



# School News

## Important Dates Coming Soon

### *Students score*

Will Moten, a senior at Westlake High School and Nathan Proctor Jr., a senior at Henry E. Lackey High School, have put Charles County Public Schools in the national spotlight within a week thanks to their athletic accomplishments. Proctor, an outside linebacker on the Chargers varsity football team, earned a spot to play in the Under Armour All America Game in Orlando on Jan. 1. Moten, an indoor and outdoor track standout, is among the top 10 finalists in the Wendy's Heisman contest. He will travel to New York City next month to participate in Heisman Weekend activities.

### *Band hits right note*

The La Plata High School Warrior Marching Band has earned several first-place awards in competitions. And on Nov. 5, it ranked in the USBands A Class National Championships in Allentown, Pa. The ensemble, under the direction of Susan Eckerle and led by drum major Brian Eckerle, earned fourth place in its division and received the Cadet Award of Excellence. The award is given to the band with the highest overall achievement in the areas of creativity, excellence and overall effect.

### *Professional development*

Several professional development classes are planned for this month. How to be Professionally Responsible: Danielson's Domain 4 for New Teachers, Getting the Most Out of TeachingBooks.net and MESA Advisor Training: Scratch for Elementary School are on Nov. 14. New science teacher professional development support will be Nov. 16 to March 15. MESA Advisor training for the Storybook Theme Park Ride for Elementary School will be Nov. 16 and MESA Advisor training for the Middle School Hovercraft will be Nov. 17. A Middle School C3 Framework Applications class will be Nov. 29. To register, go to <http://registration.ccboe.com>.



## Laughs and fun at fall festival

General Smallwood Middle School held a fall festival to celebrate its Positive Behavioral Interventions and Supports students who didn't receive a referral or suspension in the first quarter. A dance, basketball, haunted house, games and a movie were among the highlights of the festival. Students used Bulldog Bucks to purchase refreshments and tickets for games. Sixth grader Jayln Butler, left, talks with Principal Kathy Kiessling during the event.

## Health insurance open enrollment starts Nov. 14

Open enrollment for health insurance benefits and Aflac, a supplemental insurance company, is available for Charles County Public Schools (CCPS) employees starting Monday, Nov. 14 through Friday, Dec. 2.

An employee's current medical and life insurance elections will continue if no changes are made. Open enrollment provides employees the opportunity to modify or elect pretax benefits. All changes made during open enrollment are effective Jan. 1, 2017, through Dec. 31, 2017. To make changes or to enroll, visit <https://ccboe.hrintouch.com>.

CCPS offers eligible employees a self-insured group health plan through CareFirst BlueCross BlueShield and Caremark. Benefits include medical, dental and pharmacy services. The two plan options for employ-

ees include CareFirst Preferred Provider Plan (PPO/PPN) and Blue Choice Opt-Out Open Access. While co-pays have not increased, premium rates for 2017 have increased slightly and are as follows:

- PPO/PPN plan – individual, \$204 per month (bi-weekly, \$102) – increase of \$6; family, \$546 per month (bi-weekly, \$273) – increase of \$16
- Open Access – individual, \$150 per month (bi-weekly, \$75) – increase of \$12; family, \$432 per month (bi-weekly, \$216) – increase of \$36

The primary factors driving the increased spending in health care are high-cost claimants, specialty pharmacy benefits and overall medical inflation.

CareFirst Video Visit is new this year.

See ENROLLMENT, page 2

ENROLLMENT

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**On the cover**

Pictured on the front cover are employees recognized by the Board of Education at its October meeting. Pictured from left are Erin Amore, third-grade teacher at Berry Elementary School; Kathleen Davis, a resource teacher at Maurice J. McDonough High School; and Janice Earnshaw, a fourth-grade teacher at Dr. Thomas L. Higdon Elementary School.

**Flu vaccine clinics**

The Charles County Department of Health is offering the flu vaccine to the public at clinics held at schools. The nasal application, FluMist, is not available this season. Flu vaccine clinics will be held at Thomas Stone High School from 3 to 7 p.m. Tuesday, Nov. 15 and at La Plata High School from 3 to 7 p.m. Thursday, Nov. 17.

**Direct deposit on checklist**

Employees set to receive paper paychecks for the Nov. 25 payday will not be able to pick up their checks early due to the holiday.

Paper checks will be mailed Nov. 22 to the employee's address on file. Direct deposit is strongly encouraged so as to not delay receipt of pay.

**All-County concerts**

All-County concerts are coming up. The All-County Middle and High School Honors Orchestra performs 7 p.m. Tuesday, Nov. 15 at Thomas Stone High School and the All-County Middle and High School Honors Band concert is 7 p.m. Wednesday, Nov. 16 at St. Charles High School.

**Shredding Saturday**

William B. Wade Elementary School, in partnership with All-Shred Inc., will hold a Paper Shred event 9 a.m. to 1 p.m. Saturday, Nov. 12 in the parking lot of the school at 2300 Smallwood Drive West in Waldorf. Visitors can bring unwanted personal documents from home to be destroyed and recycled securely on-site for free and plastic bags to be recycled. Residents may bring up to three boxes (15-by-12-by-10 inches or smaller). Plastic bags and packaging must be clean, dry and free of food. For more information, email wade.gogreen@gmail.com.

When a primary care provider is not available, CareFirst Video allows patients to securely connect with a doctor via computer, tablet or smartphone 24/7. To register, visit [www.carefirst.com/needcare](http://www.carefirst.com/needcare) and click on a Video Visit link or download the CareFirst Video Visit app.

Aflac representatives will be available Nov. 14 to Dec. 2 to sign up employees for new policies, update current policies or answer questions.

CareFirst BlueCross BlueShield will only mail new medical and dental cards if a plan change is made for 2017. Current members will not receive a new prescription card.

Employees participating in flexible spending programs will need to access the online benefit enrollment site to enroll in the unreimbursed medical expense and child care flexible spending accounts.

The accounts are active from Jan. 1 through Dec. 31 annually.

Unreimbursed medical expenses include allowable expenses not covered but not fully reimbursable by any benefit plans, such as a co-pay or deductible, and expenses not covered by any benefit plans which are prescribed by a physician.

Enrollment is not automatic and employees who wish to participate must sign up for a new account each year.

**How to enroll**

Employees will need to log on to the HR In-Touch Website to make changes.

To enroll for benefits go to <https://ccboe.hrntouch.com>. Click on "Register" or "Reset your Account."

When registering, the username must be between six and 50 alphanumeric characters and the password must be between eight and 15 characters, must contain at least one number and least one upper case and one lower case letter.

It cannot have more than two of the same characters consecutively and cannot be the same as the username or Social Security number.

All plan descriptions and Aflac enrollment schedules are at <https://ccboe.hrntouch.com>, as a featured link Open Enrollment for 2017.

To access enrollment, log on to the human resources In-Touch website to make changes. Employees who are not making changes are not required to re-enroll.

**Warm up to Winterfest at the science center**

Winterfest will be Dec. 10 at the James E. Richmond Science Center.

Movies "Let it Snow" and "Season of Light" will be played in the Digital Dome Theater. There will be hands-on activities and a holiday photo booth. The hot chocolate bar is \$1 a cup with a refill and make-n-take ornaments are \$2 each.

The event runs from 9 a.m. to 1 p.m. with three ticket options. The options are:

**Ticket option A**

• 9:30 a.m. — "Let it Snow" and "Season of Light" double feature

• Lab activities, make-n-takes, hot chocolate bar, photo booth and Science on a Sphere available after the movies

**Ticket option B**

• 10:45 a.m. — "Let it Snow" and

"Season of Light" double feature

• Lab activities, make-n-takes, hot chocolate bar, photo booth and Science on a Sphere available before and after the movies

**Ticket option C**

• 12:30 p.m. — "Let it Snow" and "Season of Light" double feature

• Lab activities, make-n-takes, hot chocolate bar, photo booth and Science on a Sphere available before the movies

For tickets or more information, go to [www.ccboe.com/sciencecenter/winterfest/](http://www.ccboe.com/sciencecenter/winterfest/). Tickets are available online or at the door.

The Science Center is at St. Charles High School at 5305 Piney Church Road in Waldorf.

## Nominate a principal for The Washington Post's Principal of the Year Award

Charles County Public Schools (CCPS) is accepting nominations for its 2017 Principal of the Year Award. The annual award honors exemplary principals and recognizes those who go beyond the day-to-day demands of their position to create an exceptional educational environment. The selected principal will also serve as Charles County's finalist in The Washington Post Principal of the Year awards program.

The Post's Principal of the Year program is formerly known as the Distinguished Educational Leadership Award program. One finalist in the Washington, D.C., metropolitan area will be selected as The Washington Post Principal of the Year.

Teachers, students, former students, parents, administrators, or community members may submit nominations. Nominees must have a minimum of five year's experience as a principal and three of those years must have been with Charles County Public Schools. Principals may not nominate themselves.

Nomination materials must include a minimum of four statements of support, one of which must be submitted by a professional educator; a career summary (list of positions held, date and location of each, and degrees and certificates earned); a 200-word biography written to highlight the specific award for which the awardee was nominated; and a description of contributions in each of the nomination criteria categories.

The nomination criteria categories are:

- manage effectively;
- demonstrate and encourage creativity and innovation;
- foster cooperation between the school and the community;
- maintain a continuing dialogue with students and parents as well as faculty and staff;
- keep abreast of developments in the field of education;
- encourage team spirit;
- demonstrate leadership and exemplify commitment;
- continue to play an active role in the classroom; and
- maintain their position as principal throughout the 2017-18 school year.

Nomination materials must be included in a presentation binder that does not exceed 100 single pages. Included in the binder should be one laser print of a color vertical headshot photograph of the nominee as well as a disc including the electronic photo as a 3-by-5-inch jpeg file with a minimum resolution of 300 dots per inch (dpi).

Nominations are due by Wednesday, Jan. 4. Binders should be sent to Ramona DiBenedetto, Office of Human Resources, Charles County Public Schools, Jesse L. Starkey Administration Building, P.O. Box 2770, La Plata, Md., 20646. Binders must include a completed cover page. The cover page, as well as additional nomination materials, is posted on the school system website at <http://www.ccboe.com/jobs/emprec.php>.

## Have an outstanding teacher? There's an award for that.

Charles County Public Schools (CCPS) is accepting nominations for The Washington Post's 2017 Teacher of the Year Award. The annual award honors exemplary teachers who demonstrate excellence in teaching and outstanding leadership, encourage creative and quality instruction, and contribute in a substantive way to the improvement of education.

One finalist in the Washington, D.C., metropolitan area will be selected as The Washington Post Teacher of the Year. Charles County Public Schools' finalist will represent Charles County and be in the running for The Post's overall award. Nominees must be full-time teachers in grades prekindergarten through 12 and have a minimum of five years teaching experience; three of those years must have been with Charles County Public Schools.

Teachers, students, former students, administrators or community members may submit nominations. Teachers may not nominate themselves. Nominees must also maintain their teaching position throughout the 2017-18 school year.

Nomination materials include a minimum of four statements of support, one of which must be from a professional educator; a career summary (list of positions held, date and location of each, and degrees and certifications earned); a description of contributions in each of the nomination criteria categories; and a 200-word biography written to highlight the specific award for which the awardee was nominated.

The nomination criteria categories are:

- instill in students a desire to learn and achieve;
- understand the individual needs of students, encourage their talents and foster their self-esteem;
- demonstrate a thorough knowledge of subject matter and the

ability to share it effectively with students;

- foster cooperative relationships with their colleagues and the community;
- demonstrate outstanding leadership; and
- maintain their teaching position throughout the 2017-18 school year.

Charles County's finalist for The Post's Teacher of the Year awards program will be recognized by The Post with other finalists from school districts in the District of Columbia, Maryland and Virginia.

Nomination materials must be included in a presentation binder that does not exceed 100 single pages. Included in the binder should be one color laser print of a vertical headshot photograph of the nominee. The photo should also be downloaded to a disc as 3-by-5-inch jpeg file with a minimum resolution of 300 dots per inch (dpi).

Nominations are due by Wednesday, Jan. 4. Binders should be sent to Ramona DiBenedetto, Office of Human Resources, Charles County Public Schools, Jesse L. Starkey Administration Building, P.O. Box 2770, La Plata, Md., 20646. Binders must include a completed cover page. The cover page, as well as other supporting materials, is posted on the school system website at <http://www.ccboe.com/jobs/emprec.php>. The winner will be selected by a screening committee and kept confidential until The Washington Post runs its advertisement to announce the recipient. Contact DiBenedetto at 301-934-7242 or [rdibenedetto@ccboe.com](mailto:rdibenedetto@ccboe.com) with questions. The Washington Post established the Teacher of the Year Award to recognize excellence in teaching, encourage creativity and quality instruction and to contribute in a substantive way to the improvement of education in the Washington, D.C., metropolitan area.

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## North Point holds blood drive

North Point High School recently held an American Red Cross blood drive. Top, Red Cross technician Patrice Byrd, left, readies North Point senior Lauren Jermstad to give blood for the first time. Right, North Point science teacher Wade Nadolski relaxes after giving blood.



## Personnel

Apply for positions online at [www.cboe.com/jobs/currentopenings.php](http://www.cboe.com/jobs/currentopenings.php). All teaching positions require a bachelor's degree and MSDE certification requirements.

### Job openings

**Pupil Personnel Worker** — 11-month position, Jesse L. Starkey Administration Building. Candidates must have a master's degree pupil personnel, counseling, guidance services, early childhood, elementary or secondary education, human growth and development, sociology, social work, psychology, special education or administration and supervision. Candidates must hold or be eligible for a Maryland Professional Certificate with an endorsement as a Pupil Personnel Worker. Apply by Nov. 16.

**Secretary to the Principal** — 12-month position, J.C. Parks Elementary School. Candidates must have a high school diploma. Experience with Quicken or QuickBooks is desirable and experience with budgets,

payroll, and cash handling preferred. The ability and willingness to establish and maintain excellent public and community relations and to react quickly and effectively to oral and written instructions is preferred. Apply by Nov. 16.

**Benefits Assistant** — 12-month position, Jesse L. Starkey Administrative Building. Associate's degree in human resources, business administration or a related field from an accredited college or university is required. Candidates should have three years progressively responsible experience in benefits administration and be proficient in Microsoft Office. Candidates must have an ability to work professionally and discretely with confidential information. Apply by Nov. 11.

**Electronics Technician III** — 12-month position, Annex 1. The position involves the installation, repair, overhaul, fabrication, tuning, alignment, modification, calibration and testing of electronic equipment and related

devices. A high school diploma is required and a degree from an accredited technical school or college is preferred. Two years' minimum industry installation and repair technician experience is required. Candidates must have valid driver's license and an insurable driving record and the availability to work weekends and evenings when required. Position is open until filled.

**Instructional Assistant** — 10-month position, location to be determined. Demonstrated interest in and aptitude for working with secondary school aged children and excellent human relations skills is required. Good oral and written communication skills and the ability to communicate effectively with staff, students and parents is a must. IAs assist teachers in planning instructional activities and works with individuals or small groups to provide instructional reinforcement after the classroom teacher delivers the instruction. Apply by Nov. 30.