

Calendar Abbreviations and Acronyms

Aud = CESC auditorium (enter in the North entrance by the reserved parking spaces)
Cafe = CESC cafeteria (enter by side door, near the reserved BOE parking spaces)
CESC = Carver Educational Services Center (Central Office – 850 Hungerford Drive, Rockville)
Bd/Elec = Board of Elections (751 Twinbrook Parkway, Rockville)
ExBd = Executive Board (for MASC, MCR, and MCJC)
MASC = Maryland Association of Student Councils (state student government)
MCJC = Montgomery County Junior Councils (middle school, county-level student government)

MCR = Montgomery County Region of the Maryland Association of Student Councils (high school, county-level student government)
MSDE = Maryland State Department of Education
Mtg = meeting
GA = General Assembly
Reg = registration
SAO = Student Affairs Office (Lakelands Park MS, Room 120))
SMOB = Student Member of the Board of Education
SEC = Special Elections Committee (runs the election of the SMOB)
SGA = Student Government Association
Wkshp = Workshop

MCJC

- * Executive Board Meetings: 7:00 p.m. – 8:30 p.m.
- ** General Assembly: 10:30 a.m. – 12:45 p.m. (buses arrive at schools around 9:25 a.m. and leave the General Assembly at 12:45 p.m.)
 - *Advisors **must** notify the Student Affairs Office prior to General Assembly to commit their delegates to **attend or not to attend** so that the appropriate number of buses may be ordered. We also need to know **how many students are purchasing lunch** so we may notify the host school. These deadlines are shown on the calendar and on the bus chart for your convenience.*
 - *If you wish to send more students than your allotment of voting delegates, please check with Karen Crawford (Karen_L_Crawford@mcpsmd.org) so we know that there will be room at the general assembly. Host schools may have additional students. MCJC elected and appointed officers do not count as part of a school delegation and are expected to attend all MCJC meetings.*

MCR

- * Executive Board Meetings: 7:00 p.m.– 8:30 p.m.
- ** General Assembly: 10:30 a.m. – 12:45 p.m. (buses arrive at schools around 9:25 a.m. and leave the General Assembly at 12:45 p.m.)
 - *Advisors **must** notify the Student Affairs Office prior to General Assembly to commit their delegates to **attend or not to attend** so that the appropriate number of buses may be ordered. We also need to know **how many are purchasing lunch** so we may notify the host school. These deadlines are shown on the calendar and on the bus chart for your convenience.*
 - ***Only voting delegates and an equal number of observers may attend.** If you wish to send more students than your allotment, please check with Karen Crawford (Karen_L_Crawford@mcpsmd.org) so we know that there will be room on the bus. Host schools may have additional students. MCR elected and appointed staff do not count as part of a school delegation and are expected to attend all MCR meetings.*

MCJC and MCR Executive Board Meetings are generally held in the cafeteria at CESC unless otherwise noted. All schools are expected to have their SGA president, liaison, or an SGA representative attend executive board meetings.

Different schools host General Assembly Meetings each month. All schools received information for hosting a meeting. If your school is interested in being a host school and needs more information or would like another checklist and host confirmation form, please call the Student Affairs Office at 301-670-1419. Information may also be found on the MCR/MCJC websites:

*www.montgomerschoolsmd.org/departments/studentaffairs/sga/mcr
www.montgomerschoolsmd.org/departments/studentaffairs/sga/mcjc*