

# MEMORANDUM

July 15, 2021

Action Required - ANNUAL



Office of Finance and Operations  
MONTGOMERY COUNTY PUBLIC SCHOOLS  
Rockville, Maryland

**TO:** All Principals  
**FROM:** Eugenia S. Dawson, Chief of Finance and Operations  
**SUBJECT:** *Transportation for Student Orientation*

A handwritten signature in blue ink, appearing to read 'ESD', is located to the right of the 'FROM:' line.

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## Summary

The 2021–2022 school year orientation for Montgomery County Public Schools students will be held on Thursday, August 26, 2021. Transportation will be provided for all students. School bus schedules for orientation programs will follow a normal morning pick-up schedule and return students home on a three-hour early dismissal schedule. High schools will end at 11:30 a.m., middle schools at 12:00 p.m., and elementary schools: Tier 1 at 12:25 p.m., and Tier 2 at 12:50 p.m.

## Action

- Elementary schools planning an orientation should notify their depot manager in the Department of Transportation (DOT) by **Thursday, August 5, 2021**.
- All schools planning to have students in Special Education programs attend orientation should also notify their depot manager by **Thursday, August 5, 2021**.

## Questions

For questions regarding student orientation, please contact Mrs. Katrina G. Wright, bus operations manager, DOT, at 240-740-6200 or via [Katrina.Wright@mcpsmd.org](mailto:Katrina.Wright@mcpsmd.org).

ESD:slda