

Dear Northern Middle School Students and Families,

Welcome to the 2017- 2018 school year! We hope you have had an enjoyable and restful summer, and we are anxious to hear about all of your adventures when school begins on **Tuesday, September 5th**! Our building service staff has busily been working to shine every corner of our beautiful building. We are welcoming a number of new students to our school, and we can't wait to meet all of you. Many of our staff members have been engaged in professional development throughout the summer. It's been a very busy summer and we are ready to start the new school year!

SOME THINGS TO CONSIDER:

- Our 6th grade orientation and new student orientation for 7th and 8th grade transfer students will be held **on Friday, September 1st from 7:15 a.m. until 10:15 a.m.** For all 6th graders and new students, a letter from the Director of Transportation has been enclosed with bus times for the orientation. This letter will also be posted on the NMS website.
- The NMS PTSA will be providing a treat for 6th graders and new students during our morning orientation program. Thanks PTSA!
- Northern Middle School, as well as several other CCPS middle schools, will be transitioning to a new scheduling model. Previously, all middle school students participated in a two period English Language Arts (ELA) course. This year, our ELA course and curriculum has been adjusted into a single period. As a result, we will now have a six period day, rather than our previous seven period day. Each class period will now be extended to 55 minutes. This change will allow for more instructional time within each period throughout the day with fewer transitions. The extended class periods will allow teachers to plan lessons which look deeper into the curriculum and provide additional supports to students.
- Calvert County Public Schools has adjusted the course offerings for middle school social studies and science. Starting this school year, 6th grade social studies and science will be offered as a one level course similar to how the courses are offered in 5th grade.
- **Student schedules** will be available to view in Home Access Center (HAC) and Office 365 as of August 29th at 4:00 pm. Since schedules are available electronically to students and families, we will not be mailing them home. On the first day of school, we will meet with each grade level when they arrive and provide them with a paper copy of their schedule.
- Parents of Calvert County Public Schools students are now able to view their child's gradebook, interim reports, and report cards online through the Home Access Center (HAC), the online application that allows families to view grades and monitor progress throughout the school year. **Middle and high schools will no longer print paper interims and report cards.** The move toward paperless interims and report cards is one way Calvert County Public Schools is reducing costs and maximizing efficiency. **Families who do not have computer access may contact the guidance office to obtain a paper copy of an interim report or report card.** The HAC website can be accessed from the Calvert County Public Schools website or by logging on to <https://hac.calvertnet.k12.md.us>. As a reminder, HAC account credentials follow users throughout their child's career with CCPS—you will use the same login and password information until your child graduates. New letters will be provided to 6th and 9th graders, as well as new CCPS students. If you haven't yet customized your HAC password, please do so by logging into your HAC account, hovering over your name in the top right corner, and selecting My Account. On this page, you can change your password and add/edit your challenge questions as needed. You can also contact the guidance department if you need help with your log in credentials for HAC. NMS highly encourages parents/guardians and students to take advantage of this technology. Although HAC is a very useful tool, it is not intended to replace direct communication between teachers, parents/guardians, students, and other school staff.
- CCPS is moving to a systemwide PE uniform for all secondary school students. 6th graders and new students will be able to purchase them once the school year begins. If the orders arrive prior to the start of the school year, we will send out information on School Messenger about available times for purchases. Returning 7th and 8th graders can continue to use their current uniform.
- **Beginning August 2014, students entering seventh (7th) grade are required to show proof of one (1) tetanus, diphtheria, pertussis/whooping cough (Tdap) vaccination and proof of one (1) meningococcal (MCV4) vaccination. Failure to provide proof of vaccination or present evidence of the student's appointment with a health care provider or local health department to receive a required immunization before the first day of school will result in the student being excluded from school until the required records are provided.** Call your doctor today to make sure your child's immunizations are current for the 2017-2018 school year. Most immunizations are covered under health insurance policies. Students without health insurance may contact the Calvert County Health Department at 410-535-5400. If your child's immunizations are current, please send a copy to our nurse, Mrs. Fleshman.
- Sports physicals must be completed **prior** to a child's participation in a sport. The clinics for soccer and volleyball are scheduled to start on Monday, September 11th. If your child is interested in trying out for soccer or volleyball, they will need to have the completed physical evaluation form, try-out form, Medical HIV information form, insurance waiver form, clinic form and \$35.00 clinic fee turned in before they can participate. These forms can be located at www.calvertnet.k12.md.us. Copies are also available in the main office.
- **Medications** occasionally have to be administered to students by Mrs. Fleshman, our school nurse. According to Maryland state guidelines, any medications – *including over the counter medications* – must have a "Physician's Authorization Form" on file in the health room before they can be administered at school. Your child's medication must be in the original container and have the child's name on the bottle. Medications **must** be brought to school by the parent or guardian. Please have your medical provider complete the above form, which can be found on the CCPS website.
- **Back to School Night** will occur on **Wednesday, September 13th at 6:00 p.m.** Please plan on attending. Back to School Night provides an excellent opportunity for parents to meet with their child's teachers. During these open houses, parents will visit classrooms and learn information concerning curriculum, homework procedures, classroom policies, and upcoming events. There will be many parents attending and in each classroom. If you feel the need to meet with your child's teachers about individual needs, please schedule a conference through our Counseling Department.
- If possible, please donate a \$5 (or more) gift card which will be entered into our student Positive Behavior Intervention Supports (PBIS) drawings. Student drawings are held monthly. Feel free to drop off the donation at our Back to School Night.

- Fall pictures will be taken Wednesday, October 4th. Make-ups will be Thursday, November 16th.
- A **CCPS school calendar** for the upcoming school year is available online at www.calvertnet.k12.md.us. It identifies school holidays, breaks, and 2 hour delayed openings and early dismissals. Please plan for family vacations and appointments when school is not in session. **Other important dates and events** will also be posted on our website, <http://nmsweb.calvertnet.k12.md.us>.
- **School bus routes will be posted on the CCPS website** at www.calvertnet.k12.md.us under Departments → Student Transportation → Program Information → Bus Routes. You can also locate your bus and stop under Departments → Student Transportation → Program Information → Bus Stop Locator. Please review them carefully to confirm routes, bus numbers, and pick up times. We will not be sending the bus routes in the mail. On the first day of school, we ask that students ride the school bus they are assigned. Students may be allowed to ride home with another student only in **emergency** situations. A written request by the parent/guardian must be submitted to the main office by the student **prior** to homeroom. If we cannot verify the request with a parent/guardian, your child will **not** be permitted to ride the different bus.
- **Morning Drop-Off** – NMS parents who drop off their student(s) are asked to turn left onto Flint Hill Road then left into the parking lot near our cafeteria. The drop off zone for students extends from the sidewalk by the NMS cafeteria, continues along the sidewalk towards the NMS office, and continues into the parking lot in front of the Mary Harrison Center. Please pull up to the furthest spot in the drop off zone so that we can allow as many vehicles into the zone as possible. Students should be ready to exit their vehicle quickly so that we can keep traffic flowing. Upon students exiting, vehicles follow a route that allows them back onto Flint Hill Rd.
- **Student hours are 7:20 am to 2:18 pm.** Students are allowed to enter the building at 7:10 am and must be in homeroom by 7:20 am. **Students will be marked tardy if not in first period by 7:20 am.**
- **We will not allow a student to leave with anyone who is not the parent or legal guardian without a verifiable note.** When the parent or guardian is not picking up the student, he or she must send in a written permission note giving the name of the individual who will be picking up the child. ***The names included as emergency contacts on the emergency form are not authorized for pick-up without written permission from the parent/guardian unless it is an emergency situation.*** All notes will be verified by the office.
- **My School Bucks** accounts will continue for items purchased in the cafeteria. Parents can prepay for student meals, snacks and milk which is deducted from a computerized account. You can send in as little as \$10 or as much as \$200 at a time! Lunch prices are below.

School Lunch: \$2.80	Reduced Lunch: \$0.40	Milk: \$0.55
School Breakfast: \$1.65	Reduced Breakfast: \$0.30	
- As a reminder, the **CCPS Code of Student Conduct** outlines a **dress code** that shall be followed by all students in kindergarten through grade 12. (Each student will receive a complete copy of this document at the start of the school year.) When shopping for school clothes, please remember:
 - Skirts/skorts/shorts must be longer than the longest fingertip when student stands with arms fully extended at their sides.
 - Tank tops, halter tops, strapless tops and garments which are too tight, “see-thru,” expose one’s cleavage or midriff area, or have spaghetti straps are not permitted. Sleeveless garments must fit closely under the arms.
 - Clothing with inappropriate scenes or wording is prohibited. All pants must be worn around the waist.
- Many forms will be sent home the first week of school. Please make sure that your child’s emergency form, free/reduced meals application, electronic device registration, etc. are returned in a timely manner.
- School Messenger (SM) is a comprehensive software system designed to send automated and/or manual notifications to parents/guardians via phone, email, and/or text messaging. Notifications can be sent regarding attendance, emergencies, and school closings. **Each student and guardian needs to login to their HAC account and update their contact information.** Remember, each guardian and secondary student has his/her own account and each account should be updated. To update your contact information, please login to HAC, then click on Registration. Scroll down to Contacts and click Edit on the right. At the top, guardians may see information for their student. If your student has a valid email address or contact phone numbers, please enter them here. Underneath your student’s information, you will see your name listed under Guardian. **It is critical that a valid email address and updated phone numbers are attached to your account in the Guardian section.**
- Calvert County Public Schools uses KeepNTrack for visitors and volunteers sign in and sign out. For the safety of our students, volunteers for Calvert County Public Schools must complete an online application through KeepNTrack prior to volunteering or chaperoning field trips. **Beginning this year, all volunteers must re-apply annually through KeepNTrack.** All previous volunteer information has been deleted from the system. It is important to apply before you plan to volunteer. The link to this application process can be found in the Volunteer section of our district website. Current CCPS staff members do NOT need to do the volunteer application. Thank you for your understanding and continued dedication to the safety and education of our students!
- We know you and your child are excited about being prepared and beating the rush of getting your school supplies. However, we recommend that you wait until your child brings home all of their teacher’s syllabuses to determine what supplies are needed. Typical supplies include items such as pencils, pens, notebooks, folders, paper, etc.
- Please consider joining the NMS PTSA. The PTSA is a very active organization at NMS. We need the support of all parents and families. Even if you have no time to volunteer, there are other ways to support all children at NMS. Please look for PTSA information at the beginning of the school year and at Back to School Night.

We look forward to seeing you on the first day of school! Please call us at 443-550-9230 or email if you have any questions or concerns.

Sincerely,

Jaime Webster
Principal