

# Welcome to MCPS NEO- FAQ

We are so proud of our school system and thrilled to have you in our professional learning community. Look through the list of questions to find your answers. Still can't locate the answer? Use the [Google Form](#) to ask a question and we will get right back to you!

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## What is New Educator Orientation (NEO) 2024 Vision - Building the Foundations for an Anti-Racist Education?

The New Educator Orientation (NEO) is a professional development training opportunity that introduces educators to Montgomery County Public Schools (MCPS) as part of its comprehensive induction program. You will receive payment for participating. New educators are expected to attend and benefit from this orientation. Check out our [Google Site](#) that includes all the necessary information about NEO 2024

**NEO- New Educator Orientation statistics**  
**98% of the new educators who attended NEO in the last four years recommended it for all new MCPS educators!**

### Who can attend NEO?

New hires who have completed background checks and have been assigned an MCPS Outlook and MCPS Gmail account can register for NEO. Having both accounts is mandatory to be able to access the NEO platform. Late hires (hired after August 16, 2023) from last year who did not attend NEO previously can attend NEO as well.

### If I missed NEO last year, can I attend this year?

If you were hired by MCPS AFTER August 16, 2023, and have not attended NEO previously, you may attend the orientation this year.

### What will happen at NEO on Aug 13, 14 and 15th?

During the first two days of NEO, you will be warmly welcomed by our Superintendent, members of the Board of Education, and the Montgomery County Education Association. You will be able to meet your colleagues and interact with them while you participate in the Creating the Conditions to Success through the Lens of Equity and PGS. Check the schedule for both elementary and secondary NEO days [here](#).

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You will have the opportunity to learn about the insurance, benefits, etc. and get a chance to ask questions directly to the staff from Employee and Retiree Services Center (ERSC) related to filling the various forms. You will also learn about the Certification process from the Certification Unit.

You will be able to participate in curriculum training, where you can meet your colleagues from the same content area. Each specialty area will have different training enhancing your capability to become a wonderful MCPS educator.

On day 3, if you are a special education teacher, ELD teacher, Physical Education teacher, One-Way Immersion or Two-Way immersion teacher, you will receive further essential specialty training in job-specific training.

This year we are also excited to offer a half-day virtual session entitled “Square Pegs in Round Holes: Challenges in Educating and Evaluating Multilingual Learners.” This session will be offered on Thursday (AM or PM) and Friday (AM). All sessions will be on Zoom. Participants will be compensated at \$40 per hour for the four-hour professional development. Please sign up for one session only using the PDO linked located [here](#). The PDO course number is **#92629**.

## **Pay and Attendance**

### **Will I be paid? When and How much will I be paid?**

If you are a new-to-MCPS educator who was hired after August 16, 2023, and you have not previously attended NEO, you will receive a stipend for each full day of NEO that you attend. You will receive payment for attending NEO in one of your October paychecks.

All educators will receive a \$120 stipend for each full day of attendance on August 13 and August 14. Special Educators, Elementary and Secondary ELD, Physical Education, One-Way Immersion, and Two Way Immersion teachers will receive a \$20/hour stipend for attending the additional day (August 15).

### **I taught for many years elsewhere; do I still need to go?**

Yes, all new-to-MCPS educators are expected to attend NEO. In fact, 98% of the new educators who attended NEO in the last four years recommended it for all new-to-MCPS educators. NEO will provide you with an opportunity to meet new colleagues and hear more about the curriculum and equity initiatives within MCPS

### **What if I cannot attend all the day?**

You should plan to attend all days if possible. However, if you are not in attendance, you will not be paid a stipend. You will have access to the NEO digital binder containing resources if you have signed up on PDO to attend NEO.

### **What if I am a part-time teacher?**

You are still eligible to attend. You should plan to attend the same hours as everyone else during the orientation and will receive \$20 per hour not exceeding \$100 a day for participation.

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Physical Therapist, Social Workers and Speech Pathologist. Click on [Specialty Site Assignments 2024](#) for the name in your specialty area. **Please follow directions from the supervisor/coordinator in your specialty area.**

## What if I'm not a classroom teacher?

Support professionals, such as para-educators and instructional assistants, **are not** eligible to attend. Educators in the following specialty content areas often attend more content specific NEO sessions. Those areas are: School Counselors, Media Specialists, Occupational Therapists. Please connect with your supervisor to receive information about your specific NEO dates.

## Onboarding Questions

### What if I don't know the grade or subject I will be teaching?

The principal at your new school should be able to advise you on which curriculum training(s) you should attend during NEO.

### What if I don't have an MCPS laptop?

Please reach out to your school-based administrator to secure a laptop. NEO will have limited laptops for NEO participants.

### What if I don't know my MCPS login information?

Use this [resource](#) (box #1) to learn how to log into your MCPS Outlook email and (box #3) for your Google accounts.

### What if I am teaching multiple grades and subjects?

The curriculum training is broken out by content at the elementary level and secondary level. If you are teaching multiple elementary grades or multiple secondary content areas, you should ask the principal and/or the staff development teacher at your new school for guidance on which training to select.

### Do I need to register in advance and is there a deadline for registration?

All participants must register in advance through PDO. The PDO registration closes on **Friday, August 9, 2024**. Please note that you must be fully cleared by Human Resources in order to register.

**If you have any questions regarding clearance, please contact:**  
**Ms. Casey Crouse at [Casey B Crouse@mcpsmd.org](mailto:Casey_B_Crouse@mcpsmd.org)**

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## How do I register and will I get a registration confirmation?

Registration for NEO will open June 30, 2024.

Click here for Registration for [NEO Days 1 and 2](#)

Click this [guide](#) to find out details about sessions to register, based on your content area.

## What if I have questions regarding the employee forms that I downloaded? Who may I contact?

If you have any questions, please contact ERSC at 301-517-8100 or via email at [ersc@mcpsmd.org](mailto:ersc@mcpsmd.org)

## What if I still need to get fingerprinted?

Click on the following link to schedule an appointment for fingerprinting.

<https://www.montgomeryschoolsmd.org/departments/personnel/fingerprint/index.aspx>

## What if I already attended a curriculum training this summer?

This orientation is still highly recommended. You will receive additional information about system requirements and resources, and get a chance to network with other new teachers

## I am a 12-month employee returning to a 10-month classroom teacher position. Can I still attend NEO?

Yes, you are eligible, and invited, to attend NEO this year and will be paid the same stipend as new educators.

## When is my first day of work?

Your first contractual day of work will be **Monday, August 19, 2024**. This is the first day of the professional development week for all teachers.

## Day 3 of NEO (August 15, 2024)

### I am a new Special Education teacher. How will NEO be different for me?

- [Use the guide](#) to register for your respective courses on [PDO](#). Only educators with MCPS Outlook and MCPS Gmail accounts are eligible to attend NEO.
- You will participate in the two traditional days of NEO on August 13 and August 14, and then attend a third day of NEO on August 15.
- For days 1 and 2 (August 13 and 14, 2024), Special Education teachers of diploma-bound students should sign up for the general education curriculum sections appropriate to the grade level/content area they will be teaching. This includes teachers who fall into the

following categories: Resource, Home School Model, Learning Center, Hours Based staffing, Learning and Academic Disabilities, SESES, Autism Resource Services and Autism Connections Services (formerly Aspergers).

- Elementary Special Education teachers of students pursuing alternate learning outcomes including students in special programs or schools such as LFI, SCB, Autism Classic, Extensions, the Longview School and the Stephen Knolls School, should sign up for the PDO course titled, ALO Special Education Elementary Teachers: Extensions/SCB/LFI/Autism Classic/ select Special Schools Teachers Grades K-5 **section #137758**.
- Secondary Special Education teachers, Grades 6-12, of students pursuing alternate learning outcomes including students in special programs or schools (LFI, SCB, Autism classic, Extensions, Longview School, Stephen Knolls School, Rock Terrace School) should sign up for the NEO for the course titled, *ALO Special Education Secondary Teachers: Extensions/SCB/LFI/Autism Classic/ Special Schools Teachers Grades 6-12* **section #135564**
- All Special Education teachers should also register for the additional training session(s) on Thursday, August 15, 2024. There will be an asynchronous session for MOIEP training (**section #137819**) and an in person session entitled *Special Education Additional Day of NEO: Planning for a Successful School Year* (**section #137803**). Please make sure to register for all appropriate courses.

**For questions about any of the NEO days for Special Educator Teachers, please contact:**

Name	Contact Information
Ms. Jessica S. Gould	<a href="mailto:Jessica_S_Gould@mcpsmd.org">Jessica_S_Gould@mcpsmd.org</a>
Ms. Lauren-Ashley Minor	<a href="mailto:Lauren-Ashley_Minor@mcpsmd.org">Lauren-Ashley_Minor@mcpsmd.org</a>

### I am a new ELD teacher. How will NEO be different for me?

In addition to Days 1 and 2 of NEO, ELD teachers attend on Day 3 for professional learning specific to the English Language Development (ELD) program.

At the **elementary level**, you will receive four hours of professional learning Elementary ELD Instruction, ELD Accountability tasks, and Screeners at the Elementary level. **Section #137802**

At the **middle school level**, you will receive four hours of instruction to review and explore WIDA framework, middle school ELD Instruction, and hear about ELD Accountability tasks and Screeners at the secondary level. **Section #137800**

At the **high school level**, you will receive will four-hour of instruction to review and explore WIDA framework, high school ELD Instruction, and hear about ELD Accountability tasks and Screeners at the secondary level. **Section #137801**

**For questions about any of the NEO days for ELD Teachers, please contact:**

Name	Contact Information
<p align="center"><b><u>Elementary ELD Teachers</u></b></p> <p align="center">Rabiah George Noelia Gonzalez Julianne Foster</p>	<p align="center"> <a href="mailto:rabiah_l_george@mcpsmd.org">rabiah_l_george@mcpsmd.org</a>  <a href="mailto:noelia_c_gonzalez@mcpsmd.org">noelia_c_gonzalez@mcpsmd.org</a>  <a href="mailto:julianne_m_fostersmoot@mcpsmd.org">julianne_m_fostersmoot@mcpsmd.org</a> </p>
<p align="center"><b><u>Secondary ELD Teachers</u></b></p> <p align="center">(Lily) Vicky Lake-Parcan Michelle Hunsberger Farhana Shah</p>	<p align="center"> <a href="mailto:lily_v_lake-parcan@mcpsmd.org">lily_v_lake-parcan@mcpsmd.org</a>  <a href="mailto:michelle_hunsberger@mcpsmd.org">michelle_hunsberger@mcpsmd.org</a>  <a href="mailto:farhana_n_shah@mcpsmd.org">farhana_n_shah@mcpsmd.org</a> </p>

**I am a new PE teacher. How will NEO be different for me?**

You will participate in the two traditional days of NEO on August 13 and August 14, and then attend a third day of NEO on August 15. Teachers will learn best practices for supporting and teaching students with disabilities in the schools they teach. This session is for all ES, MS, and HS Physical Education teachers. Teachers will review legal requirements for delivery of services, identification of students, train teachers to access MOIEP, and collaborate on instructional practices.

This course is listed as *Adapted Physical Education Elementary and Secondary Day 3* **Section #137804.**

**For questions about any of the NEO days for P.E. Teachers, please contact:**

Name	Contact Information
<p align="center">Cara Grant Karen Kart</p>	<p align="center"> <a href="mailto:cara_d_grant@mcpsmd.org">cara_d_grant@mcpsmd.org</a>  <a href="mailto:karen_b_kart@mcpsmd.org">karen_b_kart@mcpsmd.org</a> </p>

**I am a new One-Way Immersion teacher. How will NEO be different for me?**

You will participate in the two traditional days of NEO on August 13 and August 14, and then attend a third day of NEO on August 15. Teachers should register for Two Way Immersion Curriculum **Section #137789** and Two Way Immersion Onboarding **Section #137792**

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**For questions about any of the NEO days for One Way Immersion, please contact:**

Name	Contact Information
François Vandenplas Jeannie Awono Ana Hernández	<a href="mailto:Francoise_Vandenplas@mcpsmd.org">Francoise_Vandenplas@mcpsmd.org</a> <a href="mailto:Jean_A_Awono@mcpsmd.org">Jean_A_Awono@mcpsmd.org</a> <a href="mailto:Ana_M_Hernandez@mcpsmd.org">Ana_M_Hernandez@mcpsmd.org</a>

### **I am a new Two-Way Immersion teacher. How will NEO be different for me?**

You will participate in the two traditional days of NEO on August 13 and August 14, and then attend a third day of NEO on August 15. Teachers should register for One Way Immersion Curriculum **Section #137779**

**For questions about any of the NEO days for Two-Way Immersion, please contact:**

Name	Contact Information
Norma Villavicencio Carol Fernandez Yudialejandra Suarez Valarino	<a href="mailto:Norma_A_Villavicencio@mcpsmd.org">Norma_A_Villavicencio@mcpsmd.org</a> <a href="mailto:carol_fernandez@mcpsmd.org">carol_fernandez@mcpsmd.org</a> <a href="mailto:yudialejandra_suarezvalarino@mcpsmd.org">yudialejandra_suarezvalarino@mcpsmd.org</a>

### **Who do I contact if I have questions?**

Use the [Google Form](#) to ask a question and we will get right back to you!

For questions regarding the sessions that you should register for please contact the [contact person listed next to the respective content area in this sheet.](#)