



## State of New Jersey

DEPARTMENT OF EDUCATION

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### 2023-2024 HIB Grade Report Guidance

#### Accessing the School and District Grades

To access the *District and School Grade Report*, the district Homeroom administrator must open a district-level user account(s) for this project or authorize a new account to an existing district-level user by using the Homeroom Administrator Update Form located in [NJDOE Homeroom](#). If the person assigned to district-level access has remained the same, the district-level username previously assigned to the HIB Grades Report is still valid.

District-level users assigned to this project may visit the [NJDOE Homeroom](#) webpage, select the HIB Grades application, and log in to the [District Sign-In](#). Once logged in, click the blue button which reads, "Official HIB Grade Report" to access the district's report. The user must save the report as a PDF by using the print feature in the internet browser. Users should select "portrait layout" when saving the PDF. To comply with state law, the PDF version of the 2023-2024 HIB Grades Report Official Release **must be posted on the district and each school website**.

#### Interpreting, Publicizing, and Public Review of the Grades Interpreting

[Under the Commissioner's Program for Determining Grades](#), the school grade is a raw score of data and the sum of the ratings for all indicators within each core element on the School Self-Assessment (e.g., 65 of 78 points). The maximum total score for a school is 78 points. The school district's grade is an average of the total scores of all schools in the school district.

The NJDOE-issued grade is not represented as a letter grade; the NJDOE is not issuing any associated value or ranking for the raw and average scores. The raw and average scores reflect the school and school district's degree of compliance with the *Anti-Bullying Bill of Rights Act* (ABR), as determined primarily through each school's self-assessment of its implementation of the ABR.

Additionally, beginning with the 2022-2023 school year, the HIB Grade Report contains information on the use of preliminary determinations for reports of HIB. While the use of a preliminary determination is optional, in order for it to be implemented by school principals, the provision must be included in the school district's HIB policy. Should a school district's policy include the preliminary determination provision, the number of times a preliminary determination was made that an incident or complaint was outside the scope of the definition of HIB and therefore did not need to be investigated as HIB is listed below each school's grade. This will appear as a numerical value and may include the number zero (0). Zero indicates that the school district's policy permits the use of preliminary determination, however, all allegations of HIB were investigated as HIB during the 2023-2024 school year. Should a school district's policy not permit the use of a preliminary determination, the report will include "N/A" below the school's grade.

## Publicizing

School districts and schools **must post the official grade reports** issued by the NJDOE without making any alterations to the PDF document. School districts and schools may choose to replace previous grade reports with the 2023-2024 grade report or keep previous reports posted. When publicizing the school district or school grades determined under the ABR, districts and schools should not assign letter grades. The score for each core element must be reported as a number (e.g., 12 of 15 points for Core Element #1, 5 of 9 points for Core Element #2, etc.) and the grade must be reported as a number (e.g., the grade is 65 out of 78 points).

## Public Review of the Grades

School district officials are required to review the district and school grades with the board of education (BOE) at a public meeting. This will provide the BOE and the public with the opportunity to learn about the district's implementation of the ABR and address any concerns.

When posting the grades or reporting to the BOE, district and school staff may consider including the following points or language:

- "Our school district/school has conscientiously implemented the requirements found in the *Anti-Bullying Bill of Rights Act* by *[provide examples here]*."
- "Since the implementation of the *Anti-Bullying Bill of Rights Act*, our school district/school has made progress in addressing harassment, intimidation and bullying incidents and improving the school climate and culture by *[provide examples here]*."
- "While completing the self-assessment, we learned that our school district/school has demonstrated strengths in these areas: *(Provide examples here)*."
- "The self-assessment helped our school district/school to identify areas for improvement in the following areas: *[Provide examples here]*."
- "Our school plans to further assess strengths and vulnerabilities for learning by conducting a school climate survey. We plan to *(provide examples here)*."
- "In order to promote a positive school climate, our school is teaching students social and emotional learning skills by *[provide examples here]*."
- "During the upcoming year, our school district/school will be working toward and seeking your involvement in improving *(provide examples here)*."

## Posting School and District Grades

The official 2023-2024 District and School Grade Report issued by the NJDOE must be posted, in the original format, on the appropriate websites by May 21, 2025 (i.e., within 10 days of receipt of the grades from the NJDOE). State law (*N.J.S.A. 18A:17-46*) requires each district post its overall district grade *and* the grade of each school in the district on the school district's homepage. In addition, each school must post its grade *and* the district grade on the school homepage. School districts do not need to present the HIB Grade Report to the district board of education, as described above, prior to posting the report on the district and school websites. While the presentation to the BOE must occur, it may occur after the HIB Grade Report is posted on the district and school websites.

For questions related to posting the 2023-2024 Official HIB Grade Report, please email the following: [HIBGrades@doe.nj.gov](mailto:HIBGrades@doe.nj.gov).