

# REQUIRED STAFF & STUDENT TRAININGS

Visit the *KSDE website for a new online training resource* to help administrators, educators and families learn about required and recommended training for the 2018-2019 school year. With the click of a button, access a list of trainings, along with available resources that align with training needs of students and staff:

<https://www.ksde.org/Agency/Division-of-Learning-Services/Student-Staff-Training>

If you have questions about this website, contact Myron Melton [mmelton@ksde.org](mailto:mmelton@ksde.org) or call (785) 296-4941.



Below is a checklist of **REQUIRED TRAININGS** and contact information.

Frequency	Who is trained?	Topic   Contact   Email	Regulation
Annual	All Students & Staff	Bullying   Kent Reed   <a href="mailto:kreed@ksde.org">kreed@ksde.org</a>	KSA 72-6147
Annual	All Students & Staff	Sexual Harassment   Local Attorney	Title IX
Annual	All Staff (one hour)	Suicide Prevention and Awareness   Kent Reed   <a href="mailto:kreed@ksde.org">kreed@ksde.org</a>	KSA 72-6284; KAR 91-31-32
Annual	Homeless Liaison & All Staff	Meeting the needs of homeless children   Tate Toedman   <a href="mailto:ttoedman@ksde.org">ttoedman@ksde.org</a>	McKinney-Vento Act 42 USC § 11432
Annual	Selected Staff	ESI (Emergency Safety Intervention – formerly “the use of seclusion or physical restraint”)   Laura Jurgensen   <a href="mailto:ljurgensen@ksde.org">ljurgensen@ksde.org</a>	KSA 72-6151 through 72-6158; KAR 91-42-1 through 91-42-7
Annual	Selected Staff	Bloodborne Pathogens   County Health or <a href="#">KDHE Exposure Control Plan (.pdf)</a>	OSHA
Annual	Superintendent or designee	Conducting Negotiations   KASB/KNEA	KSA 72-2228
Annual	PDC members	Professional Development Council (PDC) training   Lynn Bechtel   <a href="mailto:lbechtel@ksde.org">lbechtel@ksde.org</a>	KAR 91-1-217 (b) (1)
Once	Superintendent or designee	Juvenile Justice developed by Attorney General   Kent Reed   <a href="mailto:kreed@ksde.org">kreed@ksde.org</a>	KSA 75-763
Once	Transportation Supervisors	Reasonable Suspicion training   Keith Dreiling   <a href="mailto:kdreiling@ksde.org">kdreiling@ksde.org</a>	49 CFR 382.603

Also recommended annually: 1) Mandated Reporting Procedures (reporting child abuse and neglect); 2) Child Sexual Abuse Awareness and Prevention; 3) Concussion Protocol (Parent/student release form required annually). Visit the *KSDE Staff Training website above for online resources*.

## SCHOOL BUS DRIVERS (in addition to CDL requirements)

Contact KSDE School Bus Safety Unit – [kdreiling@ksde.org](mailto:kdreiling@ksde.org) | [dtate@ksde.org](mailto:dtate@ksde.org) | [mostermeyer@ksde.org](mailto:mostermeyer@ksde.org)

Once	At least 12 hours training in a school bus before transporting students (In the Driver’s Seat)	KAR 91-38-6
Annually	At least 10 safety meetings	KAR 91-38-3
Varies	First Aid and CPR	KAR 91-38-6
Every 3rd year	Accident Prevention (Defensive Driving)	KAR 91-38-6

CFR = Code of Federal Regulations | KAR = Kansas Administrative Regulations | KSA = Kansas Statutes Annotated  
OSHA = Occupational Safety and Health Administration is an agency of the U.S. Department of Labor | USC = U.S. Code

P:Budget/workshop 2019/staff trainings

