September 26, 2011

TO: District Superintendents
               Charter School Leaders

FROM: Susan B. Martz, Director
               Office of Student Support Services

SUBJECT: Updates to the Violence, Vandalism, and Substance Abuse Reporting Form
               2011-2012

The 2010-2011 submission of violence and vandalism data via the Electronic Violence and Vandalism Reporting System (EVVRS) has been completed successfully by every New Jersey school district. I want to thank you, your Web User Administrator (WUA), and your staff for maintaining your district's EVVRS account, entering your data, and checking and confirming the total figures for your district. I especially want to thank you and your staff for your patience and diligence as we corrected systems errors this year.

The NJDOE is updating the EVVRS to accommodate changes related to the data collection requirements of the Anti-Bullying Bill of Rights Act (P.L.2010, c.122). The EVVRS is not yet open for data entry; however, to help districts/schools maintain the data that will be collected in this year, the revised Violence, Vandalism and Substance Abuse (VV-SA) Incident Report Form is attached. The VV-SA form includes four pages: the Incident Information, Offender Information, Victim Information, and the new Harassment, Intimidation or Bullying (HIB) Information (created to collect information specific to confirmed HIB incidents). Also attached is the Report of Suspension of Students with Disabilities for Reasons Other than Violence, Vandalism, Weapons or Substance Abuse form that is used to record the removal or suspension (for at least one half of the school day) of students with disabilities for reasons other than violence, vandalism, weapons or substance abuse. Finally, attached are the revised definitions for incidents to be reported on the EVVRS. It is important to review the definitions carefully, since not all incidents of student misconduct are reported on the EVVRS. A list of specific changes to the forms and definitions can be found in Attachment 1.

In addition, the new anti-bullying legislation requires that districts report on all training conducted and programs implemented to reduce HIB. Since this information is not incident specific, we are in the process of identifying a mechanism to collect the information. Guidance will be provided in the near future.

As a reminder, the new anti-bullying law requires the superintendent of schools to report incidents of violence, vandalism, and HIB to the board of education at a public hearing two times

per year, once between September 1 and January 1 and once between January 1 and June 30. The reports pertain to the incidents that occurred, the training conducted and programs provided during the previous reporting period. Between September 1, 2011 and January 1, 2012, superintendents must report on 2010-2011 incidents and only the data that was collected during that time. Between January 1, 2012 and June 30, 2012, the report will include the data collected between September 1, 2011 and January 1, 2012, including the newly required data on HIB.

I hope that this information will assist you and your staff (e.g. anti-bullying coordinators and specialists, administrators, EVVRS data entry staff and school safety team members) in recording the information that you will need to report to the public and the NJDOE. If you have any questions, please call Greg Kocher, coordinator, Data Collection and Evaluation at 609-292-5935 or e-mail us at evvrs@doe.state.nj.us. Thank you for your continued efforts to report accurate data that will aid in assessing the needs of our schools and students.

SM/GK/s:\eval&dc\dc\evvrs\correspond\csa memo 2011-2012 forms_092111.docx
Attachments

c: Acting Commissioner Christopher D. Cerf
        Andrew Smarick
        Dave Hespe
        Barbara Gantwerk
        Peggy McDonald
        Carly Bolger
        Gregg Kocher
        Gary Vermeire
        LEE Group
        Garden State Coalition of Schools
        Executive County Superintendents