

# Reporting

All employees and agents of a public school district, charter school or private school have an obligation and legal responsibility to report misconduct by instructional personnel and school administrators which affects the health, safety or welfare of a student



## Professionals' Misconduct

Obscene language

Drug and alcohol use

Disparaging comments

Prejudice or bigotry

Sexual innuendo

Cheating

Testing violations

Physical aggression

Accept or offer favors

If someone tells you about misconduct, be a LEADER:

Listen

Evaluate

Act immediately

Document

Encourage

Report

### Report to:

(your school or district contact information below)

Name: School Administrator, Supervisor or Aimee Ferguson

Title: Director of Human Resources

Phone: 904-966-6810

Failure to report misconduct may result in penalties up to termination of employment and revocation of an educator's certificate



# Reporting Misconduct

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