



Webster Parish School Board Notification of Receipt of Annual Materials

“I GOT IT” 2026-27 Statement for ALL WPSB Employees

I have received and understand the following materials and policies, which can be accessed through WPSB policy manual (accessed through www.websterpsb.org), through the WPSB Finance Department, through the Vector PD account, La. Board of Ethics, and/or other WPSB resources (please initial by each listing):

1. [Drug Free Workplace Policy](#) (GAMD) _____
2. [Employee Alcohol and Drug Testing Policy](#) (GAME) _____
3. [Employee Conduct Policy](#) (GBRA) _____
4. [Indemnification of ALL public school employees](#) (R.S. 17:416.4) _____
5. Leaves and Absences Policy ([GBRB](#), [GBRIA](#), [GBRIB](#)) _____
6. [Sexual Harassment Policy](#) (JCEA) _____
7. [Employee Acceptable Use Policy – Technology](#) (GAMIA) _____
8. Confidentiality of Student Information ([JR](#), [GRBA](#), [GAMJ](#)) _____
9. [Confidentiality Statement](#) _____
10. Current job description * updated by WPSB June 2026 _____
11. [WPSB Evaluation Policy](#) (GBI) _____
12. [Social Media Policy](#) (EFAA) _____
13. [WPSB Policy Manual](#) located: <https://websterpsb.org/policy-handbook> _____
14. **Annual District Employee Financial Orientation** - (WPSB Financial Department) Each employee will receive an email to _____
to their school email address with instructions for training. No certificate.
15. **Safe Schools Training (Vector)** - Each employee will receive an _____
individual email to their school email address with instructions
for training. You **DO NOT** have to submit any certificates.
16. [Louisiana Ethics Training](#) - Certificate must be submitted with _____
this form. **ONLY** the employee has access to his/her login/password for the Ethics
Training. La. Ethics website will give step-by-step instructions to follow. Personnel
CANNOT reset anyone’s login/password. Click this link to begin www.laethics.net

Employee’s Name (Printed): _____

Employee’s Signature: _____

Date: _____ School/Site Location: _____

*This form is to be returned to the school principal. The principal shall submit forms and ethics certificates to Personnel by **Friday, September 18, 2026.***