



**Mount Prospect School District 57**  
 2014-2015 District On-Line Training Modules  
 Global Compliance Network (GCN) Training

<b>GCN Module Title</b>	<b>Time</b>	<b>Participant</b>	<b>Requirement/Expectation</b>	<b>Schedule</b>
<b>Bloodborne Pathogens</b> Required at the time of initial assignment to tasks where occupational exposure may take place	20 minutes	<b>All Staff</b>	ISBE requirement a <b>annually</b>	August, 2014
<b>Child Abuse</b>	14 minutes	<b>All Staff</b>	ISBE Requirement <b>Every 5 years</b>	August, 2014
<b>Chronic Health Conditions</b> Certified school personnel required	18 minutes	<b>All Certified Staff</b>	ISBE requirement <b>annually</b>	August, 2014
<b>Suicide Prevention - IL</b> School guidance counselors, teachers, school social workers, and other school personnel	12 minutes	Certified Staff Grades 6, 7, and 8	ISBE requirement <b>annually</b>	TBD Lincoln only
<b>Slip and Fall Prevention</b>	9 minutes	<b>All Staff</b>	Best practice <b>annually</b>	September 2014
<b>FERPA (Student Records)</b>	15 minutes	<b>New Certified and New Instructional Assistants</b>	Best practice <b>Once</b>	September 2014
<b>Sexual Harassment</b>	22 minutes	<b>All New Staff</b>	Best practice <b>Once</b>	October 2014
<b>ADHD</b>	22 minutes	<b>New Certified Staff</b>	ISBE requirement <b>every 2 years</b>	October 2014
<b>Allergy Management/ Food Allergies</b>	20 minutes	<b>New Certified Staff and Instructional Assistants</b>	ISBE requirement <b>every 2 years</b>	November 2014
<b>Bullying - IL</b> Should educate and must communicate the district's policy	20 minutes	<b>New Certified Staff and Instructional Assistants</b>	ISBE requirement <b>every 2 years</b>	December 2014

GCN Module Title	Time	Participant	Requirement/Expectation	Schedule
<b>Cyber Bullying - IL</b> Should educate and must communicate the district's policy	20 minutes	New Certified Staff and Instructional Assistants	ISBE requirement <b>every 2 years</b>	January 2015
<b>Diabetes Awareness</b> All school employees	19 minutes	All New Staff	ISBE requirement <b>every 2 years</b>	February 2015
<b>Ethics and Boundaries for School Employees</b> All personnel	21 minutes	All New Staff	ISBE requirement every 2 years	March 2015

**General Login for All Employees**

Login at <http://www.gcntraining.com>

On the Homepage, click on the "Login to View Training" button

Select "New User" or "Existing User," Click on "Next"

For the Organization ID, insert: **51759m.**

Follow the prompts.

CPDUs for Certified Staff
<p>The GCN tutorials can be used toward Illinois CPDUs. The ISBE has a one-hour threshold before training can be counted. After the one-hour threshold is reached, users can count increments of training. Each GCN tutorial is on average 20 minutes. Three tutorials are required to complete the one-hour threshold and each tutorial thereafter will count as 1/3 hour.</p> <p>Please print your Certificate of Completion and save it for your files.</p>

- Time for completion will be scheduled during building monthly collaboration meeting. However any module can be completed independently.
- **Important:** Keep a copy of your certificate of completion for each module.
- Progress towards completion of training is monitored.

### Tutorials Specific to Maintenance and Operations

<b>GCN Module Title</b>	<b>Time</b>	<b>Participant</b>	<b>Requirement/ Expectation</b>	<b>Schedule</b>
<b>Back Safety</b>	14 minutes	New Operations Staff	District	At Hire
<b>Fire Extinguishers</b>	21 minutes	New Operations Staff	District	At Hire
<b>Ladders</b>	13 minutes	New Operations Staff	District	At Hire
<b>Mold Indoor Air Quality</b>	11 minutes	New Operations Staff	District	At Hire
<b>Lead Paint</b>	15 minutes	New Operations Staff	District	At Hire
<b>Asbestos Awareness</b>	20 minutes	New Operations Staff	IDOL/OSHA Upon Hire	At Hire
<b>Confined Space</b>	25 minutes	New Operations Staff	IDOL/OSHA Upon Hire	At Hire
<b>Forklift Safety</b>	21 minutes	New Operations Staff	IDOL/OSHA Upon Hire	At Hire
<b>Hazard Communications</b>	29 minutes	New Operations Staff	IDOL/OSHA Upon Hire	At Hire
<b>Lock Out-Tag Out</b>	18 minutes	New Operations Staff	IDOL/OSHA Upon Hire	At Hire
<b>Personal Protection Equipment</b>	22 minutes	New Operations Staff	IDOL/OSHA Upon Hire	At Hire