# CODE OF CONDUCT





# **GOALS**

- Understand the relationship between conflict, Code of Conduct Infractions, and HIB
- Use your knowledge to respond appropriately to various scenarios
- Clarify and reinforce Potential HIB reporting procedures

MOST PEOPLE DO NOT LISTEN WITH THE INTENT TO UNDERSTAND; THEY LISTEN WITH THE INTENT TO REPLY.



10% of conflicts
are due to
difference in
opinion.
90% are due to
wrong tone of
voice.

If you have a problem with me please,

Tell me. not everybody else
Thanks!

# Conflict

I'd agree with you but then we'd both be wrong....s

# Wisdom Quotes Peace is not the absence of conflict, but the ability to cope with it Mahatma Gandhi

Creativity comes from a conflict of ideas.

DONATELLA VERSACE

inkd

# Conflict can take many shapes:

- Physical
- Verbal
- Gestures
- Written / Electronic communication

Conflict can be a single incident or series of incidents.

Conflict can occur anywhere

### Code Of Conduct Infractions:

- Escalated conflict that is harmful towards others or property
  - —Physical
  - -Verbal
  - -Gesture
  - -Written / Electronic Communication

## HIB can also take many shapes:

- Physical
- Verbal
- Gestures
- Written / Electronic communication

HIB can be a <u>single</u> incident or series of incidents.

HIB can occur <u>anywhere</u>

# Putting the pieces together



# So what makes HIB different?

# The HIB law was created for those in protected categories

#### Some examples are:

- Race
- Color
- Country of origin
- Religion
- Gender
- Gender identity and expression
- Mental, physical or sensory disability
- Any other distinguishing characteristic

#### Inappropriate Conflict

- Physical\*Color \* Religion
- Verbal of Origin
- Gesture Identity
- Written / Electronic sensory
   Communication

#### **Protected Categories**

\*Race

\*Country

\*Gender /

\*Mental, physical,

Disability
\*Any other distinguishing
Characteristic

### **HIB Definition**

- HIB means any gesture, any written, verbal or physical act, or any electronic communication, whether it be a single incident or series of incidents, that:
- Is reasonably perceived as being motivated 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 by any other distinguishing characteristic; and

 Takes place on school property, at any schoolsponsored function, or off school grounds as provided for in N.J.S.A. 18A: 37-15.3; and

 Substantially disrupts or interferes with the orderly operation of the school or the rights of other students; and that:  A reasonable person should know, under the circumstances, will have the effect of physically or emotionally harming a student or damaging the student's property, or placing a student in reasonable fear of physical or emotional harm to his person or damage to his property; or  Has the effect of insulting or demeaning any student or group of students; <u>or</u>

 Creates a hostile educational environment for the student by interfering with a student's education or by severely or pervasively causing physical or emotional harm to the student.

# Your Responsibility

1. **Verbally** report any *potential* HIB incident to the principal the <u>same day</u> you witness it or are told about the incident occurring.

#### **AND**

2. If you feel comfortable doing so, complete the **Incident Report Form** within 2 days of the verbal report.

# So...Let's See How this Works Scenario 1

At recess, a student is crying on the playground so you approach her to see if she is okay. She says that a boy called her a porcupine because her hair is spikey. He also made fun of her a couple of days ago, stating she looked like a squirrel because of her teeth.

Do you report to the principal as a potential HIB?

#### Yes

Hair and teeth could be considered distinguishing characteristic under the HIB Law. You need to verbally inform the principal that same day and as soon as reasonably possible.



### Scenario 2

While at lunch, you overhear a student talking in a stutter to imitate another child at the table. You believe the two are friends because you have noticed them sitting together frequently.

Do you report to the principal as a potential HIB?

### Yes

A stutter could fall under the category of "other distinguishing characteristics". It could also be due to a physical disability; both protected categories under HIB. You need to verbally report this to the principal the same day and as soon as reasonably possible.

### Scenario 3

A student tells you that during lunch, a classmate gave her a mean face and called her a friend-stealer because their mutual friend sat by her instead.

Do you report to the principal as a potential HIB?

No, while it is unkind, name calling of this nature does not meet HIB criteria.



## However,

If in your conversation with this student, you learn that the new friends are leaving the other student out and saying unkind things because of any protected category, then you would definitely verbally report this exclusion to the principal the same day the student spoke to you.

# What if the principal is not in?

- You may speak with the Assistant Principal
- If neither are in, please email the principal or contact the Anti-Bullying Specialist in that school.

### Review

- A student reports a conflict/problem to you, or you witness a conflict
- While supporting the student or breaking up the conflict, you learn that the conflict occurred because of a student's protected category
- You report the incident to the principal verbally the same day as a potential HIB
- If comfortable doing so, complete the incident report within 2 days
- If don't identify a protected category, carry out your regular support strategies or obtain the help of school staff for mediation.

# HIB Incident Report Form

MTSD Website

**VES Website** 

# "An argument is like a country road, you never know where it is going to lead" Anonymous

