

**ComplianceDirector.org**  
**~ Instructions for Teachers ~**

**Step One:** [compliancedirector.org](http://compliancedirector.org)

**Step Two:** Click on the State in which you work

**Step Three:** Click on the module you have been requested to take (this may take the form of a *current Standard* module or a *Custom* module unique to your system)

**Step Four:** Your Username is **Piedmont** and your Password is **flowers** (These are your username and password **into any module** you take.)

**Step Five:** Complete the training and assessment requested. You will need to register again at the end of each training module. (Modules are usually about 20 minutes long.) We have this second registration because you are now entering your name as a person who has *successfully completed* one particular module.

**Step Six:** When you have *successfully completed* a module, it will ask you to select your system's name and then to login. This last username and password will allow you to successfully register, thus creating a legal record that you have taken the training.

Your system registration username is: **Piedmont**

Your system registration password is: **flowers**

## **Brief Description of Standard Modules Only**

1. Reporting Sexual Misconduct This module includes parts of the Code of Ethics for GA Educators, a review of the training developed by Dr. Gary Walker, *Boundaries*, and it addresses students' ability to report sexual misconduct. It complies with O.C.G.A. 20-2-751.7 to inform staff. It uses many of the GA PSC slides. A training of this nature is mandated.
2. Code of Ethics for GA Educators This module is completely devoted to the Code of Ethics and it uses many of the slides from the GA PSC presentations. While not mandated, it is very important.
3. Bloodborne Pathogens This module is required if an employee is anticipated to come into contact with bodily fluids. It includes documents from the CDC.
4. Awareness Walks This module discusses best practices in teaching and how to look for them. It is a good review for new teachers or administrators.
5. FERPA This module is taken from the National Forum on Educational Statistics's guide on *The Privacy of Student Information*. It also includes information from the US DoE's *Data Sharing Under FERPA*. It is detailed and an important topic.
6. Mandated Reporting This module includes topics such as child abuse, neglect, homelessness (McKinney-Vento), suicide, and unaccompanied youth. A training of this nature is mandated. The materials came from the HHS Administration for Children and Families, the Child Welfare Information Gateway, the National Law Center for Homelessness and Poverty and other similar organizations.
7. Copyright for Schools This module content is usually delivered by school media specialists but can also be found in some policies. It was developed by media specialists for media specialists.
8. Parental Rights This module content was taken from the GA DoE website. It is good training for all educators.

9. Human Sex Trafficking The content in this module has become an important topic in GA. Materials were taken from the National Human Trafficking Resource Center and other similar organizations.

10. Ethical Use of Social Media This module was developed to assist educators in identifying key ethical issues and educating them on proper and expected behaviors both inside and outside of the classroom.

The purpose of this training is to ensure faculty and staff meet the highest standards of professionalism and ethical behavior and are aware of their actions and that they are accountable for their behavior. Before release of this module, it was taught at all levels of K-12 education.