



# EDMOND PUBLIC SCHOOLS

Empowering all students to succeed in a changing society

July 31, 2020

Dear Friends and Colleagues,

Welcome back to the 2020-21 school year – the most historic school year in the history of education in Edmond. One day we will all look back and say, “I was there; I was working; I was teaching; I was making a difference in the lives of students.” To say this year is unparalleled is an understatement. In my opinion, the Covid-19 pandemic will affect and change schools and society in a way not seen since the Great Depression.

I know this is a stressful time. We are all concerned about our personal health and the health and safety of our families. Our school families are concerned about the education, health and safety of their children; and students are anxious about returning to a school where they have not been in 5 months. Moreover, in the classroom, there is concern on how we will deal with health issues, resuming direct instruction while teaching online, remediating lost learning from last year, integrating new technology, and providing support for students’ social-emotional needs. It is truly overwhelming.

So how will Edmond Schools be successful this year? It will only be by the focused efforts of those receiving this communication. In our organization, we have the brightest, most talented and most devoted group of staff and colleagues of any school district in the state. Your dedication and commitment to one another and our students is how we will move forward and succeed this year and I know we are up for the task.

Enclosed is the 2020 beginning of school district orientation meeting schedule that will also be posted on the EPS website. This schedule will provide you with a comprehensive list of dates, times and locations for orientation meetings. *One big change for the year is that there will be no district convocation.* We want you to have that time to train and begin to develop lessons for the upcoming year. *In addition, to get a head start on Canvas training, the district is adding another week of training starting Wednesday, August 5. Click [here](#) for more information.* Mr. Decker has provided an additional document that will provide you with information about mandatory training that will be conducted online, satisfying various state and federal requirements.

A few weeks ago, I was asked to describe this upcoming school year and to put my thoughts or feelings into words. I thought for a while and then wrote down the following - grace, understanding, listening, patience, focus, flexibility, persistence and courage. I don’t know what your words would be, but you might want to take a moment before school starts and jot down how you feel and what you might need to focus on to be successful this upcoming year. As always, I count myself fortunate to be among all those within the EPS family who will make this school year meaningful and successful for each student in our district.

Sincerely,

Bret Towne, Superintendent

1001 West Danforth, Edmond, Oklahoma 73003-4801

TELEPHONE 405-340-2828 FAX 405-340-2279

Email: [bret.towne@edmondschools.net](mailto:bret.towne@edmondschools.net)

**Red – changes or added  
information**

**EDMOND PUBLIC SCHOOLS  
SCHOOL YEAR 2020-2021  
BEGINNING OF THE YEAR ORIENTATION SCHEDULE**

DATE	TIME	EVENT	LOCATION
7/24/20 – Friday	8:00-12:00	Elem Admin report – ALL ADMIN MTG	Santa Fe HS Auditorium
	1:00-4:00	ES Administrators	EPSAC – A, B & C
7/28/20 - Tuesday	8:00-12:00	Registrar Meeting	EPSAC Fraser Tech Lab
7/29/20 - Wednesday		Child Nutrition Managers' Mtg	CN Office
7/30/20 - Thursday		Child Nutrition Managers' Mtg	CN Office
7/31/20 - Friday	8:00-3:30	SMART START – Day 1 of 2 (required for inductee tchrs, optional for experienced but new to Edmond)	EPSAC – OK A, B, C
8/03/20 - Monday	8:00-3:30	SMART START – Day 2 of 2	EPSAC – OK A, B, C
8/04/20 - Tuesday	12:00-4:00	New to Edmond K-5; New to Edmond MS FOCUS Teachers-Aimsweb Plus Training	EPSAC - OK A, B & C
8/6/20 - Thursday	1:00-2:00	<b>TITLE I PRINCIPALS</b>	<b>EPSAC OK ROOM A</b>
8/7/20 - Friday	9:00-12:00	New Financial Secretary Orientation	EPSAC – Fraser Tech Lab
8/10/20 - Monday	1:00-3:00	All New Secretaries Orientation Others may attend for refresher	EPSAC – OK A CONF ROOM
8/11/20 - Tuesday	Site specific	ALL New Teachers to Edmond	Home School Sites
	9:00	EDMOND NORTH HS COACHES	EDMOND NORTH Media Ctr
	1:00	EDMOND SANTA FE HS COACHES	EDMOND SF Cafeteria
8/12/20 - Wednesday	<b>SITE Start time</b>	<b>TEACHERS REPORT DATE</b>	<b>REPORT TO SCHOOL SITE</b>
	8:00-12:00	SEC Attendance Secretaries	EPSAC – Fraser Tech Lab
	12:30-40	ELEM Attendance Secretaries	EPSAC – Fraser Tech Lab
8/13/20 – 8/14/20 Thurs-Fri	8:00-3:00	DISTRICT-WIDE Remote Learning PD	HOME SCHOOL SITE (Virtual PD)
8/14/20-8/19/20 - Fri-Wed		TA IIs	<b>REPORT TO ASSIGNED SITE/ ONLINE TRAINING</b>
8/17/20 - Monday	8:00-11:30	MS DISTRICT PD	VARIOUS SITES
	8:00-11:00	MS EL TEACHERS	EPSAC – Exec Board Room
	8:00-11:00	MS GATE TEACHERS	HEARTLAND MS
	12:00-3:00	HS DISTRICT PD	VARIOUS SITES
	12:00-3:30	HS EL TEACHERS	EPSAC – Exec Board Room
	1:00-2:15	GROUP A – FINANCIAL SECRETARIES	EPSAC – Fraser Tech Lab
	2:30-3:45	GROUP B – FINANCIAL SECRETARIES	EPSAC – Fraser Tech Lab
8/17/20-8/19/20 - Mon-Wed	8:00-3:00	TRANSPORTATION INSERVICE	TRANSP OFFICE & ONLINE

Red – changes or added information

EDMOND PUBLIC SCHOOLS  
SCHOOL YEAR 2020-2021

BEGINNING OF THE YEAR ORIENTATION SCHEDULE

DATE	TIME	EVENT	LOCATION
8/18/20 - Tuesday	8:00-11:00	ES CLASSROOM TEACHERS PD	HOME SCHOOL SITE Virtual PD
	8:00-11:00	Elem EL Teachers	EPSAC – Conf Room B
	8:00-11:00	ES COUNSELORS	FRASER TECH LAB
	8:00-11:00	Elem GATE Teachers	WILL ROGERS ES
8/18/20 - Tuesday	8:30-11:30	TITLE I Teachers/Instructional Coaches	EPSAC – Conf Room A
8/19/20 - Wednesday	SITE Start time	TA Is	REPORT TO SITE
	9:00	EDMOND MEMORIAL HS COACHES	EDMOND MEM Lecture Hall
8/20/20 - Thursday		FIRST DAY OF SCHOOL	
8/25/20 - Tuesday	9:00-10:30	TIME CLOCK SUPERVISOR TRAINING	EPSAC - Fraser Tech Lab
	3:30-5:00	TIME CLOCK SUPERVISOR TRAINING	EPSAC - Fraser Tech Lab
		SEE NEGOTIATIONS*	
		*SEE Negotiations results will be addressed with specific support groups, (CN, TA IIs, transportation, custodial, clerical) in their orientation meetings	

**Special Education and Related Services:**

PD dates/times/locations will be sent out soon by Special Services Center.



# ***EDMOND PUBLIC SCHOOLS***

*Empowering all students to succeed in a changing society*

July 31, 2020

Welcome to the 2020-21 school year, EPS employees!

**Please visit the website at [www.edmondschools.net](http://www.edmondschools.net) / Menu / Staff Resources / Current Staff Resources / Contract Dates & Negotiated Agreements to confirm your individual start date.**

As you know, each year there are a number of federal and state laws as well as Board of Education policies that require school districts to provide training for its employees. To ensure that each employee completes the required training, we are once again partnering with GCN. Due to federal requirements, “Homeless Students” and “Hazard Communications” tutorials have been added to the list of required training.

Below is a list of tutorials followed by the employee groups for which the respective trainings are required.

**Federal Law --**            **Bloodborne Pathogens** – All Employees  
                                 **Family Educational Rights and Privacy Act (FERPA)** – All Employees  
                                 **Homelessness in Education - Edmond** – Certified Employees  
                                 **Hazard Communications** – All Employees

**State Law --**            **Bullying** – Certified, Site Support, Child Nutrition, Transportation  
                                 **Child Abuse** – Certified, Site Support, Child Nutrition, Transportation  
                                 **Diabetes** – Certified, Site Support, Child Nutrition, Transportation

**Board Policy --**        **Sexual Harassment** – All Employees  
                                 **Alcohol and Drug Awareness** – All Employees

All tutorials are accessible online from any computer and must be completed by Thursday, October 1, 2020. Instructions to access the tutorials on the Global Compliance Network are included. Should you have questions, please contact Carla Cormack in the EPS Human Resources Department at 340-2959.

Respectfully,

Randy Decker  
Associate Superintendent of HR  
rd/cl

*Randy Decker*  
*Associate Superintendent of HR*  
*1001 West Danforth, Edmond, Oklahoma 73003-4801*  
*TELEPHONE 405-340-2818 FAX 405-340-2835*  
*Email: [randy.decker@edmondschools.net](mailto:randy.decker@edmondschools.net)*

## INSTRUCTIONS: Edmond

### 1) Access the Login Screen

Enter **www.gcntraining.com** into your browser's address bar

When the website loads, Click

▶▶▶ LOGIN TO VIEW TRAINING

### 2) New or Existing User?

If you see this step, click [Version 5 User Login](#)

### 3) Enter your Organization ID

The Organization ID is a code unique to each organization.

### 4) The User ID

**If you do NOT have a User ID,**  
click [I was not provided a User ID](#)  
and follow the prompts to create one.

*If no account is found, check with your HR Department or Supervisor to see if there is an issue with your account/name. -- it may be a difference of "Smith-Jones" vs "Smith Jones" or "VanHoff" vs "Van Hoff".*

**If you have created a User ID already, enter your User ID**  
and click Submit

*If you've forgotten your User ID, click "I Don't Know..." below the User ID field.*

### 5) The Tutorial Listing Page

On the Tutorial Listing page you'll see a list of tutorials your organization has either required or has made available to you -- if the list does not specifically state "Required", it's possible that not all on the list are required (your organization may provide a list for you in this case).

**Take notice of any articles in the News & Information area to the right of the page.**

### 6) Viewing Tutorials

To view a tutorial, click **START** to the left of any title in the list. Your progress is saved after each slide completes, so you may complete a tutorial in several sessions.

*If you have trouble viewing a tutorial or slide, use the orange buttons below the tutorial viewer.*