

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

October 23, 2019

MEMORANDUM

To: Members of the Board of Education
From: Jack R. Smith, Superintendent of Schools
Subject: Potential Telework Positions (FMC-09-16-19-02)

Question

Ms. Dixon asked staff to identify potential positions that may lend themselves to teleworking.

Response

Staff in the Office of Human Resources and Development (OHRD) contacted supervisors to identify potential additional positions that may lend themselves to teleworking. Additional positions that may lend themselves to teleworking were identified in the Department of Materials Management, the Office of Communications, the Central Placement Unit, the Office of the General Counsel, Montgomery County Public Schools Television, and the Department of Employee and Retiree Services. OHRD staff will work with staff in offices in which teleworking may be a possibility in the future for interested employees.

Additionally, a number of supervisors indicated that they have offered the telework options to employees in positions other than those that currently are approved; however, the employees declined the offers. In other cases, supervisors indicated that all positions in their departments that met the telework guidelines have been included and approved.

If you have any questions, please contact Dr. Andrew M. Zuckerman, chief operating officer, at 240-740-3050.

JRS:AMZ:LD:jnm

Copy to:

Dr. McKnight	Dr. Johnson
Dr. Navarro	Ms. Diamond
Dr. Statham	Mr. Turner
Dr. Zuckerman	Ms. Dempsey
Mr. Civin	Ms. Webb