

Welcome



We would like to take this opportunity to welcome, and to thank you in advance for your dedication and hard work for this upcoming school year.

As an Affirmative Action representative and/or Anti-Bullying specialist, you are the go-to person in your building for issues relating to discrimination of the protective classes, sexual harassment, and bullying.

If you ever have any questions or concerns relating to procedures, feel free to contact the Culture & Climate Team at x10898.

All incidents should be entered using HIBster.

Here are list of some of your duties as an Affirmative Action representative/Anti-Bullying specialist:

TRAIN STAFF AND STUDENTS ON AFFIRMATIVE ACTION & ANTI-BULLYING POLICIES AND PROCEDURES

ATTEND CULTURE & CLIMATE WORKSHOPS & TRAININGS

INVESTIGATE CLAIMS IN A TIMELY MANNER

INFORM ADMINISTRATOR OF CLAIMS IN A TIMELY MANNER

RECOMMEND RESOLUTIONS TO ADMINISTRATOR FOR SUBSTANTIATED CLAIMS

DISPLAY POLICY, PROCEDURES, & RESOURCES IN A DESIGNATED AREA

MAINTAIN CONFIDENTIALITY

**WE LOOK FORWARD TO A SUCCESSFUL
AND PRODUCTIVE SCHOOL YEAR!!!!**