

**Office of Finance  
Division of Procurement  
MONTGOMERY COUNTY PUBLIC SCHOOLS  
45 W Gude Drive, Suite 3100  
Rockville, Maryland 20850**

**Invitation for Bid #9122.8, Breads and Rolls**

**GENERAL CONDITIONS AND SPECIFICATIONS**

**A. Intent**

The specifications contained herein are intended to cover the furnishing and delivery of breads and rolls to ALL Montgomery County Public School (MCPS) locations and to the MCPS Division of Food and Nutrition Services (DFNS) Central Production Facility. All locations are within Montgomery County, Maryland.

Vendors must have approved processing agreements with the Maryland State Board of Education (MSDE) for using donated flour from the United States Department of Agriculture (USDA). MCPS reserves the right to request verification of a processing agreement subsequent to the bid opening.

**B. Ordering and Delivery**

**Background**

MCPS requires delivery of bread to ALL school sites, MCPS adult cafeteria locations, and to the MCPS Division of Food and Nutrition Services Central Production Facility (CPF), hereafter referred to as CPF. **See Attachment I** for detailed information on locations. The director of the MCPS Division of Food and Nutrition Services, hereafter referred to as DFNS, and the successful vendor(s) shall establish mutually agreeable ordering procedures for all deliveries.

**1. Ordering and Delivery to Schools Information and Requirements**

The successful vendor(s) shall be responsible for keeping informed of holidays and emergency school closings. In the case of school closings due to inclement weather or other emergency closings, orders placed for the day of the closing are automatically cancelled. Orders shall be resumed the next day of school. The DFNS will notify the vendor(s) of any order adjustments due to school closings.

Cafeteria managers normally place orders on Mondays (Tuesdays if school is not open on Monday) for the next week's deliveries.

- a. Normal delivery shall be four (4) days per week

**Ordering and Delivery (cont.)**

- b. Delivery of goods includes placement of items in areas designated by the cafeteria manager. This does not include placing on shelves.
- c. "Drop shipments" (items left outdoors) shall not be considered. Any drop shipments received shall NOT be honored for payment and shall be reported to the Montgomery County Department of Environment Protection as a violation of sanitary regulations.
- d. The successful vendor(s) shall notify the director of Division of Food and Nutrition Services in advance when product shortages are anticipated or if deliveries are incomplete.
- e. Vendors shall only deliver products that have been awarded and approved by the director of DFNS. Items that have not been approved shall not be supplied to schools without prior written approval by the director of the Division of Food and Nutrition Services.

**2. Ordering and Delivery to CPF Information and Requirements**

The Division of Food and Nutrition Services Central Production Facility is located at 8401 Turkey Thicket Drive, Gaithersburg, Maryland 20879.

- a. A standing daily delivery appointment shall be arranged (between 7:00am and 11:00am).
- b. Product must be delivered on plastic stackable trays and stacked on vendor-supplied dollies.
- c. Vendor must notify DFNS in advance if substitutions are made or if shortages are anticipated.
- d. All empty bread trays shall be picked up daily by the successful vendor(s).
- e. The successful vendor(s) shall be responsible for keeping informed of holidays and emergency school/office closings. In the case of school/office closings due to inclement weather or other emergency closings, orders placed for the day of the closing are automatically cancelled. Orders shall be resumed the next day schools/offices open. The DFNS will notify the vendor(s) of any order adjustments due to school closings.

**Any deviations or exceptions to the requirements specified in the ordering and delivery must be clearly stated in on a separate sheet and be included with the proposal.**

**C. Buy American Requirement**

The National School Lunch Act mandates that districts use federal funds to purchase only food produced in the United States. Accordingly, the products supplied by bidders must be a domestic food commodity or a domestic food product, as those terms are defined under the National School Lunch Act and its implementing regulations.

A domestic food commodity is an agricultural commodity (for example, red meat, chicken, fruit, vegetable or grain) that is produced in the United States. A domestic food product, as defined by the Code of Federal Regulations (CFR), is a product processed in the United States "substantially" using domestic agricultural commodities. Substantially means that over 51% of the processed food comes from American-produced products.

**D. Awards**

It is the intention to award this contract to the lowest responsible bidder(s) meeting specifications and product approval. Consideration shall also be given to any previous performance for the Board of Education as to quality of service, acceptable merchandise and with regard to the bidder's ability to perform should it be awarded the contract.

MCPS reserves the right to delete items or add additional items or additional vendors throughout the contract term should there be a need for items not available from the awarded vendors.

**E. Contract Term**

The term of contract shall be for **one (1) year** as stipulated on the Invitation for Bid. MCPS reserves the right to extend this contract at existing prices, terms and conditions for up to three (3) one-year extensions. Bidders shall submit prices and yield statements that are current for that time period. However, the contract may not begin until one (1) day after approval by the Board of Education and will conclude as stated under the contract term. Written notice indicating MCPS' intention to pursue the extension of the contract will be issued 90 days prior to the expiration of the original contract. Vendors shall have ten (10) days from the date of notification to return the notice, acknowledging its intent to accept or reject the extension. Once the responses are evaluated, MCPS staff may make a recommendation to the Board of Education to extend the contract or decide to rebid. If the contract is extended by the Board of Education, a contract amendment will be issued.

**F. Provision for Price Adjustment**

All increases, including the Fee for Service shall not be considered for the duration of the first year of the contract. Thereafter, if the contract is extended, the successful vendor(s) must submit a written request for price relief. Adjustments will be based upon the Consumer Price Index (CPI), specifically, the All Consumer Index, published by the U.S. Department of Labor, Bureau of Labor Statistics, for the Washington D.C., Metropolitan Area and shall not exceed 75% of the percentage change of January 1 CPI's, rounded to the nearest tenth of a percentage. Any orders received prior to a request for a price increase shall be honored at the original contract price. Downward adjustments shall be made by MCPS without a request from the successful vendor.

MCPS reserves the right to accept or reject the request as may be determined to be in the best interest of MCPS. If the price increase is accepted, a contract amendment will be issued. Any services requested prior to a request for a price increase shall be honored at the original contract price.

**G. Samples, Nutritional and Ingredient Information**

**Samples, when requested, shall be delivered within five (5) working days from date of request. Samples shall be provided at no cost to the district. Failure to provide samples may be cause for rejection of the bid.**

**All bidders shall be required to submit with their bid proposal, nutritional and ingredient information and product formulation sheets for all products offered, even if the product was approved and/or purchased previously.**

Samples submitted shall be forwarded to the **Division of Food and Nutrition Services, 8401 Turkey Thicket Drive, Gaithersburg, Maryland 20879, Attn: MaryAnn Gabriel**. The outside of the sample package shall be marked "Samples" and identified with the bid number for which the sample applies. Samples shall be provided in normal purchase units to allow thorough testing of the product and to represent actual packaging if the item is approved and purchased. Additional samples may be requested for expanded testing with students. Failure to submit information as required may result in disqualification.

**H. Nutritional Requirements**

MCPS requires products without the following ingredients:

- Artificial colors and dyes
- Acesulfame-Potassium, Aspartame
- BHA
- Azodicardicarbonamide
- Potassium Bromate
- Propyl Gallate
- MSG
- Artificial Trans Fats

All grain products served for use in schools must be credited based on per-ounce equivalent (oz. eq) standards. Baked goods (breads, biscuits, bagels, etc.): 16 grams of creditable grain ingredients provide 1 oz. eq credit.

All items bid for school use must also meet the whole grain rich criteria. Foods that meet the whole grain-rich criteria for the school meal programs contain 100 percent whole grain or a blend of whole-grain meal and/or flour and enriched meal and/or flour of which at least 50 percent is whole grain. The remaining 50 percent or less of grains, if any, must be enriched.

**I. Brand Names**

Brands and code numbers listed have been pre-approved. If an item specification shows code number(s) that have changed, the bidder shall so state and indicate the current code number(s).

**J. Interpretation of Specifications**

The products in the attached list are specified to meet our minimum requirements. Therefore, vendors are informed that they must provide the items in conformance to quality standards equal to the item specifications.

All breads and rolls shall be "enriched" and meet Federal Specifications of the Federal Standard Stock Catalog EE-B-671a and any subsequent amendments thereto.

**K. Deviations**

All bids meeting the requirements and intent of the invitation will be considered for award. Bidders offering and quoting on substitutions or who are deviating from the terms, conditions, and/or specifications shall list such and explain fully on a separate sheet to be submitted with its bid. The absence of such a sheet shall be interpreted that the bidder has taken no exception and shall be held responsible for performing in accordance with the terms, conditions, and specifications as stated herein.

**L. Quotations**

Vendors shall provide pricing for using both vendor provided flour and using USDA provided flour. If an item is not applicable for USDA flour, the vendor shall indicate by placing a "NA" in the "**Comments**" column.

No bidder will be allowed to offer more than one (1) price on each item even though it may feel that it has two (2) or more types of styles that will meet specifications. Bidders must determine for themselves which to offer. If said bidder should submit more than one (1) price on any item, all prices for that item will be rejected. However, this stipulation does not preclude the offering of new products which do not meet specifications in every respect from being offered as a separate item for consideration for future bids. Such product should be identified as a new product and a brief explanation written as a part of the offer detailing the advantages that can normally be expected of this product over the product specified.

A bidder may restrict its bid to consideration in the aggregate by so stating, but shall name a unit price on each item bid upon. Any bid in which the bidder names a total price for all the articles without quoting a price on each and every separate item may be considered informal. If there is any discrepancy between the unit cost and total cost, the unit cost shall prevail.

**M. Product Protection Guarantee**

School districts have "automatic" product protection recourse against suppliers for product safety. According to the Code of Federal Regulations, the supplier whose name and address appear on

the package is the responsible party. Successful supplier(s) shall take immediate action to correct any situation in which product integrity is violated.

**N. Quantities**

Quantities shown in the item specification for each item are estimated AVERAGE ANNUAL usage and are subject to change and are dependent upon current requirements of MCPS and budgetary limits. MCPS shall not be obligated to receive or purchase any specific quantity.

Vendor(s) are required to supply and deliver all items listed. MCPS reserves the right to add new items by mutual agreement between the Director of the Division of Food and Nutrition Services and the vendor(s). Vendor(s) are encouraged to present or demonstrate new items or concepts to the director of the Division of Food Services.

**O. Coding**

The code the contractor is using on the product package designating the maximum life of the product by date shall be provided to the Division of Food Services prior to school deliveries.

**P. Weights**

All weights specified refer to baked weights.

**Q. Color**

Color shall not be added to any product described herein.

**R. Nutritional/Ingredient Information**

After award, the successful vendor(s) shall supply a copy of all the nutritional label and ingredient listings for all products awarded. Information should be sent within five (5) days of award notification to Mary Ann Gabriel, Division of Food and Nutrition Services, 8401 Turkey Thicket Dr., Gaithersburg, Maryland 20879. The nutritional and ingredient information shall have the Bid number, Item number and Company name affixed to the labels.

**S. Invoices**

Multi-part invoices must be provided that contain the following information:

1. School name and MCPS assigned number
2. Item description
3. Quantity
4. Item unit price with extended total amount

**Invoices (cont.)**

The cafeteria manager, upon receipt of the goods, shall sign a multi-part invoice. The cafeteria manager shall retain a copy. Any adjustments to the original invoice must be made on the cafeteria and the vendor copies.

Weekly billing documents shall be sent to the director of the Division of Food and Nutrition Services, no later than the fifth working day after the close of the previous week's business. Electronic files preferred. Vendor(s) shall provide the following:

1. A summary invoice that shows totals of all school locations by item, unit prices and a grand total.
2. Invoices shall be listed by MCPS School number order showing totals delivered to a location for the week, by item with unit prices and extended total amounts.
3. Upon request, the vendor shall fax their invoice copy to the Division of Food and Nutrition Services Accounts Payable office.

**T. Special Conditions**

1. Audit Provisions - MCPS shall have the right to examine the successful vendor(s) records pertaining to work performed under the contract to determine and verify their compliance with all contractual conditions. MCPS shall be granted access to such records at all reasonable times during the contract period and for three (3) years thereafter.

2. Contingent Fee - The successful vendor(s) hereby represents that they have not retained anyone to solicit or secure this contract from MCPS upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, except for bona fide employees or bona fide established commercial selling agencies maintained by the person so representing for the purpose of securing business, or any attorney rendering professional legal services consistent with applicable canons of ethics.

3. Assignments - Neither this contract nor any interest therein nor claim thereunder, shall be assigned or transferred by the successful vendor(s) except as expressly authorized in writing by MCPS, no contract shall be made by the successful vendor(s) with any other party for furnishing any of the work or services herein contracted for without the written approval of MCPS.

4. Disputes - Any dispute concerning a question of fact arising under this contract shall be disposed of by written agreement between the contractor and the contracting officer. Pending final decision of a dispute hereunder, the contractor shall proceed diligently with the contract performance.

**U. Contractors' Obligation Regarding Criminal Records of Individuals Assigned to Work in MCPS Facilities**

Beginning July 1, 2015, all MCPS contracts must include the following provisions:

**I. Prohibition against assigning registered sex offenders and individuals convicted of sexual offenses, child sexual abuse, and other crimes of violence to MCPS contracts:**

Maryland Law requires that any person who enters into a contract with a county board of education "may not knowingly employ an individual to work at a school" if the individual is a registered sex offender. Under § 11-722 of the Criminal Procedure Article of the Maryland Code,

an employer who violates this requirement is guilty of a misdemeanor and, if convicted, may be subject to up to five years imprisonment and/or a \$5000 fine.

Effective July 1, 2015, amendments to § 6-113 of the Education Article of the Maryland Code further require that a contractor or subcontractor for a local school system may not knowingly assign an employee to work on school premises with direct, unsupervised, and uncontrolled access to children, if the employee has been convicted of, or pled guilty or nolo contendere to, a crime involving:

- a) A sexual offense in the third or fourth degree under § 3-307 or § 3-308 of the Criminal Law Article of the Maryland Code or an offense under the laws of another state that would constitute an offense under § 3-307 or § 3-308 of the Criminal Law Article if committed in Maryland;
- b) Child sexual abuse under § 3-602 of the Criminal Law Article, or an offense under the laws of another state that would constitute child sexual abuse under § 3-602 of the Criminal Law Article if committed in Maryland; or
- c) A crime of violence as defined in § 14-101 of the Criminal Law Article, or an offense under the laws of another state that would be a violation of § 14-101 of the Criminal Law Article if committed in Maryland, including: (1) abduction; (2) arson in the first degree; (3) kidnapping; (4) manslaughter, except involuntary manslaughter; (5) mayhem; (6) maiming; (7) murder; (8) rape; (9) robbery; (10) carjacking; (11) armed carjacking; (12) sexual offense in the first degree; (13) sexual offense in the second degree; (14) use of a handgun in the commission of a felony or other crime of violence; (15) child abuse in the first degree; (16) sexual abuse of a minor; (17) an attempt to commit any of the crimes described in items (1) through (16) of this list; (18) continuing course of conduct with a child under § 3-315 of the Criminal Law Article; (19) assault in the first degree; (20) assault with intent to murder; (21) assault with intent to rape; (22) assault with intent to rob; (23) assault with intent to commit a sexual offense in the first degree; and (24) assault with intent to commit a sexual offense in the second degree.

Each contractor is required to submit, following award of a contract, documentation confirming that its direct employees and those of any subcontractors and/or independent contractors assigned to perform work in a MCPS school facility under the contract meet this obligation. Additionally, the contractor must confirm that it continues to meet this obligation on an annual basis and/or when there are changes in the work-force that the contractor and/or its subcontractors use to perform the work required by the contract.

Violation of this provision is a material breach of contract for which MCPS may take appropriate action up to and including termination of the contract.

## **II. Required criminal background check process for certain individuals in the contractor's workforce:**

Under recent amendments to § 5-561 of the Family Law Article of the Maryland Code, each contractor and subcontractor shall require that any individuals in its work-force must undergo a criminal background check, including fingerprinting, if the individuals will work in a MCPS school facility in circumstances where they have direct, unsupervised, and uncontrolled access to children. The term "work-force" in this and the preceding section refers to all of the contractor's



direct employees, subcontractors and their employees, and/or independent contractors and their employees that the contractor uses to perform the work required by the contract.

Fingerprinting for the criminal background check may be performed at any fingerprinting agency approved by the State of Maryland. A list of MCPS approved fingerprinting agencies can be found on the Division of Procurement website at <http://www.montgomeryschoolsmd.org/departments/procurement>.

The contractor must take appropriate steps to promptly follow up on information identified in the criminal background check related to the sexual offenses, child sexual abuse offenses, and crimes of violence enumerated above, as well as any information regarding offenses involving distribution of drugs or other controlled substances, or any other criminal information identified by MCPS as warranting further explanation insofar as it may significantly affect the safety and security of MCPS students. If, after following up, the contractor believes that the individual is qualified and should be assigned to work (or continue to work) in a MCPS school facility, then the contractor will provide a written summary to MCPS justifying its recommendation. MCPS will rely on the contractor's summary to determine whether to accept the contractor's recommendation, and the contractor will be responsible for any consequences of a material misrepresentation in its written summary.

Once the contract is awarded, the contractor is responsible for implementing the background check process. An individual in the contractor's work-force may not begin work in a MCPS school facility on an assignment where the individual will have direct, unsupervised, and uncontrolled access to children, until: (a) the background check results for that individual have been received by MCPS; (b) the contractor certifies to MCPS that the individual has received training and/or reviewed informational materials, as appropriate, regarding recognizing, reporting, and preventing child abuse and neglect, consistent with the content provided in training for MCPS employees; and (c) the individual obtains a MCPS identification badge. The badge will be issued by the MCPS Department of Systemwide Safety and Emergency Management, 850 Hungerford Drive, Room 131, Rockville, MD 20850. Appointments are made by calling 301-279-3066. The contractor will be required to return all badges at the conclusion of the contract.

The criminal background check and badging process will be at the contractor's expense.

Violation of this provision is a material breach of contract for which MCPS may take appropriate action up to and including termination of the contract.

#### **V. eMaryland Marketplace Advantage**

Maryland law requires local and state agencies to post solicitations on eMaryland Marketplace Advantage. Registration with eMaryland Marketplace is free. It is recommended that any interested supplier register at <https://emma.maryland.gov/>, regardless of the award outcome for this procurement as it is a valuable resource for upcoming bid notifications for municipalities throughout Maryland.

#### **W. Award Criteria**

1. Conformance to specifications
2. Ability to perform/ Past performance
3. Price

4. YIELD analysis of statement submitted by the processor as part of the bid response.
5. Prior approval based on product evaluation including taste, appearance, suitability for intended uses, nutritional and ingredient profile and packaging.

**X. Submission of Bids**

One original and one copy of the bid shall be submitted. The cover page of each must be clearly marked original or copy. Bidders may wish to reproduce and retain an additional copy.

**Y. Customer References**

Bidders are required to provide three (3) references. The references shall have company name, contact person, address and phone number of three (3) current customers for which a contract for similar size and products have been provided. If the reference information is not accurate and MCPS cannot contact the person(s) named then your bid may not be considered.

<u>Company Name &amp; Address</u>	<u>Contact Person</u>	<u>Phone Number</u>	<u>Contract Number</u>
1. _____			
Email: _____			
2. _____			
Email: _____			
3. _____			
Email: _____			

**Z. Addenda/Errata**

Changes to a solicitation may occur prior to the solicitation opening date and time. It is the sole responsibility of the vendor to check the "Event Calendar" on the MCPS website at <https://ww2.montgomeryschoolsmd.org/calendar/mcpsbids.aspx> or contact Sylvia Hardy in the Division of Procurement at 240-740-7539 to verify whether addenda/errata have been issued. Failure to provide the signed acknowledgement of the addenda/errata may result in the bid being deemed non-responsive.

**U. Food Safety and Recalls**

Ensuring the safety of the food supply is critical to MCPS. Manufacturers and distributors are expected to comply with all federal, state, and local laws and regulations. If manufacturers and distributors do not comply with mandated laws and regulations, they will be held liable. Recalls are an effective method of removing or correcting consumer products that are in violation of laws administered by the Food and Drug Administration. The potential bidder shall have a process in place to effectively respond to a food recall which should include the following;

- a. Provide accurate and timely communication to MCPS regarding a food recall.
- b. Ensure that unsafe products are removed from school sites in an expedient, effective, and efficient manner.
- c. Streamline the process for reimbursement of recalled product.
- d. Submit a one-page summary of their recall policy and procedures.

(See "Hold-Recall Contact Form" on page 10)

**V. Multi-Agency Participation**

MCPS reserves the right to extend the terms and conditions of this solicitation to any and all other agencies within the state of Maryland as well as any other federal, state, municipal, county, or local governmental agency under the jurisdiction of the United States and its territories. This shall include but not be limited to private schools, parochial schools, non-public schools such as charter schools, special districts, intermediate units, non-profit agencies providing services on behalf of government, and/or state, community and/or private colleges/universities that required these goods, commodities and/or services. Use of this solicitation by other agencies may be dependent on special local/state requirements attached to and made a part of the solicitation at time of contracting. The supplier/contractor agrees to notify the issuing agency of those entities that wish to use any contract resulting from this bid and will also provide usage information, which may be requested. A copy of the contract pricing and the bid requirements incorporated in this contract will be supplied to requesting agencies. Each participating jurisdiction or agency shall enter into its own contract with the Award Bidder(s) and this contract shall be binding only upon the principals signing such an agreement. Invoices shall be submitted "directly" to the ordering jurisdiction for each unit purchased. Disputes over the execution of any contract shall be the responsibility of the participating jurisdiction or agency that entered into that contract. Disputes must be resolved solely between the participating agency and the Award Bidder. MCPS assumes no authority, liability, or obligation on behalf of any other public or non-public entity that may use any contract resulting from this bid MCPS pricing *is* based on the specifications provided in this solicitation.

**W. USDA Processed Foods**

The Mid-Atlantic Purchasing Team (MAPT) Rider Clause should not be extended to other entities for any items that are processed using USDA commodity foods.

**X. Inquiries**

Contractual questions must be in writing via e-mail to Sylvia Hardy, Buyer, Division of Procurement, Montgomery County Public Schools, at [Sylvia\\_Hardy@mcpsmd.org](mailto:Sylvia_Hardy@mcpsmd.org). Inquiries regarding technical issues may be directed to Ms. Mary Ann Gabriel, Food Services Supervisor, at [Maryann\\_e\\_Gabriel@mcpsmd.org](mailto:Maryann_e_Gabriel@mcpsmd.org), and copy to Sylvia Hardy, Buyer, at [Sylvia\\_Hardy@mcpsmd.org](mailto:Sylvia_Hardy@mcpsmd.org). Questions must be received no later than four (4) business days prior to bid opening in order for the bidder to receive a reply before submitting its bid. The Board of Education will not be responsible for any oral or telephone explanation or interpretation. Vendor contact with any other MCPS employee regarding this solicitation prior to Board award will be considered by MCPS as an attempt to obtain an unfair advantage and result in non-

consideration of its bid. The MCPS Procurement website address is [www.montgomeryschoolsmd.org/departments/procurement/](http://www.montgomeryschoolsmd.org/departments/procurement/).

**Hold-Recall Contact Form**

**Please complete and return. Notify Montgomery County Public Schools immediately as changes occur to MaryAnn Gabriel, Supervisor, [Maryann\\_E\\_Gabriel@mcpsmd.org](mailto:Maryann_E_Gabriel@mcpsmd.org), Division of Food and Nutrition Services, 301-284-4943.**

School District \_\_\_\_\_

**PROCESSOR HOLD and RECALL CONTACT INFORMATION**

Name of Processor \_\_\_\_\_

**Primary Contact**

Name \_\_\_\_\_

Office Number \_\_\_\_\_

Mobile Number \_\_\_\_\_

Fax Number \_\_\_\_\_

Email Address \_\_\_\_\_

**Back-up Contact**

Name \_\_\_\_\_

Office Number \_\_\_\_\_

Mobile Number \_\_\_\_\_

Fax Number \_\_\_\_\_

Email Address \_\_\_\_\_

**Attachment I**

**MONTGOMERY COUNTY PUBLIC SCHOOLS**

Expanding Opportunity and Unleashing Potential

**2022-2023 LIST OF SCHOOLS****ELEMENTARY SCHOOLS**

No.	Name and Address	Principal	Telephone
790.....	<b>Arcola</b> , 1820 Franwall Ave., Silver Spring 20902	Emmanuel J. Jean-Philippe	301-287-8585
425.....	<b>Ashburton</b> , 6314 Lone Oak Dr., Bethesda 20817	Monique Reese (Acting)	240-740-1300
420.....	<b>Bannockburn</b> , 6520 Dalroy Lane, Bethesda 20817	Kathryn D. Bradley	240-740-1270
505.....	<b>Lucy V. Barnsley</b> , 14516 Nadine Dr., Rockville 20853	Christine L. Troffkin	240-740-3260
207.....	<b>Beall</b> , 451 Beall Ave., Rockville 20850	Elliot M. Alter	240-740-1220
780.....	<b>Bel Pre</b> , 13801 Rippling Brook Dr., Silver Spring 20906	Dara Brooks	301-287-8870
607.....	<b>Bells Mill</b> , 8225 Bells Mill Rd., Potomac 20854	Dr. Stacy L. Smith	240-740-0480
513.....	<b>Belmont</b> , 19528 Olney Mill Rd., Olney 20832	Evan J. Pinkowitz	240-740-5705
401.....	<b>Bethesda</b> , 7600 Arlington Rd., Bethesda 20814	Lisa S. Seymour	240-204-5300
226.....	<b>Beverly Farms</b> , 8501 Postoak Rd., Potomac 20854	Laura M. Swerdzewski	240-740-0200
410.....	<b>Bradley Hills</b> , 8701 Hartsdale Ave., Bethesda 20817	Karen E. Caroscio	240-204-5210
518.....	<b>Brooke Grove</b> , 2700 Spartan Rd., Olney 20832	Jolynn E. Tarwater	240-722-1800
807.....	<b>Brookhaven</b> , 4610 Renn St., Rockville 20853	Xavier Kimber	240-740-0500
559.....	<b>Brown Station</b> , 851 Quince Orchard Blvd., Gaithersburg 20878	Vilma C Najera (Acting)	240-740-0260
419.....	<b>Burning Tree</b> , 7900 Beech Tree Rd., Bethesda 20817	Jennifer Redden (Acting)	240-740-1750
309.....	<b>Burnt Mills</b> , 11211 Childs St., Silver Spring 20901	Dr. Stacy A. Ashton	240-740-7320
<i>(Temporarily located at Fairland Center, 13313 Old Columbia Pike, Silver Spring 20904)</i>			
302.....	<b>Burtonsville</b> , 15516 Old Columbia Pike, Burtonsville 20866	Kimberly L. Lloyd	240-740-5700
508.....	<b>Candlewood</b> , 7210 Osprey Dr., Rockville 20855	Carolynn Walsleben	301-284-4200
310.....	<b>Cannon Road</b> , 901 Cannon Rd., Silver Spring 20904	Kristine L. Donohue	240-740-0520
604.....	<b>Carderock Springs</b> , 7401 Persimmon Tree Lane, Bethesda 20817	Anita Chan	240-740-0540
159.....	<b>Rachel Carson</b> , 100 Tschiffely Square Rd., Gaithersburg 20878	Mindy D. Reeves	240-740-1840
511.....	<b>Cashell</b> , 17101 Cashell Rd., Rockville 20853	Courtney M. Jones	240-740-0560
703.....	<b>Cedar Grove</b> , 24001 Ridge Rd., Germantown 20876	Christopher A. Wynne	240-740-6190
403.....	<b>Chevy Chase</b> , 4015 Rosemary St., Chevy Chase 20815	Jody L. Smith	301-657-4994
101.....	<b>Clarksburg</b> , 13530 Redgrave Pl., Clarksburg 20871	Carl R. Bencal	240-740-3530
706.....	<b>Clearspring</b> , 9930 Moyer Rd., Damascus 20872	Holly A. Gilbertson	240-740-2580
100.....	<b>Clopper Mill</b> , 18501 Cinnamon Dr., Germantown 20874	Lawrence D. Chep	240-740-2180
308.....	<b>Cloverly</b> , 800 Briggs Chaney Rd., Silver Spring 20905	Michael D. Bayewitz	240-740-4660
238.....	<b>Cold Spring</b> , 9201 Falls Chapel Way, Potomac 20854	Natalie M. Hambrecht	240-740-4390
229.....	<b>College Gardens</b> , 1700 Yale Pl., Rockville 20850	Stacey F. Rogovoy	301-279-8470
808.....	<b>Cresthaven</b> , 1234 Cresthaven Dr., Silver Spring 20903	Sherri A. Gorden	240-740-0580
111.....	<b>Capt. James E. Daly</b> , 20301 Brandermill Dr., Germantown 20876	Pedro R. Cedeño	240-740-0600
702.....	<b>Damascus</b> , 10201 Bethesda Church Rd., Damascus 20872	Spencer Delisle	240-740-6180
351.....	<b>Darnestown</b> , 15030 Turkey Foot Rd., Gaithersburg 20878	Mark E. Craemer	301-284-4260
570.....	<b>Diamond</b> , 4 Marquis Dr., Gaithersburg 20878	Daniel Walder	240-740-2120
747.....	<b>Dr. Charles R. Drew</b> , 1200 Swingingdale Dr., Silver Spring 20905	Meredith A. Casper	240-740-5670
241.....	<b>DuFief</b> , 15001 DuFief Dr., Gaithersburg 20878	Gregg R. Baron	240-740-1600
756.....	<b>East Silver Spring</b> , 631 Silver Spring Ave., Silver Spring 20910	Michael W. Burd	240-740-0620
303.....	<b>Fairland</b> , 14315 Fairdale Rd., Silver Spring 20905	Dr. Lakeisha D. Lashley	240-740-0640
233.....	<b>Fallsmead</b> , 1800 Greenplace Terr., Rockville 20850	Christina S. Lee	240-740-3545
219.....	<b>Farmland</b> , 7000 Old Gate Rd., Rockville 20852	April D. Longest	240-740-0660
566.....	<b>Fields Road</b> , One School Dr., Gaithersburg 20878	Erica W. Williams	240-740-7000
549.....	<b>Flower Hill</b> , 18425 Flower Hill Way, Gaithersburg 20879	Joshua S. Fine	240-740-5820
506.....	<b>Flower Valley</b> , 4615 Sunflower Dr., Rockville 20853	Angie L. Fish	240-740-1780
803.....	<b>Forest Knolls</b> , 10830 Eastwood Ave., Silver Spring 20901	Dr. Jennifer Taylor-Cox	240-740-1640
106.....	<b>Fox Chapel</b> , 19315 Archdale Rd., Germantown 20876	Lita M. Yates	240-740-0680
553.....	<b>Gaithersburg</b> , 35 North Summit Ave., Gaithersburg 20877	Paula G. Summers	240-740-4900
313.....	<b>Galway</b> , 12612 Galway Dr., Silver Spring 20904	Dorothea A. Fuller	301-595-2930
204.....	<b>Garrett Park</b> , 4810 Oxford St., Kensington 20896	Daniel K. Tucci	240-740-0700
786.....	<b>Georgian Forest</b> , 3100 Regina Dr., Silver Spring 20906	Dr. Jane Ennis	240-740-0720
102.....	<b>Germantown</b> , 19110 Liberty Mill Rd., Germantown 20874	Amy D. Bryan	240-740-6490
337.....	<b>William B. Gibbs, Jr.</b> , 12615 Royal Crown Dr., Germantown 20876	Kimberly B. Bosnic	240-740-0740
767.....	<b>Glen Haven</b> , 10900 Inwood Ave., Silver Spring 20902	Tara M. Strain	301-649-8051
817.....	<b>Glenallan</b> , 12520 Heurich Rd., Silver Spring 20902	Ann Hefflin	240-740-0760
546.....	<b>Goshen</b> , 8701 Warfield Rd., Gaithersburg 20882	Stephanie R. Dinga	240-740-6170
340.....	<b>Great Seneca Creek</b> , 13010 Dairymaid Dr., Germantown 20874	Scott T. Curry	240-740-4380
334.....	<b>Greencastle</b> , 13611 Robey Rd., Silver Spring 20904	Robert A. Obstgarten	240-740-1420
512.....	<b>Greenwood</b> , 3336 Gold Mine Rd., Brookeville 20833	Jennifer A. Seidel	240-740-3420
797.....	<b>Harmony Hills</b> , 13407 Lydia St., Silver Spring 20906	Dr. Carole E. Rawlison	240-740-0780
774.....	<b>Highland</b> , 3100 Medway St., Silver Spring 20902	Scott R. Steffan	240-740-1770
784.....	<b>Highland View</b> , 9010 Providence Ave., Silver Spring 20901	Hanna Yim	240-740-1990

No.	Name and Address	Principal	Telephone
305.....	<b>Jackson Road</b> , 900 Jackson Rd., Silver Spring 20904	Rosario P. Velasquez	240-740-0800
360.....	<b>Jones Lane</b> , 15110 Jones Lane, Gaithersburg 20878	Ron K. Morris	240-740-4260
805.....	<b>Kemp Mill</b> , 411 Sisson St., Silver Spring 20902	Dr. Bernard X. James Sr.	240-740-5970
783.....	<b>Kensington Parkwood</b> , 4710 Saul Rd., Kensington 20895	Candace M. Ross	240-740-3700
108.....	<b>Lake Seneca</b> , 13600 Wanegarden Dr., Germantown 20874	Teri D. Johnson	240-740-0280
209.....	<b>Lakewood</b> , 2534 Lindley Terr., Rockville 20850	Ebony-Nicole Kelly	240-740-5750
51.....	<b>Laytonsville</b> , 21401 Laytonsville Rd., Gaithersburg 20882	Maria D. Watson	240-740-1660
304.....	<b>JoAnn Leleck ES at Broad Acres</b> , 710 Beacon Rd., Silver Spring 20903	Dr. Harold A. Barber	240-740-1900
336.....	<b>Little Bennett</b> , 23930 Burdette Forest Rd., Clarksburg 20871	Evan H. Bernstein	240-740-5660
220.....	<b>Luxmanor</b> , 6201 Tilden Lane, Rockville 20852	Maureen C. Turner	240-740-0820
244.....	<b>Thurgood Marshall</b> , 12260 McDonald Chapel Dr., Gaithersburg 20878	Pamela S. Nazzaro	240-740-5990
210.....	<b>Maryvale</b> , 1010 First Ave., Rockville 20850	Margaret S. Prin	240-740-4330
523.....	<b>Spark M. Matsunaga</b> , 13902 Bromfield Rd., Germantown 20874	James A. Sweeney	301-601-4350
110.....	<b>S. Christa McAuliffe</b> , 12500 Wisteria Dr., Germantown 20874	Wanda P. Coates	240-740-4920
158.....	<b>Dr. Ronald E. McNair</b> , 13881 Hopkins Rd., Germantown 20874	Sherilyn R. Moses	240-740-6830
212.....	<b>Meadow Hall</b> , 951 Twinbrook Pkwy., Rockville 20851	Desmond Mackall	240-740-5260
556.....	<b>Mill Creek Towne</b> , 17700 Park Mill Dr., Rockville 20855	Robyn A. Shinn-Miller	240-740-1820
652.....	<b>Monocacy</b> , 18801 Barnesville Rd., Dickerson 20842	Kristin A. Alban	240-740-5790
776.....	<b>Montgomery Knolls</b> , 807 Daleview Dr., Silver Spring 20901	Arienne M. Clark-Harrison	240-740-0840
791.....	<b>New Hampshire Estates</b> , 8720 Carroll Ave., Silver Spring 20903	Robert S. Geiger	240-740-1580
307.....	<b>Roscoe R. Nix</b> , 1100 Corliss St., Silver Spring 20903	Annette M. Ffolkes	301-422-5070
415.....	<b>North Chevy Chase</b> , 3700 Jones Bridge Rd., Chevy Chase 20815	Renee D. Wallace-Kimbrue	240-204-5280
766.....	<b>Oak View</b> , 400 East Wayne Ave., Silver Spring 20901	Jeffrey L. Cline	240-740-6540
769.....	<b>Oakland Terrace</b> , 2720 Plyers Mill Rd., Silver Spring 20902	Elissa M. Royall	240-740-4880
502.....	<b>Olney</b> , 3401 Queen Mary Dr., Olney 20832	Carla Glawe	240-740-5940
312.....	<b>William Tyler Page</b> , 13400 Tamarack Rd., Silver Spring 20904	Stacey M. Brown	240-740-7560
761.....	<b>Pine Crest</b> , 201 Woodmoor Dr., Silver Spring 20901	Jamila W. Denney	240-740-1970
749.....	<b>Piney Branch</b> , 7510 Maple Ave., Takoma Park 20912	Christine D. Oberdorf	301-891-8000
153.....	<b>Poolesville</b> , 19565 Fisher Ave., Poolesville 20837	Douglas M. Robbins	240-740-5870
601.....	<b>Potomac</b> , 10311 River Rd., Potomac 20854	Dr. Catherine R. Allie	240-740-4360
514.....	<b>Judith A. Resnik</b> , 7301 Hadley Farms Dr., Gaithersburg 20879	LaTricia D. Thomas	240-740-3240
242.....	<b>Dr. Sally K. Ride</b> , 21301 Seneca Crossing Dr., Germantown 20876	Elise M. Burgess	240-740-5980
227.....	<b>Ritchie Park</b> , 1514 Dunster Rd., Rockville 20854	Andrew J. Winter	240-740-6310
773.....	<b>Rock Creek Forest</b> , 8330 Grubb Rd., Chevy Chase 20815	Jennifer H. Lowndes	240-839-3201
819.....	<b>Rock Creek Valley</b> , 5121 Russett Rd., Rockville 20853	Kimberly A. Henriquez	240-740-1240
795.....	<b>Rock View</b> , 3901 Denfeld Ave., Kensington 20895	Kristine A. Alexander	240-740-0920
156.....	<b>Lois P. Rockwell</b> , 24555 Cutsail Dr., Damascus 20872	Cheryl Ann Clark	240-740-5180
771.....	<b>Rolling Terrace</b> , 705 Bayfield St., Takoma Park 20912	Dr. Jessica V. Palladino	240-740-1950
794.....	<b>Rosemary Hills</b> , 2111 Porter Rd., Silver Spring 20910	Rebecca A. Irwin Kennedy	301-920-9990
555.....	<b>Rosemont</b> , 16400 Alden Ave., Gaithersburg 20877	Keely R. Cooke	240-740-7180
346.....	<b>Bayard Rustin</b> , 332 West Edmonston Dr., Rockville 20852	Kathryn C. West	240-740-4320
565.....	<b>Sequoyah</b> , 17301 Bowie Mill Rd., Derwood 20855	Megan H. Murphy	240-740-5880
603.....	<b>Seven Locks</b> , 9500 Seven Locks Rd., Bethesda 20817	Ilana S. Carr	240-740-0940
501.....	<b>Sherwood</b> , 1401 Olney-Sandy Spring Rd., Sandy Spring 20860	Dina E. Brewer	240-740-0960
779.....	<b>Sargent Shriver</b> , 12518 Greenly Dr., Silver Spring 20906	Zoraida E. Brown	240-740-6330
770.....	<b>Flora M. Singer</b> , 2600 Hayden Dr., Silver Spring 20902	Kyle J. Heatwole	240-740-0330
517.....	<b>Sligo Creek</b> , 500 Schuyler Rd., Silver Spring 20910	Stephanie W. Nesmith	240-740-2800
347.....	<b>Snowden Farm</b> , 22500 Sweetshire Dr., Clarksburg 20871	Yolanda R. Allen	240-740-5800
405.....	<b>Somerset</b> , 5811 Warwick Pl., Chevy Chase 20815	Cynthia A. Houston (Acting)	240-740-1100
564.....	<b>South Lake</b> , 18201 Contour Rd., Gaithersburg 20877	Celeste D. King	240-740-7330
<i>(Temporarily located at Emory Grove Center, 18100 Washington Grove Lane, Gaithersburg 20877)</i>			
568.....	<b>Stedwick</b> , 10631 Stedwick Rd., Montgomery Village 20886	Galit Zolkower	240-740-7190
653.....	<b>Stone Mill</b> , 14323 Stonebridge View Dr., North Potomac 20878	Dr. Kimberly A. Williams Cascio	240-740-5450
316.....	<b>Stonegate</b> , 14811 Notley Rd., Silver Spring 20905	Linda M. Jones	240-740-7340
<i>(Temporarily located at Northlake Center, 15101 Bauer Dr., Rockville 20853)</i>			
822.....	<b>Strathmore</b> , 3200 Beaverwood Lane, Silver Spring 20906	Tivinia G. Nelson	240-740-5760
569.....	<b>Strawberry Knoll</b> , 18820 Strawberry Knoll Rd., Gaithersburg 20879	Patrick E. Scott	301-840-7112
563.....	<b>Summit Hall</b> , 101 West Deer Park Rd., Gaithersburg 20877	Lisa J. Henry	301-284-4150
754.....	<b>Takoma Park</b> , 7511 Holly Ave., Takoma Park 20912	Dr. Zadia T. Gadsden	240-740-0980
216.....	<b>Travilah</b> , 13801 DuFief Mill Rd., North Potomac 20878	Karen M. Wade	240-740-4300
580.....	<b>Harriet R. Tubman</b> , 400 Victory Farm Dr., Gaithersburg 20877	Dr. Cavena J. Griffith	240-740-6770
206.....	<b>Twinbrook</b> , 5911 Ridgway Ave., Rockville 20851	Matthew A. Devan	240-740-3450
772.....	<b>Viers Mill</b> , 11711 Joseph Mill Rd., Silver Spring 20906	Matthew D. Hawkins	240-740-1000
552.....	<b>Washington Grove</b> , 8712 Oakmont St., Gaithersburg 20877	Dr. Amy J. Alonso	240-740-0300
109.....	<b>Waters Landing</b> , 13100 Waters Landing Dr., Germantown 20874	M. Deneise Hammond	240-740-1020
561.....	<b>Watkins Mill</b> , 19001 Watkins Mill Rd., Montgomery Village 20886	Brooke L. Simon	240-740-5280
235.....	<b>Wayside</b> , 10011 Glen Rd., Potomac 20854	Holly A. Hill	240-740-0240
777.....	<b>Weller Road</b> , 3301 Weller Rd., Silver Spring 20906	Brent T. Mascott	301-287-8601
408.....	<b>Westbrook</b> , 5110 Allan Terr., Bethesda 20816	Karen M. Cox	240-740-1040
504.....	<b>Westover</b> , 401 Hawkesbury Lane, Silver Spring 20904	Audra M. Wilson	240-740-4740
788.....	<b>Wheaton Woods</b> , 4510 Faroe Pl., Rockville 20853	Nora E. Collins	240-740-0220
558.....	<b>Whetstone</b> , 19201 Thomas Farm Rd., Gaithersburg 20879	Loretta A. Woods	240-740-1060
341.....	<b>Wilson Wims</b> , 12520 Blue Sky Dr., Clarksburg 20871	Kevin M. Burns	240-406-1670

No.	Name and Address	Principal	Telephone
417.....	Wood Acres, 5800 Cromwell Dr., Bethesda 20816	Dr. Sweta D. Zaks	240-740-1120
704.....	Woodfield, 24200 Woodfield Rd., Gaithersburg 20882	Stephanie D. Brant	240-207-2550
764.....	Woodlin, 2101 Luzerne Ave., Silver Spring 20910	Craig O. Jackson	240-740-2820
	<i>(Temporarily located at Grosvenor Center, 5701 Grosvenor Lane, Bethesda 20814)</i>		
422.....	Wyngate, 9300 Wadsworth Dr., Bethesda 20817	Nichola A. Wallen	240-740-1080

### MIDDLE SCHOOLS

823.....	Argyle, 2400 Bel Pre Rd., Silver Spring 20906	James K. Allrich	240-740-6370
705.....	John T. Baker, 25400 Oak Dr., Damascus 20872	Dr. Louise J. Worthington	240-207-2440
333.....	Benjamin Banneker, 14800 Perrywood Dr., Burtonsville 20866	Michelle L. Fortune	240-740-6250
335.....	Briggs Chaney, 1901 Rainbow Dr., Silver Spring 20905	Shawaan T. Robinson	301-288-8300
606.....	Cabin John, 10701 Gainsborough Rd., Potomac 20854	Somer Snider	240-406-1600
157.....	Roberto W. Clemente, 18808 Waring Station Rd., Germantown 20874	Jeffrey T. Brown	301-284-4750
775.....	Eastern, 300 University Blvd. East, Silver Spring 20901	Lisa N. Shorts	240-740-6280
507.....	William H. Farquhar, 17017 Batchellors Forest Rd., Olney 20832	Joel L. Beidleman	240-740-1200
248.....	Forest Oak, 651 Saybrooke Oaks Blvd., Gaithersburg 20877	Shahid M. Muhammad	240-740-7570
237.....	Robert Frost, 9201 Scott Dr., Rockville 20850	Dr. Joey N. Jones	240-740-7610
554.....	Gaithersburg, 2 Teachers' Way, Gaithersburg 20877	Ann B. Dolan Rindner	240-740-4950
228.....	Herbert Hoover, 8810 Postoak Rd., Potomac 20854	Dr. Yong-Mi Kim	301-968-3740
311.....	Francis Scott Key, 910 Schindler Dr., Silver Spring 20903	Norman L. Coleman	301-422-5600
107.....	Dr. Martin Luther King, Jr., 13737 Wisteria Dr., Germantown 20874	Brandi K. Overton (Acting)	240-740-6350
708.....	Kingsview, 18909 Kingsview Rd., Germantown 20874	Dyan L. Harrison	240-740-7130
522.....	Lakelands Park, 1200 Main St., Gaithersburg 20878	Rose S. Alvarez	240-740-6450
787.....	A. Mario Loiederman, 12701 Goodhill Rd., Silver Spring 20906	Megan M. McLaughlin	240-740-5830
557.....	Montgomery Village, 19300 Watkins Mill Rd., Montgomery Village 20886	Vincent (Roy) Liburd	240-740-6720
115.....	Neelsville, 11700 Neelsville Church Rd., Germantown 20876	L. Victoria (Vicky) Lake-Parcan	301-353-8064
792.....	Newport Mill, 11311 Newport Mill Rd., Kensington 20895	Kiera D. Butler	240-740-7160
413.....	North Bethesda, 8935 Bradmoor Dr., Bethesda 20817	Dr. AnneMarie K. Smith	240-740-2100
812.....	Parkland, 4610 West Frankfort Dr., Rockville 20853	Aaron K. Shin	240-740-6800
155.....	Rosa M. Parks, 19200 Olney Mill Rd., Olney 20832	Jewel A. Sanders	240-740-3300
247.....	John Poole, 17014 Tom Fox Ave., Poolesville 20837	Jon Green	240-740-4200
428.....	Thomas W. Pyle, 6311 Wilson Lane, Bethesda 20817	Christopher B. Nardi	240-740-3500
562.....	Redland, 6505 Muncaster Mill Rd., Rockville 20855	Matthew T. Niper	240-740-0900
105.....	Ridgeview, 16600 Raven Rock Dr., Gaithersburg 20878	Daniel E. Garcia	240-740-3330
707.....	Rocky Hill, 22401 Brick Haven Way, Clarksburg 20871	Darryl V. Johnson	240-740-6670
521.....	Shady Grove, 8100 Midcounty Hwy., Gaithersburg 20877	Dr. Alana D. Murray	240-740-1440
818.....	Odessa Shannon, 11800 Monticello Ave., Silver Spring 20902	Kimberly N. Hayden Williams	240-740-4150
835.....	Silver Creek, 3701 Saul Rd., Kensington 20895	Dr. Tiffany N. Awkard	240-740-2200
647.....	Silver Spring International, 313 Wayne Ave., Silver Spring 20910	Karen Y. Bryant	240-740-2750
778.....	Sligo, 1401 Dennis Ave., Silver Spring 20902	Peter V. Crable	301-287-8890
755.....	Takoma Park, 7611 Piney Branch Rd., Silver Spring 20910	Erin L. Martin	240-740-5220
232.....	Tilden, 6300 Tilden Lane, Rockville 20852	Sapna Hopkins	240-740-6700
345.....	Hallie Wells, 11701 Little Seneca Parkway, Clarksburg 20871	Dr. Barbara A. Woodward	301-284-4800
211.....	Julius West, 651 Great Falls Rd., Rockville 20850	Craig W. Staton	301-337-3400
412.....	Westland, 5511 Massachusetts Ave., Bethesda 20816	Alison L. Serino	240-740-5850
811.....	White Oak, 12201 New Hampshire Ave., Silver Spring 20904	Virginia A. de los Santos	301-288-8200
820.....	Earle B. Wood, 14615 Bauer Dr., Rockville 20853	Heidi L. Slatcoff	240-740-7640

### HIGH SCHOOLS

406.....	Bethesda-Chevy Chase, 4301 East-West Hwy., Bethesda 20814	Dr. Shelton L. Mooney	240-740-0400
757.....	Montgomery Blair, 51 University Blvd. East, Silver Spring 20901	Renay C. Johnson	240-740-7200
321.....	James Hubert Blake, 300 Norwood Rd., Silver Spring 20905	Robert Sinclair Jr.	240-740-1400
602.....	Winston Churchill, 11300 Gainsborough Rd., Potomac 20854	John W. Taylor	240-740-5400
249.....	Clarksburg, 22500 Wims Rd., Clarksburg 20871	Edward K. Owusu	240-740-6000
701.....	Damascus, 25921 Ridge Rd., Damascus 20872	Kevin D. Yates	240-207-2400
789.....	Albert Einstein, 11135 Newport Mill Rd., Kensington 20895	Mark A. Brown Jr.	240-740-2700
551.....	Gaithersburg, 101 Education Boulevard, Gaithersburg 20877	Cary D. Dimmick	301-284-4500
424.....	Walter Johnson, 6400 Rock Spring Dr., Bethesda 20814	Jennifer A. Baker	240-740-6900
815.....	John F. Kennedy, 1901 Randolph Rd., Silver Spring 20902	Joe L. Rubens Jr.	240-740-0100
510.....	Col. Zadok Magruder, 5939 Muncaster Mill Rd., Rockville 20855	Leroy C. Evans	240-740-5550
201.....	Richard Montgomery, 250 Richard Montgomery Dr., Rockville 20852	Alicia M. Deeny	240-740-6100
246.....	Northwest, 13501 Richter Farm Rd., Germantown 20874	Scott E. Smith	240-740-7100
796.....	Northwood, 919 University Blvd. West, Silver Spring 20901	Dr. Jonathan L. Garrick	240-740-6950
315.....	Paint Branch, 14121 Old Columbia Pike, Burtonsville 20866	Dr. Alfie Mirshah-Nayar	301-388-9900
152.....	Poolesville, 17501 West Willard Rd., Poolesville 20837	Mark A. Carothers	240-740-2400
125.....	Quince Orchard, 15800 Quince Orchard Rd., Gaithersburg 20878	Elizabeth L. Thomas	240-740-3600
230.....	Rockville, 2100 Baltimore Rd., Rockville 20851	Rhoshanda M. Pyles	240-740-6600
104.....	Seneca Valley, 19401 Crystal Rock Dr., Germantown 20874	Dr. Marc J. Cohen	240-740-6400
503.....	Sherwood, 300 Olney-Sandy Spring Rd., Sandy Spring 20860	Timothy D. Britton	301-924-3200
798.....	Springbrook, 201 Valleybrook Dr., Silver Spring 20904	Stephanie P. Valentine	240-740-3800
545.....	Watkins Mill, 10301 Apple Ridge Rd., Gaithersburg 20879	Carol L. Goddard	301-284-4400
782.....	Wheaton, 12401 Dalewood Dr., Silver Spring 20906	Joshua H. Munsey	301-321-3400
427.....	Walt Whitman, 7100 Whittier Blvd., Bethesda 20817	Robert W. Dodd	240-740-4800
234.....	Thomas S. Wootton, 2100 Wootton Pkwy., Rockville 20850	Douglas E. Nelson	240-740-1500



No.	Name and Address	Principal	Telephone
<b>TECHNICAL CAREER HIGH SCHOOL</b>			
748.....	<b>Thomas Edison High School of Technology</b> 12501 Dalewood Dr., Silver Spring 20906 .....	Heather B. Carias (supervisor) ..	240-740-2000
<b>ENVIRONMENTAL EDUCATION CENTER</b>			
990.....	<b>Lathrop E. Smith Environmental Education Center</b> 5110 Meadows Lane, Rockville 20855 .....	Laurie C. Jenkins .....	240-740-1404
<b>SPECIAL SCHOOLS</b>			
951.....	<b>Longview School</b> , 13900 Bromfield Rd., Germantown 20874 .....	Sarah C. Starr .....	301-601-4830
.....	<b>Montgomery Virtual Academy</b> , 15 W. Gude Dr., Rockville 20850 .....	Cassandra Heifetz (Lower School Dean, K-5) Steven Orders (Upper School Dean, 6-12)	240-740-6060
965.....	<b>John L. Gildner Regional Institute for Children and Adolescents (RICA)</b> 15000 Broschart Rd., Rockville 20850 .....	Jada Langston .....	301-251-6900
916.....	<b>Rock Terrace School</b> , 6300 Tilden Lane, Rockville 20852 .....	Dr. Lisa M. Gaillard-Jones (Acting)	240-740-4650
215.....	<b>Carl Sandburg Learning Center</b> , 1002 First St., Rockville 20850 .....	Elizabeth Lacoursiere .....	240-740-4340
799.....	<b>Stephen Knolls School</b> , 10731 St. Margaret's Way, Kensington 20895 .....	Abby L. Brandt .....	240-740-0050
<b>ALTERNATIVE EDUCATION PROGRAMS</b>			
<b>Alternative Education Programs</b> , Blair G. Ewing Center, 14501 Avery Rd., Rockville 20853 .....			
239.....	<b>Blair G. Ewing Center @ Avery Road (Rockville)</b> , 14501 Avery Rd., Rockville 20853 .....	Damien B. Ingram .....	240-740-5000
612.....	<b>Blair G. Ewing Center @ Cloverleaf (Germantown)</b> , 12920 Cloverleaf Center Way, Germantown 20874 .....		240-740-5120
611.....	<b>Blair G. Ewing Center @ Plum Orchard (Silver Spring)</b> , 12120 Plum Orchard Dr., Suite 110, Silver Spring 20904 ..		240-740-5100
<b>EARLY CHILDHOOD CENTERS</b>			
793.....	<b>MacDonald Knolls Early Childhood Center</b> , 10611 Tenbrook Dr., Silver Spring 20901 ...	Cindy A. Chichester-Ollivierre ..	240-740-5150
918.....	<b>Upcounty Early Childhood Center (UCECC) at Emory Grove</b> , 18100 Washington Grove Ln., Gaithersburg 20877 .....	Tonya L. Williams Walker .....	240-740-5960
<b>CENTERS, FACILITIES, AND OFFICES</b>			
<b>15 W. Gude Drive, 15 W. Gude Dr., Rockville 20850</b>			
	Center for Skillful Teacher and Leading (Room 310) .....		240-740-5770
	Center for Technology Innovation (3rd Floor) .....		240-740-5710
<b>45 W. Gude Drive, 45 W. Gude Dr., Rockville 20850</b>			
	Capital Planning and Real Estate (Suite 4100) .....		240-314-4700
	Certification and Staffing (Suite 1100) .....		301-279-3278
	Consulting Teachers Team (Suite 2400) .....		301-217-5120
	Controller (Suite 3200) .....		301-279-3115
	Department of Compliance and Investigations (Suite 2100) .....		240-740-2888
	Design and Construction (Suite 4300) .....		240-314-1000
	Employee and Retiree Service Center (Suite 1200) .....		301-517-8100
	Employee Assistance Program (Suite 1300) .....		240-314-1040
	Facilities Management (Suite 4000) .....		240-314-1000
	Human Resources and Development (Suite 1100) .....		301-279-3270
	Procurement Unit (Suite 3100) .....		240-740-7600
	Systemwide Safety Programs (Suite 4000) .....		240-314-1070
	Sustainability and Compliance (Suite 4000) .....		240-740-3210
	Technical Help Desk .....		301-517-5800
<b>Carver Educational Services Center,</b> 850 Hungerford Dr., Rockville 20850 .....			
	Appeals and Transfers .....		240-740-4130
	Board of Education .....		240-740-3030
	Chief of Staff (MCPS) .....		240-740-3015
	Curriculum and Instructional Programs .....		240-740-3970
	Department of Communications .....		240-740-2837
	Department of Labor Relations .....		240-740-6320
	Department of Public Information and Web Services .....		240-740-2837
	Editorial, Graphics & Publishing Services .....		240-740-2960
	English Learner and Multilingual Education .....	Elementary	240-740-4083
		Secondary	240-740-4004
	Office of Districtwide Services and Supports .....		240-740-6245
	Office of Finance and Operations .....		240-740-3050
	Office of Special Education .....		240-740-3042
	Office of Strategic Initiatives .....		240-740-5652
	Office of the Superintendent of Schools .....		240-740-3020
	Office of Teaching, Learning, and Schools .....		240-740-3100
	Office of Technology and Innovation .....		240-740-2900
	Partnerships Unit .....		240-740-5599
	Pupil Personnel and Attendance Services .....		240-740-5620
	School Library Media Programs .....		240-453-2480
	School Support and Improvement .....		240-740-3100
	Shared Accountability .....		240-740-2930
	Student and Family Support and Engagement .....		240-740-5630
	Student Leadership and Extracurricular Activities .....		240-740-3977
	Study Circles Program .....		240-314-4830
	Systemwide Safety and Emergency Management .....		240-740-3066
<b>Central Records,</b> Concord Center, 7210 Hidden Creek Rd., Bethesda 20817 .....			
	County Service Park, 16651 Crabbs Branch Way, Rockville 20855 .....		240-740-5270
	Department of Transportation .....		240-740-2600
<b>English Manor Center,</b> 4511 Bestor Dr., Rockville 20853 .....			
	Child Find/Early Childhood Disabilities Unit (Room 146) .....		240-740-2150
	Deaf and Hard of Hearing Program/Vision Program .....		240-740-2170
	School Plant Operations Training .....		240-740-1810
<b>Food and Nutrition Services</b> 8401 Turkey Thicket Dr., Gaithersburg 20879 .....			
	Holding Centers .....		301-284-4900
	Emory Grove Center, 18100 Washington Grove Lane, Gaithersburg 20877 .....		
	Fairland Center, 13313 Old Columbia Pike, Silver Spring 20904 .....		
	Grosvenor Center, 5701 Grosvenor Lane, Bethesda 20814 .....		
	North Lake Center, 15101 Bauer Dr., Rockville 20853 .....		
	Radnor Center, 7000 Radnor Rd., Bethesda 20817 .....		
	Tilden Center, 6300 Tilden Lane, Rockville 20852 .....		
	Lincoln Center, 570 North Stonestreet Ave., Rockville 20850 .....		
	Evaluation and Selection .....		301-279-3272
	Lincoln Center, 580 North Stonestreet Ave., Rockville 20850 .....		
	Department of Materials Management .....		301-279-3348
	Lynnbrook Center, 8001 Lynnbrook Dr., Bethesda 20814 .....		
	High Incidence Accessible Technology Services .....		240-740-5500
	InterACT .....		240-740-5500
	Physical Disabilities Program .....		240-740-5480
<b>Maintenance and Operations</b> 8301 Turkey Thicket Dr., Gaithersburg 20879 .....			
	Rocking Horse Road Center, 4910 Macon Rd., Rockville 20852 .....		240-740-2300
	Academic Support, Federal and State Programs (Suite 202) .....		240-740-4600
	Early Childhood Programs and Services (Suite 200) .....		240-740-4570
	International Admissions and Enrollment (Suite 148-153) .....		240-740-4500
	Prekindergarten and Head Start (Suite 141) .....		240-740-4530
	Student, Family, and School Services .....		240-740-4620
	Spring Mill Offices, 11721 Kemp Mill Rd., Silver Spring 20902 .....		
	Autism Services .....		240-740-5930
	Transition Services .....		240-740-5900
	Consortia Choice and Application Program Services .....		240-740-2540
	Speech and Language Services .....		240-740-5920
<b>Taylor Science Materials Center</b> 19501 White Ground Rd., Boyds 20841 .....			
	Upcounty Regional Services Center .....		240-740-3870
	12900 Middlebrook Rd., Germantown 20874 .....		301-601-0300
	Transportation Support Services .....		301-444-8580