

CHILD NUTRITION (9)

ALCOHOL & DRUG AWARENESS FOR EMPLOYEES, BLOODBORNE PATHOGENS, BULLYING, CIVIL RIGHTS, ***CONFIDENTIALITY**, CULTURAL AWARENESS, ***FERPA**, LPS HAZARD COMMUNICATION PLAN, SUICIDE PREVENTION

TRANSPORTATION (11)

ALCOHOL & DRUG AWARENESS FOR EMPLOYEES, BLOODBORNE PATHOGENS, BULLYING, ***CONFIDENTIALITY**, EFFECTIVE COMMUNICATION, CULTURAL AWARENESS, ***FERPA**, FIRST AID IN SCHOOLS, LPS HAZARD COMMUNICATION PLAN, SCHOOL BUS DRIVER SAFETY, SUICIDE PREVENTION

CUSTODIAL (11)

ALCOHOL & DRUG AWARENESS FOR EMPLOYEES, ASBESTOS AWARENESS, REFRESHER, BLOODBORNE PATHOGENS, BULLYING, ***CONFIDENTIALITY**, CULTURAL AWARENESS, HAZARD COMMUNICATIONS, LPS HAZARD COMMUNICATION PLAN, LADDER SAFETY, SLIP & FALL PREVENTION, SUICIDE PREVENTION

ALL MAINTENANCE/ WAREHOUSE (9)

ALCOHOL & DRUG AWARENESS FOR EMPLOYEES, ASBESTOS AWARENESS, REFRESHER, BLOOD- BORNE PATHOGENS, BULLYING, HAZARD COMMUNICATIONS, CULTURAL AWARENESS, LPS HAZARD COMMUNICATION PLAN, LADDER SAFETY, SUICIDE PREVENTION

AC, PLUMBING & ELECTRICIANS (+1) LOCK OUT, TAG OUT (Under OPTIONAL list)

DISTRICT POLICE (16)

ACTIVE SHOOTER, ALCOHOL & DRUG AWARENESS FOR EMPLOYEES, BLOODBORNE PATHOGENS, BULLYING, CHILD ABUSE-OK, CIVIL RIGHTS, CULTURAL AWARENESS, CYBERBULLYING, DIVERSITY FOR EMPLOYEES, GANG AWARENESS, GENERAL HARASSMENT, LPS HAZARD COMMUNICATION PLAN, MENTAL ILLNESS AWARENESS FOR EDUCATORS, SEXUAL HARRASSMENT, SUICIDE PREVENTION, WORKPLACE VIOLENCE

SUBSTITUTE TEACHERS (8)

ALCOHOL & DRUG AWARENESS FOR EMPLOYEES, BLOODBORNE PATHOGENS, BULLYING, ***CONFIDENTIALITY**, CULTURAL AWARENESS, ***FERPA**, A GUIDE FOR SUBSTITUTE TEACHERS, SUICIDE PREVENTION

CROSSING GUARDS (2): BULLYING, BLOODBORNE PATHOGENS

- LPS employees will have **REQUIRED** GCN tutorials to complete annually, set by job supervisors/categories.
- Tutorials for your job category will appear under the “**Required Tutorials**” tab, in your personal GCN account.
- Other GCN titles listed under the “**Optional Tutorials**” tab, are available for anyone to view and complete.
- Your administrator/supervisor may require additional tutorials to complete.
- LPS employees can print their own certificates upon completion of **All REQUIRED TUTORIALS**. Submit a copy to supervisor/administrator if required.
- You should **always** print/keep a copy for your own records.
- Do not send certificates to facilitator Diane Denham

LAWTON PUBLIC SCHOOLS



TRAINING BROCHURE FOR 2019-2020

WELCOME TO THE GLOBAL COMPLIANCE NETWORK!

Global Compliance Network is an online, web-based training site covering topics from Health & Safety to Policies & Regulations. Most tutorials take only 15-25 minutes to complete. Accounts are set up when employee information is submitted to a GCN facilitator.

To meet district, state and federal training requirements, all LPS employees MUST complete training through the GCN website ANNUALLY, beginning JULY 22, 2019.

Facilitators:

Project Manager

Diane Denham:

ddenham@lawtonps.org 580-215-0255 ext.2352

Sherry Cargill:

sherry.cargill@lawtonps.org

580-215-0255 ext. 2025

Setup new accounts/update existing accounts

Steps to Log-In/Complete Tutorials

1. Go to www.gcctraining.com
2. Click on “Login to View Training”
3. New or Existing User ? If you see this step click Version 5 login
4. Enter LPS Organization ID: 101736p - click SUBMIT
5. Enter User ID and click submit... **If you do NOT have a User ID or do not remember click I was not given a User ID and follow the prompts to retrieve or create one.**
6. Once logged in, the Tutorial Listing page will show - the tabs listing of Required Tutorials and Optional Tutorials on the left; and Your Name will appear top of the page, and the Print Your Certificate button in the box on the right
(Please note the recommendation to SAVE PAPER by waiting to print a certificate upon completion of ALL tutorials!)

REQUIRED TUTORIALS BY JOB CATEGORIES & DUE DATES FOR COMPLETION: *COMPLETE HIGHLIGHTED TUTORIALS BY SEPTEMBER 6, 2019.

ALL OTHERS BY OCTOBER 25, 2019. ALL HIRES AFTER OCTOBER 25, 2019 ARE REQUIRED TO COMPLETE WITHIN 30 DAYS FROM DATE OF EMPLOYMENT.

PRINCIPALS/ADMIN (13)

ALCOHOL & DRUG AWARENESS FOR SUPERVISORS, AUTISM (ONCE EVERY THREE YEARS), BLOODBORNE PATHOGENS, BULLYING, CHILD ABUSE-OK, CIVIL RIGHTS, ***CONFIDENTIALITY**, CULTURAL AWARENESS, ***FERPA**, LPS HAZARD COMMUNICATION PLAN, READING DISABILITIES DYSLEXIA (ONCE EVERY THREE YEARS), ***SECTION 504**, SUICIDE PREVENTION

TEACHERS/NON-CLASSROOM (13)

ALCOHOL & DRUG AWARENESS FOR EMPLOYEES, AUTISM (ONCE EVERY THREE YEARS), BLOODBORNE PATHOGENS, BULLYING, CHILD ABUSE-OK, CIVIL RIGHTS, ***CONFIDENTIALITY**, CULTURAL AWARENESS, ***FERPA**, LPS HAZARD COMMUNICATION PLAN, READING DISABILITIES/DYSLEXIA(ONCE EVERY THREE YEARS), ***SECTION 504**, SUICIDE PREVENTION

OTHER SUPPORT (11)

ALCOHOL & DRUG AWARENESS FOR EMPLOYEES, BLOODBORNE PATHOGENS, BULLYING, CHILD ABUSE-OK, CIVIL RIGHTS, ***CONFIDENTIALITY**, CULTURAL AWARENESS, ***FERPA**, LPS HAZARD COMMUNICATION PLAN, ***SECTION 504**, SUICIDE PREVENTION

INSTRUCTIONAL SUPPORT (10)

ALCOHOL & DRUG AWARENESS FOR EMPLOYEES, BLOODBORNE PATHOGENS, BULLYING, CHILD ABUSE-OK, CIVIL RIGHTS, ***CONFIDENTIALITY**, CULTURAL AWARENESS, ***FERPA**, LPS HAZARD COMMUNICATION PLAN, SUICIDE PREVENTION

SECRETARIAL (10)

ALCOHOL & DRUG AWARENESS FOR EMPLOYEES, BLOODBORNE PATHOGENS, BULLYING, CHILD ABUSE-OK, CIVIL RIGHTS, ***CONFIDENTIALITY**, CULTURAL AWARENESS, ***FERPA**, LPS HAZARD COMMUNICATION PLAN, SUICIDE PREVENTION

MEDIA CENTER (9)

ALCOHOL & DRUG AWARENESS FOR EMPLOYEES, BLOODBORNE PATHOGENS, BULLYING, CHILD ABUSE-OK, CIVIL RIGHTS, ***CONFIDENTIALITY**, CULTURAL AWARENESS, ***FERPA**, LPS HAZARD COMMUNICATION PLAN, SUICIDE PREVENTION

TITLE I PARAPROFESSIONALS (8)

ALCOHOL & DRUG AWARENESS FOR EMPLOYEES, BLOODBORNE PATHOGENS, BULLYING, CHILD ABUSE, ***CONFIDENTIALITY**, CULTURAL AWARENESS, ***FERPA**, READING DISABILITIES/DYSLEXIA, SUICIDE PREVENTION