



State of Idaho
Peace Officer Standards and Training

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August 29, 2013

TO: All Training Officers

FROM: William Flink, Division Administrator

A handwritten signature in black ink, appearing to be "W. Flink", is written over the "FROM:" line.

RE: Instructor Lesson Plans

POST has recently developed a new program for instructors teaching in the basic training programs. The purpose for the development of this program is to, more effectively, facilitate the availability of instructional materials to instructors and provide a more efficient method to review current training materials before instructing classes for Idaho academy trainees.

Currently, prior to a basic training academy, academy coordinators supply instructors with the instructional material for the topics they will be teaching. Instructors review the materials and each instructor returns a "Curriculum Review Form" to the academy coordinator. The new instructor website portal provides an easier method for academy coordinators and instructors to have access to instructional materials and ensure this process is followed.

The new program begins on August 30, 2013. POST is making available, via the POST website, a secure POST Instructor lesson plan portal. The portal can be accessed by clicking on the "Instructors" link on the left hand side of the POST website home page. The portal will allow any current Idaho POST certified instructor access to a Twiki website. The website contains curriculum for courses taught at the Idaho POST basic academy. Each certified instructor will have the ability to access the curriculum for those topics that he/she is currently certified to instruct.

Here are the details. Upon initial entry into the website, an instructor will see three paragraphs that explain the purpose and use of this site. Below the three paragraphs, is a list of POST academy coordinators with a link to their e-mail address. This information is provided for convenience, for any instructors scheduled to teach at an upcoming POST-approved basic academy program. Further down on the page, under the heading (*Welcome to the Instructor Information Web!*) there is a list of all of the basic academy training taught at POST. An instructor will click on the name of the academy-type for which they are seeking curriculum. This will open another page that contains all the course titles taught in that specific academy. Access to the lesson plan, PowerPoint presentation, and other instructional material can be accomplished by clicking on the course title. If POST records indicate the instructor is currently

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a POST certified instructor in that topic, a new page will open. **If the instructor is not currently a POST certified instructor in the topic, access will be denied.** Once inside the new page, clicking on the listed attachment will allow the instructor to view, print, or download the selected material.

This new instructor program is another improvement to the operations of academy training, initiated by POST. We continue working on projects to become more effective and efficient in our responsibilities to Idaho law enforcement. Instructors teaching in the basic training programs are encouraged to provide POST with feedback about access to the instructional materials and the process we are providing to them.

Thank you, in advance, for your attention to this matter. If you have any questions regarding this information, please contact your POST Regional Training Coordinator.

c: John Parmann, POST Region 1 Training Coordinator
Jil Nichols, POST Region 2 Training Coordinator
Matthew Bloodgood, POST Region 3 Training Coordinator