



WHO SHOULD REPORT PROFESSIONAL MISCONDUCT?

- Classroom teachers
- Paraprofessionals/ Aides and Substitute teachers
- Librarians, guidance counselors and social workers
- Career specialists and school psychologists
- Principals, Assistant Principals and Deans
- All employees and agents of a district school board, charter school or private school have a duty to report misconduct.

HOW TO REPORT MISCONDUCT

- Report allegations or suspicion of misconduct by an instructional personnel member to your school Administrator or district contact
- Report allegations or suspicion of misconduct by your school administrator to your district contact • Document the activities or details of the event.
- Secure evidence (if applicable)

Who to Report to:

Maryann Jimenez, School Principal 904-398-1774

Father Frederick Parke, Church Pastor 904-398-1963

Diocese of St. Augustine Office of Educational Services Deacon Scott Conway -Superintendent

904-262-0668

The Office of the Bishop- Diocese of St. Augustine Bishop Felipe Estevez- 904-262-3200 X136

Department of Children and Family 1-800-96-ABUSE