



Welcome Back, Members of CASE Community!

This school year we will continue to use the electronic materials and documents for our Mandatory Trainings 2020-2021 for all contract and hourly staff.

You will find the Mandatory Trainings in the folder titled the same. Each staff must review these and then print off the CASE Collaborative Affidavit, sign and return to the CASE office within thirty days of the 1st day of school. I would suggest that you get this done during your staff days at the beginning of the school year. They do not take long at all.

Along with 51A PowerPoint, there is another 51A training that you must complete if you have not done so before. The website is located on the PowerPoint, as well as the affidavit. <http://middlesexcac.org/51A-reporter-training>

This takes about 30 minutes. Remember to print your certificate at the end of the session and send it to the office, as well.

(Note: If you use Google Chrome, sometimes the certificate will not print)

There is an Ethics Training that must be completed if you are new to CASE. <http://www.muniprogram.state.ma.us/> For those of you who have taken it before, you must renew every two years. This can also take up to 30 min.

The due date for completing the mandated trainings is September 30, 2020. If you have any questions, please direct them to Courtney Hudgins, Phyllis McLean and/or Marcia Berkowitz via email/phone!

Thank You and we wish you a successful school year!