

EAGLES OF ABERDEEN



STUDENT HANDBOOK AND PLANNER

2023 - 2024

Aberdeen High School

251 Paradise Road
Aberdeen, MD 21001
Main Office 410-273-5500
School Counseling Office 410-273-5585
Fax 410-273-5587
<https://abhs.ss18.sharpschool.com/>

Student Handbook and Planner 2023-2024



@ Aberdeen High School (ahseagles)



@AberdeenHighMD



@ aberdeenhighschool



Text @4dgafg to 81010 to receive updates & reminders via text

The mission of Aberdeen High School is to inspire students to contribute wisdom, integrity, patriotism, compassion, and leadership to a global society. We provide a rigorous academic program where accountable educators lead students to take responsibility for learning and achievement.

Maryland Youth Crisis Hotline 800-422-0009

NOTE: Information in this planner is accurate at the time of printing and is subject to change without notice.

TABLE OF CONTENTS

GENERAL INFORMATION

Principal's Message	1
Mission Statement.....	2
Beliefs and Expectations.....	2

SCHOOL REGULATIONS AND PROCEDURES

The School Day	2
Home Access Center (HAC) and Email.....	2
Bell Schedule	3

GENERAL SCHOOL PROCEDURES

Backpacks-Student.....	4
Cafeteria.....	4
College Visitation	4
Detention.....	4
Drop off Items and Other Deliveries.....	5
Extra-curricular Activities	5
Hall Passes	5
Health Suite.....	5
Posters.....	5
School Store.....	5
Student Parking.....	6
Theft and Vandalism.....	7

BEHAVIOR EXPECTATIONS FOR ABERDEEN HIGH SCHOOL

General Information.....	8
Academic Dishonesty	8
R.I.S.E Behavior Expectations.....	9
Checking for Understanding	10
Costa's Level of Thinking and Questioning	11
Cornell Notes	13

HARFORD COUNTY PUBLIC SCHOOLS HANDBOOK BRIEF

General Information.....	15
Alcohol, Metal Detectors & Surveillance Cameras	15
Attendance	15
Lawful Absences.....	15
Unlawful Absences	15
Standards for Regular Attendance	15
Makeup Work Procedures.....	15
Bullying, Cyberbullying, Harassment, or Intimidation Policy.....	15
Dress Code.....	15
Drug Detecting Dogs	16
Homework	16
Inclement Weather Policy.....	16
Nondiscriminatory Practices	16
Personal Property	16
Portable Communication Policy	17
Privacy Rights of Parents and Students	17
Responsible Use of Technology	17
Student Accident Insurance Program.....	17
Student Discipline	17

Student Search and Seizure	18
Title IX	18
Transportation	19

ACADEMIC POLICIES

Eligibility Policy for HCPS	20
Grading Policy and Final Examination	21

STUDENT SERVICES

Counseling Services	
21	College Counseling
Services 22	
Naviance/Family Connection	22
Graduation Requirements.....	22

APPENDIX

On-line Student User Agreement	23
Concussion Information Sheet	24
Sudden Cardiac Arrest Information Sheet.....	26
Concussion and Cardiac Arrest Confirmation of Receipt Form.....	28
Instructional Block Rotation	29

Dear Guardians and Students,

Our school vision is to help every student move on to post-secondary education after high school. We define post-secondary education as community college, college/university, trade school, or the military. In our global economy, jobs are not available for young people to begin their careers with no formal education after high school. For us to partner together to assist your child with academic performance, the following are expectations for guardians:

- _____ Attendance and timeliness to school are the guardian's responsibility. Students are expected to maintain a 95% or better attendance rate at school. Excusal notes are expected for all absences or incidents of lateness. An excusal note should be in the form of an email to the assigned secretary.
- _____ Ensuring that students come to school within the dress code is the guardian's responsibility. Please review the dress code and ensure that students are properly dressed each day before coming to school.
- _____ It is highly recommended that guardians have a Home Access Center (HAC) account and have an email linked to the account. Important information will be emailed to parents during the year through this email account.
- _____ We have periodic Guardian-Teacher Conference Nights during the year. The expectation is that guardians attend Guardian-Teacher Conference Nights if their child has below a 70% in any class.
- _____ The guardian's responsibility is to ensure that their child understands all school rules and policies set forth in this handbook. A digital copy of the handbook is provided on our website. Please read through the handbook with your child and email your child's assistant principal should you have questions.
- _____ The guardian's responsibility is to make sure his/her child is responsible for proper use of personal communication devices at school and at home. Students should not be using their cell phones during the school day unless specifically authorized by a teacher or administrator. Guardians should routinely check all social media coming from their child to ensure that her/she is not a victim or perpetrator of bullying/cyberbullying.

Guardian
Signature: _____

Date: _____

Student Signature: _____

Date: _____

ABERDEEN HIGH SCHOOL MISSION STATEMENT

The mission of Aberdeen High School is to inspire students to contribute wisdom, integrity, patriotism, compassion, and leadership to a global society. We provide a rigorous academic program where accountable educators lead students to take responsibility for learning and achievement.

BELIEFS AND EXPECTATIONS

The Aberdeen High School community believes and expects that every child deserves:

- To attend school in a welcoming and safe learning environment.
- To be well-known and supported by at least one adult within the school community.
- To be held to the highest level of behavioral expectations and academic achievement.
- To receive a personalized educational program that allows for choice and specialization based on individual talents and interests.
- To develop an appreciation for life-long learning and acceptance of social responsibility within the school community.

SCHOOL REGULATIONS AND PROCEDURES

THE SCHOOL DAY

A warning bell will sound five minutes prior to the beginning of homeroom. If students are not in their homeroom by the designated time, they will be considered tardy to school.

After 2:15 pm, all students who remain in the building must be under the supervision of a teacher or coach.

HOME ACCESS CENTER (HAC) AND EMAIL

Guardians and students have the ability to monitor academic progress and communicate with teachers using their Home Access Center accounts. Students and guardians will be provided passwords and directions to access their specific “page” during the first weeks of school. The information contained on the student “pages” is confidential and will allow students and guardians the opportunity to view their progress in a class on the schedule set by teachers. Teacher will update HAC at least four times per quarter, one of which is at interim time and at the end of the quarter.

The expectation is that parents/guardians have an email address connected to HAC so grades can be checked by parents/guardians. Also, important announcements and information will be provided through your HAC email address.

NORMAL BELL SCHEDULE

Warning Tone	7:20
Homeroom	7:25 – 7:35
Class Change	7:35 – 7:40
Warning Tone	7:39
Instructional Period 1	7:40 – 9:05
Class Change	9:05 – 9:10
Warning Tone	9:09
Instructional Period 2	9:10 – 10:35
Class Change	10:35 – 10:40
Warning Tone	10:39
Instructional Period 3	10:40 – 12:30
Class Change	12:30 – 12:35
Warning Tone	12:34
Instructional Period 4	12:35 – 2:00
Dismissal	2:00

First Lunch	10:35 – 11:00
Second Lunch	11:05 – 11:30
Third Lunch	11:35 – 12:00
Fourth Lunch	12:05 – 12:30

TWO HOUR DELAY

Warning Tone	9:20
Homeroom	9:25 – 9:30
Class Change	9:30 – 9:35
Warning Tone	9:34
Instructional Period 1	9:35 – 10:25
Class Change	10:25 – 10:30
Warning Tone	10:29
Instructional Period 2	10:30 – 11:20
Class Change	11:20 – 11:25
Warning Tone	11:24
Instructional Period 3	11:25 – 1:05
Class Change	1:05 – 1:10
Warning Tone	1:09
Instructional Period 4	1:10 – 2:00
Dismissal	2:00

First Lunch	11:20 – 11:45
Second Lunch	11:46 – 12:11
Third Lunch	12:13 – 12:38
Fourth Lunch	12:40 – 1:05

3 Hour Early Dismissal Schedule

Warning Bell	7:20
Homeroom	7:25 – 7:30
Class Change	7:30 – 7:35
Warning Tone	7:34
Instructional Period 1	7:35 – 8:12
Class Change	8:12 – 8:17
Warning Tone	8:16
Instructional Period 2	8:17 – 8:53
Class Change	8:53 – 8:58
Warning Tone	8:57
Instructional Period 3	8:58 – 9:34
Class Change	9:34 – 9:39
Warning Tone	9:38
Instructional Period 4	9:39 – 11:00
Dismissal	11:00

First Lunch	9:34 – 9:54
Second Lunch	9:56 – 10:16
Third Lunch	10:18 – 10:38
Fourth Lunch	10:40 – 11:00

2023-2024 3 Hour Early Dismissal Days

September 22	October 19	November 10
November 22	December 8	December 22
January 12	January 26	February 16
March 22	May 24	June 3

GENERAL SCHOOL PROCEDURES

BACKPACKS – STUDENTS

Due to the importance of maintaining a safe environment in the school, book bags, satchels, and backpacks must be stored in lockers or designated areas during the day. Administration will have the authority to make exceptions based on medical or health conditions, or disability. Harford County Public Schools shall not assume responsibility for the theft, loss, or damage to a student's backpack or similar item, or its contents.

The following conditions shall apply:

- **Book bags, backpacks, etc. shall be stored in the student's assigned locker or designated area.**
- **Musical instrument cases shall be stored in the music room or designated storage area.**
- **Athletic bags and gear shall be stored in either the student's locker, assigned physical education locker or designated storage area, as appropriate.**

If any student is determined to be in violation of this policy, the school administrator will take corrective action, including but not limited to the following:

- Requiring the student to place the item in his/her locker.
- Taking reasonable steps to notify the parent.
- Initiating progressive disciplinary action for repeated violations of insubordination, as appropriate, which may include suspension from school.

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/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 the State of Maryland, or a rule or policy of the Board of Education.

CAFETERIA

The conduct of students going to lunch and returning to class should be quiet. Classes should not be disrupted while students are returning from lunch. During the lunch block, all students are expected to remain in the cafeteria. **All food and drink must be consumed in the cafeteria during breakfast and lunch.** It is expected that students clean up after themselves placing all trash in the trashcans.

- Breakfast is served until 7:20.
- Lunch lines will close five minutes before the end of each lunch block.

COLLEGE OPEN HOUSES AND OTHER COLLEGE CAMPUS VISITATIONS

An excused absence will be provided for up to **three** days if the student submits a written parent request **two** days before the visit. The request is to be submitted to your administrator. Students should see their teachers before the college day to find out what work will be missed. Students are discouraged from missing the school day for college events that can be attended during the evening or weekend. College visitation excuses are only available to eleventh and twelfth graders.

DETENTION

When a student is assigned detention by a teacher or administrator, it is the student's responsibility to serve the detention as assigned.

- It is the student's responsibility to reschedule with their assigned administrator when the student cannot make the assigned date.
- Failure to serve detention may result in further disciplinary action.
- Continued non-compliance may result in suspension.

DROP OFF ITEMS AND OTHER DELIVERIES

Parents are permitted to bring in forgotten items from home that contributes to the instruction and extra-curricular program at Aberdeen High School. This includes homework, projects, instruments, athletic gear, etc. Parents may bring a home-made lunch to school or drop off money if a student forgets. **Parents may not bring outside food products, fast food, delivery items, flowers, etc. These items will not be held in the main office and students will not be called out of class. Students will not be permitted to bring fast food/outside food products into the cafeteria.** Parents who habitually break these rules can be subject to banning from the building. **Door Dash deliveries will not be accepted.**

For safety reasons, balloons are not permitted on HCPS buses. If a student who rides a bus receives balloons at school he/she must make other arrangements for transportation home.

EXTRACURRICULAR ACTIVITIES

Behavior at extracurricular activities is expected to be in accordance with Aberdeen High School's behavioral expectations. Rules exist at both home and away events for participation and spectators. Spectators are not allowed to bring backpacks, bicycles, or skateboards into the school or stadium during events. Students who are not behaving appropriately may be subject to one or more of the following disciplinary actions:

- Immediate removal from the activity without refund
- Possible involvement by the local law enforcement agency
- Suspensions from school
- Mandatory parent/student conference with an administrator
- Loss of further privilege of attending extracurricular activities for the remainder of the current school year.

HALL PASSES

All students must have a hall pass when in the hallway during class time. Passes from specific areas (i.e., nurse, school counseling, and the admin office) must have the date, time and correct signature.

HEALTH SUITE

A student who becomes ill during the day, or experiences an accident, must report this to his/her teacher. The teacher may send the student to the Health Suite. No students may report to the health suite without a pass from their teacher. Students in violation of these rules are considered truant. The school nurse is responsible for assessing health situations. The nurse will decide whether the student is able to return to the class, or if the parent should be contacted and a decision made for the student to go home. It is important that the school nurse be aware of health problems that might exist at Aberdeen High School. Only the parent or guardian may give permission for the nurse to excuse the student from school. All medications should go through the health suite. Parents should bring the medication to the school nurse and complete all necessary paperwork. Students are not permitted to possess, or use prescribed or over-the-counter medications on school property or on school buses. Students need to have the required paperwork on file to self-carry any medicines. Any student who violates this policy is subject to disciplinary action.

POSTERS

Posters may be displayed to publicize events taking place under school sponsorship. Each poster to be displayed must be approved and signed by the sponsor of the organization associated with the event and an administrator. Posters may not be displayed on surfaces that are painted. Posters should be attached to bulletin boards only. All unsigned posters or posters attached to anything other than a bulletin board will be removed. Posters must be removed from display immediately following the advertised event.

SCHOOL STORE

The school store is in the main lobby and is open every morning before homeroom. PE uniforms and AHS gear can be purchased from the school store.

STUDENT PARKING REGULATIONS

Parking on school property is a privilege afforded to students. Students who fail to comply with those conditions will be denied or subject to the loss of parking privileges. Vehicles parked on school property may be subject to search in accordance with applicable search and seizure laws and regulations. Harford County Public Schools shall not assume responsibility for any loss or damage to vehicles or their contents while they are on school property.

Parking permits will be issued to students in this priority order until all student parking spaces have been assigned:

1. Part-time students
2. Community Service students
3. Students involved in sports and clubs/seniors and juniors.
4. Seniors
5. Juniors
6. Sophomores involved in sports and clubs.

Any student who needs to drive to school and park in the school lot during school hours must obtain a permit from Aberdeen High School. Applications for student parking permits may be submitted to the appropriate administrator in the Main Office. The following conditions apply:

1. The high school principal annually determines the number of parking spaces on the school premises that can be made available to students.
2. Only students with a valid driver's license may apply for a parking permit.
3. Students and parents must submit a completed, signed application form for a student parking permit.
4. Students should be on time. **Excessive lateness to school may result in the student losing his/her parking permit.**
5. Students who leave school property during the school day without proper authorization will be subject to disciplinary action and may also be subject to the consequences of:
 - a. Temporary loss of parking permit on the first offense
 - b. Parking permit revoked.
6. Each high school that has parking spaces available for students will charge a uniform, non-refundable fee, as determined annually by the Administration.
7. Students with outstanding financial obligations to the school will not be issued a parking permit.
8. Each high school will establish campus traffic and parking rules.
9. Penalties for driving violations, parking without a permit, or other school violations may include suspension or revocation of the permit, disciplinary action, ticketing by the police, and/or towing at the student's expense.

The following rules and conditions apply to parking on school grounds:

1. All vehicles driven by a student to and from school during school hours must display a permit on the rearview mirror and be clearly visible through the front window. The information on the permit must be visible at all times while on AHS campus.
2. Students may only park in the specific area assigned.
3. Parking permits are non-transferable. Permits may only be used by the student to whom they were issued. Sharing the permit could result in revocation.
4. Students should be on time. Lateness to school could cost a student his/her permit.
5. A 10-mph speed limit must be always observed while driving on school property. All traffic signs must be obeyed. Failure to comply with these important safety regulations will result in the loss of the permit.
6. Students who are supposed to leave the campus before normal dismissal time must take the most direct route off the campus immediately at their designated dismissal time. Riding through other areas or delivering some else to their vehicle will result in the loss of the permit.
7. The owner of the parking permit accepts full responsibility for the actions of the passengers within his/her vehicle.

All drivers park at their own risk. All incidents should be reported to the appropriate authorities.

Please be advised that Maryland State Law allows for vehicles on school property to be searched by administrative personnel. At least twice per year, police will utilize drug dogs on school property and cars will be occasionally reviewed. Cars that the dog indicates will be automatically detained and searched by police.

AHS Administrators will periodically ticket cars on the parking lot that do not have a valid parking permit. Tickets will be for \$15.00 and will be included in student obligations that need to be paid before a student graduates from Aberdeen High School.

THEFT AND VADALISM

When theft and vandalism occur, violators will be required to make restitution of property or in monetary value if the property is not recoverable. Lost items, when found, should be turned in to the Main Office or to a teacher immediately.

"RISE" BEHAVIOR EXPECTATIONS

	R-Respectful Considerate, civil, courteous, supportive	I-Intentional Purposeful, self-aware, mindful	S-Safe Secure, careful, aware of surroundings	E-Engaged Involved, thoughtful, active, connected
Arrival/Dismissal	<input type="checkbox"/> Be patient with others <input type="checkbox"/> Help people who may be struggling	<input type="checkbox"/> Plan for the beginning of the day (tasks that need to be done before HR) and the end of the day (tasks that need to be done before exiting the building) <input type="checkbox"/> Use devices responsibly, including headphones <input type="checkbox"/> Show up every day	<input type="checkbox"/> Keep moving to get to your destination(s): <ul style="list-style-type: none"> o Arrival: locker, cafeteria, teacher, homeroom o Dismissal: bus, car, practice, teacher, clubs, etc. <input type="checkbox"/> Be aware of buses and cars <input type="checkbox"/> Report any concerns to an adult	<input type="checkbox"/> Be on time <ul style="list-style-type: none"> o i.e. - homeroom; after-school clubs/activities <input type="checkbox"/> Be responsive to directions <input type="checkbox"/> Be with a teacher or adult member after the late bell
Hallway/Transitions	<input type="checkbox"/> Be patient, polite, and considerate of others <input type="checkbox"/> Help others if needed <input type="checkbox"/> Use appropriate language and appropriate volume <input type="checkbox"/> Stop and respond to a staff member when addressed	<input type="checkbox"/> Throw away trash <input type="checkbox"/> Turn in lost and found items <input type="checkbox"/> Be prepared for next class <input type="checkbox"/> Use devices responsibly, including headphones	<input type="checkbox"/> Keep items and hands/feet to yourself <input type="checkbox"/> Remove yourself from negative situations and avoid drama <input type="checkbox"/> Report concerns to an adult <ul style="list-style-type: none"> o "See something, say something" <input type="checkbox"/> Be where you are supposed to be <input type="checkbox"/> Be aware of others and their space	<input type="checkbox"/> Be on time to your next destination <input type="checkbox"/> Be aware of surroundings <ul style="list-style-type: none"> o Remove earbuds if someone is speaking to you or there are other directions you need to hear <input type="checkbox"/> Keep moving to avoid traffic in hallways
Bathroom	<input type="checkbox"/> Wait your turn <input type="checkbox"/> Help keep space clean	<input type="checkbox"/> Throw away trash <input type="checkbox"/> Report back to your class as soon as you are finished <input type="checkbox"/> Use devices responsibly, including headphones	<input type="checkbox"/> Report concerns to an adult <ul style="list-style-type: none"> o i.e. - illness, vandalism, bullying, or other issues <input type="checkbox"/> Use for intended purpose only <input type="checkbox"/> Have proper documentation (pass)	<input type="checkbox"/> Keep belongings with you <input type="checkbox"/> Be aware of time in restroom and return to class promptly
Cafeteria	<input type="checkbox"/> Be patient and polite to others and food service workers <input type="checkbox"/> Leave space used clean (table and floor) <input type="checkbox"/> Pitch in to help others out <input type="checkbox"/> Use appropriate manners	<input type="checkbox"/> Take your tray to designated spots <input type="checkbox"/> Throw away your trash <input type="checkbox"/> Use devices responsibly, including headphones	<input type="checkbox"/> Report concerns to an adult <ul style="list-style-type: none"> o i.e. - spills, conflicts, bullying, vandalism, illness, other issues <input type="checkbox"/> Walk away from negative situations <input type="checkbox"/> Stay in the cafeteria during lunch unless you have a pass	<input type="checkbox"/> Enjoy your meal <input type="checkbox"/> Enjoy socializing with peers
Classroom	<input type="checkbox"/> Listen to and hear others <input type="checkbox"/> Use professional language <input type="checkbox"/> Be aware of tone when speaking <input type="checkbox"/> Be polite and follow directions <input type="checkbox"/> Give your teacher time to respond <input type="checkbox"/> Acknowledge others' boundaries	<input type="checkbox"/> Be prepared with what you need <input type="checkbox"/> Be aware of strengths, weaknesses, and needs <input type="checkbox"/> Use devices responsibly, including headphones <input type="checkbox"/> Practice academic honesty <input type="checkbox"/> Follow all school/class expectations <input type="checkbox"/> Organize your time and belongings <input type="checkbox"/> Advocate for your needs	<input type="checkbox"/> Make positive/supportive comments to peers <input type="checkbox"/> Use class materials and equipment appropriately <input type="checkbox"/> Report concerns to your teacher	<input type="checkbox"/> Read and think about directions <input type="checkbox"/> Talk to your teacher and ask questions or for help when needed <input type="checkbox"/> Give each activity your best effort <input type="checkbox"/> Appreciate learning <input type="checkbox"/> Actively listen to and participate in classroom activities

BEHAVIORAL EXPECTATIONS FOR ABERDEEN HIGH SCHOOL

Aberdeen High School is a comprehensive high school dedicated to meeting the needs of its youth. Competent teachers and administrators and a wide variety of specialists including a full-time registered nurse, counselors for individual or group guidance, a psychologist, social worker and pupil personnel worker to service students. Every student in need also has access to medical or psychiatric services through other government/private agencies in the county.

Aberdeen High School's wide variety of offerings is based upon the belief that all students can learn. Behaviors that interfere with inherent rights of individuals to learn or teach are not acceptable.

ACADEMIC DISHONESTY

Academic dishonesty is:

- Looking on another person's work for answers.
- Getting information on tests others have taken.
- Bringing into the classroom or using any times which give any student an unfair advantage in completing the assigned task.
- Passing notes during tests.
- Plagiarizing.
- Talking during test or examination.
- Assisting another student to cheat.
- Use of technology to copy or claim unauthorized materials.

The teacher will be the judge of the offense, using the above criteria or other factors that seem to cover similar aspects of the false intent.

Procedure: When the infraction is discovered, the teacher will make preliminary personal contact with the students, followed by contact with a parent. The teacher then will fill out a Report of Behavior form and send it to the appropriate administrator.

The second offense, whether it occurs in the same or different class, will result in a conference with the student, the parents, and an administrator. The third and subsequent offenses may result in suspension from school.

Checking for Understanding

Group members should utilize these critical thinking questions throughout the tutorial process to ensure that the student presenter is thinking deeply about their question and is mastering the content.

Intellectual Standard	Description
Clarity	<ul style="list-style-type: none">• Could you elaborate further?• Could you give us an example?• Could you draw a picture of what you mean?
Accuracy	<ul style="list-style-type: none">• How could we check on that?• How could we find out if that is true?• Are we sure we aren't distorting the truth?
Precision	<ul style="list-style-type: none">• Could you be more specific?• Could you give us more details?• Could you be more exact?
Relevance	<ul style="list-style-type: none">• How does what you say relate to the problem?• How does that bear on the question?• How does that help us with the issue?
Depth	<ul style="list-style-type: none">• What makes this a difficult problem?• What are some of the complexities of this question?• What are some of the difficulties we need to deal with?
Breadth	<ul style="list-style-type: none">• Do we need to look at this from another perspective?• Do we need to consider another point of view?• Do we need to look at this in other ways?
Logic	<ul style="list-style-type: none">• Does all this make sense together?• Are we looking at this reasonably?• Does what you say follow from the evidence?
Significance	<ul style="list-style-type: none">• Is this the most important problem to consider?• Is this the central idea to focus on?• Which of these facts are most important?
Fairness	<ul style="list-style-type: none">• Am I considering all the relevant viewpoints?• Am I being selfish?• Am I being fair to myself and others?

Reprinted from *The Miniature Guide to Critical Thinking Concepts and Tools* by Dr. Richard Paul and Dr. Linda Elder (2009), with permission from The Foundation for Critical Thinking (www.criticalthinking.org).



Academic Language Scripts

- Clarifying**
- Could you give an example?
 - Would you please explain...?
 - Would you mind repeating...?
- Paraphrasing**
- If I understand you correctly, your opinion is...?
 - So are you saying that...?
- Expanding**
- To add in another idea...
 - I would like to offer another perspective...
- Expressing an Opinion**
- In my opinion...
 - From my perspective...
- Building on What Others Say**
- You bring up an interesting point, and I would also add...
 - I thought about that also, and I am wondering...

Costa's Levels of Thinking and Questioning

Level 1: INPUT Gathering Information	Level 2: PROCESS Processing Information	Level 3: OUTPUT Applying Information
<ul style="list-style-type: none"> • What information is given? • Where does _____ happen? • When did the event take place? • What are...? • Where did...? • What is...? • Who was/were? • What part of the story shows? • What is the origin of the word _____? • What events led up to _____? 	<ul style="list-style-type: none"> • What other ways could _____ be interpreted? • What information supports your explanation? • Would you have done the same thing as...? • How are _____ and _____ alike? • What is the main idea? • What is important about...? • What does _____ mean? • What does _____ suggest about _____'s beliefs? • What lines of the speech express the activist's feelings about _____? • What is the expert trying to prove or disprove? 	<ul style="list-style-type: none"> • What would happen to _____ if _____? • Pretend you are an historical figure and... • Could this story have really happened? Why or why not? • What would it be like to ...? • How can you apply this...? • What would it be like to live in _____ during _____? • How does the author's claim hold up in these circumstances? • What if the situation changed to _____? • How would that change impact the outcome or results?

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. 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.

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, 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.**

2

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. 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

- 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. **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. 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. If found responsible, sanction/discipline can range from a warning to suspension/expulsion or termination.

2. 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.

ACADEMIC POLICIES

ELIGIBILITY POLICY FOR HCPS

A student may be declared ineligible to participate in extracurricular activities for reasons based on scholastic status and/or citizenship.

Scholastic

A student will be declared ineligible when:

The student has received a failing grade in any subject on a quarterly report card or the student has received a failing grade in any subject as a final grade.

- The student is not able to meet graduation requirements within the normal four-year program based on final course grades and quarterly report card grades.

Starting and Ending Times:

Removal from eligibility shall be effective on the first day of school following the distribution of report cards. Return to eligibility can be effective the first day after the quarter ends. Students must meet eligibility requirements to be reinstated. The final decision regarding the student's eligibility appeal/probation must be made no later than the tenth school day after report cards. The principal will make the final determination.

At the end of the year, both scholastic rules shall apply.

Grades earned in summer school may replace failing quarter and final grades on the fourth quarter report card so that a student may become eligible for the start of the next school year.

Appeal:

An ineligible student may appeal his/her ineligibility to a school Eligibility Committee. The student must make an appeal in writing within three school days after he/she has been declared ineligible. In the event that the ineligibility occurs at the end of the fourth quarter of the school year, the school will determine the due date in which the appeal needs to be filed. All appeals for Fall Spots will be heard before the first day of practice by the eligibility committee.

Eligibility Committee:

A committee to monitor eligibility requirements and to hear appeals shall be composed of one (1) administrator, the Athletic Director, one (1) guidance counselor, and at least three (3) non-coaching teachers. The Eligibility Committee shall meet no later than the sixth school day after report cards is issued.

The Eligibility Committee will make one of two recommendations to the Principal.

1. If the student is unable to control the circumstance causing the failures, recommend to the Principal that the student be declared eligible.
2. If the student was able to control the circumstance causing the failure, recommend to the Principal that the student should remain ineligible.

Probation Procedure

A student should be on probation until the scheduled distribution of Interim Progress Reports (IPR). If the student passes all classes when the IPR's are issued, the student will be declared eligible for the remainder of the quarter. If the student fails any class when IPR's are issued, the student will become ineligible.

NOTE: Probation will be at the discretion of the Principal and is applicable only if a student has appealed to the Eligibility Committee. The Principal's decision is final in all cases of appeal. An ineligible student may not

participate until the Principal renders a decision. The Principal's decision shall be made no later than the tenth school day after the report cards are issued.

NOTE: At a minimum, each high school shall issue interim reports to students who are in danger of failing at the midpoint of each marking period and shall advise their parent/guardians. Schools may implement more frequent checkpoints at their discretion.

Citizenship

A student will be declared ineligible when:

1. The student is referred to the office of the Principal and disciplinary action of suspension results.
2. The student violates the policies of the Board of Education of Harford County, or the policies of a high school which results in a referral to the Superintendent of Schools.

Starting and Ending Times:

Removal from eligibility shall be effective on the first day of the suspension or its equivalent. Return to eligibility can be effective at the conclusion of the suspension or its equivalent.

The student will be prohibited from participating in all extracurricular activities, including interscholastic athletics, beginning on the first day of the suspension. Students who are referred to the Superintendent for further disciplinary action may be declared ineligible for an additional number of school days to be determined by the Superintendent. In addition, the normal disciplinary procedures of the Harford County Public Schools will be taken.

Appeal

There is no appeal for students who are ineligible for citizenship reasons.

Upon return to school, the Eligibility Committee will review the circumstances which led to the disciplinary action and may make a recommendation to the Principal to extend the student's ineligibility. The Principal will make the final determination.

GRADING POLICY AND FINAL EXAMINATION

Teachers may use a variety of techniques to record progress in different areas of the student's work. Teachers will inform students of the criteria, which are applied to evaluate student work and will utilize a grading system, which defines the weight of homework, quizzes, tests, long-term projects, and other graded work.

Final grades will be calculated based on letter grades for the two/four quarters and exam(s). Final grades will not be calculated based on quarter percentages, total points, or other methods. However, other methods of calculating final grades may be used to document student achievement and to support requests for grade exceptions.

	A	B	C	D	E
Grade Value	4.0	3.0	2.0	1.0	0.0
Grade Ranges	4.0-3.50	3.49-2.50	2.49-1.50	1.49-0.50	0.49-0.0

COUNSELING SERVICES

The primary goal of the school counseling department is to assist all students in reaching their academic potential by removing barriers to learning and assisting students in acquiring life success skills. As an integral component in the education system, school counselors provide a developmental, comprehensive, and continuous program of services throughout high school targeting the academic, career and personal/social

development of all students. Appointments to meet with your counselor can be made before the homeroom and during lunch. Contact the School Counseling office at 410-273-5585.

School Counseling Staff:

Name	Student Caseload	Email
Angela Farthing	(A-D)	angela.farthing@hcps.org
Laura Jacobson	(E-K)	laura.jacobson@hcps.org
Kimala Humphreys	(L-R)	kimala.humphreys@hcps.org
Hannah Joyce	(S-Z)	hannah.joyce@hcps.org

COLLEGE COUNSELING

School Counselors also provide career and college readiness programming. Activities include college visits, AP, SAT, PSAT, Accuplacer and ASVAB testing, resume building, college application assistance and college planning.

NAVIANCE/FAMILY CONNECTION

Naviance/Family Connection, is a web-based service that allows students to search for colleges and to manage tasks associated with the college admissions process. It provides students with a variety of features, including college research and matching tools, course planning, career assessment and personality tests, and surveys to help students connect what they are doing in school to what they would like to do once they complete their education. <http://connection.naviance.com/aberdeen>. User name = lunch pin number, password = last name, all lowercase letters.

GRADUATION REQUIREMENTS

*Students will need to complete State Assessments.

Subject	Specific Credit Requirements
English	4 credits in <ul style="list-style-type: none"> English I English II English III English IV
Math	4 credits including <ul style="list-style-type: none"> Algebra I Geometry
Science	3 credits including <ul style="list-style-type: none"> Biology
Social Studies	3 credits including <ul style="list-style-type: none"> U.S. Government World History U.S. History
Fine Art	1 credit
Physical Education	1 credit
Health	1 credit
Technology	1 credit from the following: <ul style="list-style-type: none"> Foundations of Technology A.P. Computer Science Principals Introduction to Engineering Design (PLTW)
Career Pathway/CTE	4-6 credits
Electives	Will vary
Total	26 credits

ABERDENEN HIGH SCHOOL GUIDELINES FOR INTERNET USE
THIS PAGE MUST BE SIGNED AND DISPLAYED FOR STUDENTS TO USE ONLINE SERVICES WHILE AT SCHOOL

The following is a list of expectations concerning the proper use of the Internet at Aberdeen High School.

1. Students will abide by all rules included in Harford County Public School's Acceptable Use Policy listed on the preceding pages.
2. Any student using the internet must have the Internet Use Agreement in the Aberdeen High School Student Handbook signed by the student and the parent/guardian.
3. When using the Internet, a student is expected to access acceptable material only. Any person found accessing inappropriate material will be referred to an administrator.
4. Students may not access their personal e-mail accounts without permission from an Aberdeen High School staff member. The use of e-mail must be for instruction-related purposes only.

Aberdeen High School Online Student User Agreement

I understand and will abide by the Aberdeen High School Guidelines for Internet Use. I further understand that any violation of the regulation above is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked. School system disciplinary action and/or appropriate legal action may be taken.

Student Name (Printed) _____ Grade _____

Student Signature _____ Date _____

Parent Acknowledgement

I have carefully reviewed with my son/daughter the Aberdeen High School Guidelines for Internet Use. I support these regulations and understand that he/she will be held strictly accountable for cooperating with them. However, I also understand that the nature of the World Wide Web is such that controversial or objectionable content may be encountered, in spite of the school's reasonable efforts to prevent it. Therefore, I accept my responsibility to make clear to my son/daughter our family's beliefs, standards and tolerance for controversial content on the Internet.

My signature below means that I understand the school cannot guarantee that my son/daughter will not accidentally encounter words or images on the Internet that violate my family's standards for such things. However, I trust my son/daughter to refrain from deliberately trying to access such content. I also trust my son/daughter to immediately leave any website on the Internet that would violate our family's beliefs and standards in this area or the permissible standards of Harford County Public Schools.

Parent Name (Printed) _____

Parent Signature _____ Date _____

HOPS

HARFORD COUNTY PUBLIC SCHOOLS

CONCUSSION INFORMATION SHEET

A concussion is a brain injury, and all brain injuries are serious. They are caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. They can range from mild to severe and can disrupt the way the brain normally works. Even though most concussions are mild, all concussions are potentially serious and may result in complications, including prolonged brain damage and death if not recognized and managed properly. In other words, even a “ding” or a bump on the head can be serious. You can’t see a concussion and most sports concussions occur without loss of consciousness. Signs and symptoms of concussion may show up right after the injury or can take hours or days to fully appear. If a participant in an activity reports any symptoms of concussion, seek medical attention right away.

Symptoms may include one or more of the following:

- Headaches
- “Pressure in head”
- Nausea or vomiting
- Neck pain
- Balance problems or dizziness
- Blurred, double, or fuzzy vision
- Sensitivity to light or noise
- Feeling sluggish or slowed down
- Feeling foggy or groggy
- Drowsiness
- Change in sleep patterns
- Amnesia
- “Don’t feel right”
- Fatigue or low energy
- Sadness
- Nervousness or anxiety
- Irritability
- More emotional
- Confusion
- Concentration or memory problems (forgetting game plays)
- Repeating the same question/comment

Signs observed by fellow activity participants, parents and others include:

- Appears dazed
- Vacant facial expression
- Confused about assignment
- Forgets plays
- Is unsure of game, score, or opponent
- Vacant facial expression
- Confused about assignment
- Forgets plays
- Is unsure of game, score, or opponent
- Moves clumsily or displays incoordination
- Answers questions slowly
- Slurred speech
- Shows behavior or personality changes
- Can’t recall events prior to hit
- Can’t recall events after hit
- Seizures or convulsions
- Any change in typical behavior or personality
- Loses consciousness

HARFORD COUNTY PUBLIC SCHOOLS CONCUSSION INFORMATION SHEET

What can happen if an activity participant keeps on playing with a concussion or returns too soon?

Participants with the signs and symptoms of concussion should be removed from the activity immediately. Continuing to participate with the signs and symptoms of a concussion leaves a person especially vulnerable to greater injury. There is an increased risk of significant damage from a concussion for a period after the concussion occurs, particularly if a person suffers another concussion before completely recovering from the first one. This can lead to prolonged recovery, or even to severe brain swelling (second impact syndrome) with devastating and even fatal consequences. It is well known that adolescents or teenagers will often underreport symptoms of injuries. Concussions are no different. As a result, education of all involved in an activity is the key to safety.

If you think an activity participant has suffered a concussion

Anyone even suspected of suffering from a concussion should be removed from the activity immediately and seek medical assistance. No one may return to an activity after an apparent head injury or concussion, regardless of how mild it seems or how quickly symptoms clear, without medical clearance. Close observation of the person should continue for several hours.

For current and up-to-date information on concussions you can go to: <http://www.cdc.gov/Concussion>



SUDDEN CARDIAC ARREST INFORMATION SHEET

1. What is Sudden Cardiac Arrest?

- Occurs suddenly and often without warning.
- An electrical malfunction (short-circuit) causes the bottom chambers of the heart (ventricles) to beat dangerously fast (ventricular tachycardia or fibrillation) and disrupts the pumping ability of the heart.
- The heart cannot pump blood to the brain, lungs, and other organs of the body.
- The person loses consciousness (passes out) and has no pulse.
- Death occurs within minutes if not treated immediately.

2. What are the symptoms/warning signs of Sudden Cardiac Arrest?

- Fainting/blackouts (especially during exercise)
- Dizziness
- Unusual fatigue/weakness
- Chest pain
- Shortness of breath
- Nausea/vomiting
- Palpitations (heart is beating unusually fast or skipping beats)
- Family history of sudden cardiac arrest at age less than 50

The presence of ANY of these symptoms/warning signs that occur while exercising may necessitate further evaluation from your physician before returning to practice or a game.

3. What is the treatment for Sudden Cardiac Arrest?

- Time is critical and an immediate response is vital.
- **CALL 911**
- **Begin CPR**
- **Use an Automated External Defibrillator (AED)**

4. What causes Sudden Cardiac Arrest

- **Conditions present at birth:**
 - **Inherited** (passed on from parents/relatives) **condition of the heart muscle.**
 - **Hypertrophic Cardiomyopathy** – hypertrophy (thickening) of the left ventricle; the most common cause of sudden cardiac arrest in athletes in the United States.
 - **Arrhythmogenic Right Ventricular Cardiomyopathy (ARVC)** – replacement of part of the right ventricle by fat and scar; the most common cause of sudden cardiac arrest in Italy.
 - **Marfan Syndrome** – a disorder of the structure of blood vessels that make them prone to rupture; often associated with very long arms and unusually flexible joints.

- **Inherited conditions of the electrical system:**
 - **Long QT Syndrome** - abnormality in the ion channels (electrical system) of the heart.
 - **Catecholaminergic Polymorphic Ventricular Tachycardia (CPVT) and Brugada Syndrome** – other types of electrical abnormalities that are rare but are inherited.
- **Non-Inherited** (not passed on from the family, but still present at birth) **conditions;**
 - **Coronary Artery Abnormalities** – abnormality of the blood vessels that supply blood to the heart muscle. The second most common cause of sudden cardiac arrest in athletes in the United States.
 - **Aortic valve abnormalities** – failure of the aortic (the valve between the heart and the aorta) to develop properly; usually causes a loud heart murmur.
 - **Non-compaction Cardiomyopathy** – a condition where the heart muscle does not develop normally.
 - **Wolff-Parkinson-White Syndrome** – an extra conducting fiber is present in the heart's electrical system and can increase the risk of arrhythmias.
- **Conditions not present at birth but acquired later in life:**
 - **Commotio Cordis** – concussion of the heart that can occur from being hit in the chest by a ball, puck, or fist.
 - **Myocarditis** - infection/inflammation of the heart, usually caused by a virus.
 - **Recreational/Performance-Enhancing drug use** – use of drugs such as cocaine, and or high doses of stimulants can be associated with Sudden Cardiac Arrest.
- **Idiopathic:** Sometimes the underlying cause of the Sudden Cardiac Arrest is unknown, even after autopsy.



HARFORD COUNTY PUBLIC SCHOOLS

CONCUSSION AND SUDDEN CARDIAC ARREST AWARENESS CONFIRMATION OF RECEIPT FORM

STUDENT NAME: _____ STUDENT ID NUMBER: _____

ADDRESS: _____ HOME PHONE: _____

CITY: _____ MD. ZIP _____ CELL PHONE: _____

CELL PHONE: _____

TO THE PARENT OR GUARDIAN:

It is the goal of the Harford County Public Schools to provide a safe and supportive environment for all students. Students and parents/guardians should be aware of school, county and state policies and procedures that support this goal. Toward this end, information on concussions and sudden cardiac arrest is provided.

Concussion Information

Maryland law requires that "all individual participants in an authorized athletic activity" on school property be made aware of the dangers a concussion may have. In accordance with this law, Harford County Public Schools is providing a concussion information sheet for both parents/guardians and student participants to review. Acknowledgment of receipt of this form is required by the law.

Sudden Cardiac Awareness Information

Maryland law requires the Maryland State Department of Education (MSDE) to develop and implement a program to provide sudden cardiac arrest awareness to coaches, school personnel, student athletes, and parents, in collaboration with the Department of Health and Mental Hygiene (DHMH), each local board of education, and other experts and stakeholders. In accordance with this law, Harford County Public Schools is providing a sudden cardiac awareness information sheet for both parents/guardians and students to review. Acknowledgment of receipt of this form is required by the law.

MY SIGNATURE VERIFIES THAT:

I have read the above statement, have received the **Concussion and Sudden Cardiac Awareness Information Sheet**, and hereby give my written consent.

Parent Signature: _____ Date: _____

Student Signature: _____ Date: _____

August/September 2023				
28 A1-A2-A3-A4	29 B1-B2-B3-B4	30 A1-A2-A3-A4	31 B1-B2-B3-B4	1 A1-A2-A3-A4
September 2023				
4 CLOSED	5 B1-B2-B3-B4	6 A1-A2-A3-A4	7 B1-B2-B3-B4	8 B1-B2-B3-B4
11 A1-A2-A3-A4	12 B1-B2-B3-B4	13 A1-A2-A3-A4	14 B1-B2-B3-B4	15 CLOSED
18 A1-A2-A3-A4	19 B1-B2-B3-B4	20 A1-A2-A3-A4	21 B1-B2-B3-B4	22 A1-A2-A3-A4
25 CLOSED	26 B1-B2-B3-B4	27 A1-A2-A3-A4	28 B1-B2-B3-B4	29 A1-A2-A3-A4
October 2023				
2 A1-A2-A3-A4	3 B1-B2-B3-B4	4 A1-A2-A3-A4	5 B1-B2-B3-B4	6 A1-A2-A3-A4
9 A1-A2-A3-A4	10 B1-B2-B3-B4	11 A1-A2-A3-A4	12 B1-B2-B3-B4	13 B1-B2-B3-B4
16 A1-A2-A3-A4	17 B1-B2-B3-B4	18 A1-A2-A3-A4	19 B1-B2-B3-B4	20 CLOSED
23 A1-A2-A3-A4	24 B1-B2-B3-B4	25 A1-A2-A3-A4	26 B1-B2-B3-B4	27 A1-A2-A3-A4
30 A1-A2-A3-A4	31 B1-B2-B3-B4			
November 2023				
		1 A1-A2-A3-A4	2 B1-B2-B3-B4	3 CLOSED
6 A1-A2-A3-A4	7 B1-B2-B3-B4	8 A1-A2-A3-A4	9 B1-B2-B3-B4	10 B1-B2-B3-B4
13 A1-A2-A3-A4	14 B1-B2-B3-B4	15 A1-A2-A3-A4	16 B1-B2-B3-B4	17 A1-A2-A3-A4
20 A1-A2-A3-A4	21 B1-B2-B3-B4	22 A1-A2-A3-A4	23 CLOSED	24 CLOSED
27 A1-A2-A3-A4	28 B1-B2-B3-B4	29 A1-A2-A3-A4	30 B1-B2-B3-B4	
December 2023				
				1 B1-B2-B3-B4
4 A1-A2-A3-A4	5 B1-B2-B3-B4	6 A1-A2-A3-A4	7 B1-B2-B3-B4	8 A1-A2-A3-A4
11 A1-A2-A3-A4	12 B1-B2-B3-B4	13 A1-A2-A3-A4	14 B1-B2-B3-B4	15 B1-B2-B3-B4
18 A1-A2-A3-A4	19 B1-B2-B3-B4	20 A1-A2-A3-A4	21 B1-B2-B3-B4	22 A1-A2-A3-A4
January 2024				
1 CLOSED	2 B1-B2-B3-B4	3 A1-A2-A3-A4	4 B1-B2-B3-B4	5 A1-A2-A3-A4
8	9	10	11	12

A1-A2-A3-A4	B1-B2-B3-B4	A1-A2-A3-A4	B1-B2-B3-B4	B1-B2-B3-B4
15 CLOSED	16 B1-B2-B3-B4	17 A1-A2-A3-A4	18 B1-B2-B3-B4	19 A1-A2-A3-A4
22 A1-A2-A3-A4	23 B1-B2-B3-B4	24 A1-A2-A3-A4	25 B1-B2-B3-B4	26 B1-B2-B3-B4
29 A1-A2-A3-A4	30 B1-B2-B3-B4	31 A1-A2-A3-A4		
February/March 2024				
			1 B1-B2-B3-B4	2 A1-A2-A3-A4
5 A1-A2-A3-A4	6 B1-B2-B3-B4	7 A1-A2-A3-A4	8 B1-B2-B3-B4	9 B1-B2-B3-B4
12 A1-A2-A3-A4	13 B1-B2-B3-B4	14 A1-A2-A3-A4	15 B1-B2-B3-B4	16 A1-A2-A3-A4
19 CLOSED	20 B1-B2-B3-B4	21 A1-A2-A3-A4	22 B1-B2-B3-B4	23 A1-A2-A3-A4
26 A1-A2-A3-A4	27 B1-B2-B3-B4	28 A1-A2-A3-A4	29 B1-B2-B3-B4	1 B1-B2-B3-B4
March 2024				
4 A1-A2-A3-A4	5 B1-B2-B3-B4	6 A1-A2-A3-A4	7 B1-B2-B3-B4	8 A1-A2-A3-A4
11 A1-A2-A3-A4	12 B1-B2-B3-B4	13 A1-A2-A3-A4	14 B1-B2-B3-B4	15 B1-B2-B3-B4
18 A1-A2-A3-A4	19 B1-B2-B3-B4	20 A1-A2-A3-A4	21 B1-B2-B3-B4	22 A1-A2-A3-A4
25 CLOSED	26 CLOSED	27 CLOSED	28 CLOSED	29 CLOSED
April 2024				
1 CLOSED	2 B1-B2-B3-B4	3 A1-A2-A3-A4	4 B1-B2-B3-B4	5 A1-A2-A3-A4
8 A1-A2-A3-A4	9 B1-B2-B3-B4	10 A1-A2-A3-A4	11 B1-B2-B3-B4	12 B1-B2-B3-B4
15 A1-A2-A3-A4	16 B1-B2-B3-B4	17 A1-A2-A3-A4	18 B1-B2-B3-B4	19 A1-A2-A3-A4
22 A1-A2-A3-A4	23 B1-B2-B3-B4	24 A1-A2-A3-A4	25 B1-B2-B3-B4	26 B1-B2-B3-B4
29 A1-A2-A3-A4	30 B1-B2-B3-B4			
May 2024				
		1 A1-A2-A3-A4	2 B1-B2-B3-B4	3 B1-B2-B3-B4
6 A1-A2-A3-A4	7 B1-B2-B3-B4	8 A1-A2-A3-A4	9 B1-B2-B3-B4	10 A1-A2-A3-A4
13 A1-A2-A3-A4	14 CLOSED	15 A1-A2-A3-A4	16 B1-B2-B3-B4	17 B1-B2-B3-B4
20 A1-A2-A3-A4	21 B1-B2-B3-B4	22 A1-A2-A3-A4	23 B1-B2-B3-B4	24 A1-A2-A3-A4

27 CLOSED	28 B1-B2-B3-B4	29 A1-A2-A3-A4	30 B1-B2-B3-B4	31 B1-B2-B3-B4
June 2024				
3 A1-A2-A3-A4	4 B1-B2-B3-B4	5 A1-A2-A3-A4	6	7

Monday, August 28, 2023

Tuesday, August 29, 2023

Wednesday, August 30, 2023

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Thursday, August 31, 2023

Friday, September 1, 2023

Saturday, Sept. 2, 2023

B1		A1	
B2		A2	
B3		A3	
B4		A4	

Sunday, Sept. 3, 2023

Reminders (Long-Term Projects, etc.):

Monday, September 4, 2023
 Labor Day
 Schools and Offices Closed

Tuesday, September 5, 2023

Wednesday, Sept. 6, 2023

		B1		A1	
		B2		A2	
		B3		A3	
		B4		A4	

Thursday, September 7, 2023

Friday, September 8, 2023

Saturday, Sept. 9, 2023

B1		B1	
B2		B2	
B3		B3	
B4		B4	

Sunday, Sept. 10, 2023

Reminders (Long-Term Projects, etc.):

Monday, September 11, 2023

Tuesday, September 12, 2023

Wednesday, Sept. 13, 2023

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Thursday, Sept. 14, 2023

Friday, September 15, 2023
Schools and Offices Closed
Rosh Hashanah

Saturday, Sept. 16, 2023

B1			
B2			
B3			
B4			

Sunday, Sept. 17, 2023

Reminders (Long-Term Projects, etc.):

Monday, September 18, 2023

Tuesday, September 19, 2023

Wednesday, Sept. 20, 2023

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Thursday, Sept. 21, 2023

Friday, September 22, 2023
3 Hour Early Dismissal

Saturday, Sept. 23, 2023

B1		A1	
B2		A2	
B3		A3	
B4		A4	

Sunday, Sept. 24, 2023

Reminders (Long-Term Projects, etc.):

Monday, September 25, 2023
Schools and Offices Closed
Yom Kippur

Tuesday, September 26, 2023

Wednesday, Sept. 27, 2023

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Thursday, September 28,
2023

Friday, September 29, 2023
Homecoming Game

Saturday, Sept. 30, 2023

B1		A1	
B2		A2	
B3		A3	
B4		A4	

Homecoming 7-11

Sunday, October 1, 2023

Reminders (Long-Term Projects, etc.):

Monday, October 2, 2023

Tuesday, October 3, 2023

Wednesday, Oct. 4, 2023

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Thursday, October 5, 2023

Friday, October 6, 2023

Saturday, Oct. 7, 2023

B1		A1	
B2		A2	
B3		A3	
B4		A4	

Sunday, Oct. 8, 2023

Reminders (Long-Term Projects, etc.):

Monday, October 9, 2023

Tuesday, October 10, 2023

Wednesday, Oct. 11, 2023

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Thursday, October 12, 2023

Friday, October 13, 2023

Saturday, Oct. 14, 2023

B1		B1	
B2		B2	
B3		B3	
B4		B4	

Sunday, Oct. 15, 2023

Reminders (Long-Term Projects, etc.):

Monday, October 16, 2023

Tuesday, October 17, 2023

Wednesday, Oct. 18, 2023

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Thursday, October 19, 2023
3 Hour Early Dismissal

Friday, October 20, 2023
Professional Development
Schools Closed

Saturday, Oct. 21, 2023

B1			
B2			
B3			
B4			

Sunday, Oct. 22, 2023

Reminders (Long-Term Projects, etc.):

Monday, October 23, 2023

Tuesday, October 24, 2023

Wednesday, Oct. 25, 2023

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Thursday, October 26, 2023

Friday, October 27, 2023

Saturday, Oct. 28, 2023

B1		A1	
B2		A2	
B3		A3	
B4		A4	

Sunday, Oct. 29, 2023

Reminders (Long-Term Projects, etc.):

Monday, October 30, 2023

Tuesday, October 31, 2023

Wednesday, Nov. 1, 2023

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Thursday, Nov. 2, 2023
1st Quarter Ends

Friday, November 3, 2023
Professional Development
Schools Closed

Saturday, Nov. 4, 2023

B1			
B2			
B3			
B4			

Sunday, Nov. 5, 2023

Reminders (Long-Term Projects, etc.):

Monday, November 6, 2023

Tuesday, November 7, 2023

Wednesday, Nov. 8, 2023

2nd Quarter Begins

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Thursday, Nov. 9, 2023

Friday, November 10, 2023
3 Hour Early Dismissal

Saturday, Nov. 11, 2023

B1		B1	
B2		B2	
B3		B3	
B4		B4	

Sunday, Nov. 12, 2023

Reminders (Long-Term Projects, etc.):

Monday, November 13, 2023

Tuesday, November 14, 2023

Wednesday, Nov. 15, 2023

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Thursday, Nov. 16, 2023

Friday, November 17, 2023

Saturday, Nov. 18, 2023

B1		A1	
B2		A2	
B3		A3	
B4		A4	

--

Sunday, Nov. 19, 2023

--

Reminders (Long-Term Projects, etc.):

--

Wednesday, Nov. 22, 2023
3 Hour Early Dismissal

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Saturday, Nov. 25, 2023

[illegible]

Reminders (Long-Term Projects, etc.):

Monday, November 27, 2023

Tuesday, November 28, 2023

Wednesday, Nov. 29, 2023

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Thursday, Nov. 30, 2023

Friday, December 1, 2023

Saturday, Dec. 2, 2023

B1		B1	
B2		B2	
B3		B3	
B4		B4	

Sunday, Dec. 3, 2023

Reminders (Long-Term Projects, etc.):

Monday, December 4, 2023

Tuesday, December 5, 2023

Wednesday, Dec. 6, 2023

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Thursday, Dec. 7, 2023

Friday, December 8, 2023
3 Hour Early Dismissal
Hanukkah (1st Day)

Saturday, Dec. 9, 2023

B1		A1	
B2		A2	
B3		A3	
B4		A4	

Sunday, Dec. 10, 2023

Reminders (Long-Term Projects, etc.):

Monday, December 11, 2023

Tuesday, December 12, 2023

Wednesday, Dec. 13, 2023

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Thursday, Dec. 14, 2023

Friday, December 15, 2023

Saturday, Dec. 16, 2023

B1		B1	
B2		B2	
B3		B3	
B4		B4	

Sunday, Dec. 17, 2023

Reminders (Long-Term Projects, etc.):

Monday, December 18, 2023

Tuesday, December 19, 2023

Wednesday, Dec. 20, 2023

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Thursday, Dec. 21, 2023

Friday, December 22, 2023
3 Hour Early Dismissal

Saturday, Dec. 23, 2023

B1		A1	
B2		A2	
B3		A3	
B4		A4	

Sunday, Dec. 24, 2023

Christmas Eve

Reminders (Long-Term Projects, etc.):

Monday, December 25, 2023

Christmas Day

Schools and Offices Closed

Tuesday, December 26, 2023

Schools and Offices Closed

Wednesday, Dec. 27, 2023

Schools Closed

[illegible]

Thursday, Dec. 28, 2023


Friday, December 29, 2023

Saturday, Dec. 30, 2023


Schools Closed

Schools Closed

Schools Closed		Schools Open	



Sunday, Dec. 31, 2023



Reminders (Long-Term Projects, etc.):

Monday, January 1, 2024
New Year's Day
Schools and Offices Closed

Tuesday, January 2, 2024

Wednesday, January 3, 2024

		B1		A1	
		B2		A2	
		B3		A3	
		B4		A4	

Thursday, January 4, 2024

Friday, January 5, 2024

Saturday, January 6, 2024

B1		A1	
B2		A2	
B3		A3	
B4		A4	

Sunday, January 7, 2024

Reminders (Long-Term Projects, etc.):

Monday, January 8, 2024

Tuesday, January 9, 2024

Wednesday, Jan. 10, 2024

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Thursday, January 11, 2024

Friday, January 12, 2024
3 Hour Dismissal
2nd Quarter Ends

Saturday, January 13, 2024

B1		B1	
B2		B2	
B3		B3	
B4		B4	

Sunday, January 14, 2024

Reminders (Long-Term Projects, etc.):

Monday, January 15, 2024
Martin Luther King Jr. Day
Schools and Offices Closed

Tuesday, January 16, 2024
3rd Quarter Beings

Wednesday, Jan. 17, 2024

		B1		A1	
		B2		A2	
		B3		A3	
		B4		A4	

Thursday, January 18, 2024

Friday, January 19, 2024

Saturday, January 20, 2024

B1		A1	
B2		A2	
B3		A3	
B4		A4	

Sunday, January 21, 2024

Reminders (Long-Term Projects, etc.):

Monday, January 22, 2024

Tuesday, January 23, 2024

Wednesday, Jan. 24, 2023

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Thursday, January 25, 2024

Friday, January 26, 2024
3 Hour Early Dismissal

Saturday, January 27, 2024

B1		B1	
B2		B2	
B3		B3	
B4		B4	

--

Sunday, January 28, 2024

--

Reminders (Long-Term Projects, etc.):

--

Monday, January 29, 2024

Tuesday, January 30, 2024

Wednesday, Jan. 31, 2024

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Thursday, February 1, 2024

Friday, February 2, 2024

Saturday, February 3, 2024

B1		A1	
B2		A2	
B3		A3	
B4		A4	

Sunday, February 4, 2024

Reminders (Long-Term Projects, etc.):

Monday, February 5, 2024

Tuesday, February 6, 2024

Wednesday, Feb. 7, 2024

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Thursday, February 8, 2024

Friday, February 9, 2024

Saturday, February 10, 2024

B1		B1	
B2		B2	
B3		B3	
B4		B4	

Sunday, February 11, 2024

Reminders (Long-Term Projects, etc.):

Monday, February 12, 2024

Tuesday, February 13, 2024

Wednesday, Feb. 14, 2024

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Thursday, February 15, 2024

Friday, February 16, 2024
3 Hour Early Dismissal

Saturday, February 17, 2024

B1		A1	
B2		A2	
B3		A3	
B4		A4	

Sunday, February 18, 2024

Reminders (Long-Term Projects, etc.):

Monday, February 19, 2024
Schools and Offices Closed
President's Day

Tuesday, February 20, 2024

Wednesday, Feb. 21, 2024

		B1		A1	
		B2		A2	
		B3		A3	
		B4		A4	

Thursday, February 22, 2024

Friday, February 23, 2024

Saturday, Feb. 24, 2024

B1		A1	
B2		A2	
B3		A3	
B4		A4	

Sunday, Feb. 25, 2024

Reminders (Long-Term Projects, etc.):

Monday, February 26, 2024

Tuesday, February 27, 2024

Wed., Feb. 28, 2024

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Thursday, Feb. 29, 2024

Friday, March 1, 2024

Saturday, March 2, 2024

B1		B1	
B2		B2	
B3		B3	
B4		B4	

Sunday, March 3, 2024

Reminders (Long-Term Projects, etc.):

Monday, March 4, 2024

Tuesday, March 5, 2024

Wednesday, March. 6, 2024

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Thursday, March 7, 2024

Friday, March 8, 2024

Saturday, March. 9, 2024

B1		A1	
B2		A2	
B3		A3	
B4		A4	

Sunday, March. 10, 2024

Reminders (Long-Term Projects, etc.):

Monday, March 11, 2024

Tuesday, March 12, 2024

Wednesday, March. 13, 2024

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Thursday, March 14, 2024

Friday, March 15, 2024

Saturday, March. 16, 2024

B1		B1	
B2		B2	
B3		B3	
B4		B4	

Sunday, March. 17, 2024

Reminders (Long-Term Projects, etc.):

Monday, March 18, 2024

Tuesday, March 19, 2024

Wednesday, March 20, 2024

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Thursday, March 21, 2024

Friday, March 22, 2024
3 Hour Early Dismissal
3rd Quarter Ends

Saturday, March 23, 2024

B1		A1	
B2		A2	
B3		A3	
B4		A4	


Sunday, March 24, 2024

Reminders (Long-Term Projects, etc.):

Wednesday, March 27, 2024
Schools and Offices Closed

[illegible]

Saturday, Mar. 30, 2024



<p>Blank space for drawing or writing.</p>
--

Reminders (Long-Term Projects, etc.):

Monday, April 1, 2024
Schools and Offices Closed

Tuesday, April 2, 2024
Quarter 4 Begins

Wednesday, April 3, 2024

		B1		A1	
		B2		A2	
		B3		A3	
		B4		A4	

Thursday, April 4, 2024

Friday, April 5, 2024

Saturday, April 6, 2024

B1		A1	
B2		A2	
B3		A3	
B4		A4	

Sunday, April 7, 2024

Reminders (Long-Term Projects, etc.):

Monday, April 8, 2024

Tuesday, April 9, 2024

Wednesday, April 10, 2024

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Thursday, April 11, 2024

Friday, April 12, 2024

Saturday, April 13, 2024

B1		B1	
B2		B2	
B3		B3	
B4		B4	

Sunday, April 14, 2024

Reminders (Long-Term Projects, etc.):

Monday, April 15, 2024

Tuesday, April 16, 2024

Wednesday, April 17, 2024

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Thursday, April 18, 2024

Friday, April 19, 2024

Saturday, April 20, 2024

B1		A1	
B2		A2	
B3		A3	
B4		A4	

Sunday, April 21, 2024

Reminders (Long-Term Projects, etc.):

Monday, April 22, 2024

Tuesday, April 23, 2024

Wednesday, April 24, 2024

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Thursday, April 25, 2024

Friday, April 26, 2024

Saturday, April 27, 2024

B1		B1	
B2		B2	
B3		B3	
B4		B4	

Sunday, April 28, 2024

Reminders (Long-Term Projects, etc.):

Monday, April 29, 2024

Tuesday, April 30, 2024

Wednesday, May 1, 2024

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Thursday, May 2, 2024

Friday, May 3, 2024

Saturday, May 4, 2024

B1		B1	
B2		B2	
B3		B3	
B4		B4	

Sunday, May 5, 2024

Reminders (Long-Term Projects, etc.):

Monday, May 6, 2024

Tuesday, May 7, 2024

Wednesday, May 8, 2024

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Thursday, May 9, 2023

Friday, May 10, 2024

Saturday, May 11, 2024

B1		B1	
B2		B2	
B3		B3	
B4		B4	

Sunday, May 12, 2024

Reminders (Long-Term Projects, etc.):

Monday, May 13, 2024

Tuesday, May 14, 2024
Schools and Offices Closed

Wednesday, May 15, 2024

A1				A1	
A2				A2	
A3				A3	
A4				A4	

Thursday, May 16, 2024

Friday, May 17, 2024

Saturday, May 18, 2024

B1		A1	
B2		A2	
B3		A3	
B4		A4	

Sunday, May 19, 2024

Reminders (Long-Term Projects, etc.):

Monday, May 20, 2024

Tuesday, May 21, 2024

Wednesday, May 22, 2024

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Thursday, May 23, 2024

Friday, May 24, 2024
3 Hour Early Dismissal

Saturday, May 25, 2024

B1		A1	
B2		A2	
B3		A3	
B4		A4	

Sunday, May 26, 2024

Reminders (Long-Term Projects, etc.):

Monday, May 27, 2024
Schools and Offices Closed
Memorial Day

Tuesday, May 28, 2024

Wednesday, May 29, 2024

		B1		A1	
		B2		A2	
		B3		A3	
		B4		A4	

Thursday, May 30, 2024

Friday, May 31, 2024

Saturday, June 1, 2024

B1		B1	
B2		B2	
B3		B3	
B4		B4	

Sunday, June 2, 2024

Reminders (Long-Term Projects, etc.):

Monday, June 3, 2024

Tuesday, June 4, 2024

Wednesday, June 5, 2024
3 Hour Early Dismissal
4th Quarter Ends

A1		B1		A1	
A2		B2		A2	
A3		B3		A3	
A4		B4		A4	

Monday, June 6, 2024
Professional Development

Tuesday, June 7, 2024

Saturday, June 8, 2024

Sunday, June 9, 2024

Reminders (Long-Term Projects, etc.):

