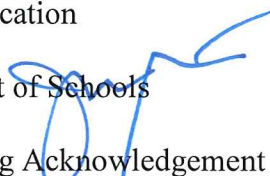


Office of the Superintendent of Schools
MONTGOMERY COUNTY PUBLIC SCHOOLS
Rockville, Maryland

October 17, 2018

MEMORANDUM

To: Members of the Board of Education

From: Jack R. Smith, Superintendent of Schools 

Subject: Required Compliance Training Acknowledgement by Staff

Question

On September 11, 2018, Ms. Dixon suggested that all staff be required to sign a document acknowledging the rules of appropriate contact with students.

Response

All Montgomery County Public Schools (MCPS) staff are required to complete the MCPS Compliance Training modules. Specifically, appropriate contact with students is outlined in the Employee Code of Conduct and Child Abuse and Neglect modules. Staff are required to acknowledge that they have read the accompanying materials related to those and the other nine modules as part of the training.

MCPS monitors and provides a weekly report of staff who has and has not completed the required training. To date, 23,443 MCPS staff have completed compliance training and an additional 464 are registered and will complete the training in the coming weeks.

MCPS staff is aware of their obligation around the required training. Administration ensures that the progressive discipline process is implemented so that no staff has access to students without completing the training first.

JRS:sln

Copy to:

Dr. Navarro	Dr. Johnson
Dr. Statham	Ms. Diamond
Dr. Zuckerman	Mr. Turner
Mr. Civin	