator (ABC). The CSA must make every effort, but is not required, to appoint an employee of the school district to this role.
- Ensure that schools annually establish, implement, document and assess their bullying prevention programs, and that the programs are designed to create school-wide conditions for preventing and addressing HIB.
- Develop a process for discussing the district's HIB policy with students.
- Ensure ongoing age-appropriate instruction on HIB prevention throughout the school year.
- Observe the "Week of Respect" beginning with the first Monday in October of each year (separate from *School Violence Awareness Week*).

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# CSA's role in implementing the ABR, cont.

## Training

- Complete HIB training for school leaders.
- Ensure that existing and new school leaders, full- and part-time staff, volunteers who have significant contact with students and persons contacted to provide service to students receive training on HIB policy, including instruction on the prevention of HIB based on the protected categories, and other distinguishing characteristics that might incite incidents of discrimination.
- Ensure newly elected or appointed BOE members complete during the first year of their term the HIB training offered by the New Jersey School Boards Association.