

BACK BY POPULAR DEMAND! FEBRUARY 2017

The SRI&ETTC and LEGAL ONE at NJPSA-FEA are proud to present

WRITING EFFECTIVE HIB REPORTS

Thursday, February 2, 2017

*A presentation for Principals, Assistant Principals, Anti-Bullying Specialists,
Anti-Bullying Coordinators, Superintendents, Assistant Superintendents*



Proper documentation is a critical aspect of every HIB investigation. This workshop will provide a framework for writing HIB reports and properly documenting all aspects of HIB investigations. Participants will review sample reports that are well written and poorly written, identify the elements of effective report writing, review sample scenarios and real-world incidents, and practice writing reports. Also included

is a review of the role of key stakeholders in the HIB Report writing process, including the role of witnesses, alleged targets and victims, parents, Anti-Bullying Specialist, Anti-Bullying Coordinator, school principal, superintendent, board of education and school attorney. Participants will also review HIB records under FERPA, and will understand the parameters of student confidentiality in relation to HIB reports.

This workshop will be presented by David Nash, Esq., LEGAL ONE Director, FEA.
For more information on LEGAL ONE visit www.njpsa.org/legalonenj.

Date: Thursday, February 2, 2017

Time: 9:00 am - 3:00 pm

Cost: \$178.00 or 7 ETTC Hours

Audience: Principals, Assistant Principals, Anti-Bullying Specialist, Anti-Bullying Coordinators, Superintendents, Assistant Superintendents

Location: SRI&ETTC Parkway Building, 10 West Jimmie Leeds Road, Galloway, NJ

Seats are limited, pre-registration is required!

For more information or to register please visit www.etc.net or call 609-626-3850.

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