

Division of School Plant Operations
Professional Development Training Programs for FY 2012

| COURSE | BOILER | BOILER REFRESHER | PLANT EQUIPMENT OPERATIONS | AIR CONDITIONING |
|-----------------------|---|---|---|--|
| DATE/TIME: | 1ST SESSION <u>12:00PM-4:00PM</u> Sept. 12, 19, 26 Oct. 3, 10, 17, 24 31 Nov. 7, 14 2ND SESSION <u>12:00PM - 4:00PM</u> Jan. 9, 23, 30 Feb. 6, 13, 27 Mar. 5, 12, 19, 26 3RD SESSION <u>3:30PM – 7:30PM</u> Apr. 12, 19, 26 May 3, 10, 24, 31 June 7, 14, 21 | 1ST SESSION <u>8:00AM-11:00AM</u> Sept. 19, 26 Oct. 3, 10, 17, 24 31 Nov. 7 2ND SESSION <u>8:00AM-11:00AM</u> Jan. 23, 30 Feb. 9, 13, 27 Mar. 5, 12, 19 | 1ST SESSION <u>8:00AM-11:20AM</u> Oct. 4, 6, 11, 13, 18, 20, 25, 27 Nov. 1, 3, 8, 10 2ND SESSION <u>8:00AM-11:20AM</u> Feb. 7, 9, 16, 21 23, 28 Mar. 1, 6, 8, 13, 20 22 | ONLY SESSION <u>12:00PM-3:20PM</u> Sept. 1, 6, 8, 13, 15 20, 22, 27 Oct. 4, 6, 11, 13, 18 20, 25, 27 Nov. 1, 3, 8, 10, 15 17, 22, 29 2ND SESSION <u>8:00AM-11:20AM</u> Feb. 2, 7, 9, 16, 21 23, 28 Mar. 1, 6, 8, 13, 20 22, 27, 29 Apr. 3, 5, 10, 12, 17 19, 24, 26 May 1 |
| PLACE: | Montgomery College Gudelsky Institute Room 224* | Montgomery College Gudelsky Institute Room 224* | Montgomery College Gudelsky Institute Room 224* | Montgomery College Gudelsky Institute Room 224* |
| COURSE LENGTH: | 10 four-hour sessions (40 hours) | 8 three-hour sessions (24 hours) | 12 sessions - 3 1/3 hours each (40 hours) | 24 sessions - 3 1/3 hours each (80 hours) |
| REQUIRED FOR: | Promotion | B.S. Manager B.S. Assistant Mgr. Plant Equipment Operator ICB Worker | B.S. Manager B.S. Assistant Mgr. Plant Equipment Operator | B.S. Manager B.S. Assistant Mgr. Plant Equipment Operator |
| INSTRUCTOR: | James W. Wright | James W. Wright | James W. Wright | James W. Wright |
| CERTIFICATE: | Yes | Certification required (every 5 years) | Yes | Yes |
| PREREQUISITE: | Permanent Status | Boiler Course | Boiler Course | Boiler Course Plant Equipment Operations Course |

Professional Development Training Programs for FY 2012, continued

| <p align="center"><u>INTRODUCTORY SUPERVISION & LEADERSHIP COURSE</u> <i>at Emory Grove Center</i></p> | <p align="center"><u>BASIC SKILLS TRAINING COURSE</u> <i>All classes are Tuesday – Friday at the Emory Grove Center</i></p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|---|--------------------|-------------|-------------|---------------------|-----------|--------------------|--------------|-------------------|-----------------|---------------------|-------------|--------------------|-------------|-------------------|--------------------|--------------------|------------|---------------------|-------------|--------------------|-----------------|-------------------|----------|---------------------|--------|--------------------|---------|-------------------|
| <p>FALL SESSION 2011</p> <p>TIME: 10:00 a.m. – 2:00 p.m.</p> <p>COURSE DATES: October 12, 19, 26 November 2, 9, 16, 23, 30 December 7, 14</p> <p>WINTER SESSION 2012</p> <p>TIME: 10:00 a.m. – 2:00 p.m.</p> <p>COURSE DATES: January 18, 25 February 1, 8, 15, 22, 29 March 7, 14, 21</p> <p>SPRING SESSION 2012</p> <p>TIME: 10:00 a.m. - 2:00 p.m.</p> <p>COURSE DATES: April 25 May 2, 9, 16, 23, 30 June 6, 13, 20, 27</p> <p align="center">Instructor: Larry Hurd, Building Service Trainer</p> | <table border="0"> <thead> <tr> <th align="left"><u>Month</u></th> <th align="left"><u>DATE</u></th> <th align="left"><u>Time</u></th> </tr> </thead> <tbody> <tr> <td colspan="3"><u>2011</u></td> </tr> <tr> <td>August</td> <td>16 – 19</td> <td>1:30pm – 8:00pm</td> </tr> <tr> <td>September</td> <td>13 - 16</td> <td>1:30pm – 8:00pm</td> </tr> <tr> <td>December</td> <td>5 – 9</td> <td>1:30pm – 8:00pm</td> </tr> <tr> <td colspan="3"><u>2012</u></td> </tr> <tr> <td>March</td> <td>13 - 16</td> <td>1:30pm – 8:00pm</td> </tr> <tr> <td>May</td> <td>1 – 4</td> <td>1:30pm – 8:00pm</td> </tr> </tbody> </table> <p>Instructors: June Acha-Morfaw John Colmes Building Service Training Specialists</p> | <u>Month</u> | <u>DATE</u> | <u>Time</u> | <u>2011</u> | | | August | 16 – 19 | 1:30pm – 8:00pm | September | 13 - 16 | 1:30pm – 8:00pm | December | 5 – 9 | 1:30pm – 8:00pm | <u>2012</u> | | | March | 13 - 16 | 1:30pm – 8:00pm | May | 1 – 4 | 1:30pm – 8:00pm | | | | |
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| December | 5 – 9 | 1:30pm – 8:00pm | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| May | 1 – 4 | 1:30pm – 8:00pm | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p align="center"><u>ADVANCED SUPERVISORY AND LEADERSHIP COURSE</u></p> | <p align="center"><u>MARYLAND STATE ENGINEER LICENSE EXAM PREPARATION</u></p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p align="center">DATE/TIME <u>10:00 a.m. – 2:00 p.m.</u></p> <p>Fall Session : October 3 – 7, 2011</p> <p>Winter Session: January 9 – 13, 2012</p> <p>Spring Session: April 9 – 13, 2012</p> <p align="center">Instructors: Larry Hurd, Building Service Trainer June Acha-Morfaw & John Colmes Building Service Training Specialists</p> | <table border="0"> <tbody> <tr> <td colspan="2"><u>2011</u></td> </tr> <tr> <td>July 25</td> <td>10:00 am – 11:30 am</td> </tr> <tr> <td>August 31</td> <td>12:00 pm – 1:30 pm</td> </tr> <tr> <td>September 23</td> <td>2:00 pm – 3:30 pm</td> </tr> <tr> <td>October 24</td> <td>10:00 am – 11:30 am</td> </tr> <tr> <td>November 18</td> <td>12:00 pm – 1:30 pm</td> </tr> <tr> <td>December 16</td> <td>2:00 pm – 3:30 pm</td> </tr> <tr> <td colspan="2"><u>2012</u></td> </tr> <tr> <td>January 23</td> <td>10:00 am – 11:30 am</td> </tr> <tr> <td>February 24</td> <td>12:00 pm – 1:30 pm</td> </tr> <tr> <td>March 23</td> <td>2:00 pm – 3:30 pm</td> </tr> <tr> <td>April 20</td> <td>10:00 am – 11:30 am</td> </tr> <tr> <td>May 18</td> <td>12:00 pm – 1:30 pm</td> </tr> <tr> <td>June 22</td> <td>2:00 pm – 3:30 pm</td> </tr> </tbody> </table> <hr/> <p><u>SPO TRAINING SITE INFORMATION</u></p> <p>EMORY GROVE CENTER 18100 WASHINGTON GROVE LANE GAITHERSBURG, MARYLAND, 20877</p> <p>MONTGOMERY COLLEGE ROCKVILLE CAMPUS GUDELSKY INSTITUTE 51 MANNAKEE STREET ROCKVILLE, MARYLAND, 20850</p> | <u>2011</u> | | July 25 | 10:00 am – 11:30 am | August 31 | 12:00 pm – 1:30 pm | September 23 | 2:00 pm – 3:30 pm | October 24 | 10:00 am – 11:30 am | November 18 | 12:00 pm – 1:30 pm | December 16 | 2:00 pm – 3:30 pm | <u>2012</u> | | January 23 | 10:00 am – 11:30 am | February 24 | 12:00 pm – 1:30 pm | March 23 | 2:00 pm – 3:30 pm | April 20 | 10:00 am – 11:30 am | May 18 | 12:00 pm – 1:30 pm | June 22 | 2:00 pm – 3:30 pm |
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| May 18 | 12:00 pm – 1:30 pm | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| June 22 | 2:00 pm – 3:30 pm | | | | | | | | | | | | | | | | | | | | | | | | | | | | |