

# PROFESSIONAL DEVELOPMENT

## Required for 2016-2017

TRAINING	AUDIENCE	GUIDING LAW OR RULE	DATES/FREQUENCY AND SUGGESTED RESOURCES
<b>Alcohol and Drug Awareness</b>	Certified employees & support staff	70 O.S. 1210.225 70 O.S. 1210.229-5	Once each school year <a href="#">OSDE Substance Abuse Prevention Resources</a>
<b>Autism</b>	Certified employees & support staff who work with students in early childhood to third grade	H.B. 1684 70 O.S. 2011.194.6	One time every three years <a href="#">OSDE Autism Resources</a>
<b>Bloodborne Pathogens</b>	Certified employees & support staff	20 CFR 1910.1030	Once each school year <a href="#">Overview 1</a> <a href="#">Overview 2</a> <a href="#">Bloodborne Pathogens Standards Booklet</a>
<b>Bullying Prevention</b>	Certified employees & support staff	HB 1661 70 O.S. 24-100 OAC 210:10-1-20	Once each school year <a href="#">OSDE Bullying Prevention Resources</a>
<b>Bus Driver Training</b>	School Bus Drivers	OAC 210:30-5-8 (Section b:3-A)	4 hours of training every year - 2 of the 4 hours must come from the first 14 subjects on the <a href="#">OSDE Annual Inservice Attendance Verification</a> form
<b>Cardiopulmonary Resuscitation (CPR) &amp; Heimlich Maneuver</b>	One certified teacher & one noncertified staff member per school site	70 O.S. 1210.199	Once each school year <a href="#">OSDE CPR Information</a> <a href="#">Oklahoma Emergency Guidelines for Schools</a> <a href="#">American Red Cross</a> <a href="#">American Heart Association</a>
<b>Child Abuse and Neglect; Child Sexual Abuse Awareness &amp; Reporting</b>	Certified employees & support staff	H.B. 1684 Amendment to 70 O.S. 6-194, 24-100.5  70 O.S. 1210.160, 1210.161; 10 O.S. 601.69	Once each school year <a href="#">OSDE Youth Violence Prevention Resources</a> <a href="#">Oklahoma Commission on Children and Youth</a> <a href="#">Oklahoma State Department of Health</a>
<b>Diabetes Management</b>	Employees responsible for students with diabetes	H.B. 1051 70 O.S. 1210.196.2	Once each school year <a href="#">OSDE Diabetes Management Training</a> <a href="#">Oklahoma State Department of Health</a>
<b>EL (English Learners)</b>	Certified employees & support staff who work with EL students	Title III, Part A Public Law 107 – 110 – Jan. 8, 2002 115 Statute 1698	“ . . . of sufficient intensity and duration (which shall not include activities such as one-day or short-term workshops and conferences) to have a positive and lasting impact on the teachers’ performance in the classroom.” <a href="#">OSDE Bilingual and English Learner Resources</a>
<b>FERPA (Family Educational Rights &amp; Privacy Act)</b>	Certified employees & support staff	20 U.S.C. § 1232g; 34 CFR Part 99 (Section 438 of the General Education Provisions Act, P.L. 90-247 and P.L. 93-380 as amended) OAC 210:1-3-8	Once each school year <a href="#">General Overview</a> <a href="#">FERPA for School Officials</a>
<b>Finance</b>	School District Encumbrance Clerks and Treasurer Clerks	70 O.S. 5-190 OAR 210:25-5-10 OAR 210:25-5-11	Initial training within 9 months of hire then 12 hours of approved training every 3 years from the date of initial employment. Oklahoma Administrative Rule for <ul style="list-style-type: none"> <li><a href="#">School Encumbrance Clerks</a></li> <li><a href="#">School Treasurer Clerks</a></li> </ul>
<b>Hazardous Communications</b>	Certified employees & support staff	29 CFR 1910.1200	Once each school year <a href="#">Overview 1</a> <a href="#">Overview 2</a> <a href="#">OSHA Training Requirements</a> <a href="#">Hazardous Communications Standards Booklet</a>
<b>Parental Outreach</b>	Parents, guardians, & custodians of students	OAC 210:20-19-2	Type and frequency determined by local board of education <a href="#">Oklahoma Parent Teacher Association</a>
<b>Racial &amp; Ethnic Education</b>	Certified employees & support staff	OAC 210:20-19-2	Type and frequency determined by local board of education <a href="#">Teaching Tolerance</a>
<b>Sports-Related Head Injuries-Concussion Management Guidelines-Penalties</b>	Coaches, game & team officials, student athletes & parents/guardians	70 O.S. 24-155	Once each school year <a href="#">Oklahoma State Department of Health</a>
<b>Sudden Cardiac Arrest Training</b>	Coaches, student athletes & parents/guardians must sign and return information sheet found on OSDE website	S.B. 239 70 O.S. 24-156	Once each school year by a provider approved by the OSDH <a href="#">OSDE Sudden Cardiac Arrest Resources</a> <a href="#">Oklahoma State Department of Health</a>
<b>Superintendent Training</b>	First-time Oklahoma superintendents	OAC 210:20-21-1	Eleven days (66 hours) of training during first year of employment as a superintendent <a href="#">CCOSA</a> (Cooperative Council Oklahoma School Administration)
<b>Title IX</b>	Certified employees & support staff of institutions receiving federal financial assistance	Sex Discrimination (Title IX of the Education Amendments of 1972)	At least one certified or support staff named as Title IX coordinator to ensure compliance. Training determined by local board of education. <a href="#">US Department of Education</a> <a href="#">USDE Title IX Resource Guide</a>
<b>TLE Framework Training</b>	First-time evaluators of certified personnel	70 O.S. 6-101.10	Initial training completed prior to conducting evaluations of certified personnel <a href="#">OSDE TLE Resources</a> <a href="#">TLE Training</a>
<b>Workplace Safety Training in Schools</b>	Teachers of grades 7-12 are informed of the importance of incorporating training into curriculum	S.B. 262 70 O.S. 11-103.6j	<a href="#">Safety and Health Curriculum</a>