

**Student Handbook and Planner**  
**2023-2024**



**540 – 360 – 180**

Student Name: \_\_\_\_\_

Homeroom: \_\_\_\_\_ Team: \_\_\_\_\_

### **Administration**

Principal Marc Manzo

Assistant Principals Daniel Good

Erin O'Hara

### **School Counselors**

6<sup>th</sup> Grade – Carli Page

7<sup>th</sup> Grade – Hannah Bittner

8<sup>th</sup> Grade – Devon Vogt

Secretary – Candy White

### **Front Office/Health Suite**

Lead Secretary – Anne Greene

Attendance – Laura Aker

Discipline – Megan Johnson

Nurse – Jody Edwards

Nurse – Alisha Buckmaster

### **Media Center**

Media Specialist – Dave McComas

Media Tech. – Bridgett Crenshaw

### **Pupil Personnel Office**

PPW – Heather Cannepa-Bowlin

Secretary – Rochelle Grubb

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### **North Harford Middle School**

**112 Pylesville Rd.**

**Pylesville, MD 21132**

**Phone: 410-638-3658**

### **School Office Hours**

7:00am to 3:30pm

### **School Day**

7:30 am – Homeroom Bell late bell

- o Students arriving late must check in at the main office.

2:00 pm – 1<sup>st</sup> Dismissal Bell



# Student Mobile Device Agreement

**Students will be responsible for their assigned mobile device by:**

- Bringing the equipment to class and using the software at the direction of the teacher.
- Never leaving it unattended or loaning it out.
- Maintaining and returning the device in the same condition that it was received.
- Notifying the school within 3 days if there are any defects to the device when received.
- Bringing any damage to the attention of school personnel within 3 days of damage.
- Using it in ways that are appropriate, educational, and follow all Harford County Public Schools (HCPS) policies and agreements (*Use of Equipment/Materials by Students Policy and Responsible Use Procedure*)
- Maintaining the original configuration and settings of the equipment and software as provided by HCPS, which include the following rules:
  - Removal of the security profile from the device is prohibited.
  - Apps may not be added to or deleted from the device.
  - Pictures, audio, video, and internet history stored on the equipment are the property of HCPS.

**The device is subject to inspection at any time without notice and remains the property of HCPS.**

**Any individual other than a certified HCPS computer technician attempting to repair the device will void the warranty and the student and/or parent/guardian will be subject to full replacement costs.**

**In case of theft or vandalism, the parent/guardian will file a police report and notify the school immediately.**

**All students are assigned an HCPS device. Your student is responsible for the device whether in or out of school and the parent/guardian will be responsible for all damage or loss.**

*I understand and agree to the stipulations set forth in the above document. Additionally, I hereby release HCPS from any and all claims and damages of any nature arising from my child's use, misuse or negligent use, or inability to use, an HCPS issued device.*

**Student's Name:** \_\_\_\_\_

**Student's School:** **North Harford Middle School: 2023-2024 School Year**

**Parent/Guardian's Name:** \_\_\_\_\_

**Student's Signature:** \_\_\_\_\_

(Only needed if a parent/guardian is not present to sign)

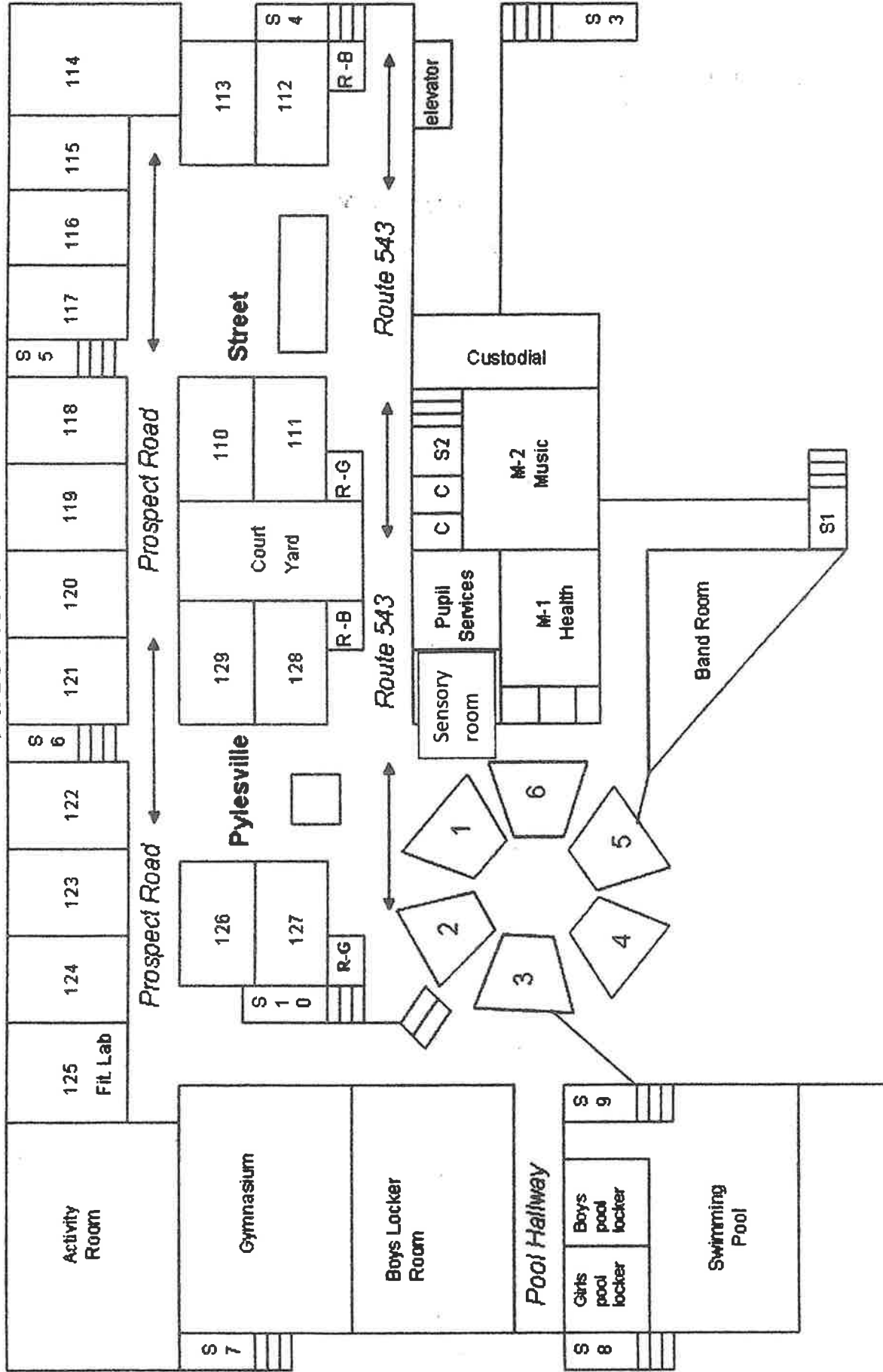
**Parent/Guardian's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**\*All mobile devices are issued with an AC Adapter and Power Cord which must be returned with the device.**



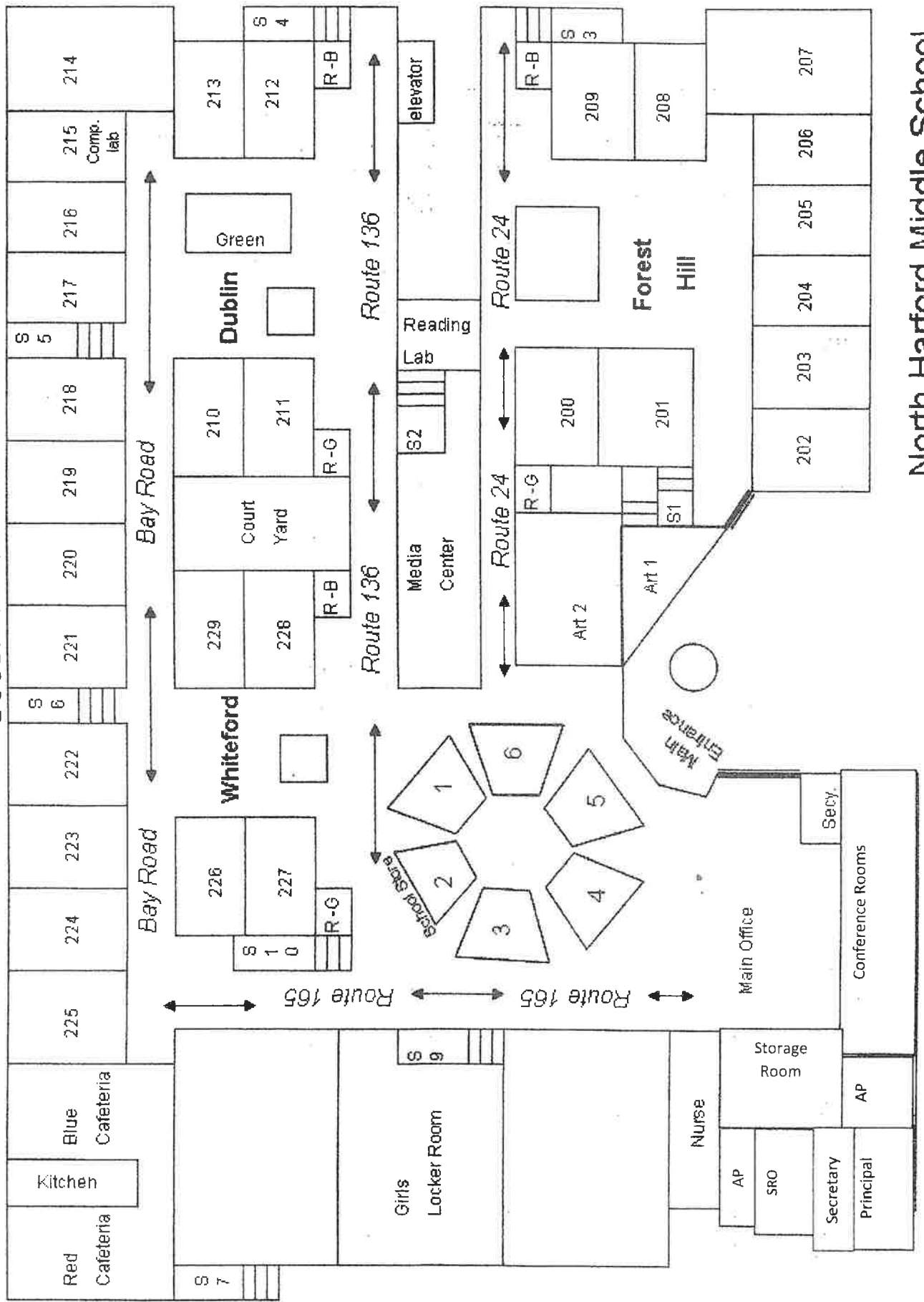
# First Floor



North Harford Middle School

First Floor

# Second Floor



# HARFORD COUNTY PUBLIC SCHOOLS STUDENT HANDBOOK BRIEF

As a quick reference for students, this handbook brief serves to provide a general overview of certain legal requirements, Board of Education policies, and administrative procedures. The following excerpts do not contain all laws, policies, or procedures in their entirety and should not be relied on as such. Students and parents/guardians should familiarize themselves with the full handbook, available online at [www.hcps.org](http://www.hcps.org). Items listed in this handbook are subject to change without notice. Topics are listed in alphabetical order.

## ALCOHOL, METAL DETECTORS & SURVEILLANCE CAMERAS

Based upon reasonable suspicion, students can be asked to submit to an alcohol odor detecting device or metal detector during the school day or at after school events on school property. Some schools may have video surveillance cameras. Some buses operated or contracted by HCPS may have both video surveillance cameras and audio recording equipment to monitor student safety and behavior. **Please view the full handbook and/or the Board Policy Manual for more information.**

## ASTHMA INHALERS AND OTHER EMERGENCY MEDICATIONS:

Students may, while in school or in a school-sponsored activity, on a school bus, or on school property, possess and self-administer an asthma inhaler, EpiPen or other emergency drug dispensed to the student by a prescription of a health practitioner pertaining to the students' asthma or other airway-constricting disease or which otherwise may be needed by the student on an emergency basis. Any student who self-administers the above described medication must have a prior written order from the student's health care provider (Permission to Self-Carry/Administer Medication form) and, if the student is a minor, the prior written approval of the student's parent/guardian. The school nurse will notify all appropriate personnel when such exceptions are granted, including bus drivers. Back-up medications must be kept in the health suite.

### ALL OTHER MEDICATIONS

All medication must be accompanied by a written authorized health care provider's order. These instructions must contain the student's name; name of the medication; the route of administration; the exact dosage, time and circumstances of administration; length of time the medication is to be continued; reason for administration; possible side effects; health care provider's name; time and frequency of administration; and date of order. Parents/Guardians must also provide written authorization to administer medication to their child. A form is available from the school nurse or on [www.hcps.org](http://www.hcps.org). No medication may be administered to a student without the required health care provider's order and parent/guardian permission. Medication must be in its original prescription bottle, properly labeled by the pharmacy. Pharmacies can provide a second labeled bottle to accommodate medications that are given at school. Siblings may not share medication. Only FDA approved or state mandated medications will be administered in schools. **Please view the full handbook and/or the Board Policy Manual for more information.**

## ATTENDANCE

Daily attendance is crucial to student achievement and required in order to demonstrate mastery of material and receive credit for courses. Students are expected to attend school and all classes regularly and to be punctual. Upon returning to school from an absence, a student is required to bring a written note from a parent/guardian stating the reason for each absence within three school days of the student's return to school.

### During a normal operating scheduled day:

If a student...	They are counted...
Is in attendance for more than half of the time they are scheduled to be in attendance on a given day	Present for full day
Is not present to school on time and present for more than 50% of their school day	Tardy
Leaves prior to the end of the school day and in attendance for more than 50% of their school day	Early dismissal

### During a delayed opening or early dismissal:

If a student is...	They are counted...
Absent no more than 30 minutes	Present for full day
In attendance for at least 2 hours	Present for half day

Absent less than 30 minutes in the morning	Tardy
Absent less than 30 minutes before dismissal	Early dismissal

Students scheduled for a partial day are counted present based on the amount of time he/she is scheduled. Example: A student scheduled for a two-hour block of time will be counted present for a full day if in attendance for that entire block of time. The student is absent if they are not present for that entire block of time. A student is present for one-half day if in attendance for one hour.

### LAWFUL ABSENCES

Lawful absences include death in the immediate family; illness of the student, which may require a physician's certificate from the parent/guardian; court summons; hazardous weather conditions; work approved by the school, the local school system, or the State Department of Education and accepted by the local superintendent, school principal, or their designees; observance of a major religious holiday; pregnancy and parenting; state of emergency; suspension; lack of authorized transportation, not including authorized transportation denied for disciplinary reasons; other emergency or set of circumstances which, in the judgment of the superintendent or designee, constitutes a good and sufficient cause for absence from school.

Family vacation absences are considered lawful only if they have prior written approval of the principal and do not exceed five days per school year. Written requests must be made at least ten school days in advance of the requested vacation absence and after approval, parents/guardians and students are responsible for requesting assignments.

### UNLAWFUL ABSENCES

An absence, including an absence for any portion of the day, for any reason other than those cited as lawful is presumed to be unlawful and may constitute truancy. Repeated unlawful absences will require a school conference between the appropriate school personnel and parent/guardian and may result in a referral to the pupil personnel worker.

### STANDARD FOR REGULAR ATTENDANCE

The standard for regular attendance is the minimal requirement for student attendance in order to permit continuity in the instructional program. The standard includes both lawful and unlawful absences within a marking period, semester or school year. Students will be defined as chronically absent if they are enrolled at least 10 days in a school and absent at least 10 percent of the time, regardless of the reason. The actions taken when the standard is not met should reflect a continuum of consequences for increasing absenteeism. School officials may waive these actions when they are aware of circumstances beyond the student's control, such as documented chronic illnesses, etc. In addition, students who receive services under an Individualized Education Plan (IEP) or 504 Plan may not necessarily be subject to the consequences for failing to meet the attendance standard.

Beginning with the fourth absence, early dismissal and/or tardiness, the parent/guardian will be notified in writing. Continuing absence and/or tardiness of the student will result in the initiation of one or more of the following actions: Conference with the parent/guardian, student and the principal or designee; Probationary time period - verbal agreement; Written contract; After-school detention; Saturday school (non-teaching day attendance); Removal of school privileges; Restriction of extracurricular activities; In-school suspension (due process procedures followed); Referral to the Office of Student Support Services and/or the pupil personnel worker for appropriate intervention; Referral to the Office of Student Support Services for possible outside referral to court for violation of the compulsory attendance law or to Juvenile Services for intake services.

### MAKE-UP WORK PROCEDURES

Make up work should be provided to students after an absence, unless it was determined the student was truant or unlawfully absent. It is the responsibility of the student/parent/guardian to request missed assignments within the requested timeframe. Students shall be given the number of days equal to the number of days absent to turn in completed make-up work. Assignments may be provided, when possible, in advance of a lawful absence if requested by a parent/guardian at least five days in advance of the absence and approved by the principal or designee. Submission of the make-up work provided in advance is required upon the return of the student to school unless extenuating circumstances have been documented. The teacher shall provide the required

make-up work in accordance with the method chosen by the teacher and shall collect and correct the make-up work. A reasonable timeline for the completion of the work will be established by the teacher. It is recommended that this exchange of completed and newly assigned work be done on a weekly basis. The student will be accountable to complete all assigned make-up work.

All make-up work will be graded in accordance with the regular classroom grading policy as long as it is completed within the established timeline. **Please view the full handbook and/or the Board Policy Manual for more information.**

#### **BULLYING, CYBERBULLYING, HARASSMENT OR INTIMIDATION**

Bullying, cyberbullying, harassment, and intimidation are prohibited and not tolerated by the students, volunteers or employees of Harford County Public Schools.

If you believe your child has been the victim of bullying, cyberbullying, harassment, or intimidation, you are asked to notify a school staff member and complete a Bullying, Cyberbullying, Harassment or Intimidation Reporting Form. The form is available on the Harford County Public Schools website, [www.hcps.org](http://www.hcps.org), and at your child's school. The form may be submitted online or returned to the principal at the student victim's school. Contact the school for additional information or assistance.

#### **DRESS CODE**

Students have the responsibility to choose their attire and to arrange their personal appearance in a manner that is safe, healthy, inoffensive, and not disruptive to the educational process. The student dress code is intended to create and preserve a positive climate for teaching and learning, reduce the possibility of discipline problems, and preserve school order and safety. The intention of the policy is to seek compliance from students and to avoid disciplinary action unless there are repeated offenses or serious aggravating circumstances.

Students' style of dress or grooming must meet the reasonable requirements of a course or activity.

- Clothing must cover the chest, midriff, pelvic/groin area and buttocks down to the upper thigh with opaque material.
  - Students must wear:
    - Shirt
    - Bottom (e.g., pants, sweatpants, shorts, skirt, dress, and leggings)
    - Shoes must be worn at all times and should be safe for the school environment. Bedroom shoes or slippers shall not be worn, except for school activities approved by the principal.
    - Curricular and activity specific shoes may be required.
    - All tops must have shoulder straps. See through garments must not be worn without appropriate coverage underneath that meets the requirements of this dress code.

Accordingly, students are prohibited from wearing clothing, jewelry, tattoos, bookbags or other articles of personal appearance that:

- Depict profanity, obscenity or violence.
- Promote the use of tobacco, drugs, alcohol or other illegal or harmful products.
- Contain sexually suggestive messages.
- Unduly expose or reveal skin or undergarments.
- Contain language or symbols that offend or demean an identifiable person or group or otherwise infringe on the rights of others in violation of the Board harassment or discrimination policies.
- Cause, or is likely to cause, a substantial or material disruption to school activities or the orderly operation of the school, including, but not limited to symbols of hate, both current and historic, hate groups, and gang-related attire.
- Contain profane, disrespectful or discourteous expression which is lewd or inconsistent with civil discourse and behavior.
- Endanger health or safety.

#### **SPECIAL PROVISIONS AND RESTRICTIONS**

The following examples are provided for guidance in implementing the policy and are not intended to list every possible violation or circumstance.

- **PHYSICAL EDUCATION** – Proper physical education apparel and shoes are to be worn. For secondary students, the appropriate school physical education uniform should be worn. No jewelry, with the exception of stud earrings, medical bracelets, and fitness

trackers, may be worn during physical activity. Jewelry which needs to be removed for physical education class shall be the responsibility of the student.

- **OUTERWEAR** – It is a general expectation that outer garments, including, but not limited to, lightweight jackets, hats, etc. are not to be worn during the school day. These items are to be stored in lockers. Principals shall have the discretion to permit students to wear outerwear/headwear in the school building when conditions are warranted. Headwear that interferes with identification of a student for safety and security purposes, denotes membership in a gang or hate group, identified in partnership with law enforcement, and/or disrupts the orderly operation of school is prohibited.
- **JEWELRY** – Jewelry/body piercings (example: spiked jewelry, chokers, rings, bracelets) that pose a health or safety hazard or is disruptive to the orderly process of the school is not permitted. Chains that could cause injury to others are not permitted.
- **SUNGLASSES** – Sunglasses are considered inappropriate for inside wear. Medical exceptions may be considered by the principal.

#### **DRESS CODE VIOLATIONS**

Principals will have the authority to suspend or waive the restrictions on clothing for social events such as, but not limited to, proms, homecoming dances or school sponsored activities aimed at promoting school spirit. When a student's attire or personal appearance violates this policy, the principal or designee shall investigate and take appropriate actions. **Please view the full handbook and/or the Board Policy Manual for more information.**

#### **DRUG DETECTING DOGS IN SECONDARY SCHOOLS**

The Board of Education of Harford County permits the use of drug detecting dogs in secondary schools. Drug detecting dogs may be used in school buildings and on school parking lots during the day when students are present. Drug detecting dogs may be used randomly or at the request of the principal based on reasonable suspicion that drugs might be in the school. Under no circumstances will a drug detecting dog be used to sniff any individual person. When, in the opinion of the dog's handler, a drug detecting dog has alerted on a locker or other property in the school, a search may be conducted by the principal or his/her designee. When, in the opinion of the dog's handler, a drug detecting dog has alerted on a vehicle, a search may be conducted by a police officer in accordance with law enforcement agency policy. Students who are in possession of controlled dangerous substances and other items that constitute a violation of the policies of the Board of Education will be disciplined in accordance with the appropriate procedures.

#### **HOMEWORK**

Homework is typically not assigned over holidays when public schools are closed. **Please view the full handbook and/or the Board Policy Manual for more information.**

#### **INCLEMENT WEATHER POLICY**

Any change from the normal school operating schedule because of inclement weather will be communicated through the school system's mass communication system, email, text message, Twitter, Facebook, and provided to radio and television broadcasts. In addition, changes will be listed on the Harford County Public Schools website at [www.hcps.org](http://www.hcps.org). No telephone calls or media announcements will be made when schools are operating on a normal schedule. **Please view the full handbook and/or the Board Policy Manual for more information.**

#### **NONDISCRIMINATORY PRACTICES**

The Board is committed to providing an environment that is safe and optimal for academic achievement and productive work activity and free from any form of unlawful discrimination. Any act of such discrimination, committed by a member of the school community is a violation of this policy. Harford County Public Schools will investigate all complaints of discrimination and/or harassment and will take appropriate disciplinary or other action against any member of the school community who is found to have committed any act of discrimination.

#### **PERSONAL PROPERTY**

Personal property that is brought into the school by students is not covered under the insurance of Harford County Public Schools. Homeowner's insurance or Renter's insurance may have off-premises coverage for valuable items, such as musical instruments, but you must confirm coverage with your personal insurance carrier. Students and parents/guardians should evaluate the personal items that are brought to school and should permanently mark items so they are clearly identifiable.



## PORTABLE COMMUNICATION POLICY

Students may possess or use a portable communication device (PCD) on school grounds and buses under the following circumstances:

- Students in any grade may possess and use a PCD on school grounds and buses when authorized to do so pursuant to the student's Individualized Education Plan or Section 504 Plan.
- Teachers may allow students to use a PCD in the school building for an instructional purpose if the teacher has received authorization from an administrator and the usage follows the Acceptable Use Policy for Students.
- Students in high schools may possess a PCD on school grounds and buses during the regular school day provided:
  - the student keeps and maintains the PCD so it cannot be seen by others;
  - the student does not use or activate the PCD in any fashion.
- Students in middle school may possess a PCD on school grounds during the regular school day provided the PCD is kept and maintained in the student's locker and is deactivated.
- Students in elementary school may possess a PCD on school grounds during the regular school day provided the PCD is kept and maintained in the student's backpack or cubbie and is deactivated.
- Students enrolled in any grade may use PCDs on school grounds before the regular school day and after the regular school day.
- Students in any grade may use PCDs on school buses before or after the regular school day provided:
  - students may not use PCDs for conversation, calls, photographing or videoing;
  - such use does not include implementation of the audio component of the PCD unless the student uses ear buds.
- Students' possession or use of PCDs permitted under this policy shall not:
  - disrupt the educational environment;
  - violate federal or state law or regulation;
  - violate Board policy and procedure including Board policy and procedure relating to student conduct and harassment; or
  - invade the privacy of other students.

Students and their parents are responsible for any theft of, loss of or damage to the student's PCD. **Please view the full handbook and/or the Board Policy Manual for more information.**

## PRIVACY RIGHTS OF PARENTS & STUDENTS

The Family Educational Rights and Privacy Act (FERPA)/Student Records.

### DEFINITIONS

- Directory Information – Records which contain personally identifiable information, but which have been designated by HCPS to be disclosed without parent/guardian consent.
- Personally Identifiable Information (PII) – Data or information including (a) the name of the student, his/her parents/guardians and family members; (b) address; (c) social security number or student number; (d) a list of personal characteristics which would make it possible to identify the student with reasonable certainty; or (e) other information which would make it possible to identify the student with reasonable certainty.
- Student Records – Records that are: (a) directly related to a student; and (b) maintained by Harford County Public Schools or by a party acting for Harford County Public Schools.

### NOTIFICATION OF RIGHTS UNDER FERPA

The FERPA affords parents/guardians and students who are 18 years of age or older ("eligible students") certain rights with respect to the student's records. These rights are:

- The right to inspect and review the student's records within 45 days after the day the school receives a request for access. Parents/Guardians or eligible students should submit to the school principal a written request that identifies the records they wish to inspect. The school official will make arrangements for access and notify the parent/guardian or eligible student of the time and place where the records may be inspected.

Under certain circumstances you may have the right to receive copies of your child's records or to access them sooner than the 45 day time

period set forth above. Please contact your child's school to receive an explanation of these rights.

- The right to request the amendment of the student's records that the parent/guardian or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA. Parents/Guardians or eligible students who wish to ask the school to amend a record should write the school principal, clearly identify the part of the record they want changed and specify why it should be changed. If the school decides not to amend the record as requested by the parent/guardian or eligible student, the school will notify the parent/guardian or eligible student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent/guardian or eligible student when notified of the right to a hearing.
- The right to provide written consent which authorizes the school to disclose personally identifiable information (PII) from the student's records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed or hired by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff), school resource officer or a person serving on the school board. A school official also may include a volunteer or contractor outside of the school who performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant or therapist; a parent/guardian or a business providing technology services or student voluntarily serving on an official committee, such as a disciplinary or grievance committee; or a parent/guardian, student or other volunteer assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer.
- The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school to comply with the requirements of FERPA. The following is the name and address of the office that administers FERPA: Student Privacy Policy Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202.

### NOTICE FOR DISCLOSURE OF DIRECTORY INFORMATION

FERPA requires that Harford County Public Schools, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Harford County Public Schools may disclose appropriately designated "directory information" without written consent, unless you have advised the district to the contrary in accordance with district procedures. The primary purpose of directory information is to allow Harford County Public Schools to include this type of information from your child's records in certain school publications.

In addition, two federal laws require local educational agencies receiving assistance under the Elementary and Secondary Education Act of 1965 to provide military recruiters, upon request, with the following information – names, addresses and telephone listings – unless parents/guardians have advised the local school system that they do not want their student's information disclosed without their prior written consent.

If you do not want Harford County Public Schools to disclose directory information from your child's education records without your prior written consent, you must notify the student's principal in writing within 10 school days of the first day of school. Harford County Public Schools has designated the following information as directory information:

- Student's name and grade, but only when it appears on honor roll or graduation list or as a member of a school-approved team, club or other student organization or school publication;
- Participation in officially recognized activities and sports;
- Weight and height of members of athletic teams;
- Degrees and awards received.

## RESPONSIBLE USE OF TECHNOLOGY

Harford County Public Schools provides telecommunications resources to its students for educational purposes. Telecommunications resources shall be used in accordance with the Responsible Use Procedure (RUP). By logging in to a telecommunications platform, students agree to the terms and conditions within the Harford County Public Schools RUP. The RUP is available on [www.hcps.org](http://www.hcps.org). **Please view the full handbook and/or the Board Policy Manual for more information.**

## STUDENT ACCIDENT INSURANCE PROGRAM

Harford County Public Schools insurance does not cover student injuries due to accidents at school or during school-sponsored activities such as physical education, afterschool sports, and field trips. At the beginning of each school year, Harford County Public Schools provides parents/guardians with information on a voluntary accident insurance program. If you are concerned about coverage in the event of an accident, this insurance may be a way for you to cover a gap caused by a lack of health insurance, dental insurance, or a large deductible on your present health insurance. For more information, please visit [www.hcps.org/departments/BusinessServices/riskmanagement](http://www.hcps.org/departments/BusinessServices/riskmanagement). If you have any questions, please contact the Risk Management Office at 410-588-5326. **Please view the full handbook and/or the Board Policy Manual for more information.**

## STUDENT DISCIPLINE

- In-school suspension – The removal within the school building of a student from the student's regular education program for up to, but not more than, 10 school days per school year for disciplinary reasons by the school principal.
- Short-term suspension – Removal of a student from school for up to, but not more than, three school days for disciplinary reasons by the principal.
- Long-term suspension – Removal of a student from school for a time period between four and 10 school days for disciplinary reasons by the principal.
- Extended suspension – The removal of a student from a student's regular program for a time period between 11 and 45 school days by the superintendent of schools or his/her designee.
- Expulsion – The removal of the student from the student's regular school program for 45 school days or longer.

## BEHAVIOR WHICH HAS TAKEN PLACE OFF SCHOOL PROPERTY

Students may be disciplined, including suspension or expulsion, for behavior which has taken place off school property and/or beyond the school day, if the behavior is determined by the principal to impact the educational environment of the school, the safety and/or welfare of other students and/or staff, and/or the maintenance of school order and discipline. The principal may suspend the student for up to 10 school days.

Students are subject to suspension for forwarding social media content resulting in danger or disruption, even if they did not create the original content, including but not limited to: bullying, harassment, threats, threats of school violence, and hate messages.

## RESTITUTION

If a student is determined to have violated these discipline policies or a school regulation and in the course of that violation damaged or destroyed school property or the property of another person while on school property and the matter is not referred to the Department of Juvenile Services, the principal shall require the student or the student's parent/guardian to make restitution. The restitution required by HCPS may not exceed \$2,500. The principal may assign the student to a school work project if the principal determines that this is an appropriate means to provide restitution for all or a part of the damage to property. Court ordered restitution required by law may exceed the threshold of \$2,500.

## OFFENSES

The school principal has the right and authority to discipline students including suspension up to 10 days for offenses including but not limited to use/possession of alcohol, inhalants (including, but not limited to, a vaping device, hookah pipe or e-cigarettes), drugs, tobacco; other gun use/possession; other weapons; threat to an adult; attack on a student; threat to a student; fighting; extortion; sexual attack; sexual harassment; sexual activity; arson/fire; false alarms/bomb threats; explosives; disrespect; harassment/bullying; disruption; academic dishonesty; inappropriate use of electronics; theft; trespassing;

destruction of property; acts that jeopardize the safety or security of students, employees or others.

The school principal has the right and authority to suspend students for 10 days and refer the students to the Superintendent for further disciplinary action for (1) chronic and extreme disruption to the learning environment and or (2) imminent threat of harm to others. Imminent threat will be evaluated on a case-by-case basis to include (1) the degree of harm and/or (2) the risk of continued harm after the student returns to school. Aggravated offenses are more serious violations with higher risk of harm and include, but are not limited to: possession/use/transfer of drugs, alcohol, inhalants or vape devices, or other controlled dangerous substances; arson; explosives; threat/attack on adult; threat/attack on student; threats of mass violence; fighting; firearms; other types of guns; weapons; serious bodily injury.

Students who commit attendance-related violations are subject to school-based disciplinary consequences, but may not receive out-of-school suspension. **Please view the full handbook and/or the Board Policy Manual for more information.**

## STUDENT LOCKERS

Where available, lockers will be provided for students to have a secure repository for books, clothing, school materials, etc. Each school principal will establish procedures for assigning lockers. Students shall be personally and solely responsible for the contents, cleanliness and condition of the assigned locker. Students will not be permitted to use personal locks on school lockers. Students are expected to report any case of a broken/unsecured locker or theft immediately to the school main office, physical education teacher or athletic team coach as appropriate. Harford County Public Schools shall not assume responsibility for the theft, loss or damage of books or any personal items in a student locker. It is the responsibility of all students to cooperate fully with any lawful investigation by authorized persons on school property. It is the responsibility of students not to enter school property with dangerous or illegal items or those items that constitute violations of school policy. A principal or assistant principal may make a search of the physical plant or its appurtenances, including lockers used by students without notice to the student or their parent/guardian. **Please view the full handbook and/or the Board Policy Manual for more information.**

## STUDENT SEARCH AND SEIZURE

The principal or assistant principal may make a reasonable search of a student, including the search of a student's backpack or other belongings, on the school premises if he or she has a reasonable belief that the student is in possession of an item, the possession of which is a criminal offense under the laws of this state, a violation of any other Maryland state law, or a violation of a rule or policy of the Board of Education. This search shall be made in the presence of a third party.

A principal, assistant principal, or teacher may make a reasonable search of a student on a school-sponsored trip if the searcher has a reasonable belief that the student has in the student's possession an item, the possession of which is:

- A criminal offense under the laws of this state; or
- A violation of any other Maryland state law; or
- A violation of a rule or regulation of the local school Board

A search authorized above shall be made in the presence of a third party.

**Please view the full handbook and/or the Board Policy Manual for more information.**

## TITLE IX COMPLAINT PROCEDURES

Title IX of the Education Amendments of 1972 states in part, "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving Federal financial assistance." Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. Section 1681 et seq., And its implementing regulations, 34 C.F.R. Part 106; et seq., Prohibits discrimination on the basis of sex in education programs or activities operated by recipients of Federal financial assistance. Sexual harassment, which includes acts of sexual violence, is a form of sex discrimination and is prohibited by Title IX.

In accordance with Title IX regulations, the Board of Education of Harford County has adopted Title IX complaint procedures for students, parents/guardians, employees, and other persons.

1. Reporting

- a. Any HCPS employee or member of the Board of Education who has knowledge of or is on notice of conduct that may constitute sexual harassment or allegations of sexual harassment occurring in the education program or any activity of the school system must report that information immediately.
  - b. Any parent or student who believes they are a victim of sexual harassment occurring in the school system's education programs or activities is encouraged to report the matter to the student's administration.
2. Investigations
- a. Once an allegation has been accepted by the Title IX Coordinator, an investigation is initiated.
  - b. Information is gathered through witnesses, technology, or any other means.
  - c. In some instances, the police may be involved. HCPS will work with the police investigation.
  - d. Complainant and Respondent will review evidence gathered from the investigation. This will allow the parties to provide additional information.
3. Decision making
- a. A Decision-Maker will consider all materials when making a decision regarding the responsibility of the Respondent and apply the preponderance of the evidence standard.
  - b. If found responsible, sanction/discipline can range from a warning to suspension/expulsion or termination.
4. Appeals
- a. Either party can appeal the outcome of the determination of responsibility or a dismissal of the formal complaint.
  - b. Appeal guidelines must be followed.

**Please view the full handbook and/or the Board Policy Manual for more information.**

## **TRANSPORTATION**

### TRANSPORTATION RULES FOR STUDENTS

The following transportation rules apply to all students riding buses to and from Harford County Public Schools. In addition, all other policies adopted by the Board of Education regarding student behavior on school property will be enforced on Harford County Public Schools' buses including but not limited to the "Rights and Responsibilities of Students".

School bus transportation will be withdrawn from a student who is excluded from the classroom as a result of a condition that presents a clear and direct health risk to others. Some examples may include head lice, bloody nose, measles, fever and vomiting, etc.

Students who are suspended from school are not permitted to ride the school bus.

Parent/Guardians of students who are found to have damaged the bus or equipment beyond normal wear and tear will be held financially responsible. Transportation service may be suspended until the invoice for any damage is received. Invoices that remain unpaid may be subject to debt collection service.

Boarding cards may be required for students to access the bus.

Students are required to:

1. Follow directions given by the bus driver. Insubordination or disrespectful behavior will not be tolerated.
2. Sit in assigned seat as directed by the driver.
3. Be respectful to other students.
4. Keep the aisleway clear.
5. Remain seated and face forward at all times when the bus is in motion.
6. Refrain from any loud, profane, obscene language or gestures.
7. Refrain from throwing any object inside, outside or in front of the school bus.
8. Keep all bookbags, books, school equipment, musical instruments, or other personal belongings contained to his/her assigned seat. If the instrument is too large it may not be able to be transported. This will be made at the discretion of the bus driver.
9. Keep all parts of the body inside the bus and in his/her assigned seat.
10. Keep all objects inside the bus and be respectful of motorists.

11. Cooperate in keeping the bus clean from debris and damage.
12. Never bring glass on the bus.
13. Never eat, drink or chew gum on the bus.
14. Use designated bus stop assigned by the Transportation Department.
15. Arrive to the bus stop five at least (5) minutes prior to the scheduled arrival.
16. Be prepared to present any required pass or boarding card.
17. When/if using any personal electronic device, students are required to use earbuds/headphones and must refrain from making calls, taking video or photographs while on the school bus.
18. Appropriately utilize any additional safety equipment such as seat belts or safety vests.

### PARENT/GUARDIAN TRANSPORTATION

Parents/Guardians who choose to drop their child off at the school are responsible for the safety of their child until the school is open for students. Parents/Guardians who are not aware of the time that students are allowed to enter the school must contact their respective school directly for the information.

### PARENT/GUARDIAN RESPONSIBILITY

Each parent/guardian has a role in the safe and efficient operation of the HCPS student transportation system. Parents/Guardians shall assume their responsibilities with the transportation system and extend cooperation and support to the people charged with its operation. Any interference with the official duties of the school bus driver may result in suspension of service and/or criminal charges.

Parents/Guardians should be aware that the privilege to ride a school bus may be temporarily or permanently revoked if the "Transportation Rules for Students" are violated.

- Parents/Guardians are responsible for the safety of their children from the time they leave home in the morning until the time they board the school bus and, at the end of the school day, from the time the school bus drops the student off at their bus stop. For those students in a non-service area, getting to and from the school safely is a parental responsibility.
- Parents/Guardians should check the bus routes prior to the start of the school year to review the accurate bus information. Bus stop information can be found on the HCPS website. Bus routes and stops are subject to change.
- Parents/Guardians are never to board the school bus unless authorized by the bus driver to do so and are never to create any disruption to the transportation system. Parents/Guardians who interfere with the official duties of the bus driver may be subject to suspension of bus service and/or criminal charges.
- Parents/Guardians should be aware that students are required to arrive to the bus stop at least five (5) minutes prior to the scheduled arrival time.
- Parents/Guardians should be aware that students are required to utilize the designated bus stop assigned by the Transportation Department. Requests may be made for the use of another bus stop to the principal for emergency situations and approval must be provided to the bus driver in writing.
- Parents/Guardians should be aware that large items or personal belongings that interfere with other students' seating are not permitted on the school bus.
- Parents/Guardians shall be responsible for any damage or destruction of the school bus. Any destruction to the school bus may result in withdrawal of transportation services until the cost of the damage is settled.
- Only during a mid-day bus run is adult supervision is required for PreK students at the bus stop until the child is picked up, and at the time a child is dropped off.
- Adult supervision may also be required for before and after school programs.
- Parent/Guardians of students who are found to have damaged the bus or equipment beyond normal wear and tear will be held financially responsible. Transportation service may be suspended until the invoice for any damage is received. Invoices that remain unpaid may be subject to debt collection service.

**Please view the full handbook and/or the Board Policy Manual for more information.**



## Keep Your Child On Track in Middle and High School: Pay Attention to Attendance

*Even as children grow older and more independent, families play a key role in making sure students access learning opportunities and understand why attendance is so important for success in school and on the job. Families can also advocate for resources to help students learn if they cannot attend in-person.*

### DID YOU KNOW?

- Students should miss no more than 9 days of school each year to stay engaged, successful and on track to graduation.
- Frequent absences can be a sign that a student is losing interest in school, struggling with school work, dealing with a bully or facing some other difficulty.
- By 6th grade, absenteeism is one of three signs that a student may drop out of high school.
- By 9th grade, attendance is a better predictor of graduation rates than 8th grade test scores.
- Missing 10%, or 2 days a month, over the course of the school year, can affect a student's academic success.

### WHAT YOU CAN DO

#### **Make school attendance a priority**

- Talk about the importance of showing up to school every day.
- Help your teen maintain daily routines, such as finishing homework and getting a good night's sleep.
- Try not to schedule dental and non-Covid-19 related medical appointments during the school day.
- Keep your student healthy, and if you are concerned about Covid-19, call your school for advice.
- If your teens must stay home because they are sick or in quarantine, make sure they have asked teachers for resources and materials to make up for the missed learning time in the classroom.

#### **Help your teen stay engaged**

- Find out if your children feel engaged by their classes, and feel safe from bullies and other threats.
- Make sure your teens are not missing class because of challenges with behavioral issues or school discipline policies. If any of these are problems, contact the school and work with them to find a solution.
- Monitor your teen's academic progress and seek help from teachers or tutors when necessary. Make sure teachers know how to contact you.
- Stay on top of your child's social contacts. Peer pressure can lead to skipping school, while students without many friends can feel isolated.
- Encourage your teen to join meaningful after-school activities, including sports and clubs.
- Notice and support your students if they are showing signs of anxiety.

#### **Communicate with the school**

- Know the school's attendance policy – incentives and penalties.
- Check on your teen's attendance to be sure absences are not adding up.
- Seek help from school staff, other parents or community agencies if you need support.

Updated November 2022



Visit Attendance Works at [www.attendanceworks.org](http://www.attendanceworks.org) for free downloadable resources and tools!



Visit [www.hcps.org](http://www.hcps.org) for all of your back to school essentials!

- School and Bus Locator
- HCPS Payment Options
- Meal Benefit application
- Home Access Center
- Blackboard Connects Parent Portal
- Required forms and documents and more!

# August 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
	Board of Education Public Meeting A.M. 9:00 a.m. to 5:30 p.m.			New Teachers on Duty	New Teachers on Duty	
20	21	22	23	24	25	26
	All Teachers on Duty	All Teachers on Duty	All Teachers on Duty	All Teachers on Duty	All Teachers on Duty	Administration of the SAT
27	28	29	30	31		
<b>Opening of Schools for K*-12 Students</b> *Kindergarten will follow gradual entrance schedule		<b>Opening of Schools for PreK* Students</b> *Prekindergarten will follow gradual entrance schedule				

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

S	M	T	W	Th	F	S
						1
						2
						3
						4
						5
						6
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						28
						29
						30





	Monday		Tuesday		Wednesday
	August 28, 2023		August 29, 2023		August 30, 2023
	1 <sup>st</sup> Day of School/1 <sup>st</sup> Quarter				
Reading/LA					
Math					
Science					
Social Studies					
Special Area					





# SMART Goal

<b>Initial Goal</b>	Write your goal here.
<b>S</b> Specific	Your goal should be well defined, detailed and clear.
<b>M</b> Measurable	Is your goal measurable? You should be able to tell when you reach your goal.
<b>A</b> Achievable	Can you reach the goal, taking into account your available time, skills, and financial status?
<b>R</b> Realistic	Is your goal realistically achievable within the given time frame and with the available resources?
<b>T</b> Timely	Set a start and finish date for your goal. Start Date: _____ Finish Date _____
<b>SMART Goal</b>	Revise your goal based on the answers to the questions above.

## Action Plan

**What steps do you need to take to get you to your goal?**

Action Items	Expected Completion Date	Actual Completion Date

## Potential Obstacles and Solutions

Potential Obstacles	Potential Solutions



	Monday		Tuesday		Wednesday
	September 4, 2023		September 5, 2023		September 6, 2023
Reading/LA					
Math					
Science					
Social Studies					
Special Area					



	Monday		Tuesday		Wednesday
	September 11, 2023		September 12, 2023		September 13, 2023
Reading/ILA					
Math					
Science					
Social Studies					
Special Area					



	Monday		Tuesday		Wednesday
	September 18, 2023		September 19, 2023		September 20, 2023
Reading/ILA					
Math					
Science					
Social Studies					
Special Area					





	Monday		Tuesday		Wednesday
	September 25, 2023		September 26, 2023		September 27, 2023
Reading/ILA					
Math					
Science					
Social Studies					
Special Area					





# Informational Guide to Magnet & Technical Programs



Information Technology  
Oracle Academy  
*Harve De Grace High School*



Natural Resources Agriculture Science  
*North Harford High School*



Pathways in Technology Early College  
High School (P-Tech)  
*Joppatowne High School*



Science and Mathematics Academy  
*Aberdeen High School*



Global Studies  
International Baccalaureate  
*Edgewood High School*



Teacher Academy of Maryland  
*Harford Technical / Edgewood High School*



Trades & Industry Programs  
*Harford Technical High School*

## ADMISSION REQUIREMENTS

These minimum criteria are evaluated during initial screenings of each program applicant. Beyond these, each program uses additional evaluation methods during the months of January and February. Applicants will receive further communication from each Program Specialist, as appropriate, to indicate offer/acceptance status.

1. Academic achievement in middle school, to include:

- Grades
- Standardized test scores
- Scholastic Reading Index (SRI)/Lexile scores

2. Demonstrated interest and motivation for learning:

- Report card comments
- Teacher endorsements
- School and community involvement (Activity List)

3. Written communication skills – essay component

### Additional, program-specific requirements:

#### Natural Resources and Agricultural Sciences Information Technology Oracle Academy

- Algebra 1 recommended, not required.

#### Science and Mathematics Academy

- Successful completion of Algebra 1 and \*Geometry prior to entering the program.

*\*Geometry can be taken in the summer prior to ninth grade.*

#### Global Studies/International Baccalaureate

- Successful completion of Algebra 1 prior to entering program.
- Strongly recommend successful completion of Geometry. *\*Geometry can be taken in the summer prior to ninth grade.*

#### Harford Technical High School

- See application for program-specific requirements.

# National Principal's Month - October 2023

Share your appreciation for our hardworking principals, and #HCPSThankAPrincipal today!



SEPTEMBER 2023						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

NOVEMBER 2023						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

# October 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6	7
8	9	10	11	12	13	14
Fire Prevention Week (8-14)	Columbus/Indigenous Peoples' Day National School Lunch Week (9-13)				Grades Posted to HAC	Administration of the SAT
15	16	17	18	19	20	21
	National School Bus Safety Week (16-20) Board of Education Public Meeting A.A. Roberly Bldg. at 6:30 p.m.			3-hour Early Dismissal for All Students *Half-day prekindergarten will not meet.	*MD STATE EDUCATION ASSOCIATION CONVENTION SCHOOLS CLOSED	
22	23	24	25	26	27	28
	Red Ribbon Week (23-31) Board of Education Public Meeting A.A. Roberly Bldg. at 6:30 p.m.				Grades Posted to HAC	Administration of the ACT
29	30	31	<p>*Key events should not be scheduled. Information on interfaith holidays can be found at <a href="http://www.interfaith.org">www.interfaith.org</a>.</p> <p><b>IMPORTANT MESSAGE ABOUT TESTING TO TAKE PLACE IN OCTOBER</b></p> <p>The Maryland Comprehensive Assessment Program (MCAP) includes state required assessments that include, but are not limited to, English Language Arts/Literacy (ELA/L) and Mathematics Assessments, Maryland Integrated Science Assessment (MISA), Kindergarten Readiness Assessment (KRA), Social Studies Grade 3, and High School Assessment (HSA) in American Government. Please visit <a href="http://www.mde.org">www.mde.org</a> for the comprehensive list of assessments as well as the countywide testing windows. For school specific testing dates, please contact your child's school.</p>			

	Monday		Tuesday		Wednesday
	October 2, 2023		October 3, 2023		October 4, 2023
Reading/ILA					
Math					
Science					
Social Studies					
Special Area					



	Monday		Tuesday		Wednesday
	October 9, 2023		October 10, 2023		October 11, 2023
Reading/LA					
Math					
Science					
Social Studies					
Special Area					





	Monday		Tuesday		Wednesday
	October 16, 2023		October 17, 2023		October 18, 2023
Reading/LA					
Math					
Science					
Social Studies					
Special Area					



	Monday		Tuesday		Wednesday
	October 23, 2023		October 24, 2023		October 25, 2023
Reading/ILA					
Math					
Science					
Social Studies					
Special Area					



# Gratitude Exercises

## Journal About Gratitude

Take a few minutes every evening to write down five good things about your day. The entries don't have to be major events—they might be as simple as a good meal, talking to a friend, or getting through a difficult challenge.



## Write a Letter

Think about someone who has had a major impact on your life, someone who you would like to thank, or someone who you appreciate having in your life. Write a letter with specific details about what it is you appreciate about them, and send it.

## Visit Someone who you Appreciate

Write a letter to someone you appreciate as described above, but instead of mailing it, deliver the letter in person. Don't tell them why you're visiting! Read them the letter, and then allow them to keep it as a memento.

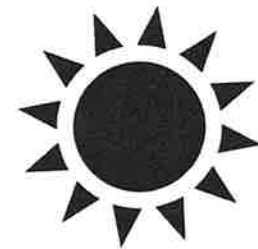


## Say "Thank You"

Keep your eyes open throughout the day for reasons to say "thanks". Try to recognize the small actions people do every day that might be overlooked such as a colleague who always goes the extra mile, or a friend who always seems willing to listen.

## Take a Gratitude Walk

Go for a walk and make a special effort to appreciate your surroundings. You might notice the smell of flowers, a pretty building, or a soothing breeze. Spend a few minutes focusing on each of your senses (sight, hearing, taste, smell, and touch) to find new things you may not have noticed.



Now is the time to nominate an outstanding teacher for Harford County's 2024 Teacher of the Year!



**TEACHER** of the Year

More information and the application available now on [www.hcps.org](http://www.hcps.org)



OCTOBER 2023						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
	7	8	9	10	11	12
	13	14	15	16	17	18
	19	20	21	22	23	24
	25	26	27	28	29	30
	31					

DECEMBER 2023						
S	M	T	W	Th	F	S
					1	2
	3	4	5	6	7	8
	9	10	11	12	13	14
	15	16	17	18	19	20
	21	22	23	24	25	26
	27	28	29	30	31	

# November 2023

SUNDAY

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

**IMPORTANT MESSAGE ABOUT TESTING TO TAKE PLACE IN NOVEMBER**  
 The Maryland Comprehensive Assessment Program (MCAP) includes state required assessments that include, but are not limited to, English Language Arts/Literacy (ELA/L), and Mathematics Assessments, Maryland Integrated Science Assessment (MISA), Kindergarten Readiness Assessment (KRA), Social Studies Grade 8, and High School Assessment (HSA) in American Government. Please visit [www.hcps.org](http://www.hcps.org) for the comprehensive list of assessments as well as the countywide testing windows. For school specific testing dates, please contact your child's school.

5	2 <sup>nd</sup> Quarter Begins	6	6	7	7	8	8	9	9	10	10	11	11
12	Daylight Saving Time Ends	13	Board of Education Public Meeting A.A. Roberts Bldg. at 6:30 a.m.	14	14	15	15	16	16	17	17	18	18
19	Board of Education Public Meeting A.A. Roberts Bldg. at 6:30 p.m.	20	20	21	21	22	22	23	23	24	24	25	25
26	26	27	27	28	28	29	29	30	30	* Key events should not be scheduled. Information on interfaith holidays can be found at <a href="http://www.interfaith.org">www.interfaith.org</a> .			

**\*3-HOUR EARLY DISMISSAL FOR SCHOOLS & OFFICES**  
 \*Half-day prekindergarten will not meet

**\*THANKSGIVING BREAK SCHOOLS & OFFICES CLOSED**

**\*THANKSGIVING BREAK SCHOOLS & OFFICES CLOSED**

Education Support Professionals Day

Grades Posted to HAC Report Cards Distributed Substitute Educators Day

**\*3-HOUR EARLY DISMISSAL FOR SCHOOLS & OFFICES**  
 \*Half-day prekindergarten will not meet

**\*PROFESSIONAL DEVELOPMENT SCHOOLS CLOSED FOR STUDENTS**

Administration of the SAT

Veterans Day

	Monday		Tuesday		Wednesday
	October 30, 2023		October 31, 2023		November 1, 2023
Reading/ILA					
Math					
Science					
Social Studies					
Special Area					





	Monday		Tuesday		Wednesday
	November 6, 2023		November 7, 2023		November 8, 2023
Reading/ILA					
Math					
Science					
Social Studies					
Special Area					

	Thursday		Friday		Saturday			
	November 9, 2023		November 10, 2023		November 11, 2023			
Reading/ILA								
Math								
Science					Sunday November 12, 2023			
Social Studies								
Special Area				Date	To	Out	In	Initials

**Hall Pass**

	Monday		Tuesday		Wednesday
	November 13, 2023		November 14, 2023		November 15, 2023
Reading/ILA					
Math					
Science					
Social Studies					
Special Area					



	Monday		Tuesday		Wednesday
	November 20, 2023		November 21, 2023		November 22, 2023
Reading/LA					
Math					
Science					
Social Studies					
Special Area					



	Monday		Tuesday		Wednesday
	November 27, 2023		November 28, 2023		November 29, 2023
Reading/ILA					
Math					
Science					
Social Studies					
Special Area					







We challenge you to perform as many Kind deeds as you can in one week. Using the checklist below, check off your acts as you go. Have fun!

Kindly presented by  Dignity Health.  
Organized by  &  Kiwanis Builders Club

## THE CHALLENGES

- |  |  |
|--|--|
| <input type="checkbox"/> Smile at 25 people                            | <input type="checkbox"/> Sit with a new group of kids at lunch           |
| <input type="checkbox"/> Slip a nice note in your friend's backpack    | <input type="checkbox"/> Read a book to a younger child                  |
| <input type="checkbox"/> Compliment 5 people                           | <input type="checkbox"/> Give an apple or note to your Teacher           |
| <input type="checkbox"/> Pick up 10 pieces of trash inside school      | <input type="checkbox"/> Step up for someone in need                     |
| <input type="checkbox"/> Make a new friend                             | <input type="checkbox"/> Make & display a "Kindness Matters" sign        |
| <input type="checkbox"/> Tell a joke and make someone laugh            | <input type="checkbox"/> Carry your friend's books                       |
| <input type="checkbox"/> Be kind to yourself & eat a healthy snack     | <input type="checkbox"/> Help your PE Teacher with the equipment         |
| <input type="checkbox"/> Learn something new about your teacher        | <input type="checkbox"/> Make a bookmark for a friend                    |
| <input type="checkbox"/> Draw a picture & give it to someone           | <input type="checkbox"/> Hold the door open for someone                  |
| <input type="checkbox"/> Help a younger student                        | <input type="checkbox"/> Pat yourself on the back                        |
| <input type="checkbox"/> Give a handshake to greet a classmate         | <input type="checkbox"/> Thank a Bus Driver or Car Pool Driver           |
| <input type="checkbox"/> Recycle your trash                            | <input type="checkbox"/> Write a "Thank You" on a Band-Aid for the Nurse |
| <input type="checkbox"/> Hug your friend                               | <input type="checkbox"/> Listen to your Teacher the first time           |
| <input type="checkbox"/> Pick up trash outside your school             | <input type="checkbox"/> Whisper thank you to the Librarian              |
| <input type="checkbox"/> Cut out 10 hearts & give them to friends      | <input type="checkbox"/> Help someone up if they fall down               |
| <input type="checkbox"/> Entertain someone with a "Happy Dance"        | <input type="checkbox"/> Lend a pencil to a friend                       |
| <input type="checkbox"/> Make a KIND Poster for the cafeteria          | <input type="checkbox"/> Learn to say "Hello" in a new language          |
| <input type="checkbox"/> Show appreciation to a Counselor or Mentor    | <input type="checkbox"/> Bring a flower to the Office Staff              |
| <input type="checkbox"/> Say "Good Morning" to 15 people               | <input type="checkbox"/> Show appreciation to your Principal creatively  |
| <input type="checkbox"/> Design a "Thank You" for the PTSA             | <input type="checkbox"/> Help your Teacher with a needed task            |
| <input type="checkbox"/> Make a wish for a child in another country    | <input type="checkbox"/> Be on time for school                           |
| <input type="checkbox"/> Say "Thank You" to a crossing guard           | <input type="checkbox"/> Say "Thank You" to a Volunteer                  |
| <input type="checkbox"/> Invite a new friend to play/hang out with you | <input type="checkbox"/> Give your friend a high five                    |
| <input type="checkbox"/> Send a "Thank You" to your Superintendent     | <input type="checkbox"/> Make a friendship gift for someone new to you   |
| <input type="checkbox"/> Offer to help your school Custodian           | <input type="checkbox"/> Create your own kind deed                       |

Now is the time to nominate an outstanding teacher for Harford County's 2024 Teacher of the Year!



# TEACHER of the Year

More information and the application available now on [www.hcps.org](http://www.hcps.org)



NOVEMBER 2023						
S	M	T	W	Th	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

JANUARY 2024						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

# December 2023

SUNDAY

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

## IMPORTANT MESSAGE ABOUT TESTING TO TAKE PLACE IN DECEMBER

The Maryland Comprehensive Assessment Program (MCAP) includes state required assessments that include, but are not limited to, English Language Arts/Literacy (ELA/L) and Mathematics Assessments; Maryland Integrated Science Assessment (MISA), Kindergarten Readiness Assessment (KRA), Social Studies Grade B, and High School Assessment (HSA) in American Government. Please visit [www.hcps.org](http://www.hcps.org) for the comprehensive list of assessments as well as the countywide testing windows. For school specific testing dates, please contact your child's school.

\* Key events should not be scheduled. Information on interfaith holidays can be found at [www.interfaith.org](http://www.interfaith.org).

Administration of the SAT

3	4	5	6	7	8	1	2
	Board of Education Public Meeting A.A. Roberty Bldg. at 6:30 P.m.			Hanukkah (7-15) Pearl Harbor Day	*Half-day prekindergarten will not meet Grades Posted to HAC		Administration of the ACT
10	11	12	13	14	15	16	17
17	18	19	20	21	22	23	24
	Board of Education Public Meeting A.A. Roberty Bldg. at 6:30 P.m.			Grades Posted to HAC First Day of Winter	*3-HOUR EARLY DISMISSAL FOR SCHOOLS & OFFICES *Half-day prekindergarten will not meet		
24	25	26	27	28	29	30	31
Christmas Eve	*WINTER BREAK SCHOOLS & OFFICES CLOSED	*WINTER BREAK SCHOOLS & OFFICES CLOSED Kwanzaa (Dec 26-Jan 1)	*WINTER BREAK SCHOOLS CLOSED	*WINTER BREAK SCHOOLS CLOSED	*WINTER BREAK SCHOOLS CLOSED		

	Monday		Tuesday		Wednesday
	December 4, 2023		December 5, 2023		December 6, 2023
Reading/LA					
Math					
Science					
Social Studies					
Special Area					



	Monday		Tuesday		Wednesday
	December 11, 2023		December 12, 2023		December 13, 2023
Reading/LA					
Math					
Science					
Social Studies					
Special Area					



	Monday		Tuesday		Wednesday
	December 18, 2023		December 19, 2023		December 20, 2023
Reading/LA					
Math					
Science					
Social Studies					
Special Area					





	Monday		Tuesday		Wednesday
	December 25, 2023		December 26, 2023		December 27, 2023
Reading/ILA					
Math					
Science					
Social Studies					
Special Area					



# THE BEST YEAR

OUT WITH THE OLD {20\_\_}

IN WITH THE NEW {20\_\_}

**2** FAVORITE MEMORIES

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**3** THINGS I'M GRATEFUL FOR

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**1** HARD LESSON I LEARNED!

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**1** THING I DID THIS YEAR I'M PROUD OF

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**3** PLACES I WANT TO GO

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**2** WAYS I CAN HELP OTHERS

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**1** THING I WANT TO GET BETTER AT

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**2** THINGS I AM LOOKING FORWARD TO

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**3** NEW THINGS I WANT TO TRY

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# Become a Substitute

We are currently seeking daily substitutes for teachers and instructional support staff positions. Full day and half day opportunities are available. Training is provided to all teacher substitutes.  
 Speak to a school administrator or apply online today!  
 Become a member of our team and help our students SHINE!



#HCP5Recruiter

DECEMBER 2023						
S	M	T	W	Th	F	S
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

FEBRUARY 2024						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

# January 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
	<b>*WINTER BREAK SCHOOLS &amp; OFFICES CLOSED</b> New Year's Day	Schools Reopen After Winter Break				
	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>
	Board of Education Public Meeting A.A. Roberts Bldg. at 6:30 p.m.				<sup>2nd</sup> Quarter/ <sup>1st</sup> Semester Ends <b>3-hour Early Dismissal for All Students</b> *Half-day prekindergarten will not meet Grades Posted to HAC	
<b>7</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>
	<b>*HOLIDAY SCHOOLS &amp; OFFICES CLOSED</b> Martin Luther King Jr's Birthday Observance	<sup>2nd</sup> Semester Begins <sup>3rd</sup> Quarter/ <sup>2nd</sup> Semester Begins				
	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>
	Board of Education Public Meeting A.A. Roberts Bldg. at 6:30 p.m.				<b>3-hour Early Dismissal for All Students</b> *Half-day prekindergarten will not meet Grades Posted to HAC Report Cards Distributed	
<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>			

**IMPORTANT MESSAGE ABOUT TESTING TO TAKE PLACE IN JANUARY**  
 The Maryland Comprehensive Assessment Program (MCAP) includes state required assessments that include, but are not limited to, English Language Arts/Literacy (ELA/L) and Mathematics Assessments; Maryland Integrated Science Assessment (MISA) Kindergarten Readiness Assessment (KRA); Social Studies Grade 8, and High School Assessment (HSA) in American Government. Please visit [www.hcps.org](http://www.hcps.org) for the comprehensive list of assessments as well as the countywide testing windows. For school specific testing dates, please contact your child's school.





	Monday		Tuesday		Wednesday
	January 8, 2024		January 9, 2024		January 10, 2024
Reading/ILA					
Math					
Science					
Social Studies					
Special Area					





	Monday		Tuesday		Wednesday
	January 15, 2024		January 16, 2024		January 17, 2024
Reading/ILA					
Math					
Science					
Social Studies					
Special Area					







	Monday		Tuesday		Wednesday
	January 29, 2024		January 30, 2024		January 31, 2024
Reading/ILA					
Math					
Science					
Social Studies					
Special Area					



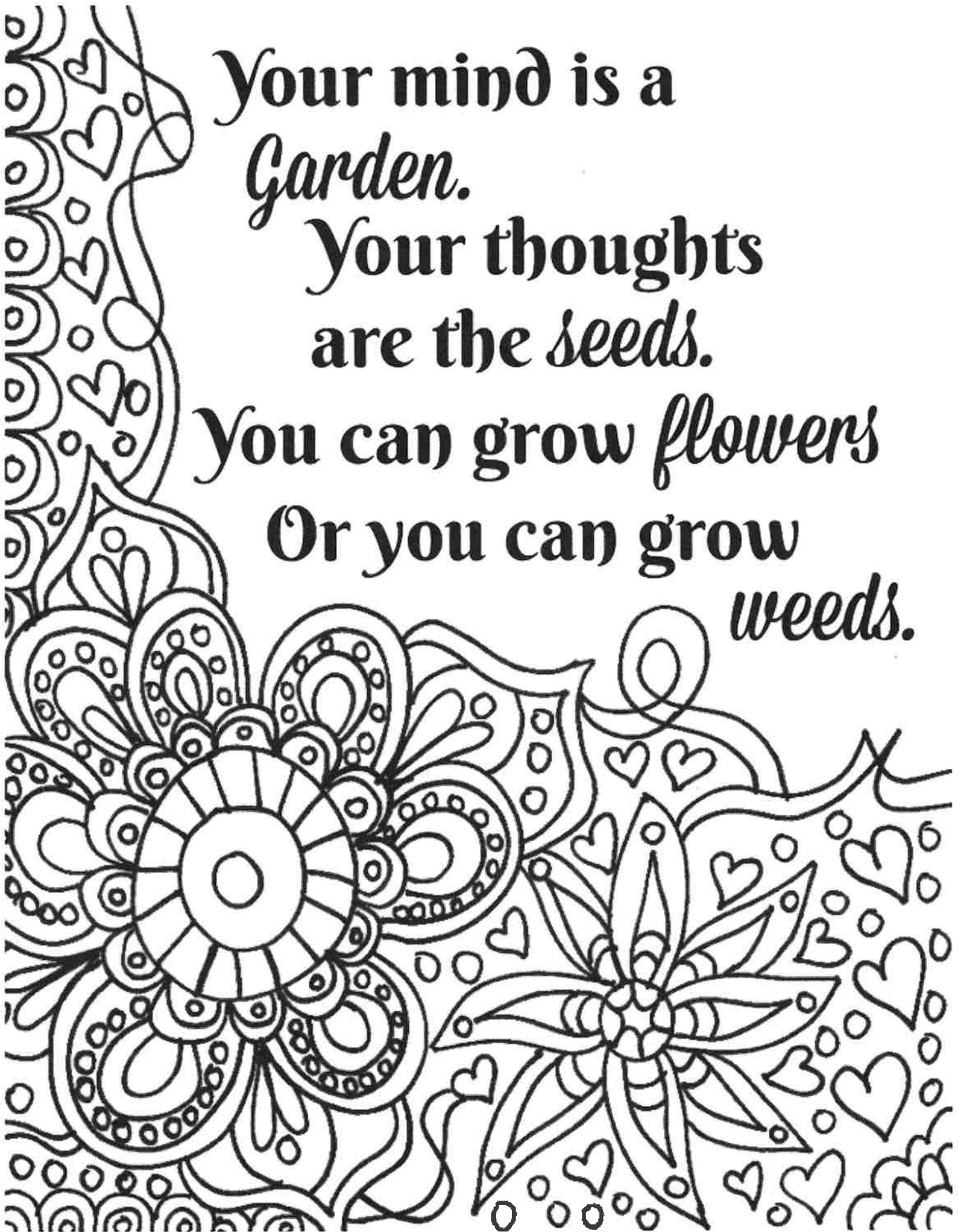
**Your mind is a  
Garden.**

**Your thoughts  
are the seeds.**

**You can grow flowers**

**Or you can grow**

**weeds.**





### INCLEMENT WEATHER POLICY

Potential inclement weather makeup dates are marked with numbered snowflakes. In June, these dates will be used in numerical order, beginning with Thursday, June 6, 2024.

June 6    June 7    June 10    June 11    June 12    June 13  
 1    2    3    4    5    6

JANUARY 2024						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

MARCH 2024						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

# February 2024

SUNDAY    MONDAY    TUESDAY    WEDNESDAY    THURSDAY    FRIDAY    SATURDAY

**IMPORTANT MESSAGE ABOUT TESTING TO TAKE PLACE IN FEBRUARY**  
 The Maryland Comprehensive Assessment Program (MCAP) includes state required assessments that include, but are not limited to: English Language Arts/Literacy (ELA/L) and Mathematics Assessments, Maryland Integrated Science Assessment (MISA), Kindergarten Readiness Assessment (KRA), Social Studies Grade 8, and High School Assessment (HSA) in American Government. Please visit [www.hbps.org](http://www.hbps.org) for the comprehensive list of assessments as well as the countywide testing windows. For school specific testing dates, please contact your child's school.

\*Key events should not be scheduled. Information on interfaith holidays can be found at [www.interfaith.org](http://www.interfaith.org).

4	5	6	7	8	9	10
	National School Counseling Week (5-9)			National Freedom Day	Groundhog Day	
11	12	13	14	15	16	17
			St. Valentine's Day		3-hour Early Dismissal for All Students *Half-day prekindergarten will not meet.	Administration of the ACT
18	19	20	21	22	23	24
	*HOLIDAY SCHOOLS & OFFICES CLOSED Presidents' Day				Grades Posted to HAC	
25	26	27	28	29		
						National PTA Founders Day
Board of Education Public Meeting A.A. Robbery Bldg. at 6:30 p.m.						

	Monday		Tuesday		Wednesday
	February 5, 2024		February 6, 2024		February 7, 2024
Reading/LA					
Math					
Science					
Social Studies					
Special Area					



	Monday		Tuesday		Wednesday
	February 12, 2024		February 13, 2024		February 14, 2024
Reading/LA					
Math					
Science					
Social Studies					
Special Area					



	Monday		Tuesday		Wednesday
	February 19, 2024		February 20, 2024		February 21, 2024
Reading/LA					
Math					
Science					
Social Studies					
Special Area					



	Monday		Tuesday		Wednesday
	February 26, 2024		February 27, 2024		February 28, 2024
Reading/LA					
Math					
Science					
Social Studies					
Special Area					





# Anxious about that upcoming test? Try these great tips!

*It is completely normal to feel anxious before a big test. In fact, a little nervousness can be a good thing. But if you find yourself getting a little too worked up, follow these tips to alleviate those anxious feelings. And remember...*

## You can do this!

### SLEEP

It's super important to get a great night sleep before the big test.



### STUDY

Don't cram! Make yourself very comfortable with the test content prior to the big day.



### BREATHE

Take deep breaths throughout the test to relieve stress.



### SEE IT!

Visualize yourself being successful and getting the grade you want on the test.



### DUMP!

During the test do an "Info Dump" and jot down facts on the back sheet of the test - especially the things you are afraid you'll forget.



### SKIP

Skip tough questions and go back to them at the end.



### PERSPECTIVE

Put the test into perspective. Remember that this test will not make or break your future.



### EAT

Eat a good breakfast before the test. Bring protein-rich snacks or water if allowed during the test.



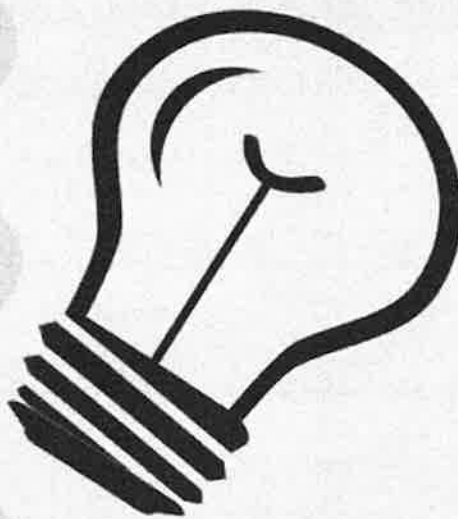
### POSITIVE

Be positive. Think about previous successes.



### CELEBRATE

Take some time to reward yourself for all of your hard work!



See your School Counselor for more tips and tricks to help beat test anxiety and other helpful resources!

K. Mesick 1/2014



	Monday		Tuesday		Wednesday
	March 4, 2024		March 5, 2024		March 6, 2024
Reading/LA					
Math					
Science					
Social Studies					
Special Area					



	Monday		Tuesday		Wednesday
	March 11, 2024		March 12, 2024		March 13, 2024
Reading/ILA					
Math					
Science					
Social Studies					
Special Area					



	Monday		Tuesday		Wednesday
	March 18, 2024		March 19, 2024		March 20, 2024
Reading/LA					
Math					
Science					
Social Studies					
Special Area					





	Monday		Tuesday		Wednesday
	March 25, 2024		March 26, 2024		March 27, 2024
Reading/ILA					
Math					
Science					
Social Studies					
Special Area					



# 10 STRESS BUSTERS

## 1 BE ACTIVE

Exercise helps reduce some of the emotional intensity you're feeling, helping you clear your thoughts and approach problems more calmly.



## 2

## TAKE CONTROL

There's a solution to any problem, the act of taking control in itself is empowering and a crucial part of finding a solution that satisfies you and not someone else!

## 3 HAVE SOME 'ME TIME'

Setting aside time to do things you enjoy is really important to ensure you don't overwork yourself and burn out! Spend a couple of evenings a week away from your work.



## 4 CONNECT WITH PEOPLE

Talking to family and friends can help you see things from a different perspective. Activities with friends help us relax and laugh – an excellent stress reliever!



## 5

## CHALLENGE YOURSELF

Setting yourself goals, whether at work or outside, helps build confidence and encourages emotional resilience. Do something new, like learning a new sport or language, and arm yourself with knowledge!



## 6 AVOID UNHEALTHY HABITS

Unhealthy habits such as alcohol and smoking are avoidance tactics. Whilst these might provide temporary relief they do not tackle the cause of your stress and will not solve your problem.



## 7 HELP OTHER PEOPLE

Helping others can put your own problems in perspective and help build emotional resilience. Volunteer in your local area, hold the door open for a stranger or smile at someone to make their day.

## 8 WORK SMARTER, NOT HARDER

Prioritise your work and concentrate on the things that will make a real difference. Accept you will always have things on your to-do list and prioritise effectively.



## 9 TRY TO BE POSITIVE

At the end of each day, try writing down three things that have gone well recently or things you are grateful for.



## 10 ACCEPT THINGS YOU CAN'T CHANGE

Try to concentrate on the things you have control over and identify the next steps you can take to tackle that problem.



**Mark your calendars for Prek and Kindergarten Registration!**  
 Registration of Prek and Kindergarten students begins on Friday, May 3, 2024!  
 Visit [www.hcps.org](http://www.hcps.org) to find more information regarding age requirements, enrollment documentation and boundary information request guidelines.



MARCH 2024						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MAY 2024						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

# April 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
April is School Library Month	<b>*SPRING BREAK SCHOOLS AND OFFICES CLOSED</b>	4 <sup>th</sup> Quarter Begins International Children's Book Day				
7	8	9	10	11	12	13
National Library Week (7-13)	National Assistant Principals Week (8-12)				Grades Posted to HAC Report Cards Distributed	Administration of the ACT
14	15	16	17	18	19	20
	Public School Volunteer Week (15-19) <b>Board of Education Public Meeting</b> A.A. Roberty Bldg. at 6:30 p.m.					
21	22	23	24	25	26	27
	Earth Day		Administrative Professionals Day National Student Leadership Week (24-30)		Grades Posted to HAC	
28	29	30				
<b>Board of Education Public Meeting</b> A.A. Roberty Bldg. at 6:30 p.m.						

\* Key events should not be scheduled. Information on Interfaith holidays can be found at [www.interfaith.org](http://www.interfaith.org).

**IMPORTANT MESSAGE ABOUT TESTING TO TAKE PLACE IN APRIL**  
 The Maryland Comprehensive Assessment Program (MCAP) includes state required assessments that include, but are not limited to: English Language Arts/Literacy (ELA/L) and Mathematics Assessments, Maryland Integrated Science Assessment (MISA), Kindergarten Readiness Assessment (KRA), Social Studies Grade 8, and High School Assessment (HSA) in American Government. Please visit [www.hcps.org](http://www.hcps.org) for the comprehensive list of assessments as well as the countywide testing windows. For school specific testing dates, please contact your child's school.

	Monday		Tuesday		Wednesday
	April 1, 2024		April 2, 2024		April 3, 2024
Reading/ILA					
Math					
Science					
Social Studies					
Special Area					



	Monday		Tuesday		Wednesday
	April 8, 2024		April 9, 2024		April 10, 2024
Reading/ILA					
Math					
Science					
Social Studies					
Special Area					





	Monday		Tuesday		Wednesday
	April 15, 2024		April 16, 2024		April 17, 2024
Reading/ILA					
Math					
Science					
Social Studies					
Special Area					



	Monday		Tuesday		Wednesday
	April 22, 2024		April 23, 2024		April 24, 2024
Reading//ILA					
Math					
Science					
Social Studies					
Special Area					



# MENTAL HEALTH RESOURCES

## School-Based Resources

School Counselor  
School Psychologist  
School Social Worker  
School Nurse  
Pupil Personnel Worker

### HEALTH INSURANCE WEBSITE



Your health insurance site will have information about mental health providers who accept your insurance.

If you are in need of health insurance please consult the MD Children's Health Insurance website at:

<https://health.maryland.gov/mmcp/chp/pages/home.aspx>

### OFFICE ON MENTAL HEALTH

The Harford County Office on Mental Health can assist with locating mental & behavioral health resources.

(410) 803-8726

<https://harfordmentalhealth.org/>

### EAP SERVICES

Your employer may offer an Employee Assistance Program that includes mental & behavioral health care.



### LOCAL RESOURCES



The Klein Family Harford Crisis Center walk-in clinic:

Hours: 7 days/week 9am-9pm

802 Baltimore Pike Bel Air

410-874-0711 **OR**

The Harford County Mobile Crisis

Team is available 24/7 at

1800NEXTSTEP

### NATIONAL RESOURCES

Suicide Prevention Lifeline:

988

Crisis Text Line:

741741



# CONGRATULATIONS CLASS OF 2024!

Congratulations to all of our 2024 graduates and their families!  
 Enjoy your special day and be proud of this milestone.  
 We wish you all the best in your future endeavors!



APRIL 2024						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

JUNE 2024						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

# May 2024

SUN-AY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY

**IMPORTANT MESSAGE ABOUT TESTING TO TAKE PLACE IN MAY**  
 The Maryland Comprehensive Assessment Program (MCAP) includes state required assessments that include, but are not limited to, English Language Arts/Literacy (ELA/L) and Mathematics Assessments, Maryland Integrated Science Assessment (MISA), Kindergarten Readiness Assessment (KRA), Social Studies Grade 8, and High School Assessment (HSA) in American Government. Please visit [www.mcas.org](http://www.mcas.org) for the comprehensive list of assessments as well as the countywide testing windows. For school specific testing dates, please contact your child's school.

SUN-AY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
5	6	7	1	2	3	4
National Music Week (5-12)	Teacher Appreciation Week (6-10) Board of Education Public Meeting A.A. Robery Bldg. at 6:30 p.m.	National Teacher Day	National Physical Education and Sport Week (1-7) National Bike to School Day National School Nurse Day	Registration of PreK & Kindergarten Students	Administration of the SAT	
12	13	14	8	9	10	11
		*PRIMARY ELECTION DAY SCHOOLS AND OFFICES CLOSED	15	16	17	18
19	20	21	22	23	24	25
	Board of Education Public Meeting A.A. Robery Bldg. at 6:30 p.m.				3-hour Early Dismissal for All Students *Half-day prekindergarten will not meet Grades Posted to HAC	Armed Forces Day
26	27	28	29	30	31	25
	*HOLIDAY SCHOOLS & OFFICES CLOSED Memorial Day					

\* Key events should not be scheduled. Information on interfaith holidays can be found at [www.interfaith.org](http://www.interfaith.org).

	Monday		Tuesday		Wednesday
	April 29, 2024		April 30, 2024		May 1, 2024
Reading/ILA					
Math					
Science					
Social Studies					
Special Area					





	Monday		Tuesday		Wednesday
	May 6, 2024		May 7, 2024		May 8, 2024
Reading/ILA					
Math					
Science					
Social Studies					
Special Area					



	Monday		Tuesday		Wednesday
	May 13, 2024		May 14, 2024		May 15, 2024
Reading/ILA					
Math					
Science					
Social Studies					
Special Area					

	Thursday		Friday		Saturday			
	May 16, 2024		May 17, 2024		May 18, 2024			
Reading/ILA								
Math								
Science					Sunday May 19, 2024			
Social Studies								
Special Area				Date	To	Out	In	Initials

**Hall Pass**

	Monday		Tuesday		Wednesday
	May 20, 2024		May 21, 2024		May 22, 2024
Reading/ILA					
Math					
Science					
Social Studies					
Special Area					

	Thursday		Friday		Saturday
	May 23, 2024		May 24, 2024		May 25, 2024
Reading/ILA					
Math					
Science					Sunday May 26, 2024
Social Studies					
Special Area					

	Monday		Tuesday		Wednesday
	May 27, 2024		May 28, 2024		May 29, 2024
Reading/ILA					
Math					
Science					
Social Studies					
Special Area					





# S U M M E R



## bucket list

- go hiking
- slip 'n slide
- go camping
- stargaze
- bike ride
- play frisbee
- roast a mallow
- watch a movie outside
- play in the sprinkler
- read a book
- make a smoothie
- write a letter
- have a picnic
- watch a sunset
- skip rocks
- water balloon fight



**\*NOTE:** Incentment weather days/emergency systemwide closings cannot be predicted. It is recommended that student vacations not be scheduled until after **June 13, 2024**. To avoid scheduling conflicts, this calendar contains the potential for 186 days, 6 more than the state minimum requirement. If schools are closed 6 days or more, it may be necessary to alter the school calendar.  
For more information, visit [www.hcps.org](http://www.hcps.org).

MAY 2024						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JULY 2024						
S	M	T	W	Th	F	S
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

# June 2024

SUNDAY

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

**IMPORTANT MESSAGE ABOUT TESTING TO TAKE PLACE IN JUNE**  
The Maryland Comprehensive Assessment Program (MCAP) includes state required assessments that include, but are not limited to, English Language Arts/Literacy (ELA/L) and Mathematics Assessments, Maryland Integrated Science Assessment (MISA), Kindergarten Readiness Assessment (KRA), Social Studies Grade 8, and High School Assessment (HSA) in American Government. Please visit [www.hcps.org](http://www.hcps.org) for the comprehensive list of assessments as well as the countywide testing windows. For school specific testing dates, please contact your child's school.

\* Key events should not be scheduled. Information on interfaith holidays can be found at [www.interfaith.org](http://www.interfaith.org).

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						<b>1</b>
	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
	<b>Scheduled Last Day of School for PreK Students*</b>			<b>Scheduled Last Day of School for K-11 Students*</b>	<b>Scheduled Last Day of School for Teachers*</b>	
	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>
						<b>15</b>
	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>
				<b>*HOLIDAY SCHOOLS &amp; OFFICES CLOSED June 19th</b>		<b>22</b>
					<b>23</b>	<b>24</b>
				<b>25</b>	<b>26</b>	<b>27</b>
						<b>28</b>
						<b>29</b>
						<b>30</b>
						<b>31</b>

Board of Education Public Meeting  
A.A. Robbery Bldg. at 6:30 p.m.

Board of Education Public Meeting  
A.A. Robbery Bldg. at 6:30 p.m.

Administration of the SAT

Flag Day

First Day of Summer

Report Cards Available

	Monday		Tuesday		Wednesday
	June 3, 2024		June 4, 2024		June 5, 2024
Reading/ILA					
Math					
Science					
Social Studies					
Special Area					



	Monday		Tuesday		Wednesday
	June 10, 2024		June 11, 2024		June 12, 2024
Reading/ILA					
Math					
Science					
Social Studies					
Special Area					













