

HIB GLOSSARY OF TERMS AND ABBREVIATIONS

Anti-Bullying Bill of Rights Act (ABR) – New Jersey’s anti-bullying law that includes the requirements school districts and schools must follow in preventing and responding to harassment, intimidation and bullying. The ABR is the basis for this guide. It is available on the New Jersey Legislature’s website at http://www.njleg.state.nj.us/2010/Bills/PL10/122_.PDF.

Board of Education (Board or BOE) – A group of elected individuals within each school district that serves as the district’s governing and policy making authority. Each board of education is required to issue a final determination on the findings of each investigation of reported harassment, intimidation or bullying, among other duties in the ABR.

Bully – A student or an adult who harasses, intimidates or bullies another person(s), where the behavior is one-sided. Harassment, intimidation or bullying also will be written as “HIB” to mean bullying in this guide.

Bullying – Refers to harassment, intimidation and bullying (HIB) as it is defined in the ABR. Bullying usually involves conduct where one or more students are victims of another person’s aggression that has not been caused by the victims and emotionally or physically harms the victims and disrupts the educational process.

Bystander – Students and other people who witness bullying, and who do or say nothing to stop it or help the victims.

Chief School Administrator (CSA) – The highest level executive within a school district or charter school who is commonly referred to as the superintendent of a school district or a lead person of a charter school. The CSA has oversight of all staff, schools, students and educational programs and services within his or her school district or charter school. Under the ABR, the CSA is responsible for reviewing investigations of reported incidents of bullying, reporting the findings of investigations to the board of education and in taking other actions to correct bullying, as needed.

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Commissioner of Education (Commissioner) – New Jersey’s chief executive education officer who oversees the New Jersey Department of Education and all public schools within the state. As the state’s chief education officer, the Commissioner is responsible for overseeing implementation of the ABR. One of these responsibilities is to provide a grade every year to each school and school district on their efforts to meet the requirements of the ABR.

Conflict – A disagreement, argument, fight or other action between people when they want different things and everyone is equally involved. Conflict may look similar to bullying, but is different.

Cyberbullying – A form of bullying that involves the use of electronic equipment, such as computers and cell phones. An example could include sending hurtful or unwanted text messages to another person’s cell phone.

District Anti-Bullying Coordinator (ABC) – This is the school district staff member who is responsible for coordinating and strengthening the school district’s anti-bullying policies. The ABC must work closely with each school anti-bullying specialist, the chief school administrator and the board of education. The ABC is responsible for reporting information on the amount and type of bullying incidents that occur within the district to the board of education and to the NJDOE, among other duties.

Hazing – Activities that “newcomers” must do before they can belong to a group. Hazing is used to maintain a hierarchy or pecking order within a group. Hazing usually is based on a tradition, where a lower group member or person who wants to join the group agrees or goes along with the hazing activities, which may be physically, psychologically or socially harmful.

Parent – As defined in *N.J.A.C. 6A:16-1.3*, the term “parent” means the natural parent(s), adoptive parent(s), legal guardian(s), foster parent(s) or parent surrogate(s) of a student. If parents are separated or divorced, "parent" means the person or agency with legal custody of the student,

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and any natural or adoptive parent(s) of the student, as long as their parental rights have not been ended by the court.

Principal – The highest level administrator within a school building who is responsible for all educational programs and services in the school, including overseeing all staff and students in the school. The principal is responsible for starting investigations of all reported incidents of bullying, notifying the parents of children involved in the incidents and reporting the findings to the chief school administrator, among other duties in the ABR.

School Anti-Bullying Specialist (ABS) – The main school staff member responsible for preventing, identifying and addressing bullying incidents within his or her school. The ABS is responsible for leading a school’s safety team and for investigating reported incidents of bullying, among other duties in the ABR.

School Grounds – As defined in *N.J.A.C. 6A:16-1.3*, school grounds includes any land, portions of land, structures, buildings and vehicles used by a school district to provide academic or extracurricular programs that are sponsored by the school district. School grounds also include playgrounds, recreational places and other places that are owned by other groups or people, when the school district is the only one using this land. The complete definition is available at <http://www.state.nj.us/education/code/current/title6a/chap16.pdf>.

School Safety Team (SST) – A group of people in each public school chosen by the school’s principal, who are responsible for maintaining a positive and safe school environment. The principal selects the members of the SST, which must include the principal or a staff person chosen by the principal, a teacher, the school anti-bullying specialist, a parent and any other members the principal believes are important to be on the SST.

“Upstander” – Students and other people who take an active role in stopping the bullying of others. This is done either by not encouraging the bullies, by reaching out to the victim, by telling someone who can

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stop the bully or by taking other actions that can help the victim or stop the bullying.

Victim – A student who is harassed, intimidated or bullied by another student or an adult.