

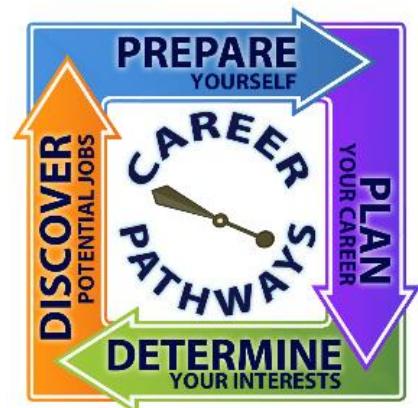
# Training Opportunities for Supporting Services Professionals

## Winter/Spring 2026



Career Pathways is excited to partner with the Supporting Services Training Corps and Paraeducator Programs!

Employees can find information and resources related to paraeducator programs, supporting services professional learning, and higher education partnerships on the [Career Pathways webpage](#).



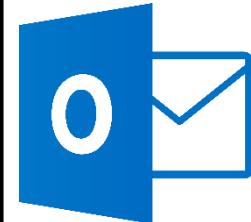
# Training Opportunities for Supporting Services Professionals

## Winter/Spring 2026



Communication about trainings will be sent to your MCPS Outlook email. In addition to your MCPS Gmail account, please make sure to check your MCPS Outlook email.

Zoom access information, changes in location and/or cancellations will only be notified through your MCPS Outlook email.



To register for these training opportunities, please visit the MCPS Professional Development Online (PDO) System - <https://pdo.mcpsmd.org> and search the course number or click on the underlined course title.



### General Information:

These professional development opportunities are available and open to all supporting services professionals.

For sessions offered via Zoom, please make sure to use your MCPS-provided Zoom account.

To access your MCPS-provided Zoom account, log in to Google Chrome using your @mcpsmd.net account.



MCPS Web Conferencing Center

<https://mcpsmd.zoom.us/>





# IMPORTANT



**If you register for any workshops, please make sure to add them to your calendar and set reminders to attend.**



## **Important Information: Do Not Be a No-show for Trainings!**

It is unfair to fellow employees when a registered participant does not show up to a course and does not follow guidelines to withdraw from a course. By not withdrawing from a course, a seat is being held and does not allow other employees who are interested in the course the ability to attend a professional development opportunity.

If your plans change and you are unable to attend a course, please withdraw from the course as soon as possible. Instructions for withdrawing from a class are on the home page of the PDO website: <https://pdo.mcpsmd.org>.

It is understood that last minute changes and/or emergencies do happen.

*If you need assistance, please contact the course instructor(s) or the Help Desk, 240-740-9000.*

**These professional development opportunities are available and open to all supporting services professionals.**

PDO Number/Course Title	Available Dates/Times	Location	Course Description
<b>#91190</b> <u><a href="#">SPT10:Eureka Math 101 for Paraeducators</a></u>	<b>Asynchronous</b>	<b>Asynchronous</b>	This course is designed to introduce paraeducators to the Eureka Math classroom and instructional resources. Participants will learn about each component of the Eureka Math block and how their role as a paraeducator supports student learning.
<b>#92685</b> <u><a href="#">SPT10: Elementary ELA Amplify CKLA Curriculum Overview for Paraeducators</a></u>	<b>Asynchronous</b>	<b>Asynchronous</b>	This course is intended for Elementary Paraeducators to get an overview of the CKLA curriculum. Paraeducators will preview teacher and student materials for grades PreK-5.
<b>#93333</b> <u><a href="#">Supporting Services (SPT10): From an EMT to an IEP (and all that in between) for Paras</a></u>	<b>Tuesday, January 20, 2026 4:30 pm - 6:30 pm</b>	<b>Online - Zoom</b>	In this class participants will learn about the process for an EMT, to a screening, to an IEP or a 504 plan. Participants will learn about the function and purpose of the IEP as well as the different parts of the IEP. Participants will also learn about interventions, exclusionary factors and the different IEP meetings.
	<b>Monday, March 2, 2026 4:30 pm - 6:30 pm</b>	<b>Farmland ES – Room 234</b>	
	<b>Monday, April 27, 2026 4:30 pm - 6:30 pm</b>	<b>Farmland ES – Room 234</b>	
<b>#91269</b> <u><a href="#">SPT10: Computer Training: Excel: Intermediate Excel (5 hrs)</a></u>	<b>Tuesday, January 20, 2026 &amp; Thursday, January 22, 2026 4:30 pm - 7:00 pm</b>	<b>Online – Zoom</b>	This is an instructor-led course that will teach the user more advanced components of Excel, such as formulas and functions, multi-sheet workbooks, analyzing data, V Look Up and more. This course is for the more experienced user of Excel.
	<b>Tuesday, March 17, 2026 &amp; Wednesday, March 18, 2026 4:30 pm - 7:00 pm</b>		
<b>#94090 Supporting Services: Paraeducator Training</b>  <u><a href="#">Eureka Math for ES Paras: Exploring the Place Value Standards K-5</a></u>	<b>Monday, January 26, 2026 8:00 am - 11:00 am</b>	<b>Waters Landing ES, Media Center</b>	Elementary school paraeducators will utilize manipulatives and pictorial models to solve Eureka Math problems to support students' conceptual understanding of the place value standards, K-5.

PDO Number/Course Title	Available Dates/Times	Location	Course Description
<b>#94090 Supporting Services: Paraeducator Training</b>  <u><a href="#">Fostering Resilience through Trauma Informed Practices: SESES/Bridge Para Professional Learning</a></u>	<b>Monday, January 26, 2026</b>  <b>8:30 am - 11:30 am</b>	<b>45 W. Gude Dr. (Maple Room)</b>	This training equips participants with how trauma can shape student responses, and practical surface management strategies for addressing challenging behaviors. Participants will learn to recognize the elements of a trauma-sensitive classroom and apply these strategies through real-world scenarios to strengthen supportive, responsive learning environments.
<b>#94090 Supporting Services: Paraeducator Training</b>  <u><a href="#">Addressing Challenging Behaviors for Students with Significant Cognitive Disabilities</a></u>	<b>Monday, January 26, 2026</b>  <b>9:00 am - 11:00 am</b>	<b>Online - Zoom</b>	For paras supporting ALO students. LFI, SCB, Extensions
<b>#94090 Supporting Services: Paraeducator Training</b>  <u><a href="#">Equitable Instructional Practices for Supporting EMLs and Students with Disabilities</a></u>	<b>Monday, January 26, 2026</b>  <b>9:00 am - 12:00 pm</b>	<b>Odessa Shannon MS</b>	Best instructional practices for supporting Emergent Multilingual Learners (EMLs) and Students with Disabilities (SWDs) use an equity-driven approach to ensure access to grade-level content. These practices include culturally responsive teaching, explicit and scaffolded instruction, embedded language supports, and inclusive classroom structures that promote engagement, independence, and academic success for all learners.
<b>#94090 Supporting Services: Paraeducator Training</b>  <u><a href="#">InterACT: Deep Dive into Aided Language Input</a></u>	<b>Monday, January 26, 2026</b>  <b>9:30 am - 11:00 am</b>	<b>Burnt Mills ES, Media Center</b>	This session will review information and frequently asked questions about Aided Language Input. Participants will incorporate this evidence-based AAC modeling strategy into lesson plans for the preschool and early elementary settings using light-tech core boards.  This course is designed as a follow-up to PDO Courses #93026, #93536, and/or #93843. Participants are STRONGLY ENCOURAGED to complete the "Planning for Communication in the Early Grades" coursework (synchronous or self-paced) prior to registering for and attending this course. **The same course will be offered in the afternoon**

PDO Number/Course Title	Available Dates/Times	Location	Course Description
<b>#94090 Supporting Services: Paraeducator Training</b> <u><a href="#">Para AAC Certification Track: Intro to AAC (Foundations 1)</a></u>	<b>Monday, January 26, 2026</b> <b>9:30 am - 11:00 am</b>	<b>15 W. Gude, 3rd Floor, Tred Avon Room</b>	<p>"What is AAC? In this introductory course, you will gain a foundation of knowledge about alternative and augmentative communication, including the categories of devices, common devices found in MCPS, and how those devices are used to support student communication for a variety of purposes.</p> <p>This is course 1 of 3 in the Foundational Track of the Paraeducator AAC Learning Tracks certificate program."</p>
<b>#94090 Supporting Services: Paraeducator Training</b> <u><a href="#">Eureka Math for ES Paras: Exploring the Place Value Standards K-5</a></u>	<b>Monday, January 26, 2026</b> <b>11:30 am - 2:30 pm</b>	<b>Waters Landing ES, Media Center</b>	Elementary school paraeducators will utilize manipulatives and pictorial models to solve Eureka Math problems to support students' conceptual understanding of the place value standards, K-5.
<b>#94090 Supporting Services: Paraeducator Training</b> <u><a href="#">Para AAC Certification Track: Universal Visual Communication Supports (Foundations 2)</a></u>	<b>Monday, January 26, 2026</b> <b>11:30 am - 1:00 pm</b>	<b>15 W. Gude, 3rd Floor, Tred Avon Room</b>	<p>"Join us for an exploration of the intersection of UDL (universal design for learning) and AAC (alternative and augmentative communication). Topics covered include the types of vocabulary words used in AAC tools, how AAC supports the learning of all students, and an opportunity to explore two classroom AAC tools.</p> <p>This is course 2 of 3 in the Foundational Track of the Paraeducator AAC Learning Tracks certificate program.</p> <p>Prerequisite course: Intro to AAC (Foundations 1). You cannot take this class without having taken the prerequisite course(s)."</p>

PDO Number/Course Title	Available Dates/Times	Location	Course Description
<b>#94090 Supporting Services: Paraeducator Training</b>  <u><a href="#">InterACT: Deep Dive into Aided Language Input</a></u>	<b>Monday, January 26, 2026</b>  <b>12:00 pm - 1:30 pm</b>	<b>Dr. Sally K. Ride Elementary School</b>	<p>This session will review information and frequently asked questions about Aided Language Input. Participants will incorporate this evidence-based AAC modeling strategy into lesson plans for the preschool and early elementary settings using light-tech core boards.</p>
<b>#94090 Supporting Services: Paraeducator Training</b>  <u><a href="#">Para AAC Certification Track: Intro to AAC (Foundations 1)</a></u>	<b>Monday, January 26, 2026</b>  <b>12:00 pm - 1:30 pm</b>	<b>Burnt Mills ES, Media Center</b>	<p>"What is AAC? In this introductory course, you will gain a foundation of knowledge about alternative and augmentative communication, including the categories of devices, common devices found in MCPS, and how those devices are used to support student communication for a variety of purposes.</p> <p>This is course 1 of 3 in the Foundational Track of the Paraeducator AAC Learning Tracks certificate program."</p>
<b>#94090 Supporting Services: Paraeducator Training</b>  <u><a href="#">Math 180 Implementation and Instructional Support for Secondary Paraeducators (ONLY)</a></u>	<b>Monday, January 26, 2026</b>  <b>12:00 pm - 2:00 pm</b>	<b>Online – Zoom</b>	<p>This course is designed exclusively for middle and high school paraeducators who support the implementation of Math 180. Participants will receive a concise overview of the Math 180 intervention and the paraeducator's role in supporting students with disabilities. Math 180 is a comprehensive, blended-learning math intervention developed by Houghton Mifflin Harcourt (HMH) to rebuild foundational math skills, accelerate progress toward grade-level proficiency, and support algebra readiness for students performing significantly below grade level.</p>

PDO Number/Course Title	Available Dates/Times	Location	Course Description
<b>#94090 Supporting Services: Paraeducator Training</b> <u><a href="#">De-Escalation for Students with Significant Cognitive Disabilities</a></u>	<b>Monday, January 26, 2026</b> <b>1:00 pm - 3:00 pm</b>	<b>Online – Zoom</b>	This training will provide support in de-escalating situations for students with significant cognitive disabilities; ALO students in LFI, SCB, Extensions
<b>#94090 Supporting Services: Paraeducator Training</b> <u><a href="#">Technology Accessibility Basics and Tools</a></u>	<b>Monday, January 26, 2026</b> <b>1:30 pm - 3:30 pm</b>	<b>15 W. Gude Dr., Pokomoke Room</b>	This training is to provide an introductory overview of accessibility tools within MCPS to empower para educators to support students in the classroom. Paraeducators need to bring an MCPS-issued device (Chromebook).
<b>#94090 Supporting Services: Paraeducator Training</b> <u><a href="#">Para AAC Certification Track: Universal Visual Communication Supports (Foundations 2)</a></u>	<b>Monday, January 26, 2026</b> <b>2:00 pm - 3:30 pm</b>	<b>Burnt Mills ES, Media Center</b>	<p>"Join us for an exploration of the intersection of UDL (universal design for learning) and AAC (alternative and augmentative communication). Topics covered include the types of vocabulary words used in AAC tools, how AAC supports the learning of all students, and an opportunity to explore two classroom AAC tools.</p> <p>This is course 2 of 3 in the Foundational Track of the Paraeducator AAC Learning Tracks certificate program.</p> <p>Prerequisite course: Intro to AAC (Foundations 1). You cannot take this class without having taken the prerequisite course(s)."</p>

PDO Number/Course Title	Available Dates/Times	Location	Course Description
<b>#93888</b> <u><a href="#">Supporting Services (SPT10): Different Disabilities in the Classroom (High Incidence Disabilities) for Paras</a></u>	<b>Monday, January 26, 2026</b> <b>4:30 pm - 6:30 pm</b>	<b>Online – Zoom</b>	In this class participants will learn the characteristics and barriers students with different disabilities face in the classroom. They will then also learn different types of accommodations to consider in order to provide the required support for the different barriers students face. This is an interactive class in which participants engage in their learning, analyzing scenarios, and sharing ideas.
	<b>Monday, February 23, 2026</b> <b>4:30 pm - 6:30 pm</b>	<b>Farmland ES – Room 234</b>	
	<b>Monday, May 18, 2026</b> <b>4:30 pm - 6:30 pm</b>	<b>Farmland ES – Room 234</b>	
<b>#92769</b> <u><a href="#">SPT10: Computer Training: Advanced Word</a></u>	<b>Tuesday, January 27, 2026</b> <b>4:30 pm - 7:00 pm</b>	<b>Online – Zoom</b>	This hands-on class will teach participants how to mail merge letters and labels using Word and Excel. Participants will also learn how to insert headers, footers, page numbers; and apply track changes. Prerequisites – must have taken Introduction to Word and Introduction to Excel.
	<b>Tuesday, March 24, 2026</b> <b>4:30 pm - 7:00 pm</b>		
<b>#92582</b> <u><a href="#">SPT10: Computer Training: Outlook Workshop</a></u>	<b>Wednesday, January 28, 2026</b> <b>4:30 pm - 7:00 pm</b>	<b>Online – Zoom</b>	The Outlook Workshop builds on basic skills in Outlook and teaches participants to work with some of the more advanced features of Microsoft Outlook. By the end of the class, students will be able to manage email more efficiently, create email rules and quick steps, apply conditional formatting, create folders, manage contacts, create distribution groups, share calendars and delegate access, set up meetings and appointments. We will introduce a variety of features and tips that participants can use for a deeper dive into Outlook.
	<b>Wednesday, March 25, 2026</b> <b>4:30 pm - 7:00 pm</b>		
<b>#93332</b> <u><a href="#">Supporting Services (SPT10): Prevention of Problem Behavior and De-escalation for Paras</a></u>	<b>Monday, February 2, 2026</b> <b>4:30 pm - 6:30 pm</b>	<b>Online – Zoom</b>	In this class, participants will learn how to interpret and respond to student behavior. Participants will reflect on their own non-verbal communication and how to use it to help manage students' behavior. Participants will also learn how to prevent situations from escalating & and how to de-escalate them once they have already escalated.
	<b>Monday, March 9, 2026</b> <b>4:30 pm - 6:30 pm</b>	<b>Farmland ES – Room 234</b>	
	<b>Monday, May 4, 2026</b> <b>4:30 pm - 6:30 pm</b>	<b>Farmland ES – Room 234</b>	

PDO Number/Course Title	Available Dates/Times	Location	Course Description
<b>#92972</b> <u><a href="#">Supporting Services, SPT10: Frost &amp; Flourish: Boosting Your Well-Being This Winter</a></u>	<b>Tuesday, February 3, 2026</b> <b>4:00 pm - 5:30 pm</b>	<b>Online - Zoom</b>	A new season signals a time of change and it can be helpful to assess your well-being. During this session, you will identify and practice strategies to nurture your well-being this winter.
<b>#91462</b> <u><a href="#">Supporting Services, SPT10: Navigating the MCPS Website: A Proactive Approach to finding Information</a></u>	<b>Tuesday, February 3, 2026</b> <b>5:30 pm - 7:30 pm</b>	<b>Online - Zoom</b>	This course is designed for supporting services professionals to raise awareness of the kinds of valuable information and resources located on the MCPS website. The course will provide participants with a detailed, guided, interactive tour of the most commonly used sections of the website which every staff member can and should access routinely. Understanding the depth and breadth of information we are required to share through the website as well as MCPS expectations for knowing what is stored on the website and where to find it enables supporting services staff members to be knowledgeable members of the greater MCPS community.
<b>#93181</b> <u><a href="#">SPT10: Career Pathways - Artificial Intelligence (AI) for Instructional Support Staff</a></u>	<b>Tuesday, February 3, 2026</b> <b>4:30 pm - 6:30 pm</b>	<b>15 W Gude Dr, Pocomoke Room</b>	This two-hour professional learning opportunity is designed for instructional support staff, including paraeducators, media assistants, and other education support professionals.
	<b>Wednesday, February 4, 2026</b> <b>4:30 pm - 6:30 pm</b>	<b>15 W Gude Dr, Pocomoke Room</b>	Participants will receive a brief overview of the history of artificial intelligence (AI), explore emerging guidelines and regulations at the federal and district levels, and observe live demonstrations of AI tools in action. Additionally, attendees will learn practical strategies for integrating AI to enhance instruction and support student learning. This session will provide valuable insights into the evolving role of AI in education and its potential to transform teaching and learning practices.
<b>#88630</b> <u><a href="#">Supporting Services, SPT10: Excel - Charting Data</a></u>	<b>Tuesday, February 3, 2026</b> <b>4:30 pm - 7:00 pm</b>	<b>Online - Zoom</b>	This instructor-led course covers tools needed to illustrate numeric data into pie, bar, line, or column charts. It is geared for users who have experience with Microsoft Excel and need to learn these more intermediate/advanced features.
	<b>Tuesday, April 14, 2026</b> <b>4:30 pm - 7:00 pm</b>	<b>Online - Zoom</b>	

PDO Number/Course Title	Available Dates/Times	Location	Course Description
<u><a href="#">#92025</a></u> <u><a href="#">Supporting Services (SPT10): The Science of Reading for ES Paras</a></u>	<b>Tuesday, February 3, 2026</b> <b>4:45 pm - 6:45 pm</b>	<b>Online – Zoom</b>	Have you heard the talk about MCPS's shift to the Science of Reading/Structured Literacy? Are you wondering what it's all about? Teachers and reading specialists have been receiving this training, and now it's your turn. In this course, we'll include explanations of Scarborough's Reading Rope and the Simple View of Reading and how they apply to literacy instruction and learning.
<u><a href="#">#93886</a></u> <u><a href="#">Supporting Services (SPT10): Para AAC Certification Track: Intro to AAC (Foundations 1) (InterACT PD)</a></u>	<b>Tuesday, February 3, 2026</b> <b>4:30 pm - 6:00 pm</b>	<b>15 W. Gude, 3<sup>rd</sup> floor, Tred Avon Room</b>	What is AAC? In this introductory course, you will gain a foundation of knowledge about alternative and augmentative communication, including the categories of devices, common devices found in MCPS, and how those devices are used to support student communication for a variety of purposes.
<u><a href="#">#93762</a></u> <u><a href="#">Supporting Services, SPT10: Computer Training: Introduction to Google</a></u>	<b>Wednesday, February 4, 2026 &amp; Thursday, February 5, 2026</b> <b>4:30 pm - 7:00 pm</b>	<b>Online - Zoom</b>	This interactive training course offers participants a foundational understanding of five essential Google applications: Google Drive, Google Docs, Google Slides, Google Sheets, and Google Forms. Through hands-on instruction, participants will learn how to efficiently organize files within Google Drive, create and edit documents in Google Docs, develop engaging presentations with Google Slides, learn basic formatting, simple calculations, and introductory data organization using Google Sheets, and design custom forms to collect information via Google Forms. The course emphasizes practical skills that can be immediately applied in both professional and educational settings.
	<b>Wednesday, April 15, 2026 &amp; Thursday, April 16, 2026</b> <b>4:30 pm - 7:00 pm</b>	<b>Online - Zoom</b>	
<u><a href="#">#92270</a></u> <u><a href="#">Supporting Services (SPT10): Focus on EMLs (Emerging Multilingual Students, formerly called ESOL) for Paras</a></u>	<b>Wednesday, February 4, 2026</b> <b>4:45 pm - 6:45 pm</b>	<b>Online - Zoom</b>	Learn and share tips and strategies for working with EMLs (Emerging Multilingual Students, formerly called ESOL students) of different English language proficiencies.  Ask and share your questions and experiences with the ELD program.  Learn up-to-date information about how the Science of Reading/Structured Literacy applies to EMLs

PDO Number/Course Title	Available Dates/Times	Location	Course Description
<p><b>#92100</b>  <u><a href="#">Supporting Services (SPT10): Equity-Centered, Trauma-Informed Teaching for Paras - The Ingredients for Serving Students</a></u></p>	<p><b>Thursday, February 5, 2026</b>  <b>4:30 pm - 6:30 pm</b></p>	<p><b>Online – Zoom</b></p>	<p>Session 1:  What it means to be trauma-informed and equity-centered when serving all students.  Specifically identifying the four Proactive Priorities for Decision Making</p>
	<p><b>Thursday, February 12, 2026</b>  <b>4:30 pm - 6:30 pm</b></p>	<p><b>Online – Zoom</b></p>	
	<p><b>Thursday, February 19, 2026</b>  <b>4:30 pm - 6:30 pm</b></p>	<p><b>Online – Zoom</b></p>	
<p><b>#91463</b>  <u><a href="#">Supporting Services, SPT10: Email Communication Strategies in the Workplace</a></u></p>	<p><b>Thursday, February 5, 2026</b>  <b>5:30 pm - 7:30 pm</b></p>	<p><b>Online - Zoom</b></p>	
	<p><b>Thursday, March 19, 2026</b>  <b>5:30 pm - 7:30 pm</b></p>	<p><b>Online - Zoom</b></p>	<p>Email is an important tool for all MCPS employees to use to improve the quality of our internal and external communications in the workplace. How you use email reflects not only on your level of professionalism, but also on the reputation of MCPS. Before you push send, it is beneficial for you to know the best practices recommended by MCPS for sending email communications. During this training, you will learn the fundamentals for drafting and responding to emails to ensure your messages are prioritized and processed in accordance with your original intent.</p>
<p><b>#93331</b>  <u><a href="#">Supporting Services (SPT10): Data Collections, Accommodations, &amp; Modifications for Paras</a></u></p>	<p><b>Monday, February 9, 2026</b>  <b>4:30 pm - 6:30 pm</b></p>	<p><b>Online - Zoom</b></p>	
	<p><b>Monday, March 16, 2026</b>  <b>4:30 pm - 6:30 pm</b></p>	<p><b>Farmland ES – Room 234</b></p>	<p>In this class participants will learn the most common data collection tools and learn which one is the best fit for different situations and needs. Participants will also learn the difference between accommodations and modifications. They will practice when to use which level of support and how to do it “on the go”. Participants will talk about concepts like “gradual release” and “productive struggle” and how to use them to support students “just enough”.</p>
	<p><b>Monday, May 11, 2026</b>  <b>4:30 pm - 6:30 pm</b></p>	<p><b>Farmland ES – Room 234</b></p>	
<p><b>#89582</b>  <u><a href="#">Supporting Services, SPT10: Workplace Etiquette and Professionalism</a></u></p>	<p><b>Tuesday, February 10, 2026</b>  <b>5:30 pm - 7:30 pm</b></p>	<p><b>Online - Zoom</b></p>	<p>During this workshop, participants will be able to examine the behaviors that demonstrate professionalism in the workplace and the rules of etiquette that foster positive workplace relationships.</p>
	<p><b>Tuesday, March 24, 2026</b>  <b>5:30 pm - 7:30 pm</b></p>	<p><b>Online - Zoom</b></p>	

PDO Number/Course Title	Available Dates/Times	Location	Course Description
<a href="#"><b>#87524</b></a> <a href="#"><b>How to Become a Teacher in MCPS</b></a>	<b>Tuesday, February 10, 2026</b> <b>4:30 pm - 5:30 pm</b>	<b>Online - Zoom</b>	Participants will examine the commitment MCPS has for support professionals who want to become teachers, understand the Maryland State Department of Education certification process, explore the various degree pathways for teacher certification and learn about the specific MCPS offices and departments that collaborate for employees pursuing careers in teaching.
<a href="#"><b>#89805</b></a> <a href="#"><b>Supporting Services, SPT10: Emotional Intelligence Workshop</b></a>	<b>Wednesday, February 11, 2026</b> <b>5:30 pm - 8:30 pm</b>	<b>Online - Zoom</b>	Emotional Intelligence is the ability to recognize, understand, and manage your emotions and the emotions of others effectively. The Emotional Intelligence workshop teaches critical skills for professional success. Participants will have the opportunity to identify and assess the five components of Emotional Intelligence: self-awareness, self-regulation, motivation, empathy and social skills. In addition, participants will have the opportunity to recognize and examine their moods, emotions, and drives, as well as their effect on others.
<a href="#"><b>#91980</b></a> <a href="#"><b>SPT10: Career Pathways - Introduction to Spanish for Front Office Staff</b></a>	<b>Tuesday, February 17, 2026</b> <b>12:30 pm - 2:30 pm</b>	<b>15 W. Gude, 3<sup>rd</sup> floor, Tred Avon Room</b>	In this two-hour in-person training session, participants will learn some basic school-related phrases in Spanish and communication strategies to promote positive interactions with MCPS families. The goal of this training is not language acquisition. It will focus on effective communication with speakers of other languages, specifically Spanish.  The target audience for this training session is current supporting services employees who are the first point of contact for MCPS families (e.g. school secretary, administrative secretary, office assistant).
<a href="#"><b>#92883</b></a> <a href="#"><b>SPT10: Career Pathways - Grow Your Career with MCPS</b></a>	<b>Tuesday, February 17, 2026</b> <b>3:00 pm - 5:00 pm</b>	<b>15 W. Gude, 3<sup>rd</sup> floor, Tred Avon Room</b>	This training is for supporting services employees and will cover where to find training opportunities in MCPS, an overview of the services provided by the Career Pathways Program, and long-range career planning activities.

PDO Number/Course Title	Available Dates/Times	Location	Course Description
<b>#93180</b> <u><a href="#">SPT10: Career Pathways - Interviewing Skills for Supporting Services Employees</a></u>	<b>Tuesday, February 17, 2026</b> <b>8:00 am - 10:00 am</b>	<b>15 W. Gude, 3<sup>rd</sup> floor, Tred Avon Room</b>	<p>This interactive professional learning session is designed to equip participants with essential interviewing skills and strategies to enhance their confidence and effectiveness in the hiring process. Participants will explore foundational techniques, review common interview questions, engage in mock interviews, and learn best practices for making a strong impression. Whether preparing for a new role or refining existing skills, this session will provide valuable insights to navigate interviews successfully.</p> <p>Notes: The target audience for this session is supporting services employees, in any role, who wish to practice their interviewing skills. All support staff are welcome, even if you are not eligible for SPT10.</p>
<b>#91478</b> <u><a href="#">Supporting Services, SPT10: Autism, ADHD &amp; More: Understanding Neurodiversity for Supporting Services Staff</a></u>	<b>Tuesday, February 17, 2026</b> <b>9:00 am - 11:00 am</b>	<b>Online - Zoom</b>	<p>This course will provide a brief introduction to neurodiversity and some of the common disorders. You will receive an overview of the disorders and consider strategies for supporting neurodiverse students in our various roles in the school system. We will consider ways to respond and build relationships with students who have developmental, behavioral, and emotional disabilities. In addition, this session will support the development of four of the Supporting Services Core Competencies: Commitment to Students, Knowledge of Job, Interpersonal, and Communication.</p>
	<b>Friday, March 20, 2026</b> <b>9:00 am - 11:00 am</b>	<b>Online - Zoom</b>	
	<b>Wednesday, April 15, 2026</b> <b>9:00 am - 11:00 am</b>	<b>Online - Zoom</b>	
<b>#93857</b> <u><a href="#">Supporting Services (SPT10): Technology Tools for Paras</a></u>	<b>Wednesday, February 18, 2026</b> <b>4:30 pm - 6:30 pm</b>	<b>Online - Zoom</b>	<p>An overview of a few technology tools that are beneficial for Paras in the classroom.</p>
<b>Wednesday, March 18, 2026</b> <b>4:30 pm - 6:30 pm</b>	<b>Online - Zoom</b>		
<b>Thursday, April 9, 2026</b> <b>4:30 pm - 6:30 pm</b>	<b>Online - Zoom</b>		
<b>Wednesday, May 20, 2026</b> <b>4:30 pm - 6:30 pm</b>	<b>Online - Zoom</b>		

PDO Number/Course Title	Available Dates/Times	Location	Course Description
<p><b>#92853</b>  <u><a href="#">Supporting Services SPT10: Understanding Student Accommodations for Paras</a></u></p>	<p><b>Wednesday, February 18, 2026</b>  <b>6:30 pm - 8:30 pm</b></p> <p><b>Wednesday, March 18, 2026</b>  <b>6:30 pm - 8:30 pm</b></p> <p><b>Thursday, April 9, 2026</b>  <b>6:30 pm - 8:30 pm</b></p> <p><b>Wednesday, May 20, 2026</b>  <b>6:30 pm - 8:30 pm</b></p>	<p><b>Online - Zoom</b></p>	<p>Students across academic settings receive accommodations. But what does that really mean? Why are accommodations provided? How are the accommodations provided? Come to this class to learn about all things accommodations!</p>
<p><b>#92858</b>  <u><a href="#">Supporting Services SPT10: Wellness, Self-care and Mindful Movement for Paras</a></u></p>	<p><b>Thursday, February 19, 2026</b>  <b>6:00 pm - 7:30 pm</b></p> <p><b>Thursday, April 30, 2026</b>  <b>6:00 pm - 7:30 pm</b></p>	<p><b>Online - Zoom</b></p>	<p>This course is designed for paraeducators interested in Tuesday evening sessions full of mindfulness, self-care, and wellness practices. This includes mindful movement, breathwork, and stress management. This course supports both self-care and practices that can be used with students in the school setting. Opportunities will be given to practice sharing mindfulness and breathwork.</p> <p>You may attend more than one of these sessions.</p>
<p><b>#86390</b>  <u><a href="#">Supporting Services, SPT10: Clear and Concise Communication in the Workplace</a></u></p>	<p><b>Thursday, February 19, 2026</b>  <b>5:30 pm - 7:30 pm</b></p> <p><b>Thursday, April 9, 2026</b>  <b>5:30 pm - 7:30 pm</b></p>	<p><b>Online - Zoom</b></p>	<p>This course will help you develop skills to improve your communication with colleagues. Learn the importance of good listening skills and clarifying questions in gaining understanding. Discover how your body language can be made consistent with your verbal message. Learn why "less is more" when communicating via email to avoid being ignored.</p>
<p><b>#93887</b>  <u><a href="#">Supporting Services SPT10: Para AAC Certification Track: Universal Visual</a></u></p>	<p><b>Monday, February 23</b>  <b>4:30pm – 6:00pm</b></p>	<p><b>15 W Gude, 3<sup>rd</sup> floor, Tred Avon Room</b></p>	<p>Join us for an exploration of the intersection of UDL (universal design for learning) and AAC (alternative and augmentative communication). Topics covered include the types of vocabulary words used in AAC</p>

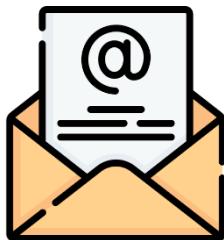
PDO Number/Course Title	Available Dates/Times	Location	Course Description
<a href="#"><u>Communication Supports (Foundations 2)(InterACT PD)</u></a>	<b>Monday, March 2, 2026</b> <b>4:30 pm - 6:00 pm</b>	<b>15 W Gude, 3<sup>rd</sup> floor, Tred Avon Room</b>	tools, how AAC supports the learning of all students, and an opportunity to explore two classroom AAC tools.  Prerequisite course: Intro to AAC (Foundations 1)
	<b>Wednesday, April 22</b> <b>4:30 pm – 6:00 pm</b>	<b>15 W Gude, 3<sup>rd</sup> floor, Tred Avon Room</b>	
<a href="#"><u>#92276 Supporting Services (SPT10): Do More with the Science of Reading/Structured Literacy for Paras</u></a>	<b>Tuesday, February 24, 2026</b> <b>4:45 pm - 6:45 pm</b>	<b>Online – Zoom</b>	Have you already learned the basics of the Science of Reading/Structured Literacy, such as Scarborough's Rope and the Simple View of Reading? Ready for more? Come to expand your knowledge, ask questions, and/or share your information and experiences with other paraeducators. See and discuss practices in action and you'll be inspired and ready to do more with what you know.
<a href="#"><u>#92763 Supporting Services, SPT10: Computer Training: Advanced Excel</u></a>	<b>Tuesday, February 24, 2026 &amp; Wednesday, February 25, 2026</b> <b>4:30 pm - 7:00 pm</b>	<b>Online – Zoom</b>	Building upon the foundational knowledge gained in Introductory Excel, Intermediate Excel, and Charting Data courses, participants will embark on a comprehensive journey into Advanced Excel techniques and tools. Throughout this hands-on course, students will delve deep into the intricacies of Excel, mastering conditional formatting to powerful lookup functions such as HLookup, Index Match, and What-If Analysis. Participants will also explore the realm of creating and executing Macros. Additionally, a more in-depth exploration of Pivot Tables, allowing participants to craft Dashboards, transforming raw data into visually compelling and interactive presentations.
	<b>Tuesday, April 21, 2026 &amp; Wednesday, April 22, 2026</b> <b>4:30 pm - 7:00 pm</b>	<b>Online – Zoom</b>	

PDO Number/Course Title	Available Dates/Times	Location	Course Description
<b><u>#53756</u></b> <b><u>Supporting Services, SPT10: Giving and Receiving Feedback</u></b>	<b>Tuesday, March 3, 2026</b> <b>5:30 pm - 7:30 pm</b>	<b>Online - Zoom</b>	<p>Learning to give and receive feedback at work is an essential skill for individuals looking to grow professionally, build successful relationships with coworkers, and accomplish their goals. Direct communication is a right and a responsibility that we should all share, no matter our role or position. Learn strategies for better communication and coping skills for handling difficult situations in both giving and receiving information.</p>
	<b>Tuesday, April 14, 2026</b> <b>5:30 pm - 7:30 pm</b>	<b>Online - Zoom</b>	
<b><u>#92580</u></b> <b><u>Supporting Services, SPT10: Computer Training: Introduction to Word</u></b>	<b>Tuesday, March 3, 2026</b> <b>4:30 pm - 6:30 pm</b>	<b>Online - Zoom</b>	<p>This instructor-led course covers the basic skills needed to create documents, use templates, apply bold, italics, underline and other text features; change line spacing, margins, spell check, printing and saving.</p>
<b><u>#92581</u></b> <b><u>Supporting Services, SPT10: Computer Training: Intermediate Word</u></b>	<b>Wednesday, March 4, 2026</b> <b>4:30 pm - 7:00 pm</b>	<b>Online - Zoom</b>	<p>This instructor-led course examines how to create custom tabs and tables. This course also covers how to insert and manipulate graphics and saving your file in PDF format. Prerequisite – must have taken Introduction to Word.</p>
<b><u>#93518</u></b> <b><u>Food &amp; Mood: Nourishing Your Body and Mind for Healthy Aging</u></b>	<b>Thursday, March 5, 2026</b> <b>4:00 pm - 5:30 pm</b>	<b>Online – Zoom</b>	<p>This workshop will provide concrete strategies to support your physical and mental health as you age. We will explore the positive effects of nutrition on cognitive retention and mental health. Participants will learn how to implement the MIND diet into meals and practice strategies to enhance physical and mental well-being.</p>
<b><u>#92575</u></b> <b><u>Supporting Services, SPT10: Communication Skills Training: Strategies to Positively Impact Workplace Outcomes</u></b>	<b>Thursday, March 5, 2026</b> <b>5:30 pm - 7:30 pm</b>	<b>Online – Zoom</b>	<p>Every person has a message that should be heard and valued, however, not everyone communicates their message effectively. Learning to communicate your message is more challenging now more than ever, because it is difficult for some people to listen through distractions. It takes self-reflection to discover your voice, and it takes courage, and skills to use your voice for change. Our Communication Skills Training will provide strategies to build your capabilities and empower you to use your voice to positively impact outcomes in the workplace.</p>
	<b>Thursday, April 16, 2026</b> <b>5:30 pm - 7:30 pm</b>	<b>Online – Zoom</b>	

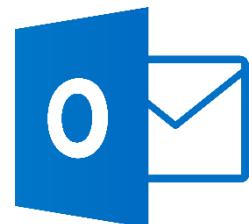
PDO Number/Course Title	Available Dates/Times	Location	Course Description
<a href="#"><b>#87043</b></a> <a href="#"><b>Supporting Services, SPT10: Computer Training: Excel - Introduction to Excel</b></a>	<b>Tuesday, March 10, 2026 &amp; Wednesday, March 11, 2026 4:30 pm - 6:30 pm</b>	<b>Online - Zoom</b>	<p>This is an instructor-led course that gives users the basic knowledge to use Excel, such as how to open and close an Excel workbook; identify how to read and use the ribbon and status bar; input and manipulate data, etc.</p> <p>This is designed for the beginner user.</p>
<a href="#"><b>#91117</b></a> <a href="#"><b>Supporting Services, SPT10: Effective Customer Service Strategies</b></a>	<b>Tuesday, March 10, 2026 5:30 pm - 7:30 pm</b>	<b>Online – Zoom</b>	<p>This training equips participants with problem-solving frameworks, analytical skills, and critical thinking techniques to diagnose and address customer problems efficiently. Participants will examine the four pillars of customer service, which include responsiveness, knowledge, empathy and problem-solving skills. This training will help participants develop and improve the art of listening, speaking, writing and understanding nonverbal cues in order to communicate effectively with customers and stakeholders.</p>
	<b>Tuesday, April 21, 2026 5:30 pm - 7:30 pm</b>	<b>Online – Zoom</b>	
<a href="#"><b>#92101</b></a> <a href="#"><b>Supporting Services (SPT10):Equity-Centered, Trauma-Informed Teaching for Paras - Understanding Behavior as communication</b></a>	<b>Thursday, March 12, 2026 4:30 pm - 6:30 pm</b>	<b>Online - Zoom</b>	<p>Session 2: Diving Deeper into the SCARF framework, Co-Regulation, UPR and Restorative Practices, and Mindset Building.</p>
	<b>Thursday, March 19, 2026 4:30 pm - 6:30 pm</b>	<b>Online - Zoom</b>	<p>Explore how student behavior can be a sign of unmet needs. Gain tools to respond with empathy and support rather than punishment.</p>
	<b>Thursday, April 9, 2026 4:30 pm - 6:30 pm</b>	<b>Online - Zoom</b>	

PDO Number/Course Title	Available Dates/Times	Location	Course Description
<b>#89677</b> <u><a href="#">Paraeducator Career Ladder*</a></u>	<b>Saturdays, March 14, 21 &amp; 28</b> <b>9:00 a.m. – 3:30 p.m.</b>	<b>Online – Zoom</b>	This 18-hour course was designed with the enduring understanding that "the academic achievement of our students is dependent upon the knowledge and skills of paraeducators in assisting teachers as they create positive classroom environments and plan for instruction to improve teaching and learning." Instructors for this course are certified in education and have an extensive knowledge base of MCPS initiatives including equitable practices, diversity, and differentiated instruction. This course is open to both regular and special education paraeducators.
<i>Disclaimer:</i> Only current permanent paraeducators should sign up for this course.	<b>Thursdays, April 16, 23, 30, May 7, 14 &amp; 21</b> <b>5:00 p.m. – 8:00 p.m.</b>	<b>Online – Zoom</b>	
<i>*Please note: The Para Career Ladder course is unpaid as it will result in a pay increase once you complete all the requirements.</i> <a href="#">See flyer</a>	<b>Saturdays, May 9, 16 &amp; 30</b> <b>9:00 a.m. – 3:30 p.m.</b>	<b>Online – Zoom</b>	
<b>#93884</b> <u><a href="#">Supporting Services (SPT10):Social-Emotional Learning (SEL) for School Communities for Paras</a></u>	<b>Thursday, March 26, 2026</b> <b>5:00 pm - 6:30 pm</b>	<b>Online – Zoom</b>	An overview of social-emotional learning, restorative approaches, trauma informed teaching practices, and healing centered strategies for implementation in the school setting and community.
	<b>Thursday, May 14, 2026</b> <b>5:00 pm - 6:30 pm</b>	<b>Online - Zoom</b>	
<b>#94144</b> <u><a href="#">Supporting Services (SPT10) - Para AAC Certification Track: Custom AAC for Individual Needs (Foundations 3) (InterACTPD)</a></u>	<b>Wednesday, April 15, 2026</b> <b>9:30 am - 11:00 am</b>	<b>15 W Gude, 3<sup>rd</sup> floor, Tred Avon Room</b>	This session explores the features and implementation of AAC (alternative and augmentative communication) tailored to meet the unique needs of individual students. You will gain a deeper understanding of the essential features of individualized AAC systems and learn about best practices and practical strategies for effective support of students using AAC.
	<b>Wednesday, April 15, 2026</b> <b>11:30 am - 1:00 pm</b>	<b>15 W Gude, 3<sup>rd</sup> floor, Tred Avon Room</b>	
	<b>Wednesday, April 15, 2026</b> <b>12:00 pm - 1:30 pm</b>	<b>15 W Gude, 3<sup>rd</sup> floor, Tred Avon Room</b>	
	<b>Wednesday, April 15, 2026</b> <b>2:00 pm - 3:30 pm</b>	<b>15 W Gude, 3<sup>rd</sup> floor, Tred Avon Room</b>	
	<b>Thursday, May 7, 2026</b> <b>4:30 pm - 6:00 pm</b>	<b>TBD</b>	Prerequisite courses: Intro to AAC (Foundations 1), Universal Visual Communication Supports. Please note that you cannot take this class without having taken the prerequisite courses.

PDO Number/Course Title	Available Dates/Times	Location	Course Description
<u>#92350</u> <u>Supporting Services (SPT10):</u> <u>Synergy and Boxlight Training</u> <u>for Paras</u>	<b>Wednesday, April 22, 2026</b> <b>4:30 pm - 6:30 pm</b>	<b>15 W Gude, 3<sup>rd</sup> floor, Choptank Room</b>	This class will help you navigate through Synergy to find ways to better serve our students. In the section about the Boxlight, we will explore the different abilities it has, including writing on the board, timer, and spotlight.



Communication about trainings will be sent to your MCPS Outlook email. In addition to your MCPS Gmail account, please make sure to check your MCPS Outlook email. Zoom access information, changes in location and/or cancellations will only be notified through your MCPS Outlook email.

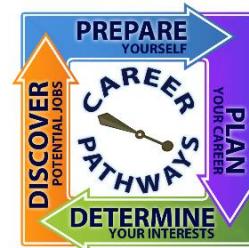


To register for these training opportunities, please visit the MCPS Professional Development Online (PDO) System - <https://pdo.mcpsmd.org> and search the course number or click on the underlined course title.



**Career Pathways is excited to partner with the Supporting Services Training Corps and Paraeducator Programs!**

Employees can find information and resources related to paraeducator programs, supporting services professional learning, and higher education partnerships on the [Career Pathways webpage](#).



# Winter/Spring 2026 - General Information

## SPT10 Information

- **Increased Hours:** According to the 2023–2026 SEIU/BOE Negotiated Agreement, SPT10 training hours have increased from 8 to 16 hours per fiscal year.
- **Payment Limit:** 10-month supporting services employees may attend more than 16 hours of training; however, only **up to 16 hours** will be paid per fiscal year.
- **Stipend Payments:** The SPT10 stipend will be paid **multiple times during the school year on 11/14/25 (will include SPT10 trainings taken over the summer), 2/6/26, 4/3/26 & 6/26/26.**
- **Eligible Trainings:** Any training listed in PDO as “SPT10” is eligible for the stipend and **does not need to occur on specific days.**

## PDO Communication

- **Email Notifications:** Emails from PDO will come from **noreply@pl.powerschool.com** and **will be marked [EXTERNAL] in your inbox.** Be sure to monitor these emails, as they contain important information about your sessions, including **Zoom access links** for online workshops.

## Additional Reminders

- **Check All Email Accounts:**
  - Important updates and professional development announcements will be sent to your **MCPS Outlook email.**
  - In addition to your **MCPS Gmail**, please check your **Outlook email** for updates, location changes, cancellations, and Zoom links.
- **Stay Organized:** If you register for any workshops, add them to your calendar and set reminders so you don't miss them.

Employees can find information and resources related to paraeducator programs, supporting services professional learning, and higher education partnerships on the [Career Pathways webpage](#).

## Zoom General Information:

- To access your MCPS-provided Zoom account, login to Chrome using your MCPS Google account. Navigate to the website <https://mcpsmd.zoom.us/> and click on the Login button.



## EMPLOYEE ASSISTANCE PROGRAM (EAP)



The MCPS Employee Assistance Program (EAP) offers no-cost and confidential services to all MCPS employees and their adult household members. Services include short-term counseling with a licensed mental health provider, wellness information and workshops, supervisory consultations, mediation through the dispute resolution program, referrals to community resources, caregiver support group, support during critical incidents, and more.



Visit the [EAP website](#) and contact the office at 240-740-6500 (Monday to Friday 8:30 a.m.–5:00 p.m. year-round) to learn more.

# Supporting Services Professional Learning & Career Pathways

## Career Pathways Program

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## Supporting Services Professional Learning

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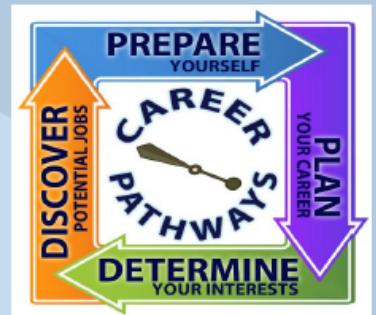
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# MCPS - Career Pathways Program

for Supporting Services Employees

Your one-stop shop for workforce development!



## 1:1 Support

Career coaching, resume review, mock interviews, long-range career planning

## Ambassadors & Mentors

Opportunities to learn new skills and participate in organization-wide initiatives

## Professional Development

Leadership Training Program; SPT10 Training

## Support to Teacher Pathways

Learn how to become a teacher at MCPS.



# Higher Education Partnerships



## Higher Education Partnerships

### Partnerships for:

- Initial teacher certification
- Continuing education and graduate certification
- School leadership development

### Eligibility:

- Permanent MCPS employee
- Benefits eligible

### Interested? Contact...

**Brittany Ramey**

Instructional Specialist, Higher Education Partnerships

[Brittany\\_E\\_Ramey@mcpsmd.org](mailto:Brittany_E_Ramey@mcpsmd.org)

[https://bit.ly/mcps\\_hep](https://bit.ly/mcps_hep)



The Department of Professional Learning offers higher education partnership opportunities to MCPS employees seeking teacher certification, continuing professional development, or pursuing career advancement. To learn more, visit the [Higher Education Partnerships](#) webpage.