



Annual Training Verification Signature Page FY2025

All North River Collaborative (NRC) employees are expected to be knowledgeable about the policies and procedures adopted by the North River Collaborative Board of Directors. Each employee must undergo a training on the policies listed below when hired and annually (normally at the Annual Staff Orientation). In addition, employees must verify that they have received (or have access to) various policies, procedures, and handbooks.

- 1. Discrimination and Harassment Policy, Complaint Procedure, Title IX
- 2. Anti-Bullying and Cyberbullying Prevention Policy
- 3. Mandated Reporting (51A)
- 4. Physical Restraint
- 5. Student Records and Confidentiality
- 6. Special Education
- 7. Social Networking
- 8. Universal Precautions for School Settings
- 9. Reporting Changes of Status
- 10. Employee Conduct
- 11. Organizational Chart, Employee Forward
- 12. NRC Personnel Policies and Procedures Handbook
- 13. NRC Transportation Department Highlights
- 14. Ethics Certificate for the State of Massachusetts

NRC Personnel Policies and Procedures

By signing below, I acknowledge receiving a training on the policies I have checked above. I understand that I should direct any questions that I may have about NRC policies and procedures to my supervisor. I understand that the documents used for the training can be found on the North River Collaborative website under “Staff Resources” and “Mandatory Training – NRC Staff.”

In addition, I acknowledge that I have access to the NRC Handbook of Personnel Policies and Procedures and the NRC Transportation Policies and Procedures Handbook located on the Staff Resources Webpage of the NRC Website under “Staff Resources.” I also understand that other handbooks and procedures specific to individual NRC programs are located on the Staff Resources Webpage and any that are not will be provided to me if requested in writing.

First and Last Name (print)	
NRC Program Name	
Position	
Date Completed	
First and Last Name (<i>signature</i>)	