

FREDERICK COUNTY PUBLIC SCHOOLS CARES ABOUT OUR  
EDUCATIONAL SUPPORT PROFESSIONALS!



## RESOURCES FOR OUR EDUCATIONAL SUPPORT PROFESSIONALS

Educational Support Professionals (ESPs) are often the behind-the-scenes warriors! These individuals assist students, keep schools and facilities clean and safe, prepare meals, ensure the buses are running on time and buildings are safe and secure, and assist with enrollment, to name a few. ESPs serve an essential role and are a valuable part of FCPS.

## CONTACT INFORMATION

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## FOR MORE INFORMATION, PLEASE VISIT:

<https://www.fcps.org/org-dev/support-employee-learning>



## SUPPORT WEBSITE - INTERNAL

The internal FCPS Support Staff Website serves as a resource for all ESPs. This webpage contains professional learning opportunities, training options, job related resources, staff contact information, answers to frequently asked questions and more. FCPS staff members must be logged in to access the website on Inside FCPS, under the Quick Links section.

## QUARTERLY NEWSLETTERS

FCPS ESPs receive a quarterly newsletter every September, December, March, and May. The newsletter consists of important information, upcoming events, training and PL sessions, special opportunities for support staff and more.



## PROFESSIONAL LEARNING AND TRAINING

All support staff have a wide variety of professional learning and training opportunities available to them. Understanding the importance of providing role specific support, as well as evidence-informed content, FCPS is proud to offer the following:

- Asynchronous trainings through Unified Talent, Skillsoft Percipio, and the Support Employee Portal
- In person trainings on common technology platforms, FCPS programs, and role-specific needs
- Monthly open office hours to get answers to frequently asked questions
- Annual mandated trainings, delivered through Unified Talent
- Tuition reimbursement platform
- Licensure and certificate supports
- Partnership with FCC Business Solutions
- Professional Development School partnerships with local colleges

## FCPS / FASSE PROFESSIONAL LEARNING DAY

FCPS, in partnership with the Frederick Association of School Support Employees (FASSE) host an annual Professional Learning Day for all support staff. This event provides ESPs with role-specific professional learning sessions and trainings, as well as sessions on decreasing stress and promoting good health and overall well-being. Participants also connect with local colleges and businesses throughout the day and network with other peers. 700 ESPs look forward to this event each year.

## BUILD YOUR OWN PROGRAM

FCPS is a deliberately developmental organization. To promote hiring from within, the Department of Equity & Organizational Development, in partnership with Human Resources, designed the Build Your Own program. This program offers professional learning opportunities to support career ladder advancement for ESPs. This program creates a baseline of learning to ensure all future candidates have key background knowledge.

## NEW HIRE ONBOARDING

FCPS is committed to successfully onboarding all newly hired ESPs.

In addition to individual school-based and central-office based onboarding with one's supervisor and team, the following onboarding programs also exist:

- Secretary New Hire Onboarding (asynchronous)
- Substitute New Hire Onboarding (in-person)

