# MONROE C MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT



 Human Resources Department and Legal Counsel

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**DATE:** August 13, 2024

**TO:** All Monroe County ISD Employees

**FROM:** Central Office

**RE: OPENING DAY AND TRAINING REMINDER**

Welcome back! I hope your summer has been enjoyable. Opening Day of the 2024-2025 school year for Monroe County ISD staff will be held at the Monroe County Community College La-Z-Boy Center, **commencing** **at 8:30 a.m. on** **Monday, August 26, 2024**. The La-Z-Boy Center is located at 1555 S Raisinville Rd, Monroe, MI 48161.

**All staff members are required to attend, except those staff who are with students on this day (Dundee) and MUST sign in to verify attendance at the La-Z-Boy Auditorium.**

**Information regarding Opening Day can be found at our website,** [**https://www.monroeisd.us/**](https://www.monroeisd.us/)**, and then click on “Opening Week Information” or by clicking here:** [Opening Week Information.](https://www.monroeisd.us/departments/hr/opening-day-professional-development-information/)

**All** employees must register for Opening Day on Wisdomwhere using this link - [Opening Day Welcome Back](https://www.solutionwhere.com/ww/Aspx/Public/Search/ShowSession.aspx?sessionId=bgm5y5lmcbq2rxwpbzof3mmc7/24/20243:25:06%20PM820&cId=59). Instructions for accessing Wisdomwhere are attached to this e-mail.

Regarding the remainder of the week, all staff will receive further information from their supervisors during the PM session of Opening Day. Certified and school-year hourly staff will not work Friday, August 30, but the rest of the staff will be working.

Food Allergies: Lunch is provided on Opening Day. Please notify Andrea Murphy of any food allergies. andrea.murphy@monroeisd.us or 734-322-2611.

**REMINDER: ANNUAL MANDATORY TRAINING**

The following Vector Solutions on-line training modules may be accessed at any time and from any internet-based computer. The PC Lab in the Professional Development Center will also be available on Wednesday, August 28th from 8:30 a.m. – 4:00 p.m.

Training must be completed by **Tuesday, September 3, 2024.**

**Mandatory Training for All Staff:**

* Child Abuse: Mandatory Reporting
* FERPA (Family Educational Rights and Privacy Act) Training
* Staff Network and Internet Acceptable Use and Safety Training
* Students Experiencing Homelessness
* Title IX Sexual Harassment Training Awareness

**All Staff Who Have Regular Contact with Students MUST ALSO COMPLETE THE FOLLOWING:**

* Bloodborne Pathogen Training
* Seclusion and Restraint: Awareness Training

**Instructions:**

**Instructions and training modules can be found at** [**www.monroeisd.us**](http://www.monroeisd.us) **under “Quicklinks” and then select “TRAINING”.**