

The Bulletin

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■ Montgomery County Public Schools

■ www.montgomeryschoolsmd.org

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UM collaboration provides learning opportunities at Northwood

Montgomery County Public Schools and the University of Maryland, College Park (UM), are collaborating in a unique program at Northwood HS to open pathways to college.

The Early College High School model provides opportunities for high school students to enroll in college-credit courses on the UM campus, use the university library for coursework, and participate in field trips to university cultural events and other campus activities.

The joint initiative is an outgrowth of a report issued by the Maryland Higher Education Commission. Data in the report indicate that many Maryland students don't have the skills they need to succeed in college. The collaboration is designed to help ensure that Northwood's students will be ready for college when they graduate.

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University of Maryland graduate student Kyara Alvarado, also a graduate of MCPS, works with Northwood students through the Professional Development Schools program.

More fifth graders taking accelerated math

For the second consecutive year, the number of fifth grade students taking accelerated math courses has increased significantly, setting a new Montgomery County Public Schools record. Today, 44 percent of fifth graders are enrolled in sixth grade math or higher, compared with 37 percent last year—an increase of more than 660 students.

In 2005, there were 3,840 fifth graders enrolled in such courses, compared with 4,506 students this year. Both statistics represent a dramatic increase over the 2001 data, when there were only 196 fifth grade students enrolled in above-grade-level math classes.

“This significant increase in enrollment means two things—one, that these students likely will be ready for algebra in the eighth grade and calculus in the twelfth and, two, that our academic reforms are giving students an excellent foundation in this important subject,” Superintendent Jerry D. Weast said. “In the world of global competition, we need all of our children taking rigorous courses in elementary and middle school so that they will be well prepared to compete in the world economy when they graduate.”

All racial, ethnic and special service groups in fifth grade showed increases in enrollment in sixth grade math or higher, but the rate of growth varied. For example, enrollment among white students increased by nearly 9 percentage points, while enrollment among African American students increased by about 5 percentage points and enrollment among Hispanic students increased by 6 percentage points. The number of students

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Ride by the Rules campaign second year gets under way

Be respectful. Be responsible. Be safe. That's still the message that MCPS is communicating to students and their families as the second year of the Ride by the Rules campaign gets under way.

The multimedia bus safety campaign, including brochures, bookmarks, posters, videos and classroom instruction, focuses on the importance of appropriate behavior on school buses and the consequences when rules are broken.

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Board highlights

Meeting of Tuesday, Oct. 10, 2006

Tentative Action on Policy FFA, Naming of School Facilities

The Board tentatively approved revisions to Policy FFA, *Naming of School Facilities*. The policy provides a process by which the Board of Education adopts official names for county public school facilities after soliciting community preferences. The revised policy, which will be sent out for public comment before final approval, allows the Board to notify the community of its intent to designate a school name and waive the process for community involvement under certain compelling circumstances.

Update on the Middle School Magnet Consortium

The Board received an update on the Middle School Magnet Consortium (MSMC), composed of Argyle Magnet School for Information Technology, A. Mario Loiederman Magnet School for the Creative and Performing Arts, and Parkland Magnet School for Aerospace Technology. It is designed to raise academic expectations and achievement for all students and is being evaluated as a model for systemwide middle school reform. Evaluation of the first year of the program for sixth graders indicates that the choice process is reducing socioeconomic isolation in the three schools, increasing opportunities for academic rigor and increasing student achievement.

Comprehensive Master Plan

The Board approved the Comprehensive Master Plan, submitted annually to the Maryland State Department of Education as a requirement of the Bridge to Excellence in Public Schools Act of 2002. *Our Call to Action: Pursuit of Excellence*—the strategic plan for the Montgomery County Public Schools 2006-2011, has served as the basis for updating the state-mandated master plan.

Rescission of Policy GBD and Policy GEE

The Board voted to rescind Policy GBD, *Recognition of Employees*, and Policy GEE, *Teachers and Principals Holding Second-Class Certificates*, because they are superseded by core governance Policy GAA, *Positive Work Environment in a Self-renewing Organization*.

Presentation of preliminary plans

The Board approved preliminary plans for additions to Fallsmead and Wayside elementary schools and a gymnasium at Stonegate ES.

Mark Mann Excellence and Harmony Award

The Board congratulated Sylvia Morrison, principal of Northwest HS, for receiving the Superintendent's Annual Mark Mann Excellence and Harmony Award. The award honors exceptional performance in promoting academic excellence, positive human relations and community outreach.

American Indian Heritage Month

The Board approved the observance of American Indian Heritage Month in November in recognition of the many significant contributions of American Indians that enrich the county, state and nation.

National School Bus Safety Week

The Board proclaimed the week of Oct. 15-21 as National School Bus Safety Week and committed its continued support for the Ride by the Rules campaign.

Montgomery County Employees' Charity Campaign

The Board urged school system employees to donate to the annual Charity Campaign as a reflection of their commitment to addressing the needs of people who need support. Employees may choose to contribute through four organizations: the Montgomery County United Way, the Union Community Fund, the Montgomery County Community Foundation and the Montgomery Alliance. □



Announcements

AAEA Open House. Join the Asian American Education Association (AAEA) at their annual Open House as they welcome all new Asian American employees. This event will be held Thursday, Oct. 26, 4:30-6:30 p.m., at Wayside ES. All are welcome to enjoy food, door prizes and good company. Members of MCPS Board of Education and executive staff will be present. New American Asian employees should RSVP to John Lopes via Outlook at Forest Knolls ES to be included in door prize drawings.

Free AFI event. A free community education event focusing on youth alcohol and drug use will be held at the AFI Silver Theatre in Silver Spring Monday, Oct. 23, 6:30-9 p.m. Washington Post columnist Marc Fisher will discuss his July 30 article, "Are You a Toxic Parent?" with response from a youth panel. A short film depicting youth and alcohol issues and what communities are doing to address these issues will be shown. The event is sponsored by MCPS Safe and Drug-Free Schools and Montgomery County Alcohol and Other Drug Abuse Advisory Council as part of the county's Red Ribbon Week celebration. RSVP by Oct. 19 to 240-777-1116.

FluMist clinics. Free FluMist (nasal inhaled vaccine) clinics for elementary school children ages 5-11 will be conducted Friday, Oct. 20, 9 a.m.-noon at Albert Einstein and Gaithersburg high schools. The clinics are being conducted by the Department of Health and Human Services. Children must be accompanied by a parent, guardian or designated adult. □

The Bulletin

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Published for the MCPS community weekly August through June. Deadline is 10 a.m. Monday for consideration in the following Monday's issue. Items are published on a space-available basis.



Board to present Distinguished Service to Education awards

The Montgomery County Board of Education will honor 13 individuals and organizations in the county during its 10th annual Awards for Distinguished Service to Public Education on Oct. 19. The awards were established by the Board to recognize and show appreciation for exemplary contributions to public education and to Montgomery County Public Schools.

Individual Pioneer

Douglas Duncan started in politics at an early age, going door to door with his mother during John F. Kennedy's presidential campaign. Since his election in 1994 as Montgomery County executive, Duncan has led the county through its transformation from a suburban community into a thriving urban center, helping improve educational excellence, strengthening environmental protections, fighting poverty and urban blight, and positioning the county as an international leader in biotechnology. Duncan has worked with the school system and County Council to significantly increase funding to provide full-day kindergarten, decrease class size, hire more teachers and increase training.

Community Individual

Julie Bennett, a retired federal communications supervisor and high school English teacher, has volunteered at Seven Locks ES in a variety of ways over the past six years. During the past year, she has donated one day each week to Seven Locks, typing lists, lessons and correspondence; duplicating and preparing instructional materials; and helping teachers check homework. She also works with individual students for remediation and enrichment.

Glenn Kikuchi has supported the Cedar Grove ES community during the past year with his time, enthusiasm and financial contributions. At Cedar Grove's annual golf tournament, Kikuchi was both a participant and "Platinum Sponsor," donating \$1,000 to the Cedar Grove PTA. Each year, Kikuchi holds a "Cedar Grove ES Night" at his McDonald's restaurant in Germantown, with all proceeds supporting the Cedar Grove PTA. The community is invited, and diners are greeted and served by Cedar Grove ES staff.

Community Group

Chinese Culture and Community Service Center, Inc., supports MCPS in promoting mutual understanding and appreciation of Chinese and American heritage. The Parents as Liaisons for Schools training program helps parents understand the MCPS curricula and educational philosophy, creates and cultivates parent resources in Asian communities and encourages parents to be advocates for their children's education. The Social Studies Curriculum Work Group provides resources on Asian American history.

Montgomery County Police Community Outreach Section develops and implements programs that help Montgomery County youth avoid high-risk behavior and involvement in gangs. Community outreach officers make more than 100 presentations a month to schools on various topics such as drug abuse, youth and the law, anger management, cultural diversity and sensitivity training, career orientation, programs for the African American community and programs for community members whose second language is English.

Project Reboot has sought to close the digital divide for hundreds of lower income children and families in Montgomery County. Project Reboot receives donations of desktop and laptop computers, printers and software from large corporations, small businesses and individuals. After volunteers clean, repair and program the computers, they are sold for \$5. During the past two years, the school-based staff of Linkages to Learning has referred some of the county's neediest families to Project Reboot, bringing more than 100 computers to MCPS students and families.

Business

Matt Boratenski and the American Film Institute (AFI) have trained hundreds of MCPS teachers to use film as a method of engaging students in the classroom. Through the Educational Screenings program, the AFI Silver Theatre and Cultural Center have brought more than 15,000 students and teachers to the Silver Theatre over the past three years for screenings that include lessons focusing on film production. This year, AFI and MCPS piloted the first Environmental Filmfest for environmental science students at Poolesville and Northwood high schools.

Choice Hotels International, Office of the General Counsel has developed a partnership with the Introduction to Justice, Law and Society classes at Montgomery Blair HS in the past three years. The attorneys, led by Blair alumna Leah Turner, have created a curriculum to teach the students about the civil justice system. Choice Hotels International sponsors a culminating activity that brings the students to its headquarters for a mock mediation, networking luncheon with Choice employees and a range of other activities.

MCPS Staff

MCPS Green Building Program, under the management of Anja Caldwell, has established the MCPS Department of Facilities Management as a regional and national leader in healthy, high-performance school design. The program conducts green building pilots and reviews all school construction for energy efficiency and environmental design. Revision of construction design guidelines in the past three years incorporates best practices from the recognized LEED rating system of the U.S. Green Building Council.

Darryl Norwood, the MCPS court liaison, works under the director of Student Services to research and analyze individual student records so that appropriate educational recommendations are made to the Juvenile Division of the Montgomery County Circuit Court. He responds to court orders that request interventions for identified adjudicated students, coordinates subpoenas for student records and visits Department of Juvenile Services facilities throughout the state to check on students' educational progress. Norwood has fostered important relationships between the school system and the juvenile court, and other agencies and individuals.

Diana Sayago, parent outreach coordinator at Eastern MS, consistently offers support to all families in the school community. In particular, she has worked to promote involvement of parents of the school's large Latino student population. Last year, she helped organize the first-ever Spanish Study Circle to build parent leadership among Latino families in the Montgomery Blair Cluster. With Sayago's support, this initiative has had a huge impact on the community, and most Study Circle participants are now involved in their schools.

School Service Volunteer

Bernice Albert has traveled to Forest Knolls ES once a week for the past five years to help first grade students learn to read. The classes she assists are inclusive, with children who have a range of physical abilities. Diagnosed with multiple sclerosis in recent years, Albert continues to make the one-mile trip to Forest Knolls in her motorized scooter, serving as a role model for students.

Robert Paulsen has served as newsletter editor, Montgomery County Council of Parent Teacher Associations (MCCPTA) delegate, president and treasurer of the William Tyler Page ES PTA. He also serves as the unofficial groundskeeper at the school. In 2005, he established the Hedy & George Scholarship Fund, which provides college savings to second and fifth graders from lower income families, to honor his parents for their commitment to early education. □

Ride by the Rules campaign promotes student safety on school buses

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Ride by the Rules is designed to:

- Raise awareness of students and parents about the importance of appropriate behavior on school buses.
- Communicate guidelines for safe and respectful behavior.
- Communicate guidelines for reporting disciplinary problems.
- Provide outreach to the community with seat belt and safe driving information.
- Extend learning on bus safety to counseling and classroom environments.

The comprehensive campaign was launched in August 2005.

New posters featuring bus operator Sheba Ram have been developed this school year, along with videos and public service announcements. The mes-



sage is reinforced by fliers for parents and students, and programs on MCPS cable channel 34 such as “Take 10” and “Diez Minutos.”

More information and brochures in English, Amharic, Chinese, French, Korean, Spanish and Vietnamese can be found on the MCPS web site at www.montgomeryschoolsmd.org/departments/transportation/ridebytherules.shtm. □

Did you know. . .

This school year, 1,265 school buses will transport more than 96,000 students to school and other related activities. MCPS school buses travel more than 100,000 miles a day, or 20.3 million miles a year—a distance equal to more than four times around the equator each day, or 43 trips to the moon and back each year.

Oct. 15-21 is National School Bus Safety Week

Transportation administrative, fleet maintenance awards presented

The Department of Transportation presented awards for five or more years of service to 61 administrative and 40 fleet maintenance employees during the summer. The following employees received awards.

Administration

10 years

Elmer Martinez
Paulette McGraw
Todd Watkins

15 years

Debora Barbee
Laura Creedon
Craig Ellsworth
Randolph Thompson

20 years

Freda Hall
Karen Mason
Susan White

21 years

Vicky Nickens
Linda Privette

22 years

Jammie Chesley
Elizabeth Embry
Christopher Fain
Beverly Smith-Keil

24 years

Patricia Kennedy
Susan Pleines

25 years

Ann Kelley
Lois Norris
Katrina Wright

26 years

Christine Anders
Darlene Crawford
Holly Crawford
Ronald Dowdy

27 years

Marion Haupt
Kathy Herald
Rosa Lieberman
Paula Long-Simmons
Jean Rosser
Rose Wolford

27 years

Margie Cassidy
Edna Johnson
Carolyn Reed

28 years

Donald Lawson
Peggy Proctor
Dorothy Walker

29 years

Sharon Bishop
Gloria Bradbury

Hazel Gregg

Eileen Simpson

30 years

Alan Heard

31 years

Kathleen Sprouse

32 years

Carletha Boyd
Georgia Cornell
Janet Elliott
John Haffner
John Matthews
Michael Vernon

33 years

Collette Knupp
Ruth Sentelle

34 years

Rosemary Fox
Cleveland Williams
Thomas Zawalick

35 years

Dale Brady
Diane Fischer
Phyllis Kerr
Patricia Snowden

36 years

Beverly Love
Woodrow Marth

40 years

Janet Dunn

Fleet maintenance

5 years

Hernando Acosta
Donald Drain
Joseph Fisher
Huy Ha
Michael Waters

10 years

Matthew Burriss
David Dalton
Donald Dewitt
Larry Haymaker
Robert Jenkins

15 years

Brent Beachley
Todd Davis

22 years

Wanda Kimble-Sullivan

24 years

Donald Rudisill
Richard Williams

25 years

Paul Best, Jr.
Richard Toms
Lucille McNeill

26 years

Jeffrey Corun
Michael Dugan

David Federline

Kenneth Keyser

Lucille McNeill

27 years

Dale Hida
Raju Soundararajan
Charlie Williams
Lucille McNeill

28 years

Stanley Allen
Robert Knippenberg

29 years

Eugene Harley
James Kidwiler
Robert Struck

32 years

Robert Wagner

33 years

Thomas Eleazar
Billy Enfinger
Charles Hunter
Kevin McGahey

38 years

Earl Prather

40 years

James Taylor

49 years

Donald Giffin

Early College HS model provides opportunities for Northwood students

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Improving parent involvement and communication is considered critical to the success of the collaboration. The UM Office of Admissions and Financial Aid has worked with counselors at Northwood to provide information to students and their families on preparing for college admission.

Because they receive information about financial aid and college entry requirements in the early years of high school, families who have had little or no experience with the college admission process find the program of particular benefit.

“We want to make sure that all MCPS students can envision college in their future,” Superintendent Jerry D. Weast said. “This wonderful partnership provides experiences that will open their eyes to the possibilities and provide the support and guidance needed to reach their goals for education beyond high school.”

UM graduate students also benefit from the program through participation in internships at Northwood. The school’s classrooms are the setting for an intensive, yearlong professional development program for students seeking a master’s degree in teaching. Ten graduate teacher candidates are each teaching three classes a day at the high school and are mentored by faculty at Northwood.

“We are delighted to be involved in this collaboration,” says UM Arts and Humanities Dean James Harris. “With

President Dan Mote’s blessing, this is one of the outstanding outreach projects in which the campus and the College of Arts and Humanities are engaged.”

Northwood and UM faculty and students from both institutions cooperate on research and study projects. For example, the Wheaton Redevelopment Project involves students in gathering survey information about the Wheaton neighborhood under supervision of a UM professor of urban studies and planning. Other opportunities for students include the Gilder Lehrman Lecture Series, which brings students to UM to hear lectures on American history, followed by discussion sessions; and the Great to L.E.A.R.N. program, which aims to challenge 60 gifted, but underachieving, Northwood

sophomores.

Dr. Adele Seeff, director of the Center for Renaissance and Baroque Studies at Maryland and director of outreach for the College of Arts and Humanities, leads a UM steering committee to oversee the collaboration and to plan additional projects. “We want to infuse real-world learning into classroom activities at Northwood,” she says.

“This seamless approach to education on the part of the high school and the university will go a long way to ensure that students are ready for college,” Board of Education President Charles Haughey said. “The quality of the program is such that it could become a model for school system–university partnerships across the nation.” □



From left, Northwood HS Principal Henry Johnson, University of Maryland Dean of the College of Arts and Humanities James Harris and Superintendent Jerry D. Weast chat during the Northwood press conference. All three gave remarks at the event, which celebrated a new collaboration between MCPS and the University of Maryland.

Gains in higher math sustained in sixth grade

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receiving special education services enrolled in the higher math courses also increased 5 percentage points.

Enrollment increases were greatest among schools more impacted by poverty. The number of students in the core of the county, the area most impacted by poverty, increased by more than 10 percentage points, while the rest of the county saw increases of about 6 percentage points.

Importantly, the gains made by last year’s fifth graders are being sustained, sixth grade math enrollment data show. Enrollment in seventh grade math or

higher among sixth graders has increased about 7 percentage points since 2002, from about 39 percent to 46 percent this year.

“It is good news not only that more students are enrolling in higher level math courses in fifth grade, but also that they are carrying that success forward to the sixth grade and beyond,” Board of Education President Charles Haughey said.

Math A and Math B enrollment tables are available on the main MCPS web page (www.montgomeryschoolsmd.org/) under the “News” heading. □



Smile awhile

A new fourth grade student arrived in the media center. When he came to the circulation desk to check out a book, I asked him where he came from. He said he was from Shaker Heights, and I told him that I was from there, too. I asked him where he went to school, and when he told me the elementary school, I said, “You won’t believe this, but that is where my husband went to elementary school.” He replied, “Oh, I can believe it. That school is REALLY old!”

Janice Newman, media assistant
Bradley Hills ES



School news

Bel Pre ES will hold its annual Literacy Night on Thursday, Oct. 19, from 6:30-7:45 p.m. Parents are invited to attend two different sessions during the evening as teachers demonstrate reading techniques and strategies from the MCPS Reading/Language Arts Curriculum. The MSA and TerraNova 2 tests and the school Collaborative Action Process will be explained. Parents also will receive suggestions to support their child's literacy development at home. For more information, call the school.



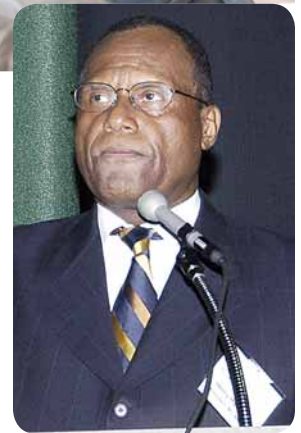
Seniors John Maddrey and Grace Lerner are representing **Albert Einstein HS** at the 2006-2007 Embassy of Israel Student Leadership Seminar. As the school's representatives, they will meet throughout the year with diplomats and scholars in interactive discussions centering on issues such as Israel, the Middle East and international relations. □

What's happening at your school? E-mail Vickie_C_Walter@mcpsmd.org or send information to CESC, Room 112.



Supporting African American students

Above, participants attend a breakout session at the 11th annual NAACP Parents' Council and Principals Meeting, "Parents as Partners," held Oct. 4 at John F. Kennedy HS. Right, NAACP President Henry Hailstock addresses participants at the opening session. MCPS principals, staff, parents and government officials attended the event. Following addresses by Hailstock, Kennedy HS Principal Thomas Anderson, Deputy Superintendent Frieda Lacey, NAACP Parents' Council Chair Crystal DeVance-Wilson and MCCPTA President Jane de Winter, participants assembled in cluster groups to hear from community superintendents, principals and others and discuss strategies and initiatives being implemented to support African American students and their parents.



ERSC corner

Open enrollment for employee benefits begins

MCPS will offer open enrollment for the employee benefit plan from Oct. 30-Nov. 17. Review the open enrollment edition of "For Your Benefit" and benefit materials sent to all school/work locations, or visit the ERSC web site at www.montgomeryschoolsmd.org/departments/ersc.

Benefit enrollment—During open enrollment, any eligible employee not currently participating in the employee benefit plan may enroll. Employees who already are enrolled may switch health carriers, make changes to their enrollment choices (health, dental, vision and prescription drug coverage), and add or delete dependents. All dependents must have the same enrollment selections as the employee. All changes and new enrollments will be effective Jan. 1, 2007.

Eligible employees interested in enrolling in a benefit plan or making a change to their current plan must complete MCPS Form 455-20, Employee Benefit Plan Enrollment, and return the form to the Employee and Retiree Service Center no later than Friday, Nov. 17. Benefit plan participants who are not making changes to their current benefit plan do not need to respond and will continue with their existing coverage.

Flexible spending enrollment—Employees who participate in medical or dependent care flexible spending accounts (FSA) must renew their election annually, per IRS regulations. FSA elections are made on ERSC Form 300, Flexible Spending Account Election Form 2007. MCPS will once again match the first \$100 contribution to the flexible spending account for reimbursement of qualified medical expenses. The deadline for enrollment or renewal in the FSA is Friday, Dec. 1, 2006. Completed forms should be returned to ERSC, 7361 Calhoun Place, Suite 190. Enrollment forms must be received by Dec. 1, 2006.

ERSC will accept faxed copies of enrollment forms. Please do not send paper duplicates to ERSC if you submit your enrollment form via fax.

Health fairs—Three health fairs are scheduled in November for employees interested in learning more about individual benefit plan options. All eligible MCPS active employees will have the opportunity to meet with benefit program vendors and ERSC staff to discuss open enrollment options.

The health fairs will be held at the following times:

■ Thursday, Nov. 2, 3:30-5:30 p.m., Clarksburg HS

■ Thursday, Nov. 9, 3:30-5:30 p.m., Julius West MS

■ Tuesday, Nov. 14, 3:30-5:30 p.m., James Hubert Blake HS

Enrollment forms and benefit literature will be available at all health fairs and in the ERSC lobby. Anyone with additional questions may call ERSC at 301-517-8100 between 7:30 a.m.-5 p.m., Monday through Friday, or e-mail ERSC@mcpsmd.org. □



Employment opportunities

The jobs below were available at Bulletin deadline. All require excellent human relations skills. These are summaries of minimum & special job requirements. For staffing information, contact the Department of Staffing at 301-279-3515. Employment opportunities and written job descriptions are available at www.montgomeryschoolsmd.org/departments/personnel. Applicants will be screened based on the job description & special considerations. All active permanent and temporary employees must apply on MCPS Form 446-6; outside (new) applicants must complete the Interest in an Advertised Vacancy Form, located at the Office of Human Resources reception area. Specify ad number, school or location & name of the personnel specialist following the job summary. Take tests & submit required materials by the application deadline; additional skills tests may be administered after the deadline. A job change may affect retirement/pension status; check with the Employee & Retiree Service Center, 301-517-8100. Returning from leave, involuntary transfers & re-assigned employees will have priority.

An Affirmative Action/Equal Opportunity/Title IX Employer.

Unless otherwise indicated, the deadline for all jobs is 10/24/2006. Apply by job number and title for all supporting services positions. Faxes will not be accepted. Applications must be either hand-carried to the Department of Staffing or sent by internal or U.S. mail.

Administrative

Administrative & supervisory positions are listed in bold. If no ads are listed, no new positions are available. Complete descriptions can be found on the Office of Human Resources employment information web site (www.montgomeryschoolsmd.org/departments/personnel).

Other professional

Staff development specialist (B-D) (12 mos.) Office of Organizational Development—MEQ or MA from accredited univ.; min. 7 yrs. successful classroom teacher exper.; understanding of job-embedded staff devel. in continuous improvement orgs.; knowl. of school improvement processes, MCPS goals & initiatives, dynamics of change, team devel., & group dynamics; exper. planning, delivering & monitoring prof. devel. for adults incl. roles of consultant & coach; strong & engaging presentation skills as trainer & facilitator; interest in & abil. to work collaboratively on high-performing team. Send letter of interest & résumé to Judith Zauderer, Dept. of Staffing, by Oct. 24.

Supporting services

Paraeducators. All paraeducator vacancies are posted on the vacancy database at www.montgomeryschoolsmd.org under For Staff/School-based Jobs: Vacancy Database. Next to "Position" select "paraeducator;" "special education paraeducator;" etc. To be considered for employment,

all new applicants must submit a supporting services application packet along with official transcripts to the Office of Human Resources, 7361 Calhoun Place, Suite 401, Rockville, MD 20855. Only approved new candidates may send letter of interest with resume directly to the school.

#1 Bus operator (9) (4 hrs., 7-9 am & 2-4 pm) Dept. of Transportation—Driver's lic. for at least 5 yrs.; excel. driving record; abil. to obtain MD Class B commercial driver's lic.; pass phys. exam. & drug test. Sub. exper. may lead to perm. pos. (Reed)

#2 Cafeteria worker I (substitute) (2-5 hrs.) Div. of Food Services—Food preparation exper. req. (Calavetinos)

#3 Substitute secretarial assignments (10) (multiple school & central office loc.)—Gen. secretarial/clerical skills; famil. with Microsoft Office app. a plus; must pass MCPS typing test at 40 wpm. Sub. exper. may lead to perm. pos. Call 301-279-3291 to schedule typing test. (Arrington)

#4 Building service worker (community use) (6) (various loc.)—Gen. clng. exper., incl. repetitive lifting; abil. to maint. security of school bldg., work independently, commun. with community use groups & secure boiler cert.; flex. rotation hrs. incl. 8 hrs. Sat., 8 hrs., Sun., & 4 hrs. 1 weeknight; must have own transp.; loc. subj. to change. (Falkenhan)

#5 HVAC mechanic I (17) (loc. TBD) Div. of Maintenance—HS grad.; compl. of recognized HVAC apprenticeship & valid universal class EPA refrigerant recovery cert. (MD HVAC journeyman's lic. pref.); abil. to diagnose & troubleshoot complex HVAC equip. & sys. & to work from schematics, plans & drawings; valid Class C driver's lic. & thorough knowl. of current trade practices, standards, codes; MCPS written HVAC test & maint. HVAC skill test. (Arrington)

#6 Heating mechanic II (17) (loc. TBD) Div. of Maintenance—HS grad. & compl. of recognized apprenticeship; consid. knowl. of maintaining & repairing heating sys., diagnosing defects in burners, working from diagrams & inspecting work; valid driver's lic.; excel. commun. skills & abil. to prepare reports; abil. to respond to frequent emergency requests & perform work req. consid. phys. exertion; written MCPS heating mechanic II test & skills test. (Arrington)

#8430 Admin. secretary/copy editor (17) (8 hrs., 12 mos.) Public Information Office—Energetic team player needed for fast-paced office; manages all office oper., serves as executive-level secretary, proofs & edits publications; abil. to work collab. & independently, exercising sound judgment, sensitivity, tact, discretion; work under tight schedules with speed & efficiency, handling highly confidential material; strong org. skills; excel. MCPS work history; excel. oral, written, commun. & interpersonal skills; HS grad. (compl. of at least 1 yr. college coursework desirable) with consid. responsible exper. as admin. sec.; demonstrated abil. to edit, proof & format print docs.; thorough knowl. of MCPS correspondence standards, business English & mathematics; knowl. of org. & functions of MCPS; strong copyediting skills a must; excel. knowl. MS Office software; MCPS typing test. Bilingual skills in Spanish a plus. (Arrington)

Building service worker (6) (see list below)—Gen. clng. exper.; oper. power equip.; clear snow from walkways; repetitively move heavy objects. (Reed)

#8589 (4:30-8:30 pm) Washington Grove ES

#8481 (4-8 pm) Wheaton Woods ES

#8583 (5-9 pm) Oak View ES

#8366 (readvertised; prev. app. must reapply) (3-7 pm) Bel Pre ES. Special consid.: prior knowl. of building serv. cleaning tech., stripping, waxing & spray buffing, AC & heating sys.; abil. to perform outside serv. using gas powered equip. & to lift & move heavy objects up to 100 pounds. (Reed)

#8094 (readvertised; prev. app. must reapply) (new hrs., 7-11 pm) James Hubert Blake HS

#8607 (4-8 pm) Fairland ES

#8603 2nd shift (2:30-11 pm) Newport Mill MS

#8327 Cafeteria worker I (4) (readvertised; 4.5 hrs., 9 mos.) Paint Branch HS—Food prep. exper.; cashier exper. (Calavetinos)

#8600 Data integration specialist (21) (8 hrs., 12 mos.) Employee & Retiree Service Center—BS or certif. with extensive coursework in IT; knowl. of standard database tech., programming languages, tools & database mgmt. software incl. MS Office (esp. Access), SQL; working knowl. of Oracle Discoverer or other report writing tool; knowl. of Lawson software & HRIS preferred; exper. reporting HR workforce info. preferred; strong analytical skills needed to work with stakeholders & define req.; abil. to identify tech. trng. needs, create solutions & conduct trng.; attn. to detail & knowl. of testing strategies; written commun. skills in writing tech. instructions manuals. (Horos)

#8598 Food services satellite manager II (10) (6 hrs., 10 mos.) Strathmore ES—School cafe. worker exper.; able to work independently, prepare accurate reports & balance cash receipts; good commun. skills; satellite mgr. test req. Pref. given to cand. with elem. exper. (Calavetinos)

#8599 IT systems specialist II (23) (8 hrs., 12 mos.) Div. of Technology Management & Planning—BS or equiv. trng. & exper.; abil. to collaborate with schools & offices on tech. purchases & facilitate interactions with MCPS tech. vendors; exper. developing budgets, excel. planning skills & exper. in comparing, selecting & purchasing tech. mat., equip. & software; strong financial mgmt. skills desirable; must be able to commun. effectively both orally & writing; proficient in Excel & FileMaker. (Horos)

#8482 Lunch hour aide-temporary position (7) (11:45 am-1:45 pm) Goshen ES—Abil. to monitor student activities & behavior on playground or at lunch; assist in classroom activities & perform clerical tasks; first aid & CPR certif. pref.; may be filled any time. (Calavetinos)

#8595 Media assistant (12) (4 hrs., 10 mos.) Clarksburg HS—30 sem. hrs. college coursework & or 1 yr. exper. working with children in instruc. sit.; exper. using computer app. such as word. proc., spreadsheets, databases, e-mail & Internet; exper. working or vol. in library environ. pref.; abil. to lift & move books, AV equip., & other equip. or objects weighing 25-30 lbs.; MCPS typing test. (Arrington)

#8348 Office assistant IV (11) (read-

vertised; 8 hrs., 12 mos.) Office of Org. Development—HS grad.; gen. clerical & respons. office exper; word proc. exper.; abil. to make rapid, accurate calculations, maint. complex records & develop reports from such records; MCPS typing test; must be proficient with MS Office (Word, Excel & PowerPoint); must be able to multitask handling various respons. (Arrington)

#8604 Office assistant IV (11) (8 hrs., 12 mos.) Speech & Language Services—HS grad. with exper. in progressively respons. office & gen. clerical work; skilled in use of word processing by producing var. documents (letters, memos, reports, forms); abil. to create mailing lists & form letters, produce charts, graphs & tables, maint. complex record sys. & compile data from such records; excel. oral, written & human relations skills; MCPS typing test. (Arrington)

#8601 Secretary (12) (8 hrs., 12 mos.) Dept. of Curriculum and Instruction—HS grad., college coursework or grad. pref.; excel. org. & oral/written commun. skills; abil. to maint. records, manage accounts & edit format text & correspondence; abil. to multitask & take initiative. Pref. given to cand. with strong computer skills in MS Office app., Word, Excel, Outlook; knowl. of mainframe oper. & online ordering, stipend & payroll procedures, pref.; MCPS typing test. (Arrington)

#8605 Secretary (12) (8 hrs., 12 mos.) Div. of School-Based Special Education Services—HS grad. with some college or business school pref.; outstanding knowl. of MCPS & CESC office practices & procedures; abil. to prioritize, handle multiple tasks with deadlines; exper. with Outlook; abil. to maint. & organize data, prepare reports & compose routine correspondence using Microsoft Word, Excel, Access; MCPS typing test; exper. with HRIS; outstanding abil. to commun. effectively with parents & staff. Special consid.: knowl. of special ed. procedures & serv.; outstanding work history. (Arrington)

#8590 Security assistant (14) (8 hrs., 10 mos.) Watkins Mill HS—HS grad. & college courses in criminal justice, law enforcement or rel. fields; AA desirable; exper. involving student/adolescent safety, conflict resolution & investigative proced. desirable; knowl. of behavior mgmt. req.; valid driver's lic.; first aid/CPR certif. desirable; avail. for flex. hrs., incl. weekends, eves. & overtime; may be req. to hold violators for police, confiscate drugs/alcohol & other evidence; other comb. of ed., trng. & exper. may be consid. (Calavetinos)

#8593 User support specialist I (20) (8 hrs., 12 mos.) Parkland MS—BS or equivalent with consid. coursework in computer sys; knowl. of Novell, PCs, peripherals & XP op. sys., Windows Server 2003; strong commun. & interpersonal skills; abil. to install, maint., troubleshoot & problem solve networks to support end users with both technical & computer app. questions. (Horos)

Montgomery County Public Schools prohibits illegal discrimination on the basis of race, color, national origin, religion, gender, age, marital status, socioeconomic status, sexual orientation, physical characteristics or disability. Inquiries or complaints regarding discrimination or Title IX issues such as gender equity and sexual harassment should be directed to the MCPS Compliance Officer, Office of the Deputy Superintendent, 850 Hungerford Drive, Room 129, Rockville, MD 20850, at 301-517-8265.

Fall theater productions

High schools*

School	Production	Dates
Bethesda-Chevy Chase	A Funny Thing Happened on the Way to the Forum	Dec. 1-2, 8-9
Montgomery Blair	A Christmas Carol	Dec. 1-2, 8-9
James Hubert Blake	Disney's High School Musical	Dec. 1-2, 7-9
Winston Churchill	Singin' in the Rain	Nov. 11-12, 17-18
Clarksburg	Stuck . . . And This Is A Test	Dec. 1-2, 8-9
Damascus	One-Acts: Long Christmas Dinner; Happy Journey; Death	Dec. 8-9
Albert Einstein	One-Acts: Man Woman Flower; Property Rites; Black Comedy	Nov. 10-11, 17-18
Gaithersburg	Up the Down Staircase	Dec. 7-9
Walter Johnson	The Crucible (at Wheaton Round House Theatre)	Nov. 10-11, 17-18
John F. Kennedy	Seussical! The Musical	Nov. 15-18
Col. Zadok Magruder	The Importance of Being Earnest	Dec. 8-9, 14-16
Richard Montgomery	The Visit	Nov. 10-11, 17-18
Northwood	Grease	Nov. 16-19
Northwest	Saving the Greeks: One Tragedy at a Time	Oct. 26-29
Paint Branch	The Family Man	Oct. 27-28, Nov. 3-4
Poolesville	Boys and Ghouls Together	Nov. 16-18
Quince Orchard	Twelfth Night	Dec. 1-2, 8-9
Rockville	Charlie and the Chocolate Factory	Nov. 17-19
Seneca Valley	Blithe Spirit	Nov. 10-11
Sherwood	The World Goes 'Round	Nov. 16-18
Springbrook	Get Bill Shakespeare Off the Stage	Nov. 16-18
Watkins Mill	Romeo and Juliet	Nov. 16-18
Wheaton	Steel Magnolias	Nov. 16-18
Walt Whitman	Funny Girl	Nov. 16-18
Thomas S. Wootton	Revenge of the Space Pandas	Nov. 9-11
	Children of Eden	Dec. 7-10

Middle schools*

School	Production	Dates
John T. Baker	Get Smart	Dec. 9
Benjamin Banneker	A Midsummer Night's Midterm	Dec. 15-16
Cabin John	Annual Talent Show	Dec. 21
Eastern	Little Shop of Horrors	Jan. 26-27
A. Mario Loiederman	Frankenstein Slept Here	Oct. 27-28
Montgomery Village	Acting Out	Dec. 8-9
Parkland	Scrooge	Dec. 14-15
Thomas W. Pyle	Honk!	Dec. 6-8
Rocky Hill	A Christmas Carol	Dec. 16-18
Silver Spring International	Beware Room 419	Oct. 31
Takoma Park	Talent Show	Oct. 18
Tilden	Whodunit . . . and To Whom?	Dec. 1-2
Westland	A Thousand Cranes	Dec. 7-9

*Schools not on the list may already have staged a fall production or may be planning a spring production only.

Charity Campaign has four options for contributing

The 2006 Montgomery County Public Schools Charity Campaign will be held Oct. 23-Nov. 17. Contributions through the campaign make possible a range of needed public and private services in the community.

This year's campaign will continue to give employees the option of contributing to charities through the Montgomery County United Way and the Union Community Fund. It also will provide the option of contributing through two new charities.

Through the Montgomery Alliance (www.montgomeryalliance.org), employees can donate to more than 200 charities via a secure web site.

Another option is the Montgomery County Community Foundation, which administers the MCCF Community Fund. The fund makes grants to nonprofit organizations in the county working in education, housing, human services and health.

Through the United Way, employees may direct donations to charities that include the MCPS Educational Foundation, Inc., and the George B. Thomas, Sr. Learning Academy (Saturday School).

All three employee organizations have representatives on the board of the Union Community Fund. The board reviews grant applications and approves grants to local charities.

Last year, MCPS employees contributed \$186,400 through the campaign.

All employees are encouraged to donate to the charity of their choice through the four charitable organizations. Materials about the funds will be distributed in each school and office. For information, call Carmen Berrios at 301-279-3853.

Want to keep up with what's happening in MCPS? Watch the MCPS News Update on Cable Channel 34 Monday through Friday, 8 a.m., 12 p.m., 4 p.m. and 8 p.m. The Update also is webcast on the MCPS home page, www.montgomeryschoolsmd.org.

This document is available in an alternative format upon request, under the Americans with Disabilities Act, by contacting the Public Information Office, Montgomery County Public Schools, 301-279-3391.

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