

MANDATORY TRAINING & LEGAL REQUIREMENTS

The district provides asynchronous learning opportunities for all educators to complete mandatory trainings and legal requirements each year.

The time is allocated during workshop days before school starts. Classified staff may remain on the clock while completing their training requirements. Every individual must log into the system with their OWN account to document completion. Groups may not watch the training together using one person's account.

Staff who are hired after the start of the school year through March 1, will also be enrolled in the asynchronous training opportunities. This requirement may be completed during preparation time or during additional clock hours.

The mandatory district-wide training is divided into several learning modules that range from eight to twenty-five minutes each. They do not all need to be completed at the same time.

Reminder emails are shared with individuals who have not completed the required training throughout the year. After March 1, the list of individuals who have NOT completed the mandatory training is included in the district report to the state.

Professional responsibilities are an expectation for all.

If an educator fails to adhere to completion of legal requirements, it may be reflected in their final evaluation as part of their professional responsibilities.

Professional responsibilities are outlined in the Teacher Handbook aligned to the negotiated agreement:

- Adhering to school and district policies and procedures
- Maintaining expertise in content and pedagogy
- Promoting teacher leadership and collaboration

The statements in this document are intended to provide guidance for daily procedures and practices in order to maintain order, efficiency, and continuity amongst our schools.