



## THOMAS JEFFERSON ELEMENTARY SCHOOL

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MS. STEPHANIE MITCHELL  
Principal

MR. CRAIG CURTIS  
Assistant Principal

October 20, 2011

RE: Recommendation Letter for Jim Jordan's Anti-Bullying Program

Dear Educator or Coordinator,

It is my sincere personal and professional pleasure to recommend the Anti-Bullying expertise of Mr. Jim Jordan and his associates. I have implanted his strategies and secured his services as a school administrator in Illinois for several years. First, he served our students and staff at Simmons Middle School in East Aurora School District #131. He trained our entire middle school staff for a half day school improvement day on identifying, targeting, and addressing the subtleties of student-on-student harassment: verbally, physically and electronically. He provided practical idea and realistic strategies for teachers to use and to share with their students. Mr. Jordan initiated the Speak Up Program that affords students the opportunity to anonymously report bullying in and around the school. Additionally, this program includes an online student survey for students to report bullying in terms of who, what, where and when this is most likely to occur. Student survey response data is managed by Mr. Jordan's staff and accessible to school administrators upon request at any time. Data collected provides school personnel access to issues students are dealing with, locations the harassment is occurring, and time of day it is most likely to occur.

Last year and this, I recommended Mr. Jordan's Programs to my new district North Berwyn School District 98 in Berwyn, IL, a suburb of Chicago. Here in Berwyn, we used the portions of his program that is best suited to our district needs, primarily workshops for our teachers. His programs can be tailored to fit the needs of your individual school district, which serves to be the most cost effective.

Mr. Jordan's Programs teaches students and staff how to recognize and prevent bullying and harassment, but it also provides programs to inform parents of the symptoms their child may experience if being harassed. It also provides strategies on how to speak with their children and proceed once they discover their child has been targeted.