

For: School and district administrators, school counselors, classroom teachers, special educators, Title VI, Title IX and Section 504 coordinators, and other educational professionals who are responsible for designing, overseeing or implementing a school's response to bullying and harassment



Skills and Strategies for Successfully Investigating Complaints and Reports of Harassment and Bullying in Schools and Cyberspace



**Featuring
Workshop Trainer
Richard W. Cole, Esq.,
Civil Rights and Safe Schools Consultant**

Wednesday, March 11, 2015
At the MSSAA Office, Franklin

Sign-In/Registration: 8:00 am to 8:30 am
Workshop: 8:30 am to 3:00pm
Fees: Member \$195/Non-Member \$260

6-10 PDPs

Legal/Supporting Students

This highly rated, one-day interactive workshop is designed for administrators and other educators to learn about the legal and practical requirements for effectively investigating and making determinations in response to complaints or reports of harassment or bullying in schools or in cyberspace. The workshop will examine the legal mandates for investigations under the Massachusetts Bullying Law and federal civil rights laws. Participants actively “investigate” a school-related incident, performing “mock” investigative interviews, making investigative findings, drafting an investigative report, and determining the school’s response, based on a case scenario. This unique workshop includes an interactive presentation and demonstrations. Participants will also examine the critical role investigations play in protecting victims, deterring perpetrators, identifying broader school climate concerns, promoting learning and preventing school liability.

Participants will learn the skills and strategies for:

- Responding effectively to complaints and reports of harassment and bullying.
- Performing effective investigative interviews.
- Determining when an incident involves bullying or civil rights (e.g., sex, sexual orientation, disability, race, ethnicity, and religion).
- Assessing credibility and making credibility determinations.
- Collecting and evaluating relevant information, including corroborative facts.
- Identifying patterns of behavior and broader school climate and safety concerns.
- Effectively documenting investigations and preparing investigative reports.
- Determining an appropriate school response to bullying or harassment.

Richard Cole is a nationally recognized civil rights attorney, former Assistant Attorney General and Civil Rights Division Chief in the Massachusetts Office of Attorney General. During his 16 years in civil rights leadership positions, he developed and led the office’s innovative civil rights and anti-discrimination litigation, enforcement and public-policy initiatives.

MSSAA Workshop Registration Policies

Cancellation: Cancellations received up to 72 hours before the workshop will be honored. If you do not cancel and do not attend, you are responsible for full payment.

Inclement Weather: If the weather is uncertain, please check the website at www.mssaa.org after 6:15 a.m. on the morning of the workshop or call the MSSAA front desk at (508) 541-7997 for updates.

Confirmation: If you have not received an email confirming your acceptance within a few days of registering, please contact Michele Blackburn at (508) 541-9818 or mblackburn@mssaa.org. This printed email is proof of registration.

Group Discount: Schools or Districts sending in three or more registrations together via the same method (online, mail, or fax) qualify for a discount of \$20 per person per workshop.

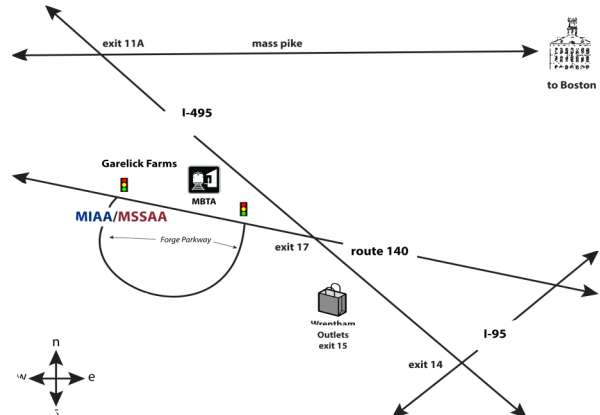
"Umbrella": Teachers may register at the member rate if their building principal is an MSSAA Member.

Early Bird Discount
10% Off
If we receive your registration
AT LEAST one month prior
to the workshop date



DIRECTIONS TO MSSAA

For written directions to our office please visit:
<http://www.mssaa.org/directions>



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Name: _____

School: _____ Position: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone & Ext: _____

Cell Phone (for emergency/cancellation text updates): _____

Email (mandatory): _____

Program fee includes training, training materials, continental breakfast and lunch!

Total Registration Fee: \$ _____

Check or Purchase Order #: _____

Credit cards accepted on the day of the workshop: Visa, MasterCard

Return this form to: Michele Blackburn, MSSAA, 33 Forge Parkway, Franklin, MA 02038
or fax to: MSSAA, Attention: Michele Blackburn (508) 541-9888

Register online at <http://mssaa.org/professionaldevelopment>



Earn four additional PDPs (per day) by using workshop content in your school or district! Information on earning additional PDPs will be included in your workshop packet. Participants may combine PDPs earned for workshops in the same strand.