

2015-2016 Training Schedule

Updated January 2016

| Month            | Training                               | Who                                       | Responsible              | Time                             |
|------------------|----------------------------------------|-------------------------------------------|--------------------------|----------------------------------|
| <b>August</b>    |                                        |                                           |                          |                                  |
| 14               | New Hire 101                           | New Hire                                  | HR                       | 8am - 5pm                        |
| 14               | TalentEd Eval System                   | Management                                | HR                       | 9:30am - 12pm                    |
| 26               | HR Webinar                             | HR                                        | HR                       | 11am - 1pm                       |
| 26               | Moodle Coarse Deisgn                   | Consultants                               | Health Center            | 9am - 10am                       |
| 28               | Employee Handbook                      | Finance                                   | HR                       | 1pm - 2:30pm                     |
| <b>September</b> |                                        |                                           |                          |                                  |
| 1                | PBIS Module 1                          | R7                                        |                          | 9am - 11am                       |
| 1                | RM & ARM Microix Training              | RMs & ARMs                                | Finance                  | 10:45am -12pm                    |
| 2                | ASQ Training for EHS                   | EHS Teachers                              |                          | 9am - 11am                       |
| 4                | New Hire 101                           | New Hires                                 | HR                       | 8am - 5pm                        |
| 9                | ED & FCE                               | Teachers                                  |                          | 8am - 4pm                        |
| 10               | ED & FCE                               | Teachers                                  |                          | 8am - 4pm                        |
| 10               | Creating Connections                   | ECECs & FSCs                              | Marci Gaston             | 8am - 4pm                        |
| 10               | Medic First Aid CPR                    |                                           | Jean Sperry              | 8:30am - 9:30am & 2pm - 3pm      |
| 10               | Food Service Training                  | FSWs                                      | Kitchen Staff            | 10am - 3:30pm                    |
| 11               | All Staff                              | All Staff                                 | Training Committee       | 8am - 12pm                       |
| 11               | Dr. Lake (leadership advisory council) | ECECs & FSCs                              |                          | 1pm - 3pm                        |
| 14               | HR Rotation                            | R1 & R2                                   | Mary Margaret & HR       | 8:30am - 10:30am                 |
| 18               | New Hire 101                           | New Hires                                 | HR                       | 8am - 5pm                        |
| 24               | Medic First Aid CPR                    |                                           | Jean Sperry              | 8:30am - 9:30am & 2pm - 3pm      |
| 24               | TalentEd Perform Roll-Out              | Exec, IT, Sami                            |                          | 1pm - 2pm                        |
| 25               | TalentEd Perform Roll-Out              | Consultants, Mycena, Dee, Karla & Vanessa |                          | 9:30am - 10:30am                 |
| 25               | Talent ED Preform Training             | Consultants                               | HR                       | 9:30am - 10:30am                 |
| <b>October</b>   |                                        |                                           |                          |                                  |
| 2                | New Teacher Training Series            | New Teachers                              | Kerry Holmes             | 9am - 12pm                       |
| 2                | TalentEd Preform Roll-Out              | Region 2, 3, 6                            |                          | 1pm - 2pm, 9am - 10am, & 10:30am |
|                  | TalentEd Preform Roll-Out              | Region 4 (no Florence)                    |                          | 1pm - 2pm                        |
| 9                | New Staff 101                          | New Staff                                 | HR                       | 8am - 5pm                        |
| 14               | Play Safe Be Safe Training             |                                           |                          | 9am - 12pm                       |
| 14, 21, 28       | SEEKERS                                |                                           | Seekers advisory committ | 9am - 4pm                        |

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| 15, 29           | Medic First Aid CPR                   |                       | Jean Sperry                | 8:30am - 9:30am & 2pm - 3pm    |
| 16               | TalentEd Preform Roll-Out             | Region 7 & Florence   |                            |                                |
| 16               | Teacher Meeting                       | Teachers              | Kerry Holmes               | 8:30am - 4pm                   |
| 21               | TalentEd Preform Roll-Out             | Ras                   |                            |                                |
| 22               | PC New Council Training               | PC Members            | Executive Administration   | 6pm - 9pm                      |
| 23               | New Staff 101                         | New Staff             | HR                         | 8am - 5pm                      |
| 29               | SP Medic Class for Parents            | Parents               | Jean Sperry                | 5:30pm - 9pm                   |
| 30               | Creating Connections Training         | ECECs & FSCs          | Marci Gaston               | 8am - 1pm                      |
| 30               | TalentEd Preform Roll-Out             | Region 1 & 5          |                            | 9am - 10am & 10:30am - 11:30am |
|                  |                                       |                       |                            |                                |
| <b>November</b>  |                                       |                       |                            |                                |
| 4, 5, 6          | State Meeting                         | State Representatives | OHSA                       | All Day                        |
| 4, 11, 18, 25    | SEEKERS                               |                       | Seekers advisory committee | 9am - 4pm                      |
| 6                | New Staff 101                         | New Staff             | HR                         | 8am - 5pm                      |
| 6                | New Teacher Training                  | New Teachers          | Kerry Holmes               | 9am - 12pm                     |
| 6                | Creating Connections                  | ECECs & FSCs          | Marci Gaston               | 11am - 5pm                     |
| 6                | Webinar: Breaking Bad Communications  | Managers              | Charlene Strauch           | 11am - 12pm                    |
| 9                | TalentED Preform                      | EHS Staff             | Bonnie Middleton           |                                |
| 13               | Zimbra Training                       | Doe Chasco            | Mel Stiner                 | 10:30am - 11:30am              |
| 13               | Trama Informed                        | EHS                   | Jenny Wilson               | 8:30am - 4:30pm                |
| 16               | Wbinar: Stress Free Relationships     | Managers              | Charlene Strauch           | 11am - 12pm                    |
| 19               | Medic First Aid/ CPR                  |                       | Jean Sperry                | 8:30am - 9:30am & 2pm - 3pm    |
| 20               | New Staff 101                         | New Staff             | HR                         | 8am - 5pm                      |
| 20               | Teacher Meeting                       | Teachers              | Kerry Holmes               | 8:30am - 4pm                   |
|                  |                                       |                       |                            |                                |
| <b>December</b>  |                                       |                       |                            |                                |
| 1, 2, 3, 4       | Parent & Family Engagement Conference |                       | National HS Association    | All Day                        |
| 2, 9, 16, 23, 30 | SEEKERS                               |                       | seekers advisory committee | 9am - 4pm                      |
| 2, 3, 4          | Zero to Three                         | ID Staff              | OHS                        | All Day                        |
| 4                | New Teacher Training                  | New Teachers          | Kerry Holmes               | 9am - 12pm                     |
| 8                | Webinar: Uniform Guidance             | Managers              | Charlene Strauch           | 12pm - 2pm                     |
| 17               | Medic First Aid/CPR                   |                       | Jean Sperry                | 8:30am - 9:30am & 2pm - 3pm    |
|                  |                                       |                       |                            |                                |

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| <b>January</b>  |                                  |                       |                            |                                   |
| 6, 13, 20, 27   | SEEKERS                          |                       | seekers advisory committee | 9am - 4pm                         |
| 7               | Medic First Aid/CPR              |                       | Jean Sperry                | 8:30am - 9:30am & 2pm - 3pm       |
| 8               | Creating Connections             | ECECs & FSCs          | Marci Gaston               | 8am - 1pm                         |
| 8               | New Teacher Training Series      | New Teachers          | Kerry Holmes               | 9am - 12pm                        |
| 12, 19, 26      | CC-BDL Parent Training Brain Lab |                       | Marci Gaston               | 5pm - 9pm                         |
| 13, 14, 15      | Parent Leadership                | PC Exec               | OHSA                       | All Day                           |
| 13, 20, 27      | CC-BDL Parent Training Brain Lab |                       | Marci Gaston               | 4:30pm - 8:30pm                   |
| 14, 21, 28      | CC-BDL Parent Training Brain Lab |                       | Marci Gaston               | 8am - 12pm                        |
| 16, 23, 30      | CC-BDL Parent Training Brain Lab |                       | Marci Gaston               | 9am - 1pm                         |
| 21              | Medic First Aid/CPR              |                       | Jean Sperry                | 8:30am - 4:30pm                   |
| 21              | Practice Based Coaching          | ECECs                 |                            | 9am - 4pm                         |
| 22              | New Manager Training Series      | New Managers          | HR                         | 1pm - 3pm                         |
| 22              | New Staff 101                    | New Staff             | HR                         | 8am - 5pm                         |
| 22              | Teacher Training Meeting         | Teachers              | Kerry Homes                | 8:30am - 4pm                      |
| 21              | Medic Skill Check                |                       | Jean Sperry                | 8:30am - 9:30am Brattain          |
| 29              | Creating Connections             | ECECs & FSCs          | Marci Gaston               | 8am - 1pm                         |
|                 |                                  |                       |                            |                                   |
| <b>February</b> |                                  |                       |                            |                                   |
| 2, 9, 16, 23    | CC-BDL Parent Training Brain Lab |                       | Marci Gaston               | 5pm - 9pm                         |
| 3, 10, 17, 24   | CC-BDL Parent Training Brain Lab |                       | Marci Gaston               | 4:30am - 8:30pm                   |
| 3, 10, 17, 24   | SEEKERS                          |                       | seekers advisory Committee | 9am - 4pm                         |
| 3, 4, 5         | State Meeting                    | State Representatives | OHSA                       | All Day                           |
| 4, 11, 18, 25   | CC-BDL Parent Training Brain Lab |                       | Marci Gaston               | 8am - 12pm                        |
| 5               | New Staff 101                    | New Staff             | HR                         | 8am - 5pm                         |
| 5               | New Teacher Training Series      | New Teachers          | Kerry Holmes               | 9am - 12pm                        |
| 6               | CC-BDL Parent Training Brain Lab |                       | Marci Gaston               | 9am - 1pm                         |
| 11              | Medic Skill Check                |                       | Jean Sperry                | 8:30am - 9:30am & 2pm - 3pm White |
| 19              | New Staff 101                    | New Staff             | HR                         | 8am - 5pm                         |
| 19              | Teacher Meeting                  | Teachers              | Kerry Holmes               | 8:30am - 4pm                      |
| 19              | New Manager Training Series      | New Managers          | HR                         | 1pm - 3pm                         |
| 25              | Medic Skill Check                |                       | Jean Sperry                | 2pm - 3pm Brattain                |
|                 |                                  |                       |                            |                                   |

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| <b>March</b> |                                       |              |                            |                                   |
| 1, 8         | CC-BDL Parent Training Brain Lab      |              | Marci Gaston               | 5pm - 9pm                         |
| 2, 9, 16, 30 | Seekers                               |              | seekers advisory committee | 9am - 4pm                         |
| 2, 9         | CC-BDL Parent Training Brain Lab      |              | Marci Gaston               | 4:30pm - 8:30pm                   |
| 3            | Spanish Medic Class for Parents       |              | Jean Sperry/FSCs           | 5:30pm - 9pm                      |
| 3, 10        | CC-BDL Parent Training Brain Lab      |              | Marci Gaston               | 8am - 12pm                        |
| 4            | New Staff 101                         | New Staff    | HR                         | 8am - 5pm                         |
| 4            | New Teacher Training Series           | New Teachers | Kerry Holmes               | 9am - 12pm                        |
| 4            | New Manager Training Series           | New Managers | HR                         | 1pm - 3pm                         |
| 5, 12        | CC-BDL Parent Training Brain Lab      |              | Marci Gaston               | 9am - 1pm                         |
| 11, 12       | Child Abuse Prevention                | 90x30        |                            |                                   |
| 14           | TalentED                              | FSCs & ECECs | Mary Groesbeck             | 9:30 am - 10:15am                 |
| 18           | Mid Year All Staff                    | All Staff    | HS Excecutive Team         | TBD                               |
| 17           | Medic Skill Check                     |              | Jean Sperry                | 8:30am - 9:30pm & 2pm - 3pm White |
| 21           | EHS Topics                            | EHS Staff    | Cheri Peterson             |                                   |
| 22           | Domestic Violence                     | EHS Staff    | Cheri Peterson             |                                   |
| 31           | Medic Skill Check                     |              | Jean Sperry                | 8:30am - 9:30pm Brattain          |
|              |                                       |              |                            |                                   |
| <b>April</b> |                                       |              |                            |                                   |
| 1            | New Staff 101                         | New Staff    | HR                         | 8am - 5pm                         |
| 1            | New Teacher Training Series           |              | Kerry Holmes               | 9am - 12pm                        |
| 6, 13        | SEEKERS                               |              | seekers advisory committee | 9am - 4pm                         |
| 6, 7         | Eagle Crest                           | Management   | OHSA                       | All Day                           |
| 7, 21        | Medic First Aid/CPR                   |              | Jean Sperry                |                                   |
| 12           | CAP 60                                | Management   | Mary Groesbeck             | 1pm - 3pm                         |
| 15           | Teacher Meeting                       | Teachers     | Kerry Holmes               | 8:30am - 4pm                      |
| 22           | Spring Disaster Drill                 | All Staff    | Val Haynes                 |                                   |
| 29           | Medic Instructor                      |              | Jean Sperry                | 12pm - 2pm                        |
|              |                                       |              |                            |                                   |
| <b>May</b>   |                                       |              |                            |                                   |
| 6            | New Staff 101                         | New Staff    | HR                         | 8am - 5pm                         |
| 12           | Medic Skill Check                     |              | Jean Sperry                | 8:30am - 9:30am & 2pm - 3pm White |
| 16           | Oregon Parenting Educators Conference | FSCs         | Karla Snell                | OREGON STATE                      |

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| 26    | Medic Skill Check |          | Jean Sperry  | 8:30am - 9:30am & 2pm - 3pm Bratt |
| 27    | Teacher Meeting   | Teachers | Kerry Holmes | 8:30 - 4pm                        |
|       |                   |          |              |                                   |
| June  |                   |          |              |                                   |
|       |                   |          |              |                                   |
|       |                   |          |              |                                   |
|       |                   |          |              |                                   |