



Green Township School District

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Mrs. Jennifer Thompson
Principal/Coordinator
of Instruction

Mr. John Z. Nittolo
Superintendent

Ms. Sallyann McCarty
Business administrator/Board
Secretary

2018-2019

Harassment, Intimidation, and Bullying (HIB) Procedure

If a student feels like they are a victim or witness bullying, they can tell ANY adult in Green Hills School. Mrs. Lutz is the Anti-Bullying Specialist (ABS) and Mrs. Thompson is the Anti-Bullying Coordinator (ABC). Incidents can be reported to either of them as well. A student can report bullying anonymously by putting a note in the box outside of Mrs. Lutz's office. A student can also email their concerns to Mrs. Lutz (tlutz@greenhills.org) or Mrs. Thompson (jthompson@greenhills.org).

The procedure for an HIB Investigation is as follows:

- Students are interviewed/witnesses interviewed
- Parents of the victim and offender are notified
- Information is compiled, typed in a report, and reviewed by ABS and ABC
- Report is given to superintendent
- Report is given to the school board at the next scheduled meeting (redacted)
- Parents are sent a letter by the ABS of the findings of the investigation, as well as options to appeal the findings
- The BOE votes to affirm, reject, or modify the decision at a subsequent board meeting
- Parents can request a copy of the final report (with students' names redacted)