

NJ Child Assault Prevention 2006/2007 APPLICATION "No More Bullies, No More Victims" K-8

"No More Bullies, No More Victims" is New Jersey Child Assault Prevention's bullying initiative for schools (grades K - 8th). The most effective prevention program for any school or district is one which involves the entire school community. As such, the CAP bullying prevention program offers a series of workshops for staff, parents and students to assess the specific nature of bullying in the school, to train adults in appropriate intervention strategies and to improve student social skills. (See pages 4, 5& 6 for specific program component information.)

• **This application is to be completed for each school in the district.** School Principal will complete the application, review and sign implementation timelines and contract criteria, and return to **CAP State Office, 900 Hollydell Court, Sewell, NJ 08080, #856-582-8282, FAX #856-582-3588** by **June 30, 2006**.

Schools applying for the CAP funding must provide a minimum of 30% of the total cost of implementation. Exceptions to that provision must be approved by the State CAP Office. This approval will be based on fiscal needs. If your district is eligible for urban aide funding or can document financial need and other related factors, the provision may be waived. Please attach documentation when requesting exemption from the 30% funding requirement.

Depending on availability of funds, the district may be responsible for additional funding.

(Please Print)
 COUNTY: _____ SCHOOL: _____
 SCHOOL PRINCIPAL: _____
 PHONE: _____
 ADDRESS: _____

PLEASE COMPLETE THE FOLLOWING FUNDING REQUEST:

The following should be completed in conjunction with the county CAP coordinator. The "No More Bullies, No More Victims" program requires a staff in-service for teachers. The in-service date should be reserved in advance.

Please indicate a tentative in-service date _____. Grant monies will not be authorized to districts that cannot guarantee in-service dates.

1.

a) \$205.00 x _____ # of 3 rd -8 th grades in district/school	\$ _____
b) \$225.00 x _____ # of K-2 nd grades in district/school	\$ _____
c) \$205.00 Staff in-service	\$ _____
d) \$205.00 Parent workshop	\$ _____
e) \$355.00 Implementation/Program Review *	\$ _____

***(This is not optional. The implementation and program review meetings are required for each school that does the 3rd-8th grade program.)**

Total cost of implementation (a+b+c+d+e) = \$ _____

Minimum school funding =\$(Total) _____ x .30 = \$ _____

Partial grants may be awarded.

*** If the application is not approved for funding, the district may still implement the CAP program with other funding. Schools have utilized Character Ed and Title IV (Safe Schools Drug Free) monies as a resource to fund this program. You may download additional applications from the NJ CAP website at www.njcap.org**

PLEASE COMPLETE THE FOLLOWING QUESTIONS:

- 1. When did your district last implement the CAP Elementary Program?**

- 2. When did you last implement the “No More Bullies, No More Victims” (NMB,NMV) program? In what grades was the program implemented?**

- 3. What needs do you think the NMB,NMV program will meet in your school and/or community?**

- 4. What kind of broad-based support will your school provide for the program?**
This statement should include:
 - **in-kind contribution which teaching staff will render on behalf of the project (e.g. in-service time, curriculum additions focusing on bullying prevention issues, bulletin boards, etc.)**
 - **commitment which the parent/home organizations will render on behalf of the project**

- 5. A statement of the service which parent/home organizations will render on behalf of the project?**

- 6. How will the NMB, NMV fit into your current social skills program?**

- 7. A statement on future plans on follow up of this K-8 program. Will you provide for the maintenance phase of the program for next year? Will you include CAP in your character education/ health curriculum in the future?**

TIME LINES/DEADLINES

By June 30, 2006 - All School Principals interested in applying for CAP monies will complete application, receive school board approval and return application to the CAP State Office.

By July 31, 2006- The CAP State Office in conjunction with School Principals and County Coordinators will have selected schools and notified them of this selection.

By January 22, 2007- All workshops will have been scheduled with the CAP County coordinator.

By April 27, 2007 - All adult and students workshops will have been completed. Deadline extensions must be negotiated with the State CAP Office.

The CAP County Coordinator will have completed evaluation process in each school one month after delivery of service.

I have read and agreed to the above deadlines and I understand that they are essential for the efficient implementation of the “No More Bullies, No More Victims” program within my district/school.

District Superintendent

School Principal

Date

Date

CONTRACT CRITERIA

A school district/school that chooses to nominate itself will meet the following criteria:

- 1. Will agree to have county coordinator and CAP facilitators implement the “No More Bullies, No More Victims” model according to the design of NJ CAP, including:**
 - a. **Administrative Meeting**-30-60 minutes. This meeting should be scheduled in the fall of the school year. The CAP County Coordinator will meet with administration to discuss all specifics of the program.
 - b. **Staff In-service**- 1 ½ - 2 hours of continuous and uninterrupted time for teacher/staff in service. All school staff are invited including cafeteria workers, playground aides and any auxiliary staff that interfaces with the children.
 - c. **Implementation Planning Meeting**- 30-60 minutes (The implementation meeting is more effective after the staff in-service) Principal, school nurse, counselor, school based planning committee, school management team, parent representatives, student representatives, staff representatives, etc. and CAP coordinator should attend to discuss the specific needs of the school community and plan the implementation of school workshops.
 - d. **Parent Workshop**- 1 ½ - 2 hours. This workshop gives parents the opportunity to discuss the problem of bullying behaviors in the school community and to give strategies to help their children who may be victims, bullies or witnesses.
 - e. **Student Workshops**- Developmentally appropriate for students in Kindergarten to 8th grades, this workshop helps sensitize students to the role of the victim, bully and witnesses. Strategies to de-escalate bullying will be presented.

K-5 grades - one hour classroom presentation, 30 minutes review time
6th-8th grades- 40 minutes classroom presentation, 30 minutes review time for every two classes

Review Time – Allows students the opportunity to individually discuss issues about bullying. Specific incidents of child against child abuse will be handled and referred appropriately.
 - f. **Program Review Meeting**- 60 minutes. Within one month of concluding the student workshops this meeting helps to conclude the program by reviewing the student’s feedback. Attended by the original implementation team, Principal, school nurse, counselor, parent representatives, student representatives, staff representatives, etc., and CAP coordinator. A report will be given to the committee which will summarize the amount and severity of bullying in the school from the school communities perspective. A suggested timeline will be given to the committee for ongoing de-escalations of bullying in the school, including setting up school policies, adult intervention and community committees on bullying.
 - g. **Exit Interview**- Within 6 weeks of completing school, this meeting will allow feedback from school administrator and a written evaluation.
- 2. All schools will have school board approval.**
- 3. All schools will have support of home/school organization.**
- 4. All schools will be available for implementation during the months of September 2006 – March 2007.**
- 5. All schools will participate in a CAP evaluation after completion of project via an Exit Interview with principal and a teacher evaluation instrument.**
- 6. Counties in which CAP is not administered by an agency the School Board Secretary, will handle grant monies. It shall be the sole financial responsibility of local school administrator to facilitate payment of CAP staff upon completion of the project in his/her school. PAYMENTS TO CAP FACILITATORS WILL BE MADE WITHIN 14 WORKING DAYS AFTER THE COMPLETION OF WORKSHOPS AT EACH SCHOOL.**

I have read and agreed to the above terms for application.

District Superintendent

School Principal

Date

Date