

# Intradistrict Communication

DATE: August 5, 2024

TO: All Administrators

FROM: Michael Anderson, Associate Superintendent  
Travis Hamblin, Director of Student Services  
McKinley Withers, Health and Wellness

SUBJECT: 2024-25 Employee Wellness Representatives

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As a reminder, each school or department is invited to select an employee wellness representative! **The Educator Wellness Representatives will support faculty/staff wellness efforts within your schools.**

**Action Items for administrators:** If you haven't already, please [nominate](#) your Educator Wellness Representative for the 24-25 school year!

## **Educator Wellness Representatives Duties include:**

- Will attend bi-annual in person training on 9/18/24 & 1/8/25
  - **\*\*Schools will need to cover the cost of the sub\*\***
- Promote wellness initiatives at the District and school level
- Lead and support faculty/staff wellness efforts at your school throughout the year
- Maintain a connection with District Wellness Specialists
- Model educator wellness for the school community

## **Steps to having an educator wellness rep for your school or department:**

- Consider the following:
  - a. Reps must be a licensed, non-administrative staff member. **We highly recommend using a non-mental health team staff member.** Also, we recommend they work with a leadership team or social committee at your school.
  - b. Principals may work with their current reps to see if they're interested in doing this important work again for the upcoming school year.
- Principal nominates **ONE** educator wellness representative for each school using this [form](#).

- Support your wellness rep throughout the year as the work to enhance your school or department!