

PROCEDURES**Other Matters of Employment**

Annual training that cover a broad range of topics from Health and Safety to Policies and Procedures are necessary in order to keep staff members up to date and compliant in their practices. Each school year, the Director of Human Resources will identify Global Compliance Network (GCN) Training modules for staff to complete, in addition to a date they must be finished. Disciplinary action may be brought against any employee who does not fulfill this annual requirement.