

## 2014 New Teacher Orientation (NTO) FAQs

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### 1. When is New Teacher Orientation (NTO)?

NTO will take place on Wednesday, August 13 and Thursday, August 14, 2014.

### 2. What time is New Teacher Orientation?

Breakfast and check-in will be from 7:45 AM – 8:30 AM on both days. We strongly encourage you to arrive early so that you can collect all of your materials and begin participating in sessions promptly at 8:30 AM. Required sessions end at 12:30 PM each day; optional events run until 3:30 PM on Wednesday and 4:00 PM on Thursday.

### 3. Where is New Teacher Orientation?

NTO will be held at Columbia Heights Education Campus (CHEC) located at 3101 16<sup>th</sup> Street NW.

### 4. Who should attend New Teacher Orientation?

NTO is for all new school-based DCPS employees who belong to the Washington Teachers' Union (WTU) bargaining unit. Veteran teachers who are new to DCPS should plan on attending NTO, as there will be important information about DCPS presented. Please note that only new employees who have **received an official offer letter** may attend NTO.

### 5. Do I have to stay the whole time?

All new teachers are required to attend the morning sessions from 8:30 AM – 12:30 PM on both days. You will be paid administrative premium for your participation during these sessions.

The afternoon sessions that run until 3:30 PM on Wednesday and 4:00 PM on Thursday are not required, but new teachers are strongly encouraged to attend. These sessions will include an opportunity to visit model classrooms throughout the district, take part in quality professional development, ask questions during veteran teacher panels, and join the WTU for a New Member Networking Event and Welcome Reception. More information will be provided in the welcome packet you will receive when you check in.

### 6. Will breakfast and lunch be provided?

Yes, we will have a light breakfast beginning at 7:45 AM on both days of NTO. Food is not allowed in the CHEC auditorium and so we ask that you arrive early if you plan on eating breakfast before the sessions begin at 8:30 AM.

We will provide a lunch for all teachers who are participating in the optional sessions each day. Lunch will be an opportunity for you to meet new and veteran teachers in DCPS and ask questions of central office employees. We encourage you to join us both days!

### 7. How do I get to New Teacher Orientation?

CHEC is located less than two blocks from the Columbia Heights Metro Station (green & yellow lines) and the S-line buses on 16<sup>th</sup> Street. Please visit <http://www.wmata.com> to plan your route.

### 8. Is there parking at CHEC?

There is no public parking at CHEC and streets are residentially zoned. We encourage attendees with cars to park in the DC USA parking garage. There are entrances to the garage on Park Road (between 14<sup>th</sup> Street and Hiatt Place) and on Hiatt Place (between Irving and Park Roads). The cost for 4-12 hours of parking is \$12.00.

### 9. Do I have to register for New Teacher Orientation prior to August 13?

No, once you have been cleared to work through our Human Resources department you are automatically registered for the event. We will require all participants to check in at the event, so please plan to arrive earlier than 8:30 AM to check in on August 13 and 14.

### 10. Is there a dress code for New Teacher Orientation?

There is no dress code for this event – jeans are considered appropriate attire.

### 11. What is the schedule for New Teacher Orientation?

There are many exciting presentations planned for NTO. Highlights include a welcome from Chancellor Kaya Henderson, sessions on district policies and programs such as the IMPACT evaluation system, the LIFT career ladder, DCPS's academic plan, professional development, family engagement, and content-specific breakout groups. Attendees will also have the option to attend veteran teacher panels, model classroom tours, and additional professional development sessions in the afternoon. You will receive a copy of the NTO schedule upon check-in on August 13.

### 12. Will I be paid for attending New Teacher Orientation?

Yes! If you have been cleared for work with DCPS you will be paid administrative premium (\$34/hour) for four hours of work each of the two days at NTO. In order to receive this money, you will need to check in both days of NTO.

### 13. What should I bring to New Teacher Orientation?

We will provide all necessary materials for the first day of New Teacher Orientation. On the second day of NTO, the facilitators of your breakout session may provide you with some work time with your new colleagues – you are welcome to bring a laptop for this work time.

### 14. Will there be childcare?

No, childcare will not be provided.

### 15. Can I attend New Teacher Orientation if I have accepted a position with DCPS but have not been cleared to work?

No. All participants must have a formal offer letter to attend NTO. This means that participants have cleared fingerprinting, the TB test, and the drug test before attending NTO. If you have not completed these steps, you are not able to attend NTO.

### 16. I was hired during the 2013-14 school year. Can I participate in this year's New Teacher Orientation?

Yes, you are welcome to attend this year's New Teacher Orientation. If you were hired during the 2013-14 school year and would like to attend, please send an email indicating your intention to attend to [teacher.orientation@dc.gov](mailto:teacher.orientation@dc.gov) to confirm.

**17. I am a Teach For America corps member and I just attended induction. Do I need to participate in New Teacher Orientation?**

Yes. New Teacher Orientation will provide you with an opportunity to learn about information specific to DCPS that was not covered during TFA's induction. As a Teach For America corps member you are expected to attend both DCPS New Teacher Orientation and Teach For America Start Strong Sessions (August 8 & 15).

**18. I am a veteran teacher from a different district. Do I need to attend New Teacher Orientation?**

Yes. Though you are not new to teaching, you are new to DCPS and we want to make sure you have all the information you need to be successful in our district. Sessions are designed to be beneficial to both new and veteran teachers.

**19. Will I be able to ask HR about my benefits during New Teacher Orientation?**

No. HR facilitates benefits orientations at DCPS central office (1200 First Street NE) every Tuesday from 10 AM – 12 PM and every Thursday from 4 PM – 6 PM through the end of August. Please go to the 10<sup>th</sup> floor for all benefits orientations. You should plan on attending one of these sessions.

**20. Who do I contact if I have more questions?**

For all questions related to NTO, please email [teacher.orientation@dc.gov](mailto:teacher.orientation@dc.gov).