

Office of the Superintendent of Schols
MONTGOMERY COUNTY PUBIC SCHOOLS
Rockville, Maryland

December 21, 2021

MEMORANDUM

To: Members of the Board of Education
From: Monifa B. McKnight, Interim Superintendent of Schools
Subject: COVID Dashboard and Medical Officer Position (10-26-2021-01-B, -C)

During Public Comments, Board members requested the following information:

Question B

Ms. Harris requested a status update regarding the dashboard on the website regarding COVID-19 and its quarantine information.

Question B Response

The COVID-19 Dashboard is updated weekly Wednesday morning to reflect the data from the prior week (Saturday – Friday). Based on feedback from the community and our county partners, the dashboard was revised and no longer removes cases and quarantines from the weekly count prior to the next update. Previously, cases and quarantine numbers would “drop off” after 10 days, causing confusion when the dashboard would reflect zero cases for a prior update. This has been modified and the data now remains a snapshot of the cases and quarantine numbers from the previous week. We continue to closely work with principals and the Office of Communications to ensure the data reflected on the dashboard are complete and accurate.

Question C

Ms. Harris requested a status update regarding the hiring of the Health Officer. Also, what are the qualifications required for that position.

Question C Response

The Medical/Health Officer position was advertised from November 17, to December 13, 2021. Applications will be reviewed in the coming weeks and interviews will be scheduled in January 2022. For your reference, the job description for the position is attached.

If you have any questions please contact Mr. Jimmy D’Andrea, chief of staff, via email.

MBM:JND:mmh

Attachment

Copy to:

Mr. D’Andrea
Dr. Dawson

Mrs. Edwards
Dr. Nixon

Ms. Reuben
Ms. Sheron

Mrs. Williams
Ms. Webb

Job Description

School System Medical Officer

Description

SUMMARY DESCRIPTION:

The School System Medical Office (SSMO), under the direction of the superintendent of schools, leads the school system in matters related to the health of students, staff and families within Montgomery County Public Schools (MCPS). The SSMO is responsible for overseeing and facilitating proactive, preventative measures in safeguarding MCPS students' health and overall medical well-being of the MCPS community members and their families. The SSMO serves as the district's subject matter expert and advisor, particularly as it pertains to the COVID-19 pandemic, mental health and well-being, as well as other medical concerns that may arise. Works closely with Montgomery County Department of Health and Human Services (DHHS), community partners, medical professionals and other pertinent organizations to keep abreast of health metrics, trends, and concerns and quickly and effectively addresses medical issues through independent research, collaboration with community partners and swift execution of appropriate measures, including securing necessary medical supplies, funds, and other assistance, as needed. Develops policies and guidelines based on direction from national, state and local health officials. Assesses, identifies and reports the districts ongoing health needs, recommends strategies, and launches new initiatives to address the medical needs and health-related concerns that may arise and impact the MCPS community.

CERTIFICATE LICENSE:

None

KNOWLEDGE, SKILLS, and ABILITIES:

Thorough knowledge of standard principles, ethics and best practices within the medical field and/or pertaining to public health matters; proven ability to address health crises by implementing effective measures; highly skilled in making recommendations, decisions and taking decisive action during health crises and/or in a high stress environment. Proven ability to obtain up-to-date medical and health-related information, data, and related information in order to present, advise and recommend effective measures, resulting in successful mitigation of health-related emergencies. Ability to obtain accurate data, interpret and make judgments and recommendations based on data collected. Demonstrated leadership and supervisory skills. Demonstrated ability to lead communities during a health crisis or notable medical challenges. Broad knowledge of children's health. Proven ability to execute programs/initiatives effectively and produce results. Significant skill in directing the work of others and resolving complex problems. Excellent conceptual, analytical, problem solving, organizational, and leadership skills. Exceptional oral and written communication skills and a proven track record of working collaboratively with medical/health organizations, professionals and community partners. Demonstrated knowledge of diverse communities and challenges relative to access to healthcare and other limitations.

EDUCATION, TRAINING, and EXPERIENCE:

A Master's degree from an accredited college or university in relevant field, such as public health, health services research, children's health. Doctorate in medicine preferred. Minimum of 3 to 5 years of experience leading organization(s) in health initiatives, healthcare, and/or public health. Experience in communications preferred.

Job Administrators

Job Grade: NS

Organization Offices

Primary Location Rockville

Schedule Full-time | 1.000 (80 hours bi-weekly)

Working Months: 12

Shift Day Job

Job Post Date Nov 17, 2021 - Dec 15, 2021