

MEMORANDUM

March 1, 2024

Action Required - ANNUAL



Office of Strategic Initiatives
MONTGOMERY COUNTY PUBLIC SCHOOLS
Rockville, Maryland

TO: All Staff

FROM: Stephanie S. Sheron, Chief
Dr. Margie Lope Moutsatsos, Director, Districtwide Professional Learning

SUBJECT: **Required Professional Learning for Summer 2024**

Summary

The purpose of this memorandum is to provide information about the required teacher, supporting service staff, and administrator professional learning for summer 2024.

- Required summer learning is accessible via the professional learning webpage or directly on the required professional learning grid.
- Principals will review this information and ensure teachers and supporting services staff are notified of their required learning sessions.
- All Montgomery County Public Schools (MCPS) teachers, supporting services staff, and administrators are expected to review the linked information to determine which courses they must attend based on position and role responsibility. Teachers, supporting services staff, and administrators must complete the registration process and fully attend required professional learning.
- When multiple sessions are offered, staff should choose one session and register through the Professional Development Online (PDO) system. All identified staff must attend an entire session and may not attend parts of different sessions.
- Due to the Monday, July 8, 2024, school start date, Innovative Schools (Arcola Elementary) will collaborate with the Office of Curriculum and Instructional Programs to develop alternative training dates or formats as needed to ensure their staff have access to required professional learning.
- Teachers and supporting services staff required to attend Tier 1 training will be paid at their current hourly rate of pay at the time of their participation in Tier 1 training. Only those identified staff who are listed as required to attend will be paid for this summer's professional learning.

Background

MCPS is committed to ensuring success for every student by building the capacity of all staff members. Required summer professional learning is one of the many components in our efforts to provide all educators with the knowledge and skills they need to deliver an effective instructional program and provide all students with an equitable supportive learning environment. Knowledge and skills gained in the summer learning will be reinforced by continuing efforts throughout the school year. MCPS believes in job-embedded professional learning that assists staff members in applying what they have learned in day-to-day work with colleagues and students.

Important Dates

- Registration for systemwide required Tier 1 training for summer 2024 for **elementary staff** will begin at **5:00 p.m.** on **Wednesday, March 13, 2024.**
- Registration for systemwide required Tier 1 training for summer 2024 for **secondary staff** and **centralized trainings** will begin at **5:00 p.m.** on **Thursday, March 14, 2024.**

Action Required

Principals need to review and coordinate with teachers and supporting services staff to register for applicable required summer training.

Links/Additional Information

[Professional Learning Webpage](#) (including Required Training Grid [online])

Questions

If you have any questions, please contact Dr. Marjorie (Margie) Lope Moutsatsos, director of districtwide professional learning, via [email](#).

Approved by: Betty J. Collins
Dr. Betty J. Collins, Acting Deputy Superintendent

2/27/24
Date