



Frederick County Public Schools 2020-2021

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ACHIEVING THE PROMISE OF PUBLIC EDUCATION

Staying Connected, Prepared for Change

As this Calendar Handbook goes to print during the COVID-19 pandemic, much about the 2020-2021 school year is unknown. What is certain is our FCPS commitment to doing what's best for students. This means adapting to changes and sharing updates as they arise.

Information in this document is likely to change, and updates will supersede this published content. We expect schools will need to rely more on email and online communications than ever before. Parents will each need to provide a valid email address via their children's Student Information Form to ensure they get updates, and it's a good idea to routinely visit www.fcps.org/update and school sites for news. Please see more about staying connected on page 20.

Teacher of the Year Jill McWilliams

Walkersville Elementary multi-grade kindergarten/first grade teacher Jill McWilliams represents the phenomenal teachers countywide who build positive connections – whether in the classroom or online – with students and their families.



Together we are better is her mantra. She recognizes the power in connections forged with students, families and teachers to foster high-achieving, successful learners.

Building connections and strengthening communities to support learning are the consistent threads that permeate every lesson Ms. McWilliams teaches.

It's essential to encourage family and community members to partner with schools in educating our children. This handbook is intended to engage everyone in the vital mission to reach, challenge and prepare each and every student for success.

Principal of the Year Michael Concepcion

FCPS Career and Technology Center (CTC) Principal Michael Concepcion ensures students' access to quality instruction that provides them a strong foundation for achieving career excellence.

He fostered creation of 15 dual-enrollment courses with Frederick Community College, expanded the Homeland Security/Criminal Justice program and CISCO Academy to include Security+ and LINUX certifications, and brought the Agri-Business, Teacher Academy of Maryland, and Accelerated Occupational Health Physical Rehabilitation programs to the dozens of impressive CTC offerings.

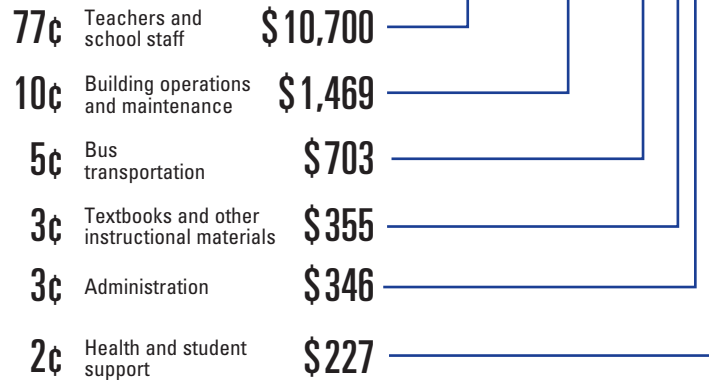
He represents dedicated principals throughout FCPS with a welcoming demeanor as he conveys high expectations, celebrates achievement and guarantees continuous improvement to equip students for the future.



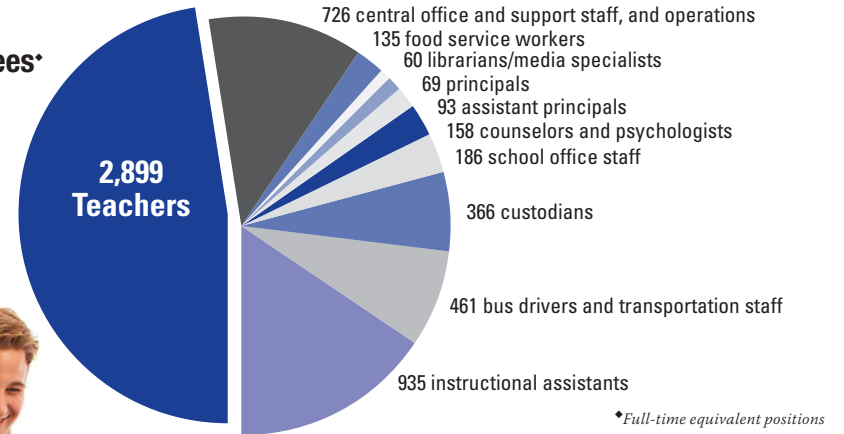
Maryland's Only 2020 National Blue Ribbon High School

FCPS AT A GLANCE

Cost per Student — \$13,800 per year*



6,088 Employees*



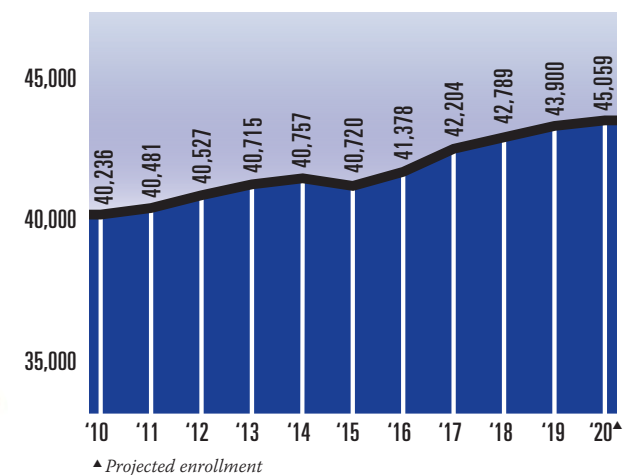
Students by Level†

ELEMENTARY (grades pre-k–5)	20,329
MIDDLE (grades 6–8)	10,289
HIGH (grades 9–12)	13,093
SPECIAL SCHOOLS **	189

†September 2019 (includes charter schools)

**includes Frederick County Virtual School, Heather Ridge School, Rock Creek School and the SUCCESS Program

Number of Students



Invested in Your Future

FCPS equips nearly 45,000 students with knowledge and skills they will need to succeed in our global society. Of those, we serve more than 11,800 students (27%) eligible for free or reduced-priced meals, more than 3,000 (7%) who do not speak English as their primary language and 4,725 (nearly 11%) who receive Special Education services.

Our class of 2020 – 3,105 students – received \$53 million in scholarship offers.

For 12 years in a row, FCPS has earned the highest recognition for accurate and full disclosure in governmental accounting and financial reporting. We are committed to transparency and managing every dime of the taxpayers' money responsibly.

* From the most recent audited financial report, 2018-19

INSIDE THIS HANDBOOK

Find answers to your most frequently asked questions!

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GOALS AND GOVERNANCE

FCPS Goals

Involved families and community members are essential in helping schools deliver on the promise of public education. Here are the goals we strive to achieve together:

1. FCPS will equip each and every student to be an empowered learner and an engaged citizen to achieve a positive impact in the local and global community.
2. FCPS will hire, support, and retain staff who champion individual, professional, and student excellence.
3. FCPS will pursue and utilize all resources strategically and responsibly to achieve identified outcomes and inspire public confidence.
4. FCPS will nurture relationships with families and the entire community, sharing responsibility for student success and demonstrating pride in all aspects of our school system.
5. FCPS will promote a culture fostering wellness and civility for students and staff. ★

Governance Team

In Frederick County, 7 voting members and 1 nonvoting student member of the Board of Education and the Superintendent of Schools work together as the school system governance team. Elected Board members serve 4-year staggered terms. The student member is a high school student selected by the Frederick County Association of Student Councils.

The Board of Education sets policy not otherwise controlled by federal and state laws. It reviews and approves FCPS budgets and oversees expenditures from county, state and federal sources.

The Board hires and reviews work of the Superintendent, monitors implementation of the school system's master plan and gives final approval to curriculum matters and materials, staff appointments, equipment purchases, land acquisitions and school construction, renovations and repairs.

The Superintendent is secretary-treasurer of the Board and FCPS's chief executive officer, assuring that the school system carries out Maryland laws relating to schools, the State Board of Education's bylaws and policies, and the local school Board's goals and policies. For more information, see Policy 100 at www.fcps.org. ★

Stay Engaged with the Board

The Board of Education holds general public meetings throughout the year, typically at 191 S. East Street, Frederick. The Board invites and welcomes the community to these sessions and other forums. Board meetings provide an opportunity for the community to speak on any subject relative to FCPS except personnel, issues pending in appeal to a local or State Board or other confidential matters. A sign-up sheet is available 30 minutes prior to the meeting. Individuals may speak for three minutes; an individual representing an organization is allotted five minutes. Please direct concerns about the actions of FCPS staff members to the appropriate school or department, or contact the Superintendent's Office for assistance. See page 56 for more information about addressing concerns.

Maryland law encourages transparency and open meetings, and the Board strives to keep meetings as open as possible. Some meetings may be closed to the public if they concern confidential matters. Meeting agendas, minutes and backup information are available on the FCPS website, Board of Education section, Agendas and Minutes. ★

Board of Education Public Meeting Schedule

2020	2021
August 5 & 19	January 13 & 27
September 9 & 23	February 10 & 24
October 7 & 21	March 10 & 24
November 11 & 23	April 14
December 9	May 12 & 26
	June 9 & 23

Meeting times are posted at www.fcps.org/boe/meeting-schedule. ★

The Board of Education

Brad W. Young, President

Term ends December 2022

Jay Mason, Vice President

Term ends December 2022

Liz Barrett

Term ends December 2022

Michael Bunitsky

Term ends December 2020

Rae Gallagher

Term ends December 2020

Dr. Lois Jarman

Term ends December 2020

Karen A. Yoho

Term ends December 2022

Mia Martinez

Student Member

Term ends June 2021

Superintendent of Schools

Dr. Theresa R. Alban

TO CONTACT THE BOARD OF EDUCATION

Write: 191 S. East Street

Frederick, Maryland 21701

Call: 301-696-6917

Fax: 301-696-6950

Email: boe@fcps.org

Visit: www.fcps.org/boe

Watch: FCPS TV on Cable Channel 18 or www.fcps.org/tv

Meetings broadcast live and the next evening

OFFICE OF THE OMBUDS

For help resolving an FCPS-related concern:

Call: 301-696-6852

Email: ombuds@fcps.org

For more information, please see page 56.

ESSENTIAL INFORMATION FOR A SUCCESSFUL YEAR

B A C K T O S C H O O L B A S I C S

About This Handbook

Read this handy resource for answers to the most frequently asked questions, directory listings for all schools and offices, calendar, emergency procedures and more! Steps to follow in resolving any concerns are outlined on page 56. Where Board of Education policies and FCPS regulations are referenced, the full text is online: www.fcps.org/policies. Information is subject to change; updates will supersede language in this handbook. FCPS announces policy and procedure changes and other school news via FindOutFirst email: www.fcps.org/fof. ★

The School Day

FCPS students have a 180-day school year in keeping with Maryland law. Generally, high schools have a 7:30 a.m. to 2:20 p.m. schedule, and most middle school students attend 8 a.m. to 3 p.m. With a few exceptions, elementary schools start at 9 a.m. and dismiss around 3:30 p.m. Check with your school for exact times.

Students should arrive at school no earlier than 30 minutes before instruction begins and leave the grounds within 30 minutes after instruction ends, except when participating in school-sponsored activities. ★

Getting to School

FCPS's 448 yellow buses cover more than 42,000 miles every school day. About 31,000 students will be eligible to ride in 2020–21.

School system responsibility for students begins when they enter the school bus and ends when they step off the bus at the end of the school day. Students may ride only their assigned bus and must provide their own transportation if they are enrolled at a school outside their attendance area. More about bus transportation is on page 24. ★

Medications/Treatments

Students are encouraged to take any needed medication outside the school day. When medication must be administered during school hours, the parent/guardian must provide a written order from the student's healthcare provider for all prescription and over-the-counter medications. Medications must be transported by an adult and provided

to school health staff in the pharmacy bottle, correctly and completely labeled. Over-the-counter medication must be in the original, unopened container. Medications sent in envelopes, plastic bags or daily reminder containers cannot be administered. All treatments require a written order from a healthcare provider. So appropriate arrangements can be made, please contact the school as soon as you know that your child requires a treatment. Medication and Treatment Authorization forms are at www.fcps.org/forms. Copies are also available in each School Health Room.

Note: Students may bring and apply over-the-counter sunscreen without a written order. ★

Get School News

FCPS uses FindOutFirst to send important email from the district and your child's school. Parent email addresses are uploaded to FOF from the Student Information Form parents complete. You may log in to your FOF account to add a phone number for text messages, sent when a school is unexpectedly closing, and update your news options: www.fcps.org/fof. ★

What's on the Menu?

Students may buy breakfast and lunch in the school cafeteria or bring lunch from home. All schools offer breakfast, lunch and à la carte items approved by the U.S. Department of Agriculture. Prepaying for meals is timesaving and easy. Families with limited ability to pay may qualify for free or reduced-price meals. Details about school meals are on page 25 and at www.fcps.org/meals. ★

School Cash Online

The way to pay for field trips, sports and technology use fees, spirit wear and more, School Cash Online is:

- ✓ Convenient – Available 24/7 via the internet
- ✓ Safe – Best in Class security, avoids students carrying cash or checks and remembering to turn them in
- ✓ Time saving – Shows your payments/order history in one place
- ✓ No more costly than paying with cash or check

Register now: <https://frederickcounty.schoolcashionline.com>. Select **Get Started Today**. ★

IMPORTANT! STUDENT INFORMATION FORM AND HEALTH FORM

Parents: Can we reach you in an emergency? Please update your child's Student Information Form for the new school year! Formerly a printed Student Information Card sent home the first day of school, the form is online this year: www.fcps.org/forms. Schools use the contact information you provide to reach you anytime there is an emergency, question or concern. The email address you provide on the form creates your parent FCPS FindOutFirst account to receive school news via email. FCPS will print and send home a Student Information Form only for those unable to access it online; print versions must be reviewed, corrected and returned, and require school staff to enter the information online.

The Confidential Health Information Form is also online at www.fcps.org/forms.

Keep both forms updated and notify the school in writing of any changes during the school year.

Media in Schools

In the course of school activities, FCPS staff and the news media occasionally wish to interview, photograph or videotape students, display their work or publish their names or likenesses in print or on the internet for instructional, promotional or news purposes; this includes honor roll lists. Unless parents or guardians indicate otherwise on their child's Student Information Form, FCPS will assume that permission is given. This is not intended to exclude videotaping in the classroom for instructional purposes when information is not publicly posted or shared. (FCPS cannot control media coverage of events that are open to the public.)

Military Access

Parents and secondary students: Please note the procedure to opt out of having student directory information released to military recruiters (page 41). ★

WHAT SCHOOLS DO IN BAD WEATHER AND EMERGENCIES

Occasionally, inclement weather or other safety or health conditions require us to close or delay all or some schools. This decision involves careful evaluation of a variety of factors in a compressed time period. Whenever possible, decisions are made by 5 a.m. for morning closings and delays and by 10 a.m. for early closings. See Regulation 400-02 at www.fcps.org/policies. FCPS does not routinely announce that schools are open or operating on schedule. Families concerned about student safety due to hazardous weather conditions have the right to keep their children home (see page 38).

Where to Find Out

FCPS notifies local and regional TV and radio stations when schools must close unexpectedly. It is not possible to guarantee that the media will announce this information promptly or accurately. For the fastest, most reliable information, check the following:

Facebook: [FCPSMaryland](#)

Twitter: [@FCPSMaryland](#)

Internet: www.fcps.org

Email/Text: FindOutFirst email and emergency-closing phone text messages: www.fcps.org/fof

Television: Cable Channel 18 (Frederick area)

All FindOutFirst (FOF) emergency notices come from the FCPS Central Office. Emergencies include schools closing due to weather, power outage and the like. FCPS does not typically send immediate FOF about precautionary and brief lockouts. Your FOF profile *must* include your child's school to get news of emergencies pertaining only to that school. Subscriber internet and phone carrier services affect receipt and delivery speed.

Plan Back-Up Care

For safety reasons, pre-arrange emergency back-up care for your child in the event that schools close unexpectedly. Teach your child what to do in case you are not at home when school closes, and provide the school with the name and number of someone nearby who is usually available when you are not at home.

Half-Day Pre-K Delay Schedule*

When school opening is delayed two hours, half-day pre-k students attend abbreviated sessions. Breakfast is served. Morning sessions start two hours late with the rest of the students at the school and dismiss one hour later than usual, providing a 1-1/2 hour session. Afternoon sessions start one hour later than usual and dismiss at the regular time, also providing a 1-1/2 hour session. This provides half-day pre-k students with equitable instructional time.

**Does not apply to charter schools or full-day pre-k students.*

Career and Technology Center (CTC) Delay Schedule

When schools countywide open two hours late, morning CTC classes start two hours late and dismiss about one hour later than usual. PM sessions start 40 minutes later than usual and dismiss at the regular time.

Early Dismissal

When schools close two hours early due to bad weather, morning half-day pre-k students remain at school for dismissal with full-day students. Lunches are served. Afternoon half-day pre-k and Career and Technology Center (CTC) programs are canceled; CTC students remain at their home schools. Flexible Evening High and Heather Ridge Twilight programs are canceled.

After-School and Weekend Activities

Generally, when schools are closed due to inclement weather, school-sponsored after-school and evening activities are canceled or postponed. When the snow emergency plan is in effect in Frederick County, unless the Superintendent grants a waiver, all after-school, evening and weekend programs and activities are canceled or postponed.

Weather Alerts

The FCPS FindOutFirst service is not intended to provide weather alerts. Tornado and severe-weather warnings can arise quickly in Frederick County and may cause bus delays. To be aware when severe-weather conditions make it unsafe for children to travel or to wait at a bus stop, sign up for AlertFC at FrederickCountyMD.gov/Alert. When severe weather impacts Frederick County at the end of the school day, expect dismissal delays and bus travel delays to keep students safe. ★

Emergency Procedures

Every FCPS student will learn in a safe and secure environment. Administrators and their School Emergency Management Teams are trained to prevent, prepare for, respond to and recover from a variety of emergency situations in or near our schools. Depending on the situation a school might implement:



Avoid. Deny. Defend.™ – In the event of violence or the threat of violence on school premises, staff will instruct students to move as quickly as possible away from the threat to *avoid* danger, to *deny*

access with barriers and remain quietly out of sight and, if necessary, to aggressively *defend* themselves.



Evacuation – Students and staff move to an area outside on campus or to an off-campus location.



Lockdown – All doors are locked, no one enters or leaves, students and staff stay inside until the emergency situation clears.



Lockout – Exterior doors remain locked with only authorized access to the building, no students are allowed outside unsupervised, those who are outside return to the building, and activities are conducted as usual inside.



Shelter! Hazard and Safety Strategy – During emergencies outside, such as a tornado or hazmat incident, students and staff seek shelter inside and may take actions moving to areas in the building that provide additional safety. They are brought in from portables and outside activities. In the event of an earthquake, they drop to the ground, taking cover under a sturdy desk or table and holding onto something sturdy until shaking stops, carefully exiting the building afterward.

For more information about school safety, see page 54. ★

THE SCHOOL YEAR AT A GLANCE

2020

August 31 (Monday)	First Day of School
September 7 (Monday)	Schools* and Offices Closed
September 28 (Monday)	Schools* Closed
October 2 (Friday)	2-Hour Early Dismissal for Students
October 16 (Friday)	Schools* Closed for Students
October 21 (Wednesday)	4-Hour Delayed Opening: Elementary and Middle Only (Parent-Teacher Conferences), No Pre-K; High Schools Open on Time
October 22 (Thursday)	4-Hour Delayed Opening: Elementary and Middle Only (Parent-Teacher Conferences), No Pre-K; High Schools Open on Time
October 23 (Friday)	3 ½-Hour Early Dismissal: Elementary and Middle Only (Parent-Teacher Conferences), No Pre-K; High Schools Open Full Day
November 3 (Tuesday)	Schools** Closed
November 9 (Monday)	Schools* Closed for Students
November 25 (Wednesday)	Schools* and Offices Closed
November 26-27 (Thursday-Friday)	Schools** and Offices Closed
December 11 (Friday)	2-Hour Early Dismissal for Students
December 24-25 (Thursday-Friday)	Schools** and Offices Closed
December 28-31 (Monday-Thursday)	Schools** Closed

2021

January 1 (Friday)	Schools** and Offices Closed
January 18 (Monday)	Schools** and Offices Closed
January 27 (Wednesday)	Schools* Closed for Students
February 15 (Monday)	Schools** and Offices Closed
March 1 (Monday)	2-Hour Early Dismissal for Students: Secondary Only
March 3 (Wednesday)	2-Hour Early Dismissal for Students: Elementary and Rock Creek Only
March 29-31 (Monday-Wednesday)	Schools* Closed
April 1 (Thursday)	Schools* Closed
April 2-5 (Friday-Monday)	Schools** and Offices Closed
April 12 (Monday)	Schools* Closed for Students
May 18 (Tuesday)	2-Hour Early Dismissal for Students: Secondary Only
May 19 (Wednesday)	2-Hour Early Dismissal for Students: Elementary and Rock Creek Only
May 31 (Monday)	Schools** and Offices Closed
June 21*** (Monday)	2-Hour Early Dismissal/Last Day of School for Students

*BOE Determined

**State Mandated (See page 40)

***This calendar includes 5 days for snow or other emergency closings. FCPS will make up days closed for inclement weather or other emergencies in the following sequence: June 15, 16, 17, 18, and 21. If no snow days are used, the last day for students is Monday, June 14. The June 2-hour early dismissal will occur on the last day of school for students. If some but not all days are needed, the school year will be shortened by the number of unused days to provide 180 days for students. Dates are subject to BOE revision.

Get Calendar Details:

www.fcps.org/calendar

Like us on Facebook: FCPS Maryland

Follow us on Twitter: @FCPSMaryland

Select FindOutFirst email calendar updates and emergency-closing text messages:

www.fcps.org/fof

See the Calendar Handbook months pages



FCPS Maryland



@FCPSMaryland



www.fcps.org/fof

All dates are subject to change, as the COVID-19 pandemic continues to impact educational programs and school operations during the 2020-2021 school year. The *Maryland Strong Roadmap to Recovery* and the Maryland State Department of Education's *Recovery Plan for Education* guide FCPS in determining responses that will best keep students and staff safe as we work to achieve our mission to reach, challenge and prepare all students for success. Please check www.fcps.org/update and monitor FCPS FindOutFirst messages for the newest information. ★

AUGUST 2020

Explore the health-learning link:
www.ascd.org/wsc

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<p>JULY 2020</p> <p>S M T W T F S</p> <p>1 2 3 4</p> <p>5 6 7 8 9 10 11</p> <p>12 13 14 15 16 17 18</p> <p>19 20 21 22 23 24 25</p> <p>26 27 28 29 30 31</p>	<p>SEPTEMBER 2020</p> <p>S M T W T F S</p> <p>1 2 3 4 5</p> <p>6 7 8 9 10 11 12</p> <p>13 14 15 16 17 18 19</p> <p>20 21 22 23 24 25 26</p> <p>27 28 29 30</p>					1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
	<p>TEXTBOOK REVIEW WEEK (THROUGH AUGUST 17): C. BURR ARTZ LIBRARY</p>		<p>BOARD OF EDUCATION MEETING</p>			
16	17	18	19	20	21	22
	<p>NEW TEACHERS REPORT TO WORK: NEW-HIRE SYMPOSIUM</p>	<p>NEW TEACHERS REPORT TO WORK: NEW-HIRE SYMPOSIUM</p>	<p>NEW TEACHERS REPORT TO WORK: NEW-HIRE SYMPOSIUM BOARD OF EDUCATION MEETING</p>	<p>NEW TEACHERS REPORT TO WORK: NEW-HIRE SYMPOSIUM</p>	<p>NEW TEACHERS REPORT TO SCHOOLS: TRAINING AND PREPARATION</p>	
23	24	25	26	27	28	29
	<p>TEACHERS REPORT TO WORK: TRAINING AND PREPARATION</p>					
30	31					
	<p>FIRST DAY OF SCHOOL</p>	<p>TEACHER TRAINING AND PREPARATION</p>	<p>TEACHER TRAINING AND PREPARATION</p>	<p>TEACHER TRAINING AND PREPARATION</p>	<p>TEACHER TRAINING AND PREPARATION</p>	<p>SAT AND SUBJECT TESTS</p>

AUGUST 1-31: CHILDREN'S EYE HEALTH AND SAFETY MONTH

DATES ARE SUBJECT TO CHANGE.

SEPTEMBER 2020

Learn about drug abuse –
Before it's too late:
<http://beforeitstoolate.maryland.gov>

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<p>AUGUST 2020</p> <p>S M T W T F S</p> <p>1</p> <p>2 3 4 5 6 7 8</p> <p>9 10 11 12 13 14 15</p> <p>16 17 18 19 20 21 22</p> <p>23 24 25 26 27 28 29</p> <p>30 31</p>	<p>OCTOBER 2020</p> <p>S M T W T F S</p> <p>1 2 3</p> <p>4 5 6 7 8 9 10</p> <p>11 12 13 14 15 16 17</p> <p>18 19 20 21 22 23 24</p> <p>25 26 27 28 29 30 31</p>	1	2	3	4	5
6	7	8	9	10	11	12
	SCHOOLS AND OFFICES CLOSED LABOR DAY	INTERNATIONAL LITERACY DAY TEXTBOOK REVIEW WEEK (THROUGH SEPTEMBER 15): C. BURR ARTZ LIBRARY	BOARD OF EDUCATION MEETING	COMMUNITY RESOURCE FAIR	PATRIOT DAY: ANNIVERSARY OF 2001 ATTACK	ACT EXAM
13	14	15	16	17	18	19
NATIONAL GRANDPARENTS DAY		FCPS GOLF TOURNAMENT		CITIZENSHIP/CONSTITUTION DAY	ROSH HASHANAH (BEGINS AT SUNSET)	ROSH HASHANAH
20	21	22	23	24	25	26
ROSH HASHANAH (ENDS AT SUNSET)	PTA COUNCIL GENERAL MEETING: MONOCACY MIDDLE, 6:30 PM	FIRST DAY OF AUTUMN	SCHOOLDAY SAT FOR SENIORS BOARD OF EDUCATION MEETING			SAT AND SUBJECT TESTS
27	28	29	30			
YOM KIPPUR (BEGINS AT SUNSET)	SCHOOLS CLOSED YOM KIPPUR (ENDS AT SUNSET)					

SEPTEMBER 1-30: LIBRARY CARD SIGN-UP MONTH
SEPTEMBER 13-19: NATIONAL ARTS IN EDUCATION WEEK
SEPTEMBER 15-OCTOBER 15: NATIONAL HISPANIC HERITAGE MONTH
SEPTEMBER 17-23: CONSTITUTION WEEK

DATES ARE SUBJECT TO CHANGE.

OCTOBER 2020

Make a new friend this month:
www.stopbullying.gov

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<p>SEPTEMBER 2020</p> <p>S M T W T F S</p> <p>1 2 3 4 5</p> <p>6 7 8 9 10 11 12</p> <p>13 14 15 16 17 18 19</p> <p>20 21 22 23 24 25 26</p> <p>27 28 29 30</p>	<p>NOVEMBER 2020</p> <p>S M T W T F S</p> <p>1 2 3 4 5 6 7</p> <p>8 9 10 11 12 13 14</p> <p>15 16 17 18 19 20 21</p> <p>22 23 24 25 26 27 28</p> <p>29 30</p>			1	2	3
4	5	6	7	8	9	10
	CHILD HEALTH DAY		INTERNATIONAL WALK TO SCHOOL DAY BOARD OF EDUCATION MEETING	OMBUDS DAY	MID-TERM 2-HOUR EARLY DISMISSAL FOR STUDENTS: TEACHER WORK SESSION	SAT AND SUBJECT TESTS
11	12	13	14	15	16	17
	COLUMBUS/DISCOVERERS' DAY FCPS UNIFIED TENNIS TOURNAMENT FCPS MARCHING BAND FESTIVAL (RAIN DATE: OCTOBER 19)	TEXTBOOK REVIEW WEEK (THROUGH OCTOBER 20): BRUNSWICK LIBRARY PLANETARIUM SHOWS 6 AND 7 PM	PSAT	PLANETARIUM SHOWS 6 AND 7 PM	SCHOOLS CLOSED FOR STUDENTS: PROFESSIONAL LEARNING DAY	
18	19	20	21	22	23	24
BIRTH OF THE BAB	RAIN DATE FOR FCPS MARCHING BAND FESTIVAL		HIGH SCHOOLS OPEN FULL DAY ELEMENTARY AND MIDDLE SCHOOLS OPEN 4 HOURS LATE FOR EVENING PARENT-TEACHER CONFERENCES NO PRE-K CLASSES BOARD OF EDUCATION MEETING	HIGH SCHOOLS OPEN FULL DAY ELEMENTARY AND MIDDLE SCHOOLS OPEN 4 HOURS LATE FOR EVENING PARENT-TEACHER CONFERENCES NO PRE-K CLASSES	HIGH SCHOOLS OPEN FULL DAY ELEMENTARY AND MIDDLE SCHOOLS DISMISS 3.5 HOURS EARLY FOR AFTERNOON PARENT-TEACHER CONFERENCES NO PRE-K CLASSES	ACT EXAM
25	26	27	28	29	30	31
	PTA COUNCIL GENERAL MEETING: MONOCACY MIDDLE, 7 PM	FCPS FALL CHEERLEADING COMPETITION		CAREER AND TECHNOLOGY CENTER OPEN HOUSE, 6 PM-8 PM FCPS CROSS COUNTRY MEET		HALLOWEEN
OCTOBER 1-31: CRIME PREVENTION MONTH CZECH HERITAGE MONTH ITALIAN HERITAGE MONTH LEARNING DISABILITIES AWARENESS MONTH NATIONAL FARM-TO-SCHOOL MONTH NATIONAL BULLYING PREVENTION MONTH		OCTOBER 1-31: NATIONAL PRINCIPALS MONTH POLISH AMERICAN HERITAGE MONTH TRICK-OR-TREAT FOR UNICEF MONTH OCTOBER 2-11: SUKKOT AND SIMCHAT TORAH OCTOBER 4-10: FIRE PREVENTION WEEK NATIONAL METRIC WEEK		OCTOBER 12-16: NATIONAL SCHOOL LUNCH WEEK OCTOBER 19-23: NATIONAL CHARACTER COUNTS! WEEK NATIONAL SCHOOL BUS SAFETY WEEK OCTOBER 23-31: RED RIBBON WEEK		

DATES ARE SUBJECT TO CHANGE.

NOVEMBER 2020

Live well: Stay away from tobacco and nicotine.
www.smokingstopshere.com

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY																																																																																					
1 STANDARD TIME BEGINS	2	3 SCHOOLS CLOSED: ELECTION DAY	4	5	6 END OF TERM 1	7 SAT AND SUBJECT TESTS																																																																																					
8	9 SCHOOLS CLOSED FOR STUDENTS: TEACHER WORK DAY TEXTBOOK REVIEW WEEK (THROUGH NOVEMBER 17): C. BURR ARTZ LIBRARY	10 TERM 2 BEGINS PLANETARIUM SHOWS: 6 AND 7 PM	11 BOARD OF EDUCATION MEETING VETERANS DAY (WWI ARMISTICE: 1918)	12 PLANETARIUM SHOWS: 6 AND 7 PM	13 WORLD KINDNESS DAY	14 FIRST DAY FOR WINTER SPORTS DIWALI																																																																																					
15 AMERICA RECYCLES DAY	16 CHAT WITH THE SUPERINTENDENT: GOV. THOMAS JOHNSON HIGH, 7 PM	17	18 EDUCATION SUPPORT PROFESSIONALS DAY	19 REPORT CARDS ISSUED NATIONAL PARENTAL INVOLVEMENT DAY	20 SUBSTITUTE EDUCATORS DAY	21																																																																																					
22	23 REPUDIATION DAY BOARD OF EDUCATION MEETING	24	25 SCHOOLS AND OFFICES CLOSED: THANKSGIVING BREAK	26 SCHOOLS AND OFFICES CLOSED: THANKSGIVING DAY	27 SCHOOLS AND OFFICES CLOSED NATIVE AMERICAN HERITAGE DAY	28																																																																																					
29	30				<p>OCTOBER 2020</p> <table border="1"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td></tr> </table>	S	M	T	W	T	F	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	<p>DECEMBER 2020</p> <table border="1"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> <tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr> <tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr> <tr><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td></tr> </table>	S	M	T	W	T	F	S				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		
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NOVEMBER 1-30: NATIONAL NATIVE AMERICAN HERITAGE MONTH
NOVEMBER 15-21: GEOGRAPHY AWARENESS WEEK
NOVEMBER 16-20: AMERICAN EDUCATION WEEK
NOVEMBER 22-28: NATIONAL FAMILY WEEK

DATES ARE SUBJECT TO CHANGE.

DECEMBER 2020

Need resources in a crisis?
Call 2-1-1. Get Connected. Get Answers.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<p>NOVEMBER 2020</p> <p>S M T W T F S</p> <p>1 2 3 4 5 6 7</p> <p>8 9 10 11 12 13 14</p> <p>15 16 17 18 19 20 21</p> <p>22 23 24 25 26 27 28</p> <p>29 30</p>	<p>JANUARY 2021</p> <p>S M T W T F S</p> <p>1 2</p> <p>3 4 5 6 7 8 9</p> <p>10 11 12 13 14 15 16</p> <p>17 18 19 20 21 22 23</p> <p>24 25 26 27 28 29 30</p> <p>31</p>	1	2	3	4	5
6	7	8	9	10	11	12
		PLANETARIUM SHOWS: 6 AND 7 PM	BOARD OF EDUCATION MEETING	PLANETARIUM SHOWS: 6 AND 7 PM HANUKKAH (BEGINS AT SUNSET)	2-HOUR EARLY DISMISSAL FOR STUDENTS: TEACHER WORK SESSION HANUKKAH	SAT AND SUBJECT TESTS ACT EXAM HANUKKAH
13	14	15	16	17	18	19
HANUKKAH	MID-TERM TEXTBOOK REVIEW WEEK (THROUGH DECEMBER 21): C. BURR ARTZ LIBRARY HANUKKAH	PLANETARIUM SHOWS: 6 AND 7 PM HANUKKAH	HANUKKAH	PLANETARIUM SHOWS: 6 AND 7 PM HANUKKAH	HANUKKAH (ENDS AT SUNSET)	
20	21	22	23	24	25	26
	FIRST DAY OF WINTER	INTERIMS ISSUED		SCHOOLS AND OFFICES CLOSED: WINTER BREAK CHRISTMAS EVE	SCHOOLS AND OFFICES CLOSED: WINTER BREAK CHRISTMAS DAY	KWANZAA
27	28	29	30	31		
KWANZAA	SCHOOLS CLOSED: WINTER BREAK KWANZAA	SCHOOLS CLOSED: WINTER BREAK KWANZAA	SCHOOLS CLOSED: WINTER BREAK KWANZAA	SCHOOLS CLOSED: WINTER BREAK KWANZAA		

SCHOOLS ARE CLOSED DECEMBER 24, 2020 THROUGH JANUARY 1, 2021.
SCHOOLS RE-OPEN MONDAY, JANUARY 4, 2021. HAVE A SAFE AND HAPPY WINTER BREAK!

DATES ARE SUBJECT TO CHANGE.

JANUARY 2021

Too wise to start using drugs:
www.drugfree.org

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<p>DECEMBER 2020</p> <p>S M T W T F S</p> <p>1 2 3 4 5</p> <p>6 7 8 9 10 11 12</p> <p>13 14 15 16 17 18 19</p> <p>20 21 22 23 24 25 26</p> <p>27 28 29 30 31</p>	<p>FEBRUARY 2021</p> <p>S M T W T F S</p> <p>1 2 3 4 5 6</p> <p>7 8 9 10 11 12 13</p> <p>14 15 16 17 18 19 20</p> <p>21 22 23 24 25 26 27</p> <p>28</p>				<p>1</p> <p>SCHOOLS AND OFFICES CLOSED: NEW YEAR'S DAY KWANZAA</p>	<p>2</p>
<p>3</p>	<p>4</p> <p>SCHOOLS AND OFFICES RE-OPEN</p>	<p>5</p>	<p>6</p>	<p>7</p> <p>FCPS DR. MARTIN LUTHER KING JR. CELEBRATION (SNOW DATE: JANUARY 14) CHRISTMAS DAY (ORTHODOX)</p>	<p>8</p> <p>ACADEMIC TOURNAMENT MATCHES</p>	<p>9</p> <p>FREDERICK COUNTY MATHCOUNTS OPEN (SNOW DATE: JANUARY 16)</p>
<p>10</p>	<p>11</p> <p>TEXTBOOK REVIEW WEEK (THROUGH JANUARY 19): C. BURR ARTZ LIBRARY</p>	<p>12</p>	<p>13</p> <p>BOARD OF EDUCATION MEETING</p>	<p>14</p> <p>SNOW DATE FOR FCPS DR. MARTIN LUTHER KING JR. CELEBRATION</p>	<p>15</p> <p>FCPS INDOOR TRACK AND FIELD MEET ACADEMIC TOURNAMENT MATCHES</p>	<p>16</p> <p>SNOW DATE FOR FREDERICK COUNTY MATHCOUNTS OPEN</p>
<p>17</p>	<p>18</p> <p>SCHOOLS AND OFFICES CLOSED: DR. MARTIN LUTHER KING JR.'S BIRTHDAY OBSERVANCE</p>	<p>19</p>	<p>20</p> <p>FCPS WINTER CHEERLEADING COMPETITION FCPS UNIFIED BOCCIE TOURNAMENT</p>	<p>21</p>	<p>22</p> <p>ACADEMIC TOURNAMENT MATCHES</p>	<p>23</p> <p>FCPS MARYLAND SCIENCE OLYMPIAD (SNOW DATE: JANUARY 30) ALL-COUNTY HIGH SCHOOL MUSIC FESTIVAL (SNOW DATE: JANUARY 25)</p>
<p>24</p>	<p>25</p> <p>SNOW DATE FOR ALL-COUNTY HIGH SCHOOL MUSIC FESTIVAL PTA COUNCIL GENERAL MEETING: FCPS BUDGET TALK WITH SUPERINTENDENT MONOCACY MIDDLE, 7 PM</p>	<p>26</p> <p>END OF FIRST SEMESTER AND TERM 2</p>	<p>27</p> <p>SCHOOLS CLOSED FOR STUDENTS: TEACHER WORK DAY BOARD OF EDUCATION MEETING</p>	<p>28</p> <p>SECOND SEMESTER AND TERM 3 BEGINS</p>	<p>29</p> <p>EARTH AND SPACE SCIENCE LAB: WINTERFEST, 10 AM-3 PM ACADEMIC TOURNAMENT MATCHES</p>	<p>30</p> <p>SNOW DATE FOR FCPS MARYLAND SCIENCE OLYMPIAD</p>
<p>31</p>	<p>JANUARY 25-29: CIVILITY WEEK KINDNESS CHALLENGE</p>					

DATES ARE SUBJECT TO CHANGE.

FEBRUARY 2021

Love has many definitions; abuse isn't one of them:
www.loveisrespect.org

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY																																																																																												
	1 SNOW DATE FOR ACADEMIC TOURNAMENT MATCHES	2 CHAT WITH THE SUPERINTENDENT: BRUNSWICK HIGH, 7 PM	3 PUBLIC HEARING: SUPERINTENDENT'S RECOMMENDED FISCAL YEAR 2022 OPERATING BUDGET, 7 PM	4 FCPS DIVING MEET	5 ACADEMIC TOURNAMENT MATCHES	6 ACT EXAM FCPS SWIMMING MEET ALL-COUNTY MIDDLE SCHOOL MUSIC FESTIVAL (SNOW DATE: FEBRUARY 8)																																																																																												
7	8 TEXTBOOK REVIEW WEEK (THROUGH FEBRUARY 15): C. BURR ARTZ LIBRARY SNOW DATE FOR ALL-COUNTY MIDDLE SCHOOL MUSIC FESTIVAL	9 REPORT CARDS ISSUED	10 BOARD OF EDUCATION MEETING	11	12 ABRAHAM LINCOLN'S BIRTHDAY CHINESE NEW YEAR ACADEMIC TOURNAMENT MATCHES	13 REGIONAL MATHCOUNTS (SNOW DATE: FEBRUARY 20)																																																																																												
14 ST. VALENTINE'S DAY	15 SCHOOLS AND OFFICES CLOSED: PRESIDENTS' DAY	16 PLANETARIUM SHOWS: 6 AND 7 PM	17 ASH WEDNESDAY LENT (THROUGH APRIL 3)	18 PLANETARIUM SHOWS: 6 AND 7 PM	19 FCPS WRESTLING TOURNAMENT ACADEMIC TOURNAMENT MATCHES	20 FCPS WRESTLING TOURNAMENT SNOW DATE FOR REGIONAL MATHCOUNTS FREDERICK DOUGLASS DAY																																																																																												
21	22 GEORGE WASHINGTON'S BIRTHDAY	23	24 BOARD OF EDUCATION MEETING	25	26 ACADEMIC TOURNAMENT CHAMPIONSHIP FINALS (SNOW DATE: MARCH 1)	27																																																																																												
28 				JANUARY 2021 <table border="1"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> <tr><td>31</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>		S	M	T	W	T	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31							MARCH 2021 <table border="1"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td></tr> </table>	S	M	T	W	T	F	S			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			
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FEBRUARY 1-28: NATIONAL AFRICAN AMERICAN HISTORY MONTH
 NATIONAL CHILDREN'S DENTAL HEALTH MONTH
 FEBRUARY 1-5: NATIONAL SCHOOL COUNSELING WEEK
 FEBRUARY 20-27: NATIONAL FFA WEEK

DATES ARE SUBJECT TO CHANGE.

MARCH 2021

Make the grade! Start every day with breakfast:
www.choosemyplate.gov

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY																																																																																					
	1 2-HOUR EARLY DISMISSAL FOR STUDENTS: SECONDARY ONLY TEACHER WORK SESSION MID-TERM FIRST DAY FOR SPRING SPORTS SNOW DATE FOR ACADEMIC TOURNAMENT CHAMPIONSHIP FINALS	2 READ ACROSS AMERICA DAY	3 2-HOUR EARLY DISMISSAL FOR STUDENTS: ELEMENTARY AND ROCK CREEK ONLY TEACHER WORK SESSION	4	5	6 YOUTH ART MONTH OPENING DELAPLAINE VISUAL ARTS CENTER (EXHIBIT ENDS MARCH 24)																																																																																					
7	8	9	10 BOARD OF EDUCATION MEETING	11 INTERIMS ISSUED	12	13 SAT-I ONLY																																																																																					
14 DAYLIGHT SAVING TIME BEGINS	15 TEXTBOOK REVIEW WEEK (THROUGH MARCH 22): C. BURR ARTZ LIBRARY	16 PLANETARIUM SHOWS: 6 AND 7 PM	17 ST. PATRICK'S DAY	18 PLANETARIUM SHOWS: 6 AND 7 PM	19	20 ELEMENTARY AND SECONDARY SCIENCE AND ENGINEERING FAIRS ELEMENTARY SOCIAL STUDIES FAIR AND STEM SHOWCASE FIRST DAY OF SPRING NAW-RUZ																																																																																					
21	22 WORLD WATER DAY PTA COUNCIL GENERAL MEETING: MONOCACY MIDDLE, 7 PM	23	24 SCHOOLDAY SAT FOR JUNIORS BOARD OF EDUCATION MEETING	25	26	27 PASSOVER (BEGINS AT SUNSET)																																																																																					
28	29 SCHOOLS CLOSED: SPRING BREAK	30 SCHOOLS CLOSED: SPRING BREAK	31 SCHOOLS CLOSED: SPRING BREAK		FEBRUARY 2021 <table border="1"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>	S	M	T	W	T	F	S		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28							APRIL 2021 <table border="1"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td></td></tr> </table>	S	M	T	W	T	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
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MARCH 1-31: AMERICAN RED CROSS MONTH IRISH AMERICAN HERITAGE MONTH MIDDLE LEVEL EDUCATION MONTH MUSIC IN OUR SCHOOLS MONTH NATIONAL NUTRITION MONTH®																																																																																											
MARCH 1-31: WOMEN'S HISTORY MONTH YOUTH ART MONTH MARCH 1-6: NATIONAL FOREIGN LANGUAGE WEEK MARCH 7-13: NATIONAL SCHOOL SOCIAL WORK WEEK MARCH 8-12: NATIONAL SCHOOL BREAKFAST WEEK																																																																																											
MARCH 20-MAY 31: GREAT AMERICAN CLEANUP MARCH 21-27: NATIONAL POISON PREVENTION WEEK																																																																																											

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APRIL 2021

Keep schools safe.
See something, say something:
www.safeschoolsmd.org

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
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<p>4</p> <p>EASTER DAY PASSOVER (ENDS AT SUNSET)</p>	<p>5</p> <p>SCHOOLS AND OFFICES CLOSED: SPRING BREAK</p>	<p>6</p>	<p>7</p>	<p>8</p> <p>CELEBRATION OF BUDDHA'S BIRTHDAY HOLOCAUST REMEMBRANCE DAY (BEGINS AT SUNSET)</p>	<p>9</p> <p>END OF TERM 3 HOLOCAUST REMEMBRANCE DAY (ENDS AT SUNSET)</p>	<p>10</p>
<p>11</p>	<p>12</p> <p>SCHOOLS CLOSED FOR STUDENTS: TEACHER WORK DAY TEXTBOOK REVIEW WEEK (THROUGH APRIL 19): C. BURR ARTZ LIBRARY</p>	<p>13</p> <p>TERM 4* BEGINS PLANETARIUM SHOWS: 6 AND 7 PM FIRST DAY OF RAMADAN</p>	<p>14</p> <p>BOARD OF EDUCATION MEETING</p>	<p>15</p> <p>PLANETARIUM SHOWS: 6 AND 7 PM</p>	<p>16</p>	<p>17</p> <p>ACT EXAM</p>
<p>18</p>	<p>19</p>	<p>20</p>	<p>21</p> <p>ADMINISTRATIVE PROFESSIONALS DAY</p>	<p>22</p> <p>REPORT CARDS ISSUED EARTH DAY</p>	<p>23</p>	<p>24</p>
<p>25</p>	<p>26</p> <p>FCPS UNIFIED TRACK AND FIELD MEET CHAT WITH THE SUPERINTENDENT: OAKDALE MIDDLE, 7 PM</p>	<p>27</p>	<p>28</p> <p>ALL-COUNTY DANCE FESTIVAL</p>	<p>29</p> <p>INTERNATIONAL DANCE DAY</p>	<p>30</p> <p>NATIONAL ARBOR DAY</p>	

APRIL 1-30: NATIONAL POETRY MONTH
SCHOOL LIBRARY MONTH
WORLD AUTISM MONTH
APRIL 5-9: NATIONAL LIBRARY WEEK
APRIL 12-16: WEEK OF THE YOUNG CHILD

APRIL 18-24: ADMINISTRATIVE PROFESSIONALS WEEK
NATIONAL COIN WEEK
NATIONAL STUDENT LEADERSHIP WEEK
APRIL 19-23: PUBLIC SCHOOL VOLUNTEER WEEK

*TERM 4 INTERIM, MID-TERM AND REPORT CARD DATES ARE SUBJECT TO CHANGE DUE TO SCHOOL-YEAR EMERGENCY-CLOSING NEEDS.

DATES ARE SUBJECT TO CHANGE.

MAY 2021

Get 60 minutes of daily physical activity:
www.shapeamerica.org

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<p>APRIL 2021</p> <p>S M T W T F S</p> <p>1 2 3</p> <p>4 5 6 7 8 9 10</p> <p>11 12 13 14 15 16 17</p> <p>18 19 20 21 22 23 24</p> <p>25 26 27 28 29 30</p>	<p>JUNE 2021</p> <p>S M T W T F S</p> <p>1 2 3 4 5</p> <p>6 7 8 9 10 11 12</p> <p>13 14 15 16 17 18 19</p> <p>20 21 22 23 24 25 26</p> <p>27 28 29 30</p>					<p>1</p> <p>ALL-COUNTY HIGH SCHOOL JAZZ FESTIVAL</p>
<p>2</p> <p>ORTHODOX EASTER</p>	<p>3</p> <p>ADVANCED PLACEMENT EXAMS</p>	<p>4</p> <p>ADVANCED PLACEMENT EXAMS NATIONAL TEACHER DAY PLANETARIUM STAR WARS: 6 AND 7 PM</p>	<p>5</p> <p>ADVANCED PLACEMENT EXAMS NATIONAL BIKE TO SCHOOL DAY ELEMENTARY HONORS CHORUS CONCERT</p>	<p>6</p> <p>ADVANCED PLACEMENT EXAMS FCPS CAREER SIGNING DAY</p>	<p>7</p> <p>ADVANCED PLACEMENT EXAMS SCHOOL LUNCH HERO DAY</p>	<p>8</p> <p>SAT AND SUBJECT TESTS</p>
<p>9</p> <p>MOTHER'S DAY</p>	<p>10</p> <p>ADVANCED PLACEMENT EXAMS TEXTBOOK REVIEW WEEK (THROUGH MAY 17): THURMONT PUBLIC LIBRARY</p>	<p>11</p> <p>ADVANCED PLACEMENT EXAMS</p>	<p>12</p> <p>ADVANCED PLACEMENT EXAMS NATIONAL SCHOOL NURSE DAY BOARD OF EDUCATION MEETING</p>	<p>13</p> <p>ADVANCED PLACEMENT EXAMS FCPS OUTDOOR TRACK AND FIELD MEET EID-AL-FITR</p>	<p>14</p> <p>ADVANCED PLACEMENT EXAMS MID-TERM* FCPS TENNIS TOURNAMENT</p>	<p>15</p> <p>FCPS TENNIS TOURNAMENT</p>
<p>16</p>	<p>17</p>	<p>18</p> <p>2-HOUR EARLY DISMISSAL FOR STUDENTS: SECONDARY ONLY TEACHER WORK SESSION</p> <p>GRADUATION: SUCCESS PROGRAM</p>	<p>19</p> <p>2-HOUR EARLY DISMISSAL FOR STUDENTS: ELEMENTARY AND ROCK CREEK ONLY TEACHER WORK SESSION</p>	<p>20</p>	<p>21</p> <p>GRADUATION: ROCK CREEK SCHOOL</p>	<p>22</p>
<p>23</p>	<p>24</p> <p>INTERIMS ISSUED* PTA COUNCIL GENERAL MEETING: MONOCACY MIDDLE, 6:30 PM</p>	<p>25</p>	<p>26</p> <p>BOARD OF EDUCATION MEETING</p>	<p>27</p>	<p>28</p>	<p>29</p>
<p>30</p>	<p>31</p> <p>SCHOOLS AND OFFICES CLOSED: MEMORIAL DAY</p>					

MAY 1-31: ASIAN PACIFIC AMERICAN HERITAGE MONTH
BETTER HEARING AND SPEECH MONTH
NATIONAL PHYSICAL FITNESS AND SPORTS MONTH
MAY 1-7: NATIONAL PHYSICAL EDUCATION AND SPORT WEEK
MAY 2-8: BE KIND TO ANIMALS WEEK

MAY 2-9: NATIONAL MUSIC WEEK
MAY 3-7: NATIONAL TEACHER APPRECIATION WEEK
MAY 10-14: MARYLAND PUPIL PERSONNEL WORKER WEEK

*TERM 4 INTERIM, MID-TERM AND REPORT CARD DATES ARE SUBJECT TO CHANGE DUE TO SCHOOL-YEAR EMERGENCY-CLOSING NEEDS.

DATES ARE SUBJECT TO CHANGE.

JUNE 2021

Slip, slap, slop! Protect your skin from the sun:
www.skincancer.org

SUNDAY							MONDAY							TUESDAY							WEDNESDAY							THURSDAY							FRIDAY							SATURDAY						
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20 FATHER'S DAY FIRST DAY OF SUMMER							21 LAST DAY OF SCHOOL FOR STUDENTS* 2-HOUR EARLY DISMISSAL FOR STUDENTS** TEACHER WORK SESSION END OF TERM 4*** REPORT CARDS ISSUED***							22 LAST DAY OF SCHOOL FOR TEACHERS*							23							24							25							26						
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*INCLUDES 5 DAYS FOR SNOW OR OTHER EMERGENCY CLOSINGS. IF NO SNOW DAYS ARE USED, THE LAST DAY FOR STUDENTS IS MONDAY, JUNE 14. IF SOME BUT NOT ALL DAYS ARE NEEDED, THE SCHOOL YEAR WILL BE SHORTENED BY THE NUMBER OF UNUSED DAYS TO PROVIDE 180 DAYS FOR STUDENTS; DATES ARE SUBJECT TO BOE REVISION.

**THE 2-HOUR EARLY DISMISSAL WILL TAKE PLACE ON THE LAST DAY OF SCHOOL FOR STUDENTS.

JUNE 1-30: CARIBBEAN-AMERICAN HERITAGE MONTH
 GREAT OUTDOORS MONTH
 LESBIAN, GAY, BISEXUAL AND TRANSGENDER PRIDE MONTH

***THE TERM 4 END DATE AND REPORT CARD DATES ARE SUBJECT TO CHANGE IF EMERGENCY-CLOSING DAYS ARE NEEDED.

JUNE-JULY: FIREWORKS SAFETY MONTHS

DATES ARE SUBJECT TO CHANGE.

JULY 2021

Prevent medication misuse:
Monitor, secure and dispose!
www.takebackmylife.org

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<p>JUNE 2021</p> <table border="1"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td></td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> <tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr> <tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr> <tr><td>27</td><td>28</td><td>29</td><td>30</td><td></td><td></td><td></td></tr> </table>	S	M	T	W	T	F	S		1	2	3	4	5		6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30				<p>AUGUST 2021</p> <table border="1"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td></td></tr> </table>	S	M	T	W	T	F	S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31							1	2	3
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JUNE-JULY: FIREWORKS SAFETY MONTHS

DATES ARE SUBJECT TO CHANGE.

AUGUST 2021

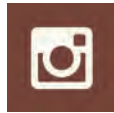
Family and community engagement matter!
Stay informed: www.fcps.org

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DATES ARE SUBJECT TO CHANGE.

FAMILY AND COMMUNITY: ENGAGED

Get Connected. Stay Engaged.



FCPS Maryland @FCPSMaryland FCPSmaryland youtube.com/user/FCPSMaryland

“Like” FCPS on Facebook, follow us on Twitter and Instagram, subscribe to our YouTube channel, watch us online or on Comcast TV Channel 18, visit fcps.org and add your mobile phone number and carrier to your FindOutFirst account for emergency-closing text messages. FCPS meets our community’s digital needs with communication that not only informs but engages. Talk with us about the latest systemwide news and information. Share the amazing things our students and staff accomplish. Learn about FCPS programs, events and job openings. FCPS posts news you can access – however you want it, whenever you need it. ★

**Follow the Superintendent’s blog:
superintendent.fcps.org**

Parent-Teacher Conferences

Parent-teacher conferences can be scheduled anytime by contacting the child’s school counselor or a school administrator. Elementary and middle schools provide conference dates to assist parents in scheduling specific times to talk to their children’s teachers about questions and concerns or to share insights. Check the calendar on page 6 for half-day schedule details:

October 21, 22 & 23, 2020

Schools will provide appointment information as conference time approaches. There are no formal high school conference dates. FCPS encourages parents to contact the teacher directly as soon as any question or concern arises. ★

FindOutFirst Email and Text

Get school news from the FCPS FindOutFirst service:

- Emergency closings
- Calendar updates
- School newsletters
- Board of Education action and much more.



Parent FindOutFirst accounts are created from the email address parents enter in the online Student Information Form at www.fcps.org/forms. This ensures delivery of the correct school and grade-level news. Log in at www.fcps.org/fof to add your mobile phone number, carrier and verification code to get emergency-closing text messages and to update your subscriptions for 2020-21. ★

IMPORTANT:

Make sure your Student Information Form has your email address!

FindOutFirst email delivers most routine FCPS news before other media, but email is not fastest in an emergency. FCPS also uses FOF to send phone texts and to post emergency notices at www.fcps.org and via Facebook at FCPSMaryland and Twitter @FCPSMaryland. The FCPS social media posts from FOF are often the fastest way to get school closing information. ★

Senior Citizens/FCPS Retirees

FCPS retirees and guests age 60 or older are entitled to free admission, on a space-available basis, to FCPS-sponsored events such as concerts, plays and athletic events. *High school graduations and state-sponsored athletic playoffs are not included.* ★

Interpreting Services

FCPS strives to provide **English language interpreting** services to translate information from or to a foreign language for school-related meetings, with 10 business days’ notice. To request an English language interpreter, contact the child’s school.

Sign language interpreting services are provided upon request, in accordance with the Americans with Disabilities Act, for all school-related events and functions of groups in partnership with FCPS. Any FCPS student, staff, family member or community stakeholder may request a sign language interpreter through the school hosting the event. Staff asks for 10 business days’ notice to guarantee service. ★

Gifts for Education



The Gifts for Education program provides an opportunity for charitable givers to help extend Frederick County Public Schools’ reach beyond normal budgetary limits.

Through contributions to the Gifts for Education fund, at The Community Foundation of Frederick County, FCPS offers grants to schools to extend and enrich the curriculum. Grants awarded have provided many student-enrichment activities not funded through regular school system budgets, such as innovative lab experiences, participation in a stock market game and creating a student art gallery. For a complete list of funds, visit www.FrederickCountyGives.org.

Gifts to any fund are fully tax deductible as permitted by law. For more information, contact the Community Foundation, 301-695-7660, or visit www.FrederickCountyGives.org. ★

Play an Active Role

Family and community engagement pay huge dividends in a child's education. Every school day, FCPS parents support learning, knowing it takes strong teamwork among teachers, families, community partners and schools to provide the education all children deserve.

Help children succeed:

- ✓ Expect students to do their best in school
- ✓ Ask what they learned in class
- ✓ Encourage a growth mindset
- ✓ Provide space, time and materials for homework
- ✓ Ensure nutritious meals, physical activity and rest
- ✓ Read and talk with children about books
- ✓ Limit television viewing and other passive activities
- ✓ Champion trustworthiness, respect, responsibility, fairness, caring and citizenship
- ✓ Keep informed and learn about the issues that affect education through conferences, notes, phone calls, newsletters, FCPS TV and www.fcps.org, which has links to FindOutFirst email, Facebook, Twitter, YouTube and Instagram.

Parents, to get more involved:

- ✓ Come to school events
- ✓ Chaperone field trips
- ✓ Speak on career days
- ✓ Assist in classrooms
- ✓ Offer to help from home
- ✓ Volunteer time on a school's Improvement Planning Team or PTA
- ✓ Serve on a BOE, FCPS or PTA advisory committee
- ✓ Ask teachers how you can assist
- ✓ Stay in contact with your child's teacher(s).

Business and community:

Business and community partners play a special role in FCPS by enriching students' education and experience. Partnerships generally fall into one or more of four categories:

1. Volunteering time and expertise as an in-school/classroom volunteer, guest speaker, competition judge, mentor or internship provider
2. Donating goods and services such as student-incentive coupons and certificates, books, surplus supplies, equipment, instruments and workplace tours
3. Providing financial resources directly to schools, via sponsorship, scholarship opportunities to students and staff, and donating to any of several FCPS funds through the Community Foundation of Frederick County
4. Advocating for education by joining advisory councils, serving on school improvement teams, speaking at public hearings and writing to newspapers and public officials.

For more information, contact the FCPS Public Affairs Department.

Visit and Volunteer

Schools welcome visitors who want to learn more about our programs, meet staff and tour the facilities. When planning to visit a school, please arrange meetings and classroom visits in advance to be sure the time is appropriate. Upon arriving, use the main entrance buzzer system to state your name. Immediately register at the school office. Visitors are asked to present identification and must wear an FCPS-issued badge while on school property. For more about visiting schools, please see page 43.

We encourage family members and other citizens to lend a helping hand or share their expertise with students through our volunteer program or by serving on school system committees. Most schools have a Parent Teacher Association (PTA), which offers an excellent avenue for becoming involved in school life. ★

Visiting may be prohibited during some stages of the COVID-19 pandemic.



ADMISSION AND ATTENDANCE AREAS

Enrolling a Student

FCPS provides free public education to eligible Frederick County students ages 4 to 21. Students are assigned to schools based on the location of their homes.

To register a student, call and schedule an appointment with the office of the school your child will attend or visit www.fcps.org for instructions about enrolling online. If you are unsure which schools serve your neighborhood, call the FCPS Student Services Department or visit www.fcps.org.

FCPS may obtain discipline and expulsion records when a student transfers from another school system. The Superintendent may deny admission to a student who is currently expelled from another school system, for a period of time equal to the expulsion.

(Note: Maryland law requires that children ages 5 to 18 attend a school program.) ★

Pre-Kindergarten

FCPS offers pre-kindergarten programs to all students eligible for free or reduced-price meals. Most are half-day classes, but some schools offer full-day pre-k, as noted in the directory on pages 52-53.

To enter the pre-kindergarten program this school year, a child must observe the 4th birthday on or before September 1, 2020. Students are selected first on eligibility for free or reduced-price meals. Additional factors that increase a child's need for support in school may then be considered. Some schools offer specialized pre-kindergarten programs for 3- and 4-year-old children. Applications are online and available at all elementary schools, and registration typically begins in March. Enrollment is limited. See Regulation 400-91 online. ★



Kindergarten

All FCPS kindergarten programs are full day, most starting at 9 a.m. and dismissing around 3:30 p.m.

To enter kindergarten this school year, a child must observe the 5th birthday on or before September 1, 2020. Whenever possible, parents are encouraged to register their children well in advance of the first day of school so that schools and teachers are prepared to accommodate enrollment. Kindergarten registration typically begins at all elementary schools and online in March.

Parents who do not wish to enroll a 5-year-old in a kindergarten or other approved program may request a 1-year waiver. At the end of the waiver year, the student will enter kindergarten rather than 1st grade. For more information, contact the Early Childhood Education Office. ★

Bilingual or English-Learning Students

To enroll an international or bilingual student not yet able to speak standard English or a student with international or foreign transcripts that FCPS needs to evaluate for high school credits, please make an appointment with the FCPS International Office. For grades kindergarten and 1-8, call 240-236-8761 (Spanish: 240-236-8762). For grades 9-12, call 240-236-7041. Students whose primary language is not English will need to take a placement test to determine their level of English proficiency. See more about English Learning (EL) on page 31. For details, visit www.fcps.org/student-services/enrolling-a-student. ★



Health Records

Health records help school staff support student needs. The following are required to enroll a student for the first time:

- Verification of all state-required immunizations, recorded on Department of Health and Mental Hygiene (DHMH) form 896.
- Documentation of a recent physical exam, recorded on the Maryland Schools Record of Physical Examination form.
- Pre-k and kindergarten enrollment also require a Maryland DHMH Blood Lead Testing Certificate if the child lives or has ever lived in an area that the Maryland Targeting Plan for Childhood Lead Poisoning has designated "at risk" (see the zip code list on the back of the form).

Lack of these records may cause delayed enrollment or exclusion from school. (See Policy 420 and Regulation 400-64 online.)

School offices have all required health forms and can provide further information. Forms are also at www.fcps.org/forms. For assistance in getting immunizations or a physical exam, contact the school health room staff or FCPS health specialist.

FCPS encourages medical and dental exams for students entering middle school to help identify health concerns that may affect educational performance. ★



Interscholastic and Unified Sports

To participate in any try-out, practice or contest of a school team, FCPS requires that a student be examined and certified as physically fit. The examination shall be performed by a licensed physician, certified physician assistant under the supervision of a licensed physician, or a certified nurse practitioner. To participate in interscholastic or corollary/unified sports activities, students must have the annual physical examination between April 1 and the first day of practice (August 12 for fall sports, November 14 for winter sports and March 1 for spring sports). Physical examinations cover one school year only. ★

Insurance

FCPS does not have insurance coverage for students' personal property. Students are responsible for their personal property on the bus, in school and during school activities.

Limited student accident insurance may be purchased through a company approved to offer it through Maryland schools. A football accident policy is also available. Visit www.StudentInsurance-KK.com. Before purchasing this insurance, you may wish to consult with your insurance agent to see if policies you already hold provide adequate coverage.

Note that FCPS does not endorse these programs and does not handle claims or associated problems.

The Frederick County Health Department's Health Care Connection assists with health insurance needs through resources such as the Maryland Children's Health Program for children up to age 19 and pregnant women of any age from low to average income families. Call 301-600-8888. ★



TRANSPORTATION

Bus Riders and Walkers

Parents are responsible for the transportation of students whose most practical, direct walking route to school is: 1¼ miles or less for grades pre-k through 5 (except at primary schools) and 1¾ miles or less for grades 6-12. For school bus riders, walking distance to the bus stop is no more than ½ mile. The Superintendent has authority to create regulations to allow exceptions in order to avoid unsafe walking conditions for students. Parents of students enrolled in a school outside the attendance area (out of district) are responsible for transportation. See Policy 441 for details: www.fcps.org/policies. ★

Bus Riders

Students may ride only the school bus to which they are assigned. Inviting friends home via the school bus makes it difficult for schools and bus drivers to account for students and can cause bus capacity problems. In an **emergency situation only**, school principals may approve a parental request allowing a child to ride another bus. Bus drivers can honor the request only if they receive a parent note that is also signed/approved by the school administration. Transportation to jobs, social meetings, non-school sporting events or practice remains a parental responsibility.

Parents and guardians are, of course, welcome to transport their children to and from school.

At the end of the school day, should it be necessary for a bus driver to return a student to school for any reason, it is the school's responsibility to notify the parent or guardian.

FCPS is not responsible for personal items left on the school bus.

If you are unsure which bus your child should ride or of the bus stop location, call your child's school or the FCPS Transportation Department or visit www.fcps.org. ★

Face coverings may be required during the COVID-19 pandemic. Check www.fcps.org/update.

Concerns and questions

To resolve a transportation concern or question: 301-644-5389 or Transportation@fcps.org. ★

At the Bus Stop

Parents are responsible for the safety and conduct of their children from the time the children leave home until they board the school bus or enter school property, and after they leave the bus or exit school property at the end of the day. However, students may be disciplined for misconduct at the bus stop if such conduct jeopardizes the safety of students or causes disruption to school operations (Policy 441).

- Students should be at the designated bus stop at least five minutes before the bus is scheduled to arrive.
- Students should act in a safe manner and stand well back from the roadway until the bus has come to a complete stop. Only then should they move toward the bus.
- While at the bus stop, students are expected to show respect for the property of citizens who live nearby. Rough play, shoving and pushing are not acceptable. Parents are legally responsible for their children at the bus stop and are also liable for any damage they cause.
- Students should get off the school bus only at their designated stops.
- When crossing the roadway to enter or exit a bus, students should walk approximately 10 feet in front of the bus and never behind it and cross only after the driver signals that all is clear.
- Once buses start moving during school dismissal, students are not to chase or attempt to board a bus.
- Students who miss the bus will need to find other transportation. ★

On the Bus

School bus safety is a shared responsibility that depends upon the cooperation of students, parents, drivers and school officials. Bus transportation is an extension of the school day. FCPS will not tolerate students preventing drivers from doing their jobs or preventing other students from having safe transportation. Video cameras on buses record images and sound, enabling FCPS to document behavior that infringes on others; these cameras and recordings are kept secure by authorized FCPS personnel.

Safety Is Priority – Students Must Obey the Rules:

- Follow the driver's directions the first time they are given.
- Stay in your seat at all times.
- Keep hands, arms, feet, legs and property inside the bus and to yourself, and keep your voice low.
- No eating, smoking, drinking or vulgar language.
- Do not block the aisles or exits.
- Only those large items that can be held safely on your lap, placed on the window side of the seat beside you or placed on the floor between your feet may be brought onto the bus. Items that are sharp-edged, glass or subject to spillage are not allowed. Animals, skateboards and scooters are not permitted.
- Students may use personal electronic devices on buses, in accordance with FCPS Regulations 400-8 and 400-18.

Consequences:

- The driver will first give a verbal warning, using the student's name and the action for which the student is being warned.
- The driver then has the right to select and implement, in any order, one or more of the following actions: communication to parents, probation period and/or special seat assignment. Drivers are encouraged and have the authority to assign seats to students.
- A severe incident may call for a bus driver to refer the matter to the principal without taking the above steps.
- Suspension of school bus privileges.

For more information, please see Policy 441 and Regulation 200-14: www.fcps.org/policies. ★

Transportation to Activities

Schools are required to use FCPS vehicles to transport students from school to school, from school to extracurricular activities and on field trips. With written permission from parents, principals may allow students to travel in vehicles driven by FCPS employees or authorized parents or, in the case of high school students, to drive themselves. Students may not travel to school-sponsored activities in vehicles driven by other students. ★

SCHOOL MEALS

All Frederick County public schools offer nutritious breakfast, lunch and à la carte items approved by the U.S. Department of Agriculture. Students may also bring lunch from home. To find out what's on the menu, visit www.fcps.org/meals and click "Menus."

Prepaying for meals is timesaving and easy. Pay directly by credit card, debit card or checking account to your school cafeteria via www.myschoolbucks.com, your online portal to track purchases and get convenient low-balance email alerts so you can add money before it runs out. You can also send cash or a check payable to the school cafeteria (ex. Hillcrest Elementary Cafeteria) with your child to the teacher, front office or cafeteria staff; the cash or check will be added to the student's account. There is no additional fee when sending cash or a check.

Full-price meals

Breakfast:	\$1.60 elementary
	\$1.85 middle/high
Lunch:	\$2.65 elementary
	\$2.90 middle/high
Milk:	60 cents

Free and reduced-price meals are available to families with limited ability to pay. Eligibility is based on family size and income guidelines developed annually by the U. S. Department of Agriculture. Meal Benefit Applications are online at www.fcps.org/meals and also distributed to students in September. Families who wish to be considered should promptly return the form. Only one application per family is required and should include all students even if they go to different schools. A new Meal Benefit Application is required every year. An application can be completed anytime during the school year. FCPS Food and Nutrition Services will notify families of their eligibility status. ★

Food Allergies, Sensitivities and Special Needs

Nutrition facts and allergen information are online at www.fcps.org/meals. If your child has a food allergy or sensitivity, please ask your child's healthcare provider to complete the Food Allergy and Sensitivity Form available at www.fcps.org/forms. Return it to the school health room. ★



When Schools Are Closed

FCPS will serve free, hot lunches from 11 a.m.-1 p.m., starting the 3rd consecutive day of school closure due to inclement weather, if buildings are accessible to FCPS staff. Participants must be 18 or younger; they do not have to be FCPS students. Sites are Ballenger Creek Elementary, Hillcrest Elementary, Monocacy Middle, Walkersville Middle and Waverley Elementary.

FCPS also serves breakfast and lunch at no cost during the summer to children 18 years and younger. Summer sites vary. See locations and hours of operation at www.fcps.org/meals.

For more information visit www.fcps.org/meals or contact the FCPS Food and Nutrition Services Department.

FCPS is an equal opportunity provider. ★

GENERAL EDUCATION PROGRAMS



Elementary School

Elementary schools typically encompass grades kindergarten through 5, generally serving students ages 5 to 10. All offer full-day kindergarten. Some elementary schools offer pre-kindergarten programs (see pages 22 & 52-53). In a few areas, elementary schools accommodate grades 3–5, while nearby primary schools serve pre-k through grade 2. The classroom teacher is responsible for most student instruction including mathematics, English language arts, social studies and science. Other faculty who specialize in teaching art, English learners, health, library media services, music, physical education and special education also support the educational program. Social emotional learning is an important part of the general education program and is led by school counselors and teachers. ★



Middle School

Middle schools include grades 6, 7 and 8 and are designed to provide a nurturing yet rigorous academic environment for all students between the ages of 10 and 14. This generation of middle school students will live and work in an increasingly interdependent, global society. To do so successfully, students will need to be culturally competent; critical, creative thinkers; and skilled problem solvers. With this in mind, FCPS has developed a middle school program of studies designed to promote:

- Academic Excellence — challenging all students with robust curriculum, instruction, assessment and supports needed to meet rigorous achievement standards
- Cultural and Developmental Responsiveness — creating learning communities of adults and students in which stable, close and mutually respectful relationships support the intellectual, ethical and social growth of all students
- College and Career Readiness — providing a variety of experiences encouraging students to begin to look to their future to explore career options, including Science, Technology, Engineering and Mathematics (STEM) jobs, and preparation necessary to produce high-quality work and achieve success in the world of college and work.

In addition to the core subjects of language arts, mathematics, science, and social studies, middle school provides students with a variety of fine and practical arts courses as well as the opportunity to study a world language. The program also includes:

- Academic supports for students not meeting grade-level standards in reading and mathematics
- Extension activities for students who demonstrate the need for further challenge
- Multiple learning and teaching approaches to meet the needs of all learners
- Access to guidance and support services that promote health and wellness.

Without question, the time period between 10 and 14 years of age is one of incredible growth and change. In supporting children through this important developmental stage, the partnership between home and school cannot be understated.

If you have questions, please visit the Middle School page at www.fcps.org and/or contact your child's principal. ★

High School

Students in grades 9 to 12 attend one of 10 comprehensive high schools. (Academy programs are listed on page 30.) Students are required to earn 25 credits to graduate (see page 36 for details).

The mission of the public high school is to challenge and help students grow intellectually, personally and socially. Graduates should be able and willing to take the appropriate first steps into a chosen field of work or study, to act responsibly as citizens and to enjoy a productive life.

In addition to a wide range of courses available at the local high school, students may attend classes at the FCPS Career and Technology Center and through the Frederick County Virtual School, participate in work-study programs, internships and apprenticeships, and enjoy a variety of extra-curricular activities. Qualified students may also enroll at local educational institutions, such as Frederick Community College. Counselors meet with high school students and incoming freshmen at least once a year to evaluate and plan course schedules. ★



Career and Technology Center (CTC)

The CTC is a specialized FCPS high school offering 27 career preparatory programs, most open to students in grades 10-12 who have demonstrated good attendance and met other requirements. Programs include:

- Academy of Health Professions/Medical Assisting
- Academy of Health Professions/Nurse Assisting
- Advanced Floral Design
- Advanced Web Design and Animation
- Agribusiness
- Architectural Computer-Aided Design (CAD)
- Automotive Technology
- Baking and Pastry Arts
- Biomedical Science
- Carpentry
- CISCO Networking Academy
- Collision Repair
- Computer Technician/Analyst
- Cosmetology
- Culinary Arts
- Digital Design and Printing Methods
- Electricity
- Engineering Computer-Aided Design (CAD)
- Environmental Landscape Design and Management
- Heating, Ventilation, Air Conditioning and Refrigeration, and Plumbing
- Homeland Security/Criminal Justice
- LINUX
- Physical Therapy
- Security +
- Teacher Academy of Maryland
- TV/Multimedia Production
- Welding: Agricultural and Commercial Metals Technology

Most require two years, and many prepare students for national and state certification and offer college credits. Visit <https://education.fcps.org/ctc> for details. To apply, contact the high school counselor. ★

Career and Technology Education

Career and Technology Education (CTE) gives students a head start on college and careers in high-skill, high-wage and high-demand occupations. Students completing both the academic requirements and a CTE program of study have the advantage of graduating from high school prepared for college and the workplace. CTE students are able to earn college credits and industry certifications to give them an extra advantage after earning their diplomas. ★

Frederick County Virtual School (FCVS)

The FCPS FCVS provides virtual learning courses as an alternative means of education. The courses are aligned to FCPS essential curricula and represent a variety of options, including honors and Advanced Placement courses. The FCVS uses a blended-learning model in which periodic face-to-face sessions are required with online courses.

All instructors are highly qualified FCPS teachers with special training in working with students in a virtual setting. A registration fee is charged based on a sliding scale for school meal status. Students interact with an online community of teachers and students as they respond to discussion-board posts, complete assignments and take exams within established timelines. Hands-on courses involve laboratory time to conduct experiments and build projects. School counselors can provide more information.

Visit <https://education.fcps.org/fcvs> to download an enrollment form and view the Face-to-Face Master Schedule, registration fee charges, lists of potential course offerings and descriptions of these high school programs:

- Flexible Evening High School (FEHS)
- Partially Online Summer Session (POSS)
- Site-Based Summer Session (SBSS)
- Traditional Summer School (TRAD)
- Virtual After School (VAS)
- Virtual During School (VDS)
- Virtual In School (VIS)
- Virtual Outside of School (VOS) ★

Work-Based Learning

The Work-Based Learning Coordinator in each high school supervises these programs:

Apprenticeships – FCPS offers the Maryland Youth Apprenticeship “Earn and Learn” Program. Participating students work during the summer after the junior year and during the senior year in a state-approved industry. They work with a mentor to learn valuable skills and earn industry credentials and high school credit.

Internships provide opportunities for seniors to work with a mentor to gain valuable experience in the student’s career pathway. The student earns high school credit but is typically not paid. Many internships are highly competitive, so students should notify their school’s Work-Based Learning Coordinator in the fall of their junior year to express interest.

Work Study provides a smooth transition into the world of work. Students participate in two high school *Career, Research and Development* courses to build valuable skills while holding a job in the community. They are able to earn high school credit, and the employer pays them. Eligible 12th grade students may spend a half day in classes and a half day on the job. ★



SPECIAL EDUCATION PROGRAMS

Special Education

The Special Education Program serves the instructional needs of eligible students with educational disabilities that affect their educational performance from age 3 through the school year in which the student reaches age 21. Priorities are to identify students with disabilities, provide proper evaluation and, with parents, make decisions regarding appropriate instruction through an Individualized Education Program (IEP) team process.

Students receive services in the least restrictive environment. A small percentage of students with disabilities are educated in special day settings, and a very small number require private placement outside the public school system. Extended School Year services are available for eligible students as determined by the school IEP team.

Every Frederick County public school has an IEP team that determines a student's eligibility for special education and related services. In addition, the team follows the process of developing IEPs for eligible students, determining services required to implement IEPs, and makes recommendations for the students' programs and placements. Parents are invited and encouraged to participate in IEP team meetings. A separate county-level IEP team reviews cases that are referred by local schools whose existing staff and resources cannot meet students' needs.

For more information, contact one of the Special Education supervisors and/or please visit www.fcps.org. ★

Rock Creek

Rock Creek is a special education day-program that serves diverse functional academic, medical and behavioral needs, as appropriate, for students ages 3-21 who have significant cognitive disabilities and are working on a Maryland High School Certificate of Completion. While there is an emphasis on functional academics, instruction is also based on the Maryland College and Career-Ready Standards. Communication, decision-making, interpersonal, career/vocational, recreational/leisure and community-based skills as well as other IEP needs are addressed, as appropriate. Related services may include adapted art, music and physical education, assistive technology, occupational and physical therapy, and hearing, vision and speech/language services.



Rock Creek works closely with the Arc of Frederick County, the Frederick County Developmental Center, and the Division of Rehabilitative Services and Developmental Disabilities Administration to coordinate services for students and their families. The results of a feasibility study determined that a new facility will be built for the Rock Creek program. The new building is scheduled to open in summer 2021. For more information, see www.fcps.org. ★

Challenges Program

The Challenges Program provides integrated support to students with autism and/or severe communication disorders in a small, structured classroom with opportunities for inclusion with non-disabled peers, as appropriate. Students learn functional academic and life skills and receive instruction in modified Common Core Standards. Students are provided with a variety of communication methods as they develop verbal speech and/or a functional communication system. After 3rd grade, most pursue a High School Certificate of Completion. Graduation status is reviewed annually. ★

Child Find Services

Child Find is the process for screening, evaluating and identifying all children from birth through age 21 who are suspected of having an educational disability. Parents who suspect their child may have an educational disability should speak with staff at the child's school. If a child is 2 years, 9 months or older and not enrolled in FCPS, parents should contact the Child Find Office at 301-644-5292 for preschoolers and 301-644-5003 for school-age students. The Frederick County Infants and Toddlers Program, 301-600-1612, has information regarding the Child Find process for children younger than 2 years, 9 months. ★

Infants and Toddlers Program

This interagency program provides early-intervention services for children ages birth to three with developmental delays and disabilities. There is an option to extend services until the beginning of the school year following the child's 4th birthday. Services are provided during naturally occurring daily routines. Services address each family's unique priorities for their child in areas such as social relationships; using knowledge and skills (reasoning, problem solving, early literacy and math skills); and taking action to meet needs (feeding, dressing, self-care and following health and safety rules).

Early-intervention experts assist families in knowing their rights to services, communicate with people who work with the child and family, and help the child develop and learn. Services are provided at no cost. The Frederick County Health Department is the lead agency, working with FCPS, the Frederick County Department of Social Services and Maryland School for the Deaf. For information, call the Frederick County Developmental Center, 301-600-1612. ★

Learning for Life

Learning for Life provides integrated support to students with a variety of developmental and cognitive disabilities in a small, structured classroom with opportunities for inclusion with non-disabled peers, as appropriate. Students learn functional academic and life skills and receive instruction in modified Common Core Standards. After 3rd grade, students pursue a High School Certificate of Completion. Graduation status is reviewed annually. ★

Partners for Success/ Family Support Services

Partners for Success is a resource center for families and schools. During the school year it serves families and educators of children with disabilities ages 3-21. The center seeks to increase parental involvement in the special education decision making process, provide information and resources about disabilities and community services, and increase collaborative relationships through workshops and training. For more information, visit www.fcps.org under "Academics." FCPS sends FindOutFirst emails about workshops and fun family events to subscribers who select Special Education news as an area of interest. ★

Pyramid Program

The Pyramid Program provides integrated support to students with significant social and emotional needs. Intensive special education and therapeutic services are provided in a small, structured setting within a general education school. Students have opportunities for inclusion in general education classes with non-disabled peers, as appropriate, and most are pursuing a high school diploma. ★

IMPORTANT:

See page 43 regarding retention of special education records.

Responsive Interventions for Student Excellence (RISE)

The RISE Program at Frederick County is a collaborative effort between the Sheppard Pratt Health System (SPHS) and FCPS designed to assist students with autism spectrum disorders, emotional disabilities or other appropriate disabilities. Based at Hillcrest Elementary, the program serves up to 10 students in grades 1-5 expected to earn a high school diploma. The Frederick County curriculum is the basis for instruction. SPHS provides support services while FCPS provides classroom space, materials and access to general and special education resources. ★

Special Education Citizens Advisory Committee (SECAC)

The Frederick County SECAC represents the interests of students with disabilities. SECAC works in collaboration with students, families, staff and the community to advise the FCPS Special Education Department and Board of Education. Meetings are open to the public. New members are solicited each year. For more information, contact the Special Education Compliance and Student Support Director. ★

Special Education Pre-Kindergarten

Based upon children's needs, students ages 3-5 may require support through an inclusive special education pre-k classroom. Inclusive pre-k classes educate all students using academic standards while implementing Individualized Education Programs (IEPs) for eligible children who have been identified with a disability. Participation in this program provides opportunities for all students to strengthen their social and academic skills through an inclusive preschool setting. ★

SUCCESS Program

The SUCCESS Program is a transition-education program for students ages 18-21 who have an IEP and are pursuing a Maryland High School Certificate of Completion. Students considered for the program have completed at least 4 years in a comprehensive high school, have had work experience and exhibit potential for competitive employment. The program focuses on developing functional academics and skills for independent living and offers students a range of employment opportunities. ★

ADDITIONAL EDUCATION PROGRAMS

Academic Intervention

In addition to current grade-level instruction, FCPS offers intervention programs that address student skill gaps to promote academic success. The goal is to provide short-term targeted instruction to help students meet grade-level standards as quickly as possible. ★

Accelerating Achievement and Equity (AAE)

All students deserve an education that prepares them for lifelong learning and success. Educational equity means valuing unique identifiers of every student such as ability (cognitive, social emotional and physical), age, ethnicity, family structure, gender, gender expression, gender identity, language, nationality, national origin, race, religion, sexual orientation, and socioeconomic; students have access to the resources and educational rigor they need at the right moment; and appropriate academic, social and economic supports are in place so that personal and social identifiers are not barriers or obstacles to accessing educational opportunities. A primary goal of the AAE Department is to promote student achievement and equity through culturally responsive curriculum, classroom practices and resources that best meet the needs of a diverse student population. An accelerated and equitable learning environment enables students to become empowered learners and to understand and appreciate our community's diverse cultures. It prepares students to live, learn and participate productively in our increasingly diverse society. Being culturally aware is a continuous, integrated, multi-ethnic, multi-disciplinary process necessary for all students to become college and career ready. ★

Advanced Academics

FCPS is committed to addressing the individual needs of all students, including those who are academically advanced or who are identified as gifted and talented. Universal screening of students for advanced and gifted and talented services occurs during grade 2. A multi-faceted, ongoing identification process – which includes measures of ability, performance and potential – ensures that the needs of advanced learners are considered throughout a student's schooling.

Character Counts!

Character Counts! is a character-education and ethical decision-making program incorporated into the FCPS curriculum at all grade levels. It promotes six “pillars of character” – caring, citizenship, fairness, respect, responsibility and trustworthiness – to reinforce a safe and positive school environment conducive to teaching and learning. Students and their families are expected to model good character when attending or participating in extra-curricular activities and community events. ★

Charter Schools

A charter school functions as a semi-independent public school, with its own governance and instructional design. However, education achievement is measured against the same performance standards used by the local and state boards of education. Staff members are FCPS employees, and the school's management reports to the Superintendent. For more information, read the Board of Education of Frederick County Public Charter Schools Policy 440 online at www.fcps.org/policies or get a copy by calling the FCPS Legal Services Division.

FCPS opened Maryland's first public charter school in September 2002. To learn more about FCPS charter schools, please use the directory listings on page 53. ★

Dual Enrollment

FCPS works with Frederick Community College on dual-enrollment programs that offer reduced tuition. Information about dual enrollment is online at www.frederick.edu/de. Students can also see a school counselor for a Dual Enrollment Application Form. High school counselors have details. ★

Earth and Space Science Laboratory/Ausheran Planetarium

The Earth and Space Science Laboratory/Ausheran Planetarium (ESSL) is next to Lincoln Elementary. Grades 1–5 and students in certain middle and high school courses visit the lab to experience unique, innovative programs that extend learning, encouraging students to think, question, wonder and dream. Planetarium programs are open to the public; see calendar pages and www.fcps.org/special-programs for details. ★

High School Academies and Signature Programs

The following are available to students countywide at the high schools listed. Out-of-district students must provide their own transportation, and enrollment may be limited. For more information, contact the school counseling office.

Academies

Academy for the Fine Arts: Governor Thomas Johnson

Navy Junior ROTC (NJROTC) Academy:
Governor Thomas Johnson

Project Lead the Way – Biomedical Sciences:
Career and Technology Center and Tuscarora

Teacher Academy of Maryland:
Career and Technology Center

Signature Programs

International Baccalaureate Academy (IB): Urbana

Leadership Program: Oakdale

Pre-Engineering Program: Oakdale

Project Lead the Way – Pre-Engineering Academy:
Linganore (Civil), Tuscarora (Computer Integrated Manufacturing) and Walkersville (Aeronautical) ★

Judy Center

Through a combination of high-quality educational experiences and comprehensive family services, the Judy Center prepares the youngest children for academic success in school. Families living in the Lincoln and Waverley school districts with a child from birth to 5 years old are eligible for services. For more information, contact the Judy Center staff in either of the two schools. See page 54. ★

Students with outstanding capabilities and/or specific academic aptitudes participate in accelerated and extended-learning opportunities at elementary, middle and/or high school levels. Advanced-level offerings are designed to increase essential curricular depth and complexity. Beginning at grades K-2, lessons to identify and develop specific abilities at the primary grades are delivered to all students through the Primary Talent Development (PTD) Program. All elementary schools have access to resources that extend student learning at any grade. When needed, teachers consult with the Office of Advanced Academics for suggested extension activities in language arts and math. Highly advanced elementary students may apply for placement in the FCPS Elementary Magnet Program which serves academically advanced students in grades 3-5 and is housed at three regional location: New Market, North Frederick and Urbana Elementary.

Advanced Academics services extend to the secondary level. Every middle school offers individual, small-group, whole-class, and schoolwide enrichment activities through its advanced academics specialist. Middle schools may assign students with high academic abilities in language arts, math, science or social studies to the FCPS Highly Able Learner (HAL) Program. The HAL Program uses a cluster group model within the classroom to provide academic challenge at a rapid pace for advanced and gifted students. The HAL Program addresses students' domain-specific strengths by striving to meet advanced academic needs in specific subject areas. Schools determine placement when students transition from elementary school or enroll in middle school. The HAL Program is available to identified 6th, 7th and 8th grade students. Further, upon entrance to grade 9, students are reviewed for placement in honors-level coursework, available in every high school. Additional advanced-level options include Advanced Placement courses, Dual Enrollment, independent study and internships; Urbana High offers International Baccalaureate courses. ★

Articulated Credit

Through agreements with various post-secondary institutions, the FCPS Articulated Credit program is an opportunity for students to earn college credit for certain high school classes in which they achieve a grade of "B" or better. See the High School Planning Guide for a list of qualifying courses. ★

English Learning

The primary goal of the English Learning program is advancing the academic language development and academic achievement of its English Learners (ELs). Educating this student population is a collaborative effort among all FCPS staff members. EL educators use the World Class Instruction, Design and Assessment (WIDA) English Language Development (ELD) Standards to help students learn English as quickly as possible. The standards represent the social, instructional and academic language that students need to engage with peers, educators and the curriculum in schools.

The EL Office in the FCPS Accelerating Achievement and Equity Department recognizes the importance of parent involvement and provides interpreters for parent conferences and translations as necessary. ★

Health Education

The health curriculum provides factual, sequential, age-appropriate information to assist students in gaining knowledge and skills that will lead to lifelong healthy attitudes and behaviors. It includes family life and human development, HIV, AIDS and substance-abuse prevention, mental health, nutrition, fitness/exercise and wellness/safety concepts, all with an emphasis on teaching skills.

Family life program topics include physical and emotional maturation, reproduction, physical and sexual abuse, sexually transmitted diseases and information on pregnancy prevention with emphasis on abstinence.

A Family Life Advisory Committee, composed of parents and health education professionals, reviews curricular and instructional materials related to family life, HIV and AIDS education. Parental permission is required before a student may access the family life lessons.

Substance-Abuse Prevention education is provided to students from kindergarten through 12th grade. ★

Heather Ridge School

Heather Ridge School provides an alternative educational program for middle and high school students in grades 6-12 who require a highly structured setting. Heather Ridge emphasizes problem solving, behavior management, social skills development and counseling to equip students for academic success. The setting provides students access to the FCPS curriculum and allows them to complete the courses necessary for graduation and post-secondary careers. ★

Linking Youth to New eXperiences (LYNX)

At Frederick High, with supportive business and community partnerships, LYNX is an innovative approach to high school education offering highly individualized Student Success Plans that provide flexibility in meeting academic goals. See www.fcps.org/lynx. ★

Online Resources

School library media specialists provide students with credentials for home access to resources that have focused, reliable, age-appropriate and up-to-date information. Access to these resources and the Public Access Catalog (PAC) is provided on every school's library media center webpage.

Look for Library Media Services at www.fcps.org, where you'll find links to: Britannica, SIRS, Student Resources in Context, Science Reference Center and more. Click on the icon to search for resources in your school's library media center. ★

Outdoor School

Outdoor School is a part of the FCPS grades 5 and 6 science curriculum. At each of these grade levels, students participate in a 2-day, out-of-school study at points of interest in Frederick County and other regional areas. Earth systems and geology are the focus for grade 5, with ecosystems and their interdependence the focus for grade 6. Both programs incorporate science, technology, engineering and math (STEM) activities. For more information, call the Outdoor School teacher specialist. See page 54. ★

Summer Sessions

Middle and high schools offer summer remedial and credit courses for FCPS students. Summer sessions may be offered to middle school students who need to repeat a core course taken during the school year. High school students can make up a failing grade, have an opportunity to improve a previously earned grade or take an additional course for credit. Summer offerings vary year to year depending on enrollment, teacher availability, overall program needs and resources. Information about courses, locations and fees is available in the spring from school counselors. ★

HOMework HAS A PURPOSE

Purpose

The purpose of homework is to allow students the opportunity to practice what they are learning in the classroom. Homework may support a student in retrieving learned material or in preparing for the next day's lesson. Homework is an important part of the feedback loop between teacher and student. Feedback provided should assist the student in identifying areas for growth and in setting future goals for studying and practice. Completing homework is most impactful when students become agents for their own learning and demonstrate a desire for continuous improvement. ★

Homework Guidelines

Homework requirements increase gradually with each grade level. A balanced homework schedule gives students time to develop social skills and good citizenship, as well as time to participate in outdoor recreation and creative activities beyond the school day. If you have questions about homework, please contact the teacher. ★



Unsure About Your Homework Assignment?

Check with your teachers in advance to learn the best way to get homework assignments in case you are absent or miss the information during class. Teachers have different homework policies and procedures: Make sure you know what they are!

- Call a classmate who is dependable about homework.
- In the event of a long-term absence, communicate with your teacher via phone, email or notes to keep pace with assignments.
- Some teachers post assignments to the FCPS learning-management system, Schoology (links are provided at www.fcps.org). ★



Homework Pointers

For Students

- Accept responsibility for completing your homework.
- Establish a regular routine to work on assignments.
- Be prepared to submit homework on the date it is due.
- For long-term projects, plan ahead and use your time wisely so you won't have to rush at the last minute.
- If you are absent from class, be responsible for the homework assignments you missed.
- Inform your teachers about homework assigned by other teachers so they can avoid overloading you with work on any given night.

For Parents

- Provide the space, time and materials for homework.
- Set and maintain a daily homework time.
- Help your child establish a system for recording assignments and organizing materials so they are easy to locate at home and at school.
- Help your child plan an order of study. For example, save the most enjoyable study until last, take breaks and use a timer to segment tasks.
- Encourage a "buddy system" to get assignments when your child is absent from school.
- Talk with your child's classroom teacher about homework concerns. ★

REPORT CARDS AND ACHIEVEMENT

Report Cards and Interim Reports

Report cards are issued four times during the year to communicate students' term grades and other classroom achievement information. Interim reports may be issued between report cards and at any time throughout the year to notify students and parents about a significant decline or improvement in performance or to indicate a unique problem that may require attention. Parents or guardians must sign and return interim reports of unsatisfactory or declining performance within five days. Important 2020-21 dates for each term are listed below:

Term 1	
Mid-Term	October 2
Interims Issued	October 9
Term Ends	November 6
Report Cards Issued	November 19
Term 2	
Mid-Term	December 14
Interims Issued	December 22
Term Ends	January 28
Report Cards Issued	February 9
Term 3	
Mid-Term	March 3
Interims Issued	March 11
Term Ends	April 9
Report Cards Issued	April 22
Term 4	
Mid-Term	May 14
Interims Issued	May 24
Term Ends	June 2-15 [▲]
Report Cards Issued	June 22 [*]

*Elementary report cards are issued the last day of school.

▲Depending on days closed due to inclement weather

All dates may change due to school closings. ★

Performance Measures

FCPS encourages students to take full advantage of challenging learning opportunities and to work hard to realize their academic goals. Homework, quiz, project and test grades enable students to assess their individual progress in each subject. Parent-teacher conferences offer a helpful avenue for gauging student achievement. For details about these and other student performance measures, contact your school. ★

Grades Online

FCPS uses an online software program called the Home Access Center (HAC) to give middle and high school parents and students access to report card and interim grades from any internet-connected device.

In addition, FCPS uses the Schoology learning management system for access to middle and high school grades from any internet-connected device. After grading tests and assignments, teachers enter the grades into Schoology; missing assignments are also noted. Schoology organizes data for convenient online viewing. Parents/students can sign up for timely alerts about student progress. ★

HELP PREPARE YOUR CHILD FOR SUCCESS

- ★ Let your child know you expect high achievement in school.
- ★ Stay in touch with your child's teachers, and volunteer when you can.
- ★ Read and write together, and make books part of everyday family life.
- ★ Provide a comfortable place for studying.
- ★ Show an interest in your child's school activities.
- ★ Limit television viewing and other passive activities.
- ★ Learn about the issues that affect your child's education and health.
- ★ Champion the character attributes that build better citizens and a better society: trustworthiness, respect, responsibility, fairness, caring and citizenship.

The Health-Learning Link

The academic success of America's youth is strongly linked with their health. In turn, academic success is an excellent indicator for the overall well-being of youth and a primary predictor of adult health, according to the Centers for Disease Control and Prevention (CDC).

Recognizing the strong link between health and learning, FCPS has adopted a wellness regulation and works with the state-mandated School Health Council to provide a forum for discussion among school and community members representing diverse interests, opinions and values within Frederick County. The Council provides school guidelines regarding the components the CDC identified for a Whole School, Whole Child, Whole Community initiative:



Physical fitness, good nutrition and positive attitudes lead to higher levels of attendance and academic performance and lower levels of anxiety, stress and illness in children. Schools are one place where children develop lifelong habits and where all are afforded equal access to nutritious meals and physical activity. Schools also link parents and community members to resources for promoting a healthy lifestyle.

For more information, see Policies 316, 409 and 505 and Regulation 400-82 and/or contact the FCPS health specialist. ★

TESTING

Local Assessment Programs

FCPS uses a variety of tools and instructional strategies to observe and analyze how students are performing on their enrolled grade-level curriculum. Curricular expectations are monitored formally and informally through assessments, quizzes, assignments and conferencing with students about their progress. Based on these measures, instruction is modified and refined to support student needs towards mastery of Maryland College and Career-Ready Standards. Local assessment includes required and optional assessments that teachers select to assist with identifying and closing gaps in achievement, ensuring equity in instruction and informing strategies to increase performance across all student groups. For details, please see Regulation 500-26. ★

State Assessment Programs

The Maryland Comprehensive Assessment Program (MCAP) encompasses all state assessments and is designed to provide information that helps strengthen instruction and improve performance so that graduates are ready to move into the workforce or postsecondary studies.

Kindergarten Readiness Assessment

The Kindergarten Readiness Assessment (KRA) is administered to kindergartners, measuring school readiness in four developmental domains: social foundations, physical well-being and motor development, language and literacy, and mathematics. The KRA identifies children's individual needs, enabling teachers to make informed instructional decisions.

English Language Arts/Mathematics Assessments

These assessments are designed to measure whether students are on track to be ready for college and careers. They are given in grades 3-8 and in designated high school courses. Taking the Algebra 1 and English 10 exams is required for graduation; passing scores have been required since the 2016-17 school year.

Maryland Integrated Science Assessment (MISA)

The Maryland Integrated Science Assessment (MISA) is designed to meet federal testing requirements for grades 5, 8 and 10. MISA exams measure content aligned to Maryland science standards. To meet the grade 10 requirement, students will typically take this exam at the conclusion of their high school Biology course. Taking the high school MISA exam is required for graduation.

Alternative Assessments

The Maryland Alternative Assessments are designed to measure academic content that is aligned to and derived from Maryland content standards. They support academic outcomes for students with significant cognitive disabilities. English/language arts and mathematics assessments are given in grades 3-8 and 11, and the science assessment is administered in grades 5, 8 and 11.

Government High School Assessment (HSA)

The Government HSA is a state-level, end-of-course exam aimed at raising academic standards and preparing graduates to compete in the workplace and post-secondary education. High school students enrolled in Government must take the exam at the completion of the course. Taking and passing the HSA is a graduation requirement.

English Language Proficiency Assessment

English language proficiency assessments are administered to English learners in grades kindergarten through 12 upon their entry into the school system and annually during a testing window in the second semester. The assessments measure a student's English language proficiency in the areas of listening, speaking, reading, writing, comprehension and literacy. See page 31.

Dates for State Assessments

Schools select test dates from within allowable state- and FCPS-determined windows. FCPS posts the Testing Calendar online, and schools communicate their testing dates to parents/guardians. ★

National Testing Programs

Advanced Placement (AP) Exams

AP is a program of college-level courses available at all high schools. National exams administered by the College Board allow students to potentially earn college credit for high scores. FCPS strongly urges students to challenge themselves by taking AP classes and the exams. Students may use scores on select exams to meet College and Career Readiness requirements.

College Entrance Exams

FCPS offers opportunities for high school students to take the optional SAT and ACT examinations as well as the PSAT, a preliminary exam. Registration and other college-entrance information are available in high school counseling offices and online. Registration deadlines are typically a month before the test date. Students may use scores on select subtests of the SAT and ACT exams to meet College and Career Readiness requirements.

SAT	PSAT	ACT
August 29	October 14	September 12
September 23*		October 24
September 26		December 12
October 3		February 6
November 7		April 17
December 5		June 12
March 13 (SAT I only)		July 17
March 24**		
May 8		
June 5		

*FCPS will administer a schoolday SAT for 12th grade students only.

**FCPS will administer a schoolday SAT for 11th grade students only.

Dates apply to the 2020-21 school year. ★

ACADEMIC PERFORMANCE

Placement and Promotion

Student placement and promotion decisions are based on student achievement and a careful review of student records. Decisions are made through a collaborative process involving school staff and parents.

Parents may request conferences with teachers at any time to discuss concerns regarding placement and progress related to their child's instructional program.

In elementary school, students are promoted from one grade to the next as they progress through the essential curriculum toward the attainment of the essential goals in all subject areas.

In grades 6-8, FCPS promotes a student who passes all four core (major) subjects for the year.

High school students must show progress toward meeting state and local graduation requirements. Student promotion to the next grade is based on the number of credits earned as of the start of the school year. The minimum number of credits that must be earned for promotion is as follows:

- Promotion to grade 10: 6 credits
- Promotion to grade 11: 12 credits
- Promotion to grade 12: 18 credits
- Students who do not have the required number of credits by the end of the school year may earn an additional credit in summer school.

In some cases, the Individualized Education Program team, which includes parents, may be responsible for placement and promotion decisions regarding special education students.

See Regulation 500-10: www.fcps.org/policies. ★

Honor Roll

The Honor Roll, a sign of excellence, recognizes students who have demonstrated outstanding academic achievements.

In order to be included on the local school's academic honor roll, the student must meet certain criteria:

- The student must not have earned an I or below a C.
- The student must have earned no more than one C.
- Any C must be balanced by an A, course for course.
- All students, except seniors, must be enrolled for a minimum of six credits.

All courses are weighed equally. The principal sets up a procedure and assigns staff to establish the honor roll. The honor roll is validated and published by the principal.

The honor roll has two categories:

- First Honors - students earning all "A" grades.
- Second Honors - the remainder of honor roll students.

See Regulation 400-14: www.fcps.org/policies. ★

Extracurricular Eligibility

To participate in extracurricular activities, a high school student must have a minimum 2.00 grade point average (GPA) and no "F" grades. Eligibility (except for 9th graders) for fall extracurricular activities is based on the 4th term grades from the previous school year. An ineligible student may practice but may not accompany the team or group or be excused from any class for the activity concerned. A student who believes an error has occurred in awarding a grade may appeal to the school principal.

Extracurricular activities are school-sponsored activities, other than regular class activities, in which the student represents the school (for example, athletic teams, student clubs or organizations, class or club officers).

BOE Policy 509 and FCPS Regulation 500-24, which address extracurricular eligibility, are under review. For updates, visit www.fcps.org/policies. ★

Graduation Honors

Each high school recognizes graduating seniors who meet one of three tiers of exemplary achievement according to weighted grade point averages: Honors (3.5-3.74), High Honors (3.75-3.99) and Highest Honors (4.0 or greater).

Academic courses described as Advanced Placement, International Baccalaureate, honors English, honors math, honors science, honors social studies, accelerated math and select advanced elective courses are weighted to determine graduation honors. The regular 4-point system is modified for the weighted ranking. The following points are awarded:

Grade	Regular	Weighted
A	4 points	5.00 points
B	3 points	3.75 points
C	2 points	2.50 points
D	1 point	1.25 points
F	0 points	0.00 points

For details contact your high school counselor or see Regulation 400-27 online at www.fcps.org/policies. ★

Maryland Scholars

The Maryland Business Roundtable, a coalition of major Maryland employers, promotes rigorous course completion and college/career readiness. High school seniors who have successfully completed a specific course of study and earned the designated GPA qualify for Maryland Scholars recognition.

Specific requirements are in the FCPS High School Planning Guide. ★

National Honor Society

Every Frederick County high school has a chapter of the National Honor Society. To be a member, a student must have a minimum 3.5 cumulative weighted grade point average and strong service, leadership and character, as rated by school staff. Additional information is available in Regulation 400-25 and from school principals or counselors. ★

GRADUATION REQUIREMENTS

Graduation Requirements

In order to graduate from many Maryland secondary schools, students must earn a minimum of 21 credits beyond the 8th grade, required by the Maryland State Board of Education. FCPS requires 4 additional credits: 1 in math and 3 in the student's career pathway. In addition, students must meet graduation assessment[▲] requirements in Algebra 1, English 10, Government and Science. Credit requirements are outlined below.★

- English 4 credits
- Social Studies 3 credits
(including Government,
American Studies 2
and Modern World History)
- Science (including Biology) 3 credits
- Mathematics 4 credits*
(including Algebra and Geometry)
- Physical Education 1/2 credit
- Health 1/2 credit
- Fine Arts 1 credit
(Music, Art, Drama)
- Technology Education 1 credit
- Choose one of the following combinations:
- Advanced Technology 2 credits
+ Electives 3 credits
- or
- World Language 2 credits**
+ Electives 3 credits
- or
- State-Approved
Career and Technology Program 4 credits
+ Elective 1 credit
- Electives from student's career pathway (including 1/2 credit in Personal Financial Literacy) 3 credits***

★ Subject to change due to COVID-19.
* Mathematics or a related approved course must be taken each year of high school.
** In the same language
*** The High School Planning Guide lists career pathways, and the Course Offerings Guide has detailed course information.
▲ FCPS posts graduation assessment requirements at www.fcps.org; also see page 34. ★

Student Service Learning



FCPS has an approved service-learning program that meets the Maryland graduation requirement. The program integrates service learning into specific courses in grades 6-12. It encourages student involvement in service beyond the classroom through recognition for meritorious service. Each middle and high school has a coordinator to facilitate implementation of the service-learning program. The high school Service-Learning Coordinator is the contact for students interested in working with community agencies and/or serving as tutors. ★

Transcripts

Transcripts are official records of high school credit courses taken, final grades and credits earned. Each student's cumulative weighted and unweighted Grade Point Average (GPA), class ranking and attendance are included. A high school student's marking term GPA is included on each report card. The cumulative GPA is included on the end-of-year report card. Contact your school counselor for more information about transcripts or to request an official copy of a transcript. ★



CLASS OF 2021 END-OF-YEAR SCHEDULE				
SCHOOL	LAST DAY OF INSTRUCTION* AND FINAL EXAMS	FINAL EXAMINATIONS* MAKE-UP	GRADUATION	
Rock Creek****	NA	NA	Friday, May 21	
SUCCESS Program	NA	NA	Tuesday, May 18 (1 p.m.)	
Frederick High**				
Governor Thomas Johnson High***	May 24	May 25	Tuesday, June 1	
Brunswick High**				
Middletown High***				
Linganore High****	May 25	May 26	Wednesday, June 2	
Catoctin High**				
Walkersville High***				
Urbana High****	May 26	May 27	Thursday, June 3	
Oakdale High**				
Tuscarora High***	May 27	May 28	Friday, June 4	
Flexible Evening High and Summer Session*	NA	NA	Thursday, July 29	

*Dates are subject to change in the event of emergency school closings.

**10 a.m. graduation
***2 p.m. graduation
****7 p.m. graduation

STUDENT SUPPORT SERVICES

Community Agency School Services (CASS)

An FCPS Student Services Department program, CASS promotes school success by providing support services to middle school students experiencing social, emotional or behavioral challenges. Licensed certified social workers provide clinical case management to assist students and their families. They also coordinate and monitor districtwide school-based mental health partnerships and provide consultative services to FCPS staff working with all grade levels. ★

Counseling

School counselors support the educational, social-emotional and personal growth of all students through individual conferences, small-group sessions and classroom instruction. All students are provided with instruction and educational opportunities that reinforce social and learning skills necessary for success. Students and their parents/guardians can rely on the school counselors for help with class schedules, improving grades, studying and organizational skills, interpersonal/peer relations, understanding emotions, bullying, testing information, educational options within FCPS, post-secondary planning, graduation and scholarship information. School counselors coordinate with community agencies and share knowledge of various resources available to students and their families. Each school has at least one counselor who provides services to students, parents/guardians and staff members through educational activities, individual planning and responsive services. ★

Health Services School Health Staff

Through a cooperative agreement with the Frederick County Health Department and FCPS, health services are offered in all schools. The Health Room Technician (HRT) or Licensed Practical Nurse (LPN) provides first aid treatment of accidents and illnesses, administers medications and performs selected treatments under the supervision of a Registered Nurse (RN). In addition to supervising health room technicians and LPNs at multiple schools, RNs perform in-depth health assessments, make referrals for medical or other ser-

vices, and serve as a resource to school personnel regarding health concerns. They are part of a multi-disciplinary school team whose purpose is to maximize the health and learning of each student.

There is no charge for school health services. Schools invite parents and staff to contact the school nurse or the Frederick County Health Department's School Health Program regarding health questions or concerns.

Health Screening Services

Schools conduct vision and hearing screening for students in pre-kindergarten, kindergarten (if not previously screened in pre-k), 1st and 8th grades. School nurses and vision or hearing technicians follow up when problems are detected. Schools also provide language, speech and psychological screening when problems are noted. ★

Home/Hospital Teaching Services

FCPS high school students who cannot attend school for a minimum of 10 consecutive days, and elementary and middle school students who cannot attend for a minimum of 20 consecutive days, due to a verified physical or emotional condition, may apply for short-term Home/Hospital Teaching Services. If approved, a home teacher is assigned. A licensed physician, certified registered nurse practitioner, physician's assistant, certified school or licensed psychologist, or licensed psychiatrist must sign the application, available from the Student Services Pupil Personnel Worker. ★

Psychological Services

School psychologists provide direct support and interventions to students; consult with teachers, families and other school-employed mental health professionals (i.e., school counselors, school therapists) to improve academic and mental health support; work with school administrators to improve schoolwide practices and policies; and collaborate with community providers to coordinate needed services. School psychologists conduct student threat assessments and psychological assessments to address potential educational disabilities and plan appropriate academic, social-emotional and behavioral interventions. They participate on Individualized Education Program (IEP), Student Services and Behavior Intervention teams to address student needs. School psycholo-

gists offer short-term individual and group counseling and provide crisis intervention. They also provide professional learning to school, parent and community groups on a variety of mental health, learning and developmental topics. Most school psychologists are assigned to two to three schools. ★

STAR Schools/Title I

Stellar teaching and learning occur across FCPS, and our STAR – Serving Together, Achieving Results – schools are no exception. The federal Title I funding they receive supports innovative instruction, community engagement and technology upgrades that boost student success. See pages 52-53. ★

Substance-Abuse Assessments

The Frederick County Health Department (FCHD) provides free substance-abuse screenings and assessments for students. Screenings identify youth who may have a substance-use disorder. A comprehensive assessment can confirm the presence of a disorder and help identify other issues associated with substance use. Parents, school counselors and other FCPS staff may make referrals to the FCHD's Behavioral Health Services Division. Contact information is on page 54. ★

Tutoring

FCPS maintains lists of current and retired employees with appropriate credentials who offer tutoring services on a fee basis outside the regular school day. Most specialize in certain subject areas, such as math or English/language arts, and many also prefer to work with a specific age level. For more information, call the number shown under "Tutors" on page 54. ★



SELECTED POLICIES, PROCEDURES AND REGULATIONS

Complete BOE policies and FCPS regulations are online: www.fcps.org/policies.

Absences from School

Parents are encouraged to notify the school on the day their child is absent. An absence for any portion of the day, for any reason, is presumed to be unlawful unless a note stating the reason is submitted and approved by the principal/designee within the same term of the absence. Students have the right to make up classwork missed and to have this work reviewed and evaluated by the teacher. Students have the responsibility to request and complete missed work within the term of the absence.

Absences considered lawful and therefore excused, as described in the Public School Laws and Code of Bylaws of the Maryland State Board of Education, are:

- Illness of the student (doctor's verification may be required)
- Death in the immediate family
- Court summons
- Hazardous weather condition
- Work or activity accepted by the school authorities
- Observance of religious holiday up to 3 days
- State emergency
- Suspension
- Lack of authorized transportation
- Health exclusion
- Other emergency (judgment of Superintendent or designee)

FCPS Regulation 400-98 includes definitions and procedures related to attendance.

Students who take trips with parent/guardian approval may be excused a maximum of five days per school year with prior written notice to the principal or designee.

Absences other than those cited as lawful are presumed to be unlawful and may constitute truancy.

The responsibility for regular, daily, punctual attendance is shared by the community, the home, students and school personnel. School staff monitors all students' attendance. Concerns about attendance are communicated to parents/guardians.

When absent, students are missing important instruction that may impact academic achievement. At the elementary

Bullying/Intimidation/Harassment

Everyone has the right to feel respected and be treated with dignity. Schools must be safe, provide an optimal environment for achievement and be free from violence.

Teachers establish clear behavior standards and make every effort to be aware of problems, provide proper guidance and supervision and consistently and fairly enforce policies.

Bullying incidents, however, tend to occur out of sight of school staff. A comprehensive approach that includes students and parents has the most promise in reducing bullying. It is not helpful to simply tell a child to ignore bullying or encourage a child to fight the bully. It is important to report bullying because it may not stop without help.

Students subjected to bullying, intimidation or harassment may file a complaint with appropriate school officials as identified in Regulation 400-48. The Regulation and reporting forms are available in schools and counselor offices and via www.fcps.org. ★

Cheating and Plagiarism

The nature of the schooling experience demands the highest standards of integrity on the part of all involved. Cheating is disseminating or receiving answers, data or other information by any means other than those permitted by the teacher as part of any academic exercise. Plagiarism is deliberately presenting work, words, ideas, theories, etc. derived in whole or in part from a source external to the student as though they are the student's own efforts. In addition, any incident of such behavior will be subject to the guidelines of Regulation 400-8. ★

Child Abuse and Neglect

Maryland law requires that every employee and volunteer of the local school system who has reason to believe that a child has been subjected to physical abuse, sexual abuse, mental injury or neglect shall immediately report it to the local department of social services or appropriate law enforcement agency. The oral report must be made as soon as reasonably possible. At the same time, the employee shall also notify the school principal/designee or immediate supervisor if the person is not school based. See Regulation 400-47. ★

Drugs, Alcohol, Tobacco

The Board of Education desires to maintain a safe, healthy and productive environment free of alcohol, tobacco – tobacco includes smokeless cigarettes, e-cigarettes, vaporizers, dip, chew, snuff in any form – and other drugs. The possession, distribution, sale or use of alcohol, tobacco or any illegal or illicit drug, in any form, on school property at any time is prohibited. This prohibition does not apply to individuals providing an educational unit on the effects of tobacco, alcohol or drugs.

Although under Maryland law individuals may be issued written certifications for medical cannabis, under the Federal Controlled Substances Act medical cannabis remains classified as a Schedule 1 drug with no accepted medical use.

Provisions Applicable to Employees

All individuals employed by the Board have the responsibility to work diligently to discourage and prevent student use of drugs, alcohol, steroids and tobacco.

Any violation of Board policy may result in appropriate disciplinary action against an offender up to and including suspension or termination of employment. Any illegal activities may be referred to law enforcement officials. An employee may be required to satisfactorily participate in a drug or alcohol abuse assistance or rehabilitation program.

Provisions Applicable to Students

The school system shall take appropriate disciplinary action against a student who violates these standards up to and including suspension and expulsion and referral for prosecution. The student may be required to complete an appropriate rehabilitation program. Students and parents will be informed about any drug and alcohol counseling and rehabilitation and re-entry programs that are available to students.

Teachers and other staff members who suspect a student of violating this policy must refer the student to the building administrator.

For more, see Policy 112. ★

level, unlawful absences in excess of 5 days in any 9-week grading period may result in an unsatisfactory mark in grades K-1 and a failing grade in grades 2-5 in the affected class(es). Unsatisfactory academic progress may result in non-promotion of a student. At the secondary (middle and high school) level, unlawful absences in excess of 5 days in any 9-week grading period may result in a failing grade in the affected class(es). A secondary student unlawfully absent in excess of 10 days for a semester course or in excess of 20 days for a year-long course may fail/lose credit in the affected class(es). Unsatisfactory academic progress may result in non-promotion of a student.

A note from a doctor, dentist, court official or counselor may be required for all absences beyond 10 days.

High school students who are in danger of or who have failed/lost credit due to unlawful absences may earn days back with an approved plan by the principal.

A student is counted present for a full day if the student is in attendance four hours or more of the school day. A student is counted present for 1/2 day if in attendance for at least two hours of the school day, but fewer than four hours.

A student scheduled for less than a full day is to be 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 the student is in attendance for that entire block of time. If the student is absent for that entire block of time, the student will be counted absent for a full day. A student scheduled for a two-hour block of time will be counted present for 1/2 day if the student is in attendance for one hour. ★

Bring Your Own Device (BYOD)

FCPS is dedicated to assisting students and staff in creating a digital-learning environment. Bring Your Own Device (BYOD) is one tool schools may use for greater access to online resources. Students bringing their own devices must adhere to the technology-conduct responsibilities described in Regulation 400-73. Whether students may use their devices is a site-based decision at elementary schools. Check with your principal to see what the policy is for your school. Middle and high school student use requires that the student and parent/legal guardian accept the terms outlined on the "Device Permission Form" the school provides. Staff reserves the right to revoke privileges associated with this use. Regulation 400-18 applies. ★



Corporal Punishment

Corporal punishment, defined as any intentional physical contact used in the act of disciplining a child, is prohibited. ★

Distributing Materials in Schools

Guidelines for distributing and posting materials in schools are online at www.fcps.org in Regulation 400-30. ★

Dress Codes

The BOE is committed to providing a safe, productive and positive educational environment that reinforces the mission of the school system while respecting students' First Amendment rights.

The Board provides standards for dress, recognizing that school administrators may impose additional standards specific to the needs of their individual schools, provided such standards balance the students' First Amendment rights with the school's need to maintain a safe and orderly school environment, and consideration is given to input from the school community. Standards are to be consistently and fairly applied to all students regardless of gender and are outlined in Policy 439.

School administrators may grant exceptions to the dress code based on disability, health reasons or for sincerely held religious beliefs if such accommodations are reasonable and do not pose a hardship for the school.

The school administrator may approve exceptions for spirit week celebrations or extracurricular and athletic-related purposes. ★

Environmental Concerns

Maryland law requires an Integrated Pest Management (IPM) program to identify and control pest problems inside and outside schools. FCPS utilizes staff training, IPM inspection, and sanitation practices to minimize or eliminate the need for pesticide use.

The law requires schools to notify parents, guardians and staff 24 hours before pesticides are to be applied. At the elementary level, parents/guardians of all students must be notified. At the middle and high school levels, schools must notify only those parents, guardians or staff who have requested notification. Individuals can obtain a notification form at each middle or high school office. The form must be updated each school year.

FCPS uses IPM best practices (monitoring and exclusion) to minimize use of pesticides. If an application is warranted, safety data sheet information is provided to the school.

Address questions about the IPM program to the FCPS Custodial Services Manager, 301-644-5215.

FCPS conducts regular inspections of school facilities to determine the location and condition of any asbestos-containing building material which may be present. An asbestos-management plan for each building is available for review at the school or at the FCPS Maintenance and Operations Office.

Please direct any questions about environmental concerns, such as indoor air quality, hazardous materials, lead in water, radon or asbestos management plans to FCPS Environmental Compliance and Occupational Health Manager Laura Olsen, 301-644-5162. (See Regulation 200-3.) ★



Equity

Educational equity provides all students with opportunities to participate in all aspects of the educational process. For every program, practice, decision or action we make, FCPS uses an equity lens to ensure the impact on *all* students and staff is addressed; this enables us to provide every student access to quality culturally responsive instruction and challenging curricular programs. Some students require specific interventions to help them better access the curriculum and take full advantage of educational opportunities.

FCPS expects all students and staff to exhibit behavior based on respect for the individual. Acts of discrimination related but not limited to color, disability, ethnicity, gender, national origin, race, religion, or sexual orientation will not be tolerated and will be investigated and responded to according to BOE policy and FCPS regulation.

FCPS promotes understanding and respect among students and staff, provides training and resources, and expects equity in educational programs and human resources practices. Activities encourage appreciation of various heritages and differences and endeavor to strengthen community connections.

Section 504 of The Rehabilitation Act

No qualified person with a disability shall be excluded from participation in, denied the benefits of or otherwise subjected to discrimination under any program or activity that receives or benefits from federal financial assistance. *The Section 504 coordinator for issues involving students is the Special Education Compliance and Student Support director. The Section 504 coordinator for issues involving employees, community members or organizations is the FCPS legal counsel. For more information, see Regulation 400-66.*

Discrimination

The BOE prohibits discrimination, in accordance with Maryland and federal law, based on race, religion, color, ancestry, national origin, age, marital status, disability, pregnancy, sexual orientation, gender identity, sex or genetic information. The BOE is committed to maintaining an environment free from such conduct on and off school premises, including all events and extracurricular activities under the auspices of the Board. For more information, see Policy 309 or contact the FCPS Human Resources (HR) Department. To report a concern, students should contact the principal; others should contact the HR Department's director or EEOC compliance officer (see page 51). ★

Holidays

Maryland law requires that public schools be closed:

- Thanksgiving and the day after
- December 24 through January 1
- Martin Luther King Jr. Day
- Presidents' Day
- Good Friday and the Monday after Easter
- Memorial Day
- State/federal primary and general election days

The local Board of Education may also designate other days as holidays for valid educational-related reasons such as anticipated high levels of student absenteeism.

Reasonable accommodations may be available for students who wish to participate in traditional and customary observances of their religion on days when schools are open. A student who does not attend school for this reason is considered lawfully absent for the day, or any portion of the day, if the school receives a written request from a student's parent or guardian. For more information about absences for religious reasons, please contact the school office. ★

Instructional Materials

Copies of the *Frederick County Guidelines for the Review and Evaluation of Instructional Materials* are found in every school and can be obtained from the Library Media Services supervisor. The policy includes the materials selection procedure, the procedure for review of questioned materials, and forms for requesting reconsideration of instructional material. ★

Internet Use

Regulation 400-73 provides guidelines for acceptable technology use. Use of internet access in Frederick County public schools is limited to school-related academic activities, and staff members are responsible to ensure appropriate training and supervision of students. FCPS cannot control or censor all inappropriate content that may be available through access to the internet.

Students are responsible for using school internet accounts in an ethical, responsible and legal manner, and for school-related tasks only. Misuse of an internet account may result in denial of a student's access privilege and may also subject the student to disciplinary action in accordance with the FCPS disciplinary code and criminal violations if warranted.

Searches on and off School Property

At unannounced and randomly selected times, police canine units may visit schools to inspect locker areas, other areas of the buildings and cars in the school parking lot. In addition, a principal or assistant principal may make a search of the physical plant of the school including the lockers of students. The continuing effort to keep Frederick County public schools drug, alcohol and tobacco free is not directed against students, but against illegal substance abuse.

A principal or assistant principal may make a reasonable search of a student on the school premises if there is 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, or a violation of any other state law or an FCPS rule or regulation.

In the absence of an administrator, teachers designated in writing by the principal and trained to conduct searches may make a reasonable search of a student on a school-sponsored trip if they have reasonable belief that the student possesses an item in violation of state law or an FCPS rule or regulation.

Strip searches by school personnel are prohibited. See Regulation 400-59. ★

Sexual Harassment

The Board of Education prohibits discrimination on the basis of sex in its educational program, activities or employment as required by Title IX of the 1972 Educational Amendments and Title VII of the Civil Rights Act of 1964, and recognizes sexual harassment as a form of sexual discrimination. Sexual harassment of or by employees, students, volunteers, vendors or others having business or contacts with the school system is prohibited. All complaints of sexual harassment will be investigated and appropriate action taken.

Under certain circumstances, sexual harassment may constitute child abuse. The school system will notify appropriate enforcement officials in every case where there is reason to believe child abuse has occurred.

Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, and other verbal and physical conduct of a sexual nature.

Fees for Supplies and Activities

Schools may request that students provide specific school supplies and may charge fees for materials, workbooks, newspapers and other materials that will become the student's personal property when the course or project is completed. However, there will be no penalty or other consequences for students who do not purchase the supplies, and students will not be denied admission to programs based on inability to pay. Students will not be denied access to any FCPS-sponsored course or activity or their instructional program due to their financial situation. In the event of financial or other restrictions, students and parents are encouraged to work with the teacher, counselor or administrator to find alternative ways to obtain essential equipment or supplies and for waiving other fees that may prevent a student from participating. See Regulation 500-33. ★

Field Trips

School-sponsored field trips to enhance the curriculum are permitted at each grade level. Teachers may schedule additional trips in accordance with Regulation 400-5. Parents must give permission for students to participate; forms will be sent to parents prior to each trip. Further information is available at school offices. ★

Firearms and Weapons

Possession of any firearm or other weapon by a student on school property, including in vehicles parked on school property, is strictly forbidden. Look-alike weapons are also prohibited.

It is a serious offense for employees (except security personnel), volunteers, substitutes and visitors to possess any rifle, gun, knife or deadly weapon of any kind on any school property in Maryland. Offenders face criminal penalties and severe personnel consequences up to and including termination.

The school system's prohibition on carrying or possessing a weapon on school property applies to loaded and unloaded weapons. This prohibition applies to weapons contained within automobiles.

Exceptions are provided for persons who display or engage in historical demonstrations using weapons or replicas of weapons for educational purposes; prior approval from the Superintendent or designee is required. Exemptions are provided for staff who use knives in the performance of their duties or staff who elect to carry a pen knife or a pocket knife.

See FCPS Regulation 300-39. ★

Middle and high school students may have independent, non-monitored access to the internet if they obtain written parental permission. The Permission Form for Secondary Student Independent Access to the internet must be signed and returned to the designated school staff.

Many schools rely on the expertise of volunteers for computer assistance. Regulation 400-76 provides guidelines for how computer technology volunteers work under the management and direction of the school's designated technology coordinator.

FCPS has established student data privacy standards in Policy 442 and Regulations 400-20 and 400-96 to ensure student information is protected and students are not used for targeted advertising based on data collected through online services. ★

Military Recruiter Access to Student Information

Federal law requires school systems that receive assistance under the Elementary and Secondary Education Act of 1965 to provide military recruiters and institutions of higher education, upon request, access to secondary students' names, addresses and telephone listings. The requirement may be waived under the following conditions.

Secondary school students or their parents who do not wish this information released to military recruiters must annually:

- Deny permission on the Student Information Form and
- Return the completed and signed card to the school by September 30 or within 30 days of enrollment at that high school. ★

Public Information Act

To request a public record from FCPS, please contact Monique Wilson, Legal Services (see page 51) or visit www.fcps.org/centraloffice/Legal-Services. ★

Religious Expression

Religious expression in a public school environment is governed by the U.S. Constitution and Supreme Court decisions relating to separation of church and state and freedom of expression. Rights of students and staff members are specifically outlined in Policy 427. ★

Reporting Sexual Harassment

Sexual Harassment/Child Sexual Abuse – Student Rights and Reporting:

Reporting procedures and the investigation process are outlined in Policy 447. Allegations of sexual harassment are taken very seriously. An individual who maliciously and knowingly files a false report or statement may be disciplined in accordance with section 447.8.

Sexual Harassment – Employee Rights and Reporting:

Reporting procedures and the investigation process are outlined in Policy 318. Allegations of sexual harassment are taken very seriously. An individual who maliciously and knowingly files a false report or statement may be disciplined in accordance with section 318.8.

Discipline

Employees in violation will be subject to disciplinary action up to and including termination. Disciplinary measures shall, at a minimum, be designed to end the sexual harassment.

Non-employees in violation are subject to consequences up to and including the loss of their privilege to continue doing business with the school system.

Students in violation will be subject to disciplinary action up to and including expulsion.

Confidentiality

The school system will respect the confidentiality of the complainant, witnesses and the individual against whom the complaint is filed to the extent possible, consistent with the school system's legal obligation and the necessity to investigate allegations based on harassment, and to take disciplinary action when harassment has occurred. ★



Social Media

The Board of Education is committed to responsible use of social media to further its goals to facilitate community engagement, encourage collaborative communications, and enhance the education process. It is an expectation that employees and students use social media in a civil, respectful, and safety-conscious manner that is consistent with the school system's mission and does not infringe on the rights of others. To promote school safety, FCPS recommends: *Report It, Don't Repeat It*. For details, see Policy 115 and Regulation 100-08. ★

Student Records and Information

Student records are accumulated and maintained by teachers and other school officials who have a legitimate professional interest in student educational records as determined by FCPS and in accordance with federal regulation, state law, Board policy and FCPS regulation. Confidentiality of free and reduced-price meals eligibility information is strictly enforced, with access to information provided strictly on a need-to-know basis for assessment and evaluation purposes as required by designated federal programs.

Requests for access to records will be granted within 45 days after a written request has been made and at the mutual convenience of the parent or qualified student and the principal. Unless otherwise prohibited by law or court order, parents have the right to inspect and review all official school records of their children. Eligible students 18 years of age or older may review their own records.

The Family Educational Rights and Privacy Act (FERPA) requires that public schools, with certain exceptions, obtain written consent prior to the disclosure of personally identifiable information from a student's education records. However, FCPS may disclose appropriately designated "directory information" without written consent, unless the parent has advised the school to the contrary in accordance with FCPS procedures. The primary purpose of directory information is to allow FCPS to include this type of information from student records in certain school publications.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, federal law requires local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of



Student Data Privacy

The Board and FCPS have established student data privacy standards in Policy 442 and Regulation 400-96 to ensure student information is protected and students are not used for targeted advertising based on data collected through online services.

Surveys and Collection of Information

The Protection of Pupils' Rights Amendment (PPRA) affords parents and students who are 18 years of age or emancipated minors certain rights regarding public schools' dissemination of surveys, collection and use of information for marketing purposes, and certain physical exams. While FCPS does not conduct such surveys or require invasive physical examinations, this federal PPRA legislation requires all districts to provide parents and students with annual notice of their rights. Parents or eligible students may inspect, upon request and before the administration or use of, instruments used to collect personal information from students for marketing, sales or other distribution purposes, and instructional materials used as part of the educational curriculum. Details of the specific protections afforded to parents and students are online at www.fcps.org, Regulation 400-67. ★

Use of Animals in Instruction

The scientifically appropriate use of animals in the classroom laboratory under qualified adult supervision is encouraged for learning purposes. Animal dissection is used to develop an understanding of living processes and must include a concern for the humane and proper treatment and use of animals, particularly vertebrate animals.

Animal dissection may be a part of the biology and life science program. However, in some instances dissection may be objectionable to a student. Students wishing to be excused from dissection activities on ethical or moral grounds should make their request known to their teacher in advance and will not be required to participate in dissection activities. Teachers are asked to work with students to identify alternative assignments, such as viewing a tape or film about dissection or using diagrams, models of animal anatomy or computer simulation software. These assignments should be agreed upon early enough to allow sufficient time for proper planning and completion. Students exercising alternative assignments will not be penalized in any way.

FCPS encourages opportunities for students to observe living organisms in their natural settings, and for teachers to emphasize respect for living things. ★

1965 (ESEA) to provide military recruiters (see page 41) or an institution of higher education, upon request, access to three directory information categories for high school students – names, addresses and telephone listings – unless parents have advised the school that they do not want their child’s information disclosed without their prior consent.

Parents who do not want directory information from their child’s education records to be disclosed by their child’s school must notify the school in writing by September 30 or within 30 days of the date of enrollment. FCPS has designated the following as directory information:

- student’s name, school, grade level, teacher/class assignment and attendance dates
- participation in officially recognized activities and sports
- weight and height of members of athletic teams
- photographic, video or electronic images
- roles in drama or music productions
- honors and awards received.

Additionally, the school system will forward educational records on request to a school system in which a student seeks or intends to enroll. Prior parental or student consent is not required. For a comprehensive overview of law and school system practices regarding student records, see Regulation 400-20.

Process to Amend Name/Gender

Requests for name and/or gender changes on official school records are honored when the parent/legal guardian submits a:

- a. new amended birth certificate with name and gender change;
- b. court order changing the student’s name; or
- c. statement signed, under penalty of perjury, by a health-care practitioner who treated or evaluated the student for gender-identity issues, requesting name and/or gender change be made on the “official school record” and explaining the health-related reason(s) for the request.

Changing an official student record under option “c” does not involve a court order or court action and is applicable for FCPS and Maryland State Department of Education student record purposes only. Other agencies (i.e. state, federal, college institutions) may still require a court order to recognize an official name change.

Special Education Records

Special education students’ confidential records are considered obsolete and will be destroyed six years following the completion of the students’ FCPS education. Persons wishing to obtain records prior to destruction should contact the special education department of the school the student last attended.



Teacher Qualifications

Families have the right to ask for and receive information about the professional qualifications of their child’s classroom teacher, including:

- the college or university degrees or certifications held by the teacher,
- the subject area of the teacher’s degree or certification,
- whether the teacher is certified by Maryland to teach a particular grade level or subject area,
- whether the teacher holds a conditional certificate, and
- whether the child is served by paraprofessionals and, if so, the qualifications of the paraprofessionals.

To receive such information, please write the school principal, who will provide it within 30 business days. ★

Title IX: Gender Discrimination

Title IX of the Educational Amendments of 1972 prohibits discrimination on the basis of gender in educational programs or activities receiving federal funds and requires equal opportunity in admissions, athletics, counseling, access to courses, and employment policies regarding marital or parental status of students and treatment of students. All students and employees are covered by this law.

Complaints alleging Title IX violations as they relate to inequity or discrimination in interscholastic high school athletics may be submitted to the Supervisor of Athletics and Extracurricular Activities, who serves as the Title IX coordinator for such allegations.

Employees or applicants alleging Title IX violations as they relate to sexual discrimination should refer to Policies 309 and 318. ★

Using Athletic Fields and Schools after Hours

FCPS encourages public use of school facilities when they are not in use for the primary purpose of educating students.

Application procedures, fee structure and regulations governing the use of public schools and athletic fields are found online in Regulation 100-01. Directions concerning the use of facility online application form are at www.fcps.org/uof. ★

Restrictions may apply during the COVID-19 pandemic.

Visitors to Schools

All visitors are required to use the main-entry buzzer system and register at the main office, asked to show identification, and required to wear an FCPS-issued identification badge while on school property. Media representatives must receive approval from the school office to interview, photograph or videotape students before proceeding to the activity they are covering. A building administrator may limit or refuse visitor access to school property to ensure student or employee safety or confidentiality or to minimize interruption. Persons who enter school buildings or grounds without reporting to the office or who disturb or interfere with school activities will be considered unauthorized and will be dealt with as trespassers under the law. See Regulation 200-29. ★

Withdrawal Process

To allow adequate time for copying and transferring student records, schools prefer a minimum of two weeks’ written notice before a student transfers to another school district. When the student’s new school is out of state, the new school must formally request that FCPS send student records, and FCPS retains the originals. When students transfer within Frederick County or to another Maryland county, FCPS sends the original student records and retains a copy. In either case, upon written request and at a reasonable charge, parents may also receive copies to hand carry to the new school. For additional information, see Regulation 400-7. ★

DISCIPLINE



Philosophy

All schools will have a safe, positive, healthy and inviting environment: one that fosters respect, responsibility, trustworthiness, fairness, caring and good citizenship. It is the responsibility of everyone associated with the school — staff, students, parents and community members — to teach, promote and model self-discipline in order to preserve the quality of our educational environment.

FCPS discipline philosophy is based on the goals of fostering, teaching and acknowledging positive behavior. Discipline is designed to teach appropriate behavior, encourage more effective habits of conduct and promote the development of self-discipline.

Consistent with the belief that we continuously teach by example and that training is important in developing good citizens, the school system adopts the principles of cultural competency, fairness, equity, continuous improvement and conflict resolution. In order to maintain a positive, safe and inviting school climate where desired learning and citizenship will occur, all individuals are expected to exemplify this philosophy. ★

Disciplinary Regulations

FCPS posts Discipline Regulation 400-8 at www.fcps.org/policies.

In any dispute, updates to the Regulation in effect at the time of the incident will govern and will supersede language in this handbook.

The school administrator has responsibility for taking action based on knowledge of the facts of an incident and student needs. Some violations are criminal offenses about which administrators need to inform legal authorities.

Note: Special education students are disciplined in accordance with provisions of federal law. ★

STUDENT RIGHTS AND RESPONSIBILITIES

Student Rights and Responsibilities

The following policy governs school system relationships among students, teachers, and administrators.

I. Basic Philosophy

- A. Students are individuals with rights guaranteed by the Bill of Rights and the due process amendment of the U.S. Constitution.
- B. The school is not a shelter from the law; students must obey local, state, and federal laws within the school.
- C. For every right, students should accept a related responsibility.
- D. Constitutional rights do not allow behavior which will create unhealthy or unsafe conditions within the school or disrupt the normal school process.
- E. Authority must exist for rights to be guaranteed. The control and supervision of the classroom rests with the teacher; the control and supervision of the building rests with the principal.
- F. The procedures developed to implement the items in the document will differ among the school communities in Frederick County.
- G. Assuring students their citizenship rights within schools will result in student understanding of the process as well as the content of our democratic society.
- H. A procedure is necessary to assure rights.
 - I. This document is not intended to reduce the recognized legal rights of parents.

II. Implementation

- A. The Superintendent shall ensure that the document entitled *Student Rights and Responsibilities* is annually distributed to students and is available to the school community, administrators, staff and parents/guardians.
- B. The document shall apply to all students in Frederick County public schools. However, in view of recognized differences in maturity among students of different ages, the procedures contained herein could not uniformly apply to all students.
 1. High School – The procedures should be fully implemented.
 2. Middle School – In view of the great and varying degree of change in students' maturation, flexibility in the application of procedures is needed. Effective instructional activities should precede any and all implementation.
 3. Elementary School – Students should be exposed to the general ideas in the document in instructional settings. They should be introduced to the concepts of responsibilities and rights within the society at large and in the school setting.
- C. The document and its implementation shall be reviewed periodically.

III. Due Process

Due process rights as they relate to student discipline are outlined in Regulation 400-04 "Suspension and Expulsion," online at www.fcps.org/policies.

Each secondary school shall establish a procedure for consideration of student grievances.

- A. A student grievance is an alleged violation of a provision of this document.
- B. The grievance procedure shall be developed with substantive student participation.
- C. Each school shall design a model for its review procedure. Suggested models are a panel of:
 1. Students, representative of the total school population;
 2. Faculty members chosen by the student body;
 3. Equal number of students, faculty, and parents selected by the student body;
 4. Equal number of students, faculty, and parents selected by the respective three groups.



IV. Student Rights and Responsibilities

Rights

A. Academic

1. Students have the right to attend school until graduation from high school or until age 21.
 - a. Suspension or expulsion can result from inappropriate behavior.
 - b. Students have the right to appeal an extended suspension or expulsion.
2. Students have the right to be free of interference from other students.
3. Students have the right to programs designed to develop their abilities and talents.
4. Students have the right to be informed by the teacher of the specific objectives that are expected of the student before a unit of study begins.
5. Students have the right to be informed by the teacher what they must do to receive a particular grade before they begin a unit of study.
6. Students have the right to programs appropriate to their ability level in required courses of instruction.
7. Students have the right to ask reasonable questions at appropriate times concerning the school curriculum.
8. Students have the right to be assigned textbooks in good condition.

B. Constitutional Rights

1. Non-Discrimination

Students have the right not to be unlawfully discriminated against on the basis of race, national origin, marital status, sex, sexual orientation, gender identity, gender expression, religion, ancestry, physical attributes, socioeconomic status, familial status, physical or mental ability or disability.

- a. Students have the right to report any type of discrimination to a school staff member immediately.
 - b. Students have the right to counseling if subjected to any type of discrimination.
 - c. Students have the right to be informed that FCPS has a regulation (400-48) that specifically outlines the procedures that must be followed when bullying, harassment or intimidation occur.
- ##### 2. Rights of Expression – Student Publications
- a. Student publications are recognized forms of expression and are to be encouraged as learning experiences. As such, they shall have qualified faculty advisors.

b. All members of the school shall have equal opportunity to contribute to school publications.

3. Rights of Expression – Non-school Publications

Students have the right to distribute or display non-school literature subject to legal limitations and principal review.

- a. Students have the right to expect the review to be done according to published guidelines.
- b. Students must receive approval or disapproval within three school days of the principal's receipt of material.

Responsibilities

A. Academic

1. Students have the responsibility to attend school regularly until age 18 and to follow local school regulations.
2. Students have the responsibility not to interfere with the education of other students.
3. Students have the responsibility to take advantage of the learning opportunities at the school and in the community.
4. Students have the responsibility to know the specific objectives that are expected of them before a unit of study begins.
5. Students have the responsibility to know what they must do to receive a particular grade before they begin a unit of study.
6. Students have the responsibility to consider professional judgment concerning their placement in required courses.
7. Students have the responsibility to consider reasonable answers to their questions concerning curriculum.
8. Students have the responsibility to return textbooks in good condition. If the textbook is not returned or is returned in a damaged condition beyond normal use expectancy, students will be informed of the replacement cost of the book.

B. Constitutional Rights

1. Non-Discrimination

Students have the responsibility not to discriminate on the basis of race, national origin, marital status, sex, sexual orientation, gender identity, gender expression, religion, ancestry, physical attributes, socioeconomic status, familial status, physical or mental ability or disability.

- a. Students have the responsibility to understand that any type of discrimination will be reported to a school staff member.
- b. Students have the responsibility to understand that counseling may be beneficial to victims of discrimination.
- c. Students have the responsibility to know school procedures for dealing with any type of discrimination.

2. Rights of Expression – Student Publications/Student Journalists

- a. Student publications must conform with standards consistent with the Canons of Journalism of the American Society of Newspaper Editors and Policy 436.
 - (1) Student publications must work toward financial and editorial independence.
 - (2) Students have the same responsibilities under the law as other persons concerning the matters of libel and obscenity.
- b. Editors of each student publication will create procedures whereby members of the school who are not on the staff may submit articles.

3. Rights of Expression – Non-school Publications

Students must recognize that the principal has the legal right to prior review of any non-school publication they wish to distribute on school property.

- a. The publication(s) should carry the name of the sponsoring organization or individual.
- b. The time and place for distribution will be cooperatively established with the principal to avoid disruption of normal educational activities.
- c. Students distributing literature will be responsible for removing litter resulting from their activities.

4. Right to Petition
Students have the right to petition for redress of grievances.
5. Patriotic and Religious Exercises
 - a. Schools will provide a flag salute and other patriotic exercises, but shall not require participation in these exercises of any student who objects to them.
 - b. Students shall not be required to participate in religious exercises of any kind.
6. Right to Assemble
Students have the right to organize and assemble.
7. Dress and Symbolic Expression
 - a. Students have the right to choose their manner of dress and grooming unless these present a “clear and present” danger to the student’s health and safety, or interfere with class work or school order.
 - b. Students may wear or display buttons, armbands, flags, decals, and badges of symbolic expression, unless the manner of expression interferes with the orderly process of the school or is legally libelous or obscene.
8. Search and Seizure
Students, their personal property, and the school property assigned to them shall not be subjected to unlawful search and seizure.

9. Police Questioning on School Property
Students have the right not to be questioned by police on school grounds except under the conditions stated in Bylaw 13A.08.01.13 of the Maryland State Board of Education.

C. Student Involvement

1. School Policy and Curriculum
 - a. Students shall be guaranteed a procedure that they have helped develop by which they may present their evaluations and suggestions of curriculum.
 - b. Students shall have the right to participate in the development of school rules and regulations on conduct and disciplinary procedures. (These rules and regulations shall be published and given to all students.)

4. Right to Petition
The time and place for circulation of petitions will be cooperatively established between the petitioner(s) and the principal.
5. Patriotic and Religious Exercises
 - a. Students who decline to participate in patriotic exercises will respect the rights of participants.
 - b. Students will acknowledge that materials with a religious theme may be used in educational studies.
6. Right to Assemble
The time, place, and purpose for student assemblage shall be arranged through procedures cooperatively developed by the administration, faculty, and students within each school.
7. Dress and Symbolic Expression
 - a. Students have the responsibility to dress and groom themselves in a manner that is safe, healthy, and non-disruptive of classroom and school procedures.
 - b. Students have the responsibility to not wear or display buttons, armbands, flags, decals, and other badges of symbolic expression that disrupt the orderliness of the school or are legally libelous or obscene.
8. Search and Seizure
Students must recognize as legal the search and seizure practices described in the Public School Laws of Maryland, Section 7-308.
 - a. Authority to search student
 - (1) A principal, assistant principal, or school security guard of a public school may make a reasonable search of a student on the school premises or on a school-sponsored trip if there is 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 or a violation of any other state law or a rule or regulation of the county board.
 - (2) The search shall be made in the presence of a third party.
 - b. Authority to search school
 - (1) A principal, assistant principal, or school security guard of a public school may make a search of the physical plant of the school and its appurtenances including the lockers of students.
 - (2) The right of the school official to make a search of the locker shall be announced or published previously in the school.
 - c. Rules and regulations
The Maryland State Department of Education shall adopt rules and regulations relating to the searches permitted under this section.
9. Police Questioning on School Property
Students must recognize that questioning by police at school is lawful “concerning a crime committed on the premises or in connection with an investigation which if not immediately permitted would compromise the success of that investigation or endanger the lives or safety of the pupils or other persons, provided however, that a school official be present throughout that questioning.”

C. Student Involvement

1. School Policy and Curriculum
 - a. Students shall utilize to their fullest potential the agreed-to procedure for curriculum evaluation.
 - b. Students shall abide by published school rules and regulations.

Rights

2. School Assemblies
Students shall have the right to participate with the school staff in planning, implementing, and evaluating assembly programs.
3. Student Government
 - a. All students are entitled to adequate, responsible, and effective representation.
 - b. Students shall have the opportunity for determining the organizational form through which their voice will be communicated.
 - c. The duly constituted student government organization shall cooperate with the administration in selecting an advisor from the school professional staff.
 - d. The student government shall have the right to meet regularly during the school day.
4. Student Activities
 - a. All students have the right to form and maintain organized groups in accordance with school system regulations.
 - (1) The school must recognize any group organized in accordance with published procedures established cooperatively by the school administration, faculty and students.
 - (2) Submission of a membership list may be a requirement for becoming or remaining recognized. However, information essential to holding a meeting during the school day shall be provided the school administration.
 - (3) An organization shall be banned after a full hearing if it has failed to abide by the terms under which it was approved, or because its activities present a clear threat to the health or safety of members of the school community.
 - b. The administration shall seek recommendations for advisors of each organization from the students of the organization. The appointment of the advisor shall be made by the administration.
 - c. With the principal's approval, the student groups will be allotted or allowed to raise the funds necessary to carry out their stated purposes, and will share in the control and disbursement of those funds.
 - d. Student groups will have reasonable access to the use of school facilities and shall share in drawing up procedures for organizational use of school facilities.
- D. Personal Counseling
 1. Students have the right to direct communication with counselors, teachers, and administrators.
 2. Students have the right to confidential communication with a counselor, teacher, or administrator concerning information to overcome drug abuse.
 3. No data intended for the students' cumulative record files may be collected from the students unless they have been informed as to the uses and known implications of the material being collected.
 4. Students must be informed as to the uses and known implications of standardized tests, and consent to the testing.

Responsibilities

2. School Assemblies
Students attending assemblies shall respect the rights of others in attendance and those involved in the assembly program.
3. Student Government
 - a. Students will utilize duly constituted student governance organizational structures for involvement within the school.
 - b. Students must provide a written statement defining the nature and role of the student governance organizational structure subject to the approval of the school administration.
 - c. The student government shall consult and work with the appointed advisor.
 - d. Regular meetings of the student government shall be at intervals cooperatively arranged with the principal and teachers.
4. Student Activities
 - a. The activities of organized student groups will contribute to the intellectual and social development of the students.
 - (1) The group must submit to the principal a list of members designated as contacts, a constitution and bylaws or written statement of purpose, and report any changes in same.
 - (2) Membership must be open to all students, except where the purpose of the activity requires qualifications which directly relate to the purpose of the organization.
 - (3) The organization has the responsibility to adhere to its submitted purpose(s), and if banned for not so doing, shall respect and accept this decision until the time of the hearing.
 - b. The students in each organization shall utilize and work with the appointed advisor.
 - c. Student groups must assume responsibility for budgeting, recording, and justifying their expenditures according to procedures agreed upon by the administration, student advisors, and students.
 - d. Students must cooperate with the administration and faculty in establishing and maintaining procedures that ensure the orderly use of school facilities based on a priority of requests and the needs of the total school community.
- D. Personal Counseling
 1. Students may confer with counselors, teachers, and administrators at times mutually agreeable.
 2. Students will recognize that communications with professional educators concerning information to overcome drug abuse are protected by Maryland Law 7-412.
 3. Students have the responsibility to cooperate with the reasonable collection of data.
 4. Students have the responsibility to cooperate with the reasonable collection of data.

5. The school must record only the information specified in the Maryland Student Records System Manual of Instructions and handle the types of information in the following manner:
 - a. Students' permanent record files shall contain only personal, family, attendance, and subject performance information.
 - b. A student file, to be destroyed by the time the student is age 21, shall be maintained which includes standardized test, school enrollment, non-subject performance and physical health information.
 - c. Confidential information, such as psychological and physical evaluations, must be kept in locked files accessible only to the principal and those designated by him/her.
 6. Students and their parents have the right to an interpretation of the data contained in the students' files by professionally trained personnel.
 - a. Intelligence quotient data and psychological reports shall be excepted. These may be withheld from the students (though not their parents if the students are minors or unemancipated) at the discretion of the school authority in collaboration with the parent or guardian.
 - b. The records and files may not be disclosed to any person or agency outside the school except in case of a court order or with the parents'/guardians' written permission. If the student has attained 18 years of age or is attending an institution of post-secondary education, the student's written permission rather than the parents'/guardians' written permission is required. Maryland State Board of Education Bylaw 13A.08.02 shall control the release and disposition of records.
 7. Eligible students have the right to apply for special programs for disabled students. (Maryland State Board of Education Bylaw 13A.05.01)
5. Students must recognize that specific information must be kept in school records.
 6. Students have the responsibility to obtain permission for the release of information contained in their files to outside agencies.
 7. Non-applicable

MAIN ADMINISTRATIVE OFFICE
191 S. EAST STREET • FREDERICK, MARYLAND 21701
301-644-5000

FCPS CENTRAL OFFICE DIRECTORY

EMAIL ADDRESSES
To contact FCPS staff via email: firstname.lastname@fcps.org (john.public@fcps.org)
Or for employees with the same first and last names: firstname.middleinitial.lastname@fcps.org
(john.q.public@fcps.org)

DR. THERESA R. ALBAN, SUPERINTENDENT 301-696-6910 Fax 301-696-6961
DR. MICHAEL MARKOE, DEPUTY SUPERINTENDENT 301-696-6860 Fax 301-696-6961

ACCELERATING ACHIEVEMENT AND EQUITY DEPARTMENT

Dr. Keith Harris, Executive Director 301-644-5270 Fax 301-696-6848

Achievement and Equity
Dr. Eric Louérs-Phillips, Supervisor 301-644-5271 Fax 301-696-6848

Advanced Academics
Dr. Jessica Reinhard, Supervisor 301-696-6891 Fax 301-696-6954

English Learners (EL)
Larry Steinly, Supervisor 301-696-6831 Fax 301-696-6801

ATHLETICS AND EXTRACURRICULAR ACTIVITIES

Kevin Kendro, Supervisor 301-696-6845 Fax 301-696-6801

CURRICULUM, INSTRUCTION AND INNOVATION DEPARTMENT

Dr. Kevin Cuppett, Executive Director 301-644-5125 Fax 301-644-4139

Curriculum Director
Dr. George Seaton 301-696-6826 Fax 301-644-5241

Arts: Visual and Performing
Susan Thomas, Elementary Curriculum Specialist 301-644-5161 Fax 301-644-5241
Kim Hirschmann, Secondary Curriculum Specialist 301-644-5161 Fax 301-644-5241

Career and Technology Education
Dr. Kristine Pearl, Supervisor 301-644-5188 Fax 301-644-4139
Norm McGaughey, Coordinator 301-644-5188 Fax 301-644-4139

Dual Enrollment
Diana Sung, Coordinator 301-696-6826 Fax 301-644-5241

Early Childhood Education and Judy Centers
Leslie Frei, Supervisor 301-696-6864 Fax 301-644-4139

Language Arts/English
Jennifer Ralston, Elementary Curriculum Specialist 301-644-5328 Fax 301-644-5241
SueAnn Nogle, Secondary Curriculum Specialist 301-644-5328 Fax 301-644-5241

Mathematics
Debbie Myers, Elementary Curriculum Specialist 301-644-5057 Fax 301-644-4139
Stacey Sisler, Secondary Curriculum Specialist 301-644-5057 Fax 301-644-4139

Personalized Learning
Eric Haines, Project Manager 301-696-6826 Fax 301-644-4139
Amy Cordes, Achievement Specialist 301-696-6826 Fax 301-644-4139

Physical Education and Health
Jamie Hitchner, Elementary Curriculum Specialist 301-644-5137 Fax 301-644-5241
Brian Griffith, Secondary Curriculum Specialist 301-644-5137 Fax 301-644-5241

Science
Dr. Chris Horne, Elementary Curriculum Specialist 301-644-5267 Fax 301-644-4139
Colleen Beall, Secondary Curriculum Specialist 301-644-5267 Fax 301-644-4139

Social Studies
Kim Day, Elementary Curriculum Specialist 301-644-5133 Fax 301-644-5241
Colleen Bernard, Secondary Curriculum Specialist 301-644-5264 Fax 301-644-5241

World Languages
DeWayne Cash, Curriculum Specialist 301-644-5264 Fax 301-644-5119

Operations Division (continued)

Technology Infrastructure
Edward K. Gardner, Director 301-644-5318 Fax 301-644-5342

Networks and Security
Chris Bohner, Supervisor 301-644-5318 Fax 301-644-5342

Technology Support
Doug Favorite, Supervisor 240-236-5828 Fax 240-236-5813

Transportation Department
Fred Punturiero, Director 301-644-5366 Fax 301-644-5382

ORGANIZATIONAL DEVELOPMENT DEPARTMENT

Margaret Lee, Director 301-644-4132 Fax 240-236-8836

Induction and Professional Learning
Amy Struntz, Supervisor 240-236-8828 Fax 240-236-8836

Leadership Development
Karine Myers, Supervisor 301-696-6928 Fax 240-236-8836

PUBLIC AFFAIRS DEPARTMENT

Daryl Boffman, Executive Director 301-696-6900 Fax 301-696-6962

Communications
Dian Nelson, Coordinator 301-696-6911 Fax 301-696-6962

Community Engagement
Tiana Haile, Coordinator 301-696-6902 Fax 301-644-5114

Family Involvement
Donna Quatman-Wilder, Teacher Specialist 301-696-6838 Fax 301-644-5114

FCPS Website
Lisa Newcomer, Web Content Coordinator 301-696-6898 Fax 301-644-5114

Multimedia Graphics
Kyle Raines, Coordinator 301-644-5018 Fax 301-644-5114

Printing Coordination
Brent Smith, Document Production Specialist 301-644-5197 Fax 301-644-5114

School Websites, Social Media
Tonya Street, Web Experience Coordinator 301-696-6903 Fax 301-644-5114

Video and TV Services
Jeremy Eccard, Lead Video Production Specialist 301-644-5017 Fax 301-644-5114

SPECIAL EDUCATION DEPARTMENT

Dr. Keith Harris, Executive Director 301-644-5270 Fax 301-696-6848

Compliance and Student Support
Dr. Linda Chambers, Director 301-644-5281 Fax 301-644-5303

Compliance/504: Denise Flora, Supervisor 301-644-5289 Fax 301-644-5304

Interpreting Services: Amy Brooks, Coordinator 301-644-5192 VP 301-750-2282

Non-Public Placements: Stephanie Lavin, Coordinator 301-644-5293 Fax 301-644-5304

Speech-Language/Child Find Services
April Sprecher, Supervisor 301-644-5292 Fax 301-644-5305

Instruction and Student Performance
TBD, Director 301-644-5281 Fax 301-644-5303

Elementary: Sonya Robinson, Supervisor 301-644-5295 Fax 301-644-5304

Secondary: Christie Flayhart, Supervisor 301-644-5295 Fax 301-644-5304

FISCAL SERVICES DIVISION

Leslie Pellegrino, Chief Financial Officer	301-644-5009	Fax 301-644-5010
Accounting		
Amanda Baugher, Manager.....	301-644-5032	Fax 301-644-5054
Accounts Payable		
Christie Williams, Officer.....	301-644-5049	Fax 301-644-5054
Accounts Receivable		
Christa Summers, Specialist.....	301-644-5051	Fax 301-644-5054
Payroll		
Ann Hedges, Officer.....	301-644-5059	Fax 301-644-5033
Budget		
Heather Clabaugh, Budget Officer.....	301-644-5034	Fax 301-644-5010
Business Services Technology		
Mark Payne, Technology Systems Administrator.....	301-644-5321	Fax 301-644-5010
Financial Reporting		
Melissa Rollison, Manager.....	301-644-4008	Fax 301-644-5010
Food and Nutrition Services		
Robert Kelly, Manager.....	301-644-5061	Fax 301-644-5071
Purchasing		
Kerrie Koopman, Manager.....	301-644-5210	Fax 301-644-5213
Warehouse		
Roy McHaffa, Manager.....	301-644-5393	

HUMAN RESOURCES DEPARTMENT

Timothy Thornburg, Director	301-644-5100	Fax 301-644-5105
Employee Benefits		
Donna Clabaugh, Senior Manager.....	301-644-5112	Fax 301-644-5122
Labor Relations/EEO Compliance		
Curtis Scott, Senior Manager.....	301-644-5091	Fax 301-644-5101
Talent Acquisition		
Gina Keefer, Senior Manager (Certificated Staff).....	301-644-5084	Fax 301-644-5101
Rob Wedge, Senior Manager (Support Staff).....	301-644-5095	Fax 301-644-5101
Verification of Employment	301-644-5103	Fax 301-644-5101

LEGAL SERVICES DIVISION

Jamie R. Cannon, Esq., Chief of Staff and Legal Counsel	301-696-6851	Fax 301-696-6823
Monique Wilson, Paralegal.....	301-696-6859	Fax 301-696-6823

LIBRARY MEDIA SERVICES

Mary Jo Richmond, Supervisor	301-644-5134	Fax 301-644-4139
Information Resource Specialist		
Kyle Eccard.....	301-644-5316	Fax 301-644-4139

OPERATIONS DIVISION

Paul Lebo, Chief Operating Officer	301-696-6805	Fax 301-696-6959
Capital Programs		
Adnan Mamoon, Director.....	301-644-5176	Fax 301-644-5027
Facilities Planning		
Elizabeth Pasierb, Supervisor.....	301-644-5025	Fax 301-644-5027
Maintenance and Operations		
Robert Wilkinson, Director.....	301-644-5169	Fax 301-644-5175
Security and Emergency Management		
Scott Blundell, Supervisor.....	301-696-6808	Fax 301-696-6958

Continued on page 50

STUDENT SERVICES DEPARTMENT

Dana Falls, Director	301-644-5238	Fax 301-644-5020
Behavioral Health and Student Supports		
Janet Shipman, Supervisor.....	301-644-5220	Fax 301-644-5020
Behavioral Interventions and Supports		
Rachel Eversole, Coordinator.....	301-644-5124	Fax 301-644-5304
Community Agency School Services (CASS) Coordinators		
David Humphries.....	240-566-9126	Fax 240-566-9019
Christina Karszen.....	240-236-8889	Fax 240-236-8884
Pamela A. Miller.....	240-236-5390	Fax 240-236-5401
Kristen Spear.....	240-236-5588	Fax 240-236-5501
Health Services		
Jenifer Waters, Health Specialist.....	301-644-5286	Fax 301-644-5020
Home/Hospital Teaching		
Amy Wellborn, Administrative Secretary.....	240-236-8888	Fax 240-236-8884
Home Schooling		
Joseph Burau, Teacher/Home School Monitor.....	301-644-5244	Fax 301-644-5246
Laura Ritchie, Teacher/Home School Monitor.....	301-644-4012	Fax 301-644-5246
Homeless Education Program		
Keri-Ann Henson, Coordinator.....	301-644-5290	Fax 301-644-5020
Mental Health and Student Supports		
Ann McGreevy, Supervisor.....	301-696-6882	Fax 301-644-5304
Lynn Davis, Coordinator.....	301-644-5306	
Pupil Personnel Workers		
Kristi Bender, Amanda Furajter, Wendy Gill, Brenda Harne-Herbert, Heather Krystofiak, Corrina Nobis, Anne Ricciuti.....	240-236-8888	Fax 240-236-8884
Dwight Williams, Michelle Wilms, Debbie Wivell, LeighAnn Young.....	240-236-8928	Fax 240-236-8884

SYSTEM ACCOUNTABILITY AND SCHOOL ADMINISTRATION DEPARTMENT

Dr. Jamie Aliveto, Executive Director	301-696-6818	Fax 301-696-6801
School Administration and Instructional Leadership Directors		
Elementary: Kristen Canning, Angie Corrigan, Mark Pritts.....	301-696-6854	Fax 301-696-6801
Middle: Tom Saunders.....	301-696-6810	Fax 301-696-6801
High: Kathleen Schlappal.....	301-696-6810	Fax 301-696-6801
Charter Schools: Dr. Daniel Lippy, School Management Director.....	301-696-6810	Fax 301-696-6801
Title 1: Angie Corrigan.....	301-696-6854	Fax 301-696-6801
Barbara Pindell, Business Manager.....	301-696-6822	Fax 301-696-6801
Dr. Jodi Vallaster, Coordinator.....	301-696-6913	Fax 301-696-6801
School Management Director: Dr. Daniel Lippy.....	301-696-6810	Fax 301-696-6801
System Accountability and School Improvement		
Jennifer Bingman, Director	301-696-6876	Fax 301-696-6956
Accountability, Improvement and Innovative Programs		
Kimberly Seiss, Supervisor.....	301-644-5135	Fax 301-696-6956
Data Analysis and Research		
Natalie Gay, Coordinator.....	301-696-6890	Fax 301-696-6956
Local Assessment and Intervention		
Kyle Barnette, Supervisor.....	301-644-5218	Fax 301-696-6956
Reporting		
Andrew Raith, Specialist.....	301-696-6918	Fax 301-696-6956
State Assessment and Accountability		
Deborah Gilmartin, Supervisor.....	301-696-6878	Fax 301-696-6956
Student Information Systems Operations		
Lisa Bostic, Manager.....	301-644-5315	Fax 301-696-6956

DIRECTORY OF SCHOOLS

ELEMENTARY

1. **Ballenger Creek** ♦ 240-236-2500
Ms. Megan Stein, Principal
5250 Kingsbrook Drive
Frederick, MD 21703
Fax 240-236-2501
2. **Brunswick** ♦♦ 240-236-2900
Mr. Justin McConnaughey, Principal
400 Central Avenue
Brunswick, MD 21716
Fax 240-236-2901
3. **Butterfly Ridge** ♦♦♦★ 240-566-0300
Dr. Patricia Hosfelt, Principal
601 Contender Way
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Fax 240-566-0301
4. **Carroll Manor** ♦♦ 240-236-3800
Ms. Kimberly Robertson, Principal
5624 Adamstown Road
Adamstown, MD 21710
Fax 240-236-3801
5. **Centerville** 240-566-0100
Ms. Karen Hopson, Principal
3601 Carriage Hill Drive
Frederick, MD 21704
Fax 240-566-0101
6. **Deer Crossing** 240-236-5900
Ms. Amy Routzahn, Principal
10601 Finn Drive
New Market, MD 21774
Fax 240-236-5901
7. **Emmitsburg** ● 240-236-1750
Ms. Amber Madigan, Principal
300 South Seton Avenue
Emmitsburg, MD 21727
Fax 240-236-1751
8. **Glade** ♦♦ 240-236-2100
Mr. Stephen Raff, Principal
9525 Glade Road
Walkersville, MD 21793
Fax 240-236-2101
9. **Green Valley** 240-236-3400
Dr. Giuseppe Di Monte, Principal
11501 Fingerboard Road
Monrovia, MD 21770
Fax 240-236-3401
10. **Hillcrest** ♦♦♦★ 240-236-3200
Mr. Karl Williams, Principal
1285 Hillcrest Drive
Frederick, MD 21703
Fax 240-236-3201
11. **Kempstown** 240-236-3500
Ms. Kathryn Golightly, Principal
3456 Kempstown Church Road
Monrovia, MD 21770
Fax 240-236-3501
12. **Lewistown** ♦ 240-236-3750
Ms. Jana Fockler, Principal
11119 Hessong Bridge Road
Thurmont, MD 21788
Fax 240-236-3751
13. **Liberty** 240-236-1800
Ms. Jana Strohmeier, Principal
11820 Liberty Road
Frederick, MD 21701
Fax 240-236-1801
14. **Lincoln** ♦♦♦★ 240-236-2650
Mr. Eric Rhodes, Principal
200 Madison Street
Frederick, MD 21701
Fax 240-236-2651
15. **Middletown** 240-236-1100
Grades 3-5
Ms. Jan Hollenbeck, Principal
201 East Green Street
Middletown, MD 21769
Fax 240-236-1150
16. **Middletown Primary** ♦♦ 240-566-0200
Grades Pre-K-2
Ms. Sandra Fox, Principal
403 Franklin Street
Middletown, MD 21769
Fax 240-566-0201
17. **Monocacy** ♦♦★ 240-236-1400
Mr. Troy Barnes, Principal
7421 Hayward Road
Frederick, MD 21702
Fax 240-236-1401
18. **Myersville** 240-236-1900
Ms. Dana Austin, Principal
429 Main Street
Myersville, MD 21773
Fax 240-236-1901
19. **New Market** ♦ 240-236-1300
Mr. Jason Bowser, Principal
93 West Main Street
New Market, MD 21774
Fax 240-236-1301

20. **New Midway-Woodsboro**
Ms. Kimberly Clifford, Principal
A) New Midway 240-236-1500
Grades 3-5
12226 Woodsboro Pike
Keymar, MD 21757
Fax 240-236-1501
B) Woodsboro ● 240-236-3700
Grades Pre-K-2
101 Liberty Road
Woodsboro, MD 21798
Fax 240-236-3701
21. **North Frederick** ♦♦♦★ 240-236-2000
Ms. Tracy Poquette, Principal
1010 Fairview Avenue
Frederick, MD 21701
Fax 240-236-2001
22. **Oakdale** 240-236-3300
Ms. Leigh Warren, Principal
5830 Oakdale School Road
Ijamsville, MD 21754
Fax 240-236-3301
23. **Orchard Grove** ●♦ 240-236-2400
Mr. Jay Corrigan, Principal
5898 Hannover Drive
Frederick, MD 21703
Fax 240-236-2401
24. **Parkway** 240-236-2600
Ms. Nicole Bell, Principal
300 Carroll Parkway
Frederick, MD 21701
Fax 240-236-2601
25. **Sabillasville** 240-236-6000
Ms. Kate Krietz, Principal
16210-B Sabillasville Road
Sabillasville, MD 21780
Fax 240-236-6001
26. **Spring Ridge** ♦♦ 240-236-1600
Dr. DeVeda Coley, Principal
9051 Ridgefield Drive
Frederick, MD 21701
Fax 240-236-1601
27. **Sugarloaf** 240-566-0500
Ms. Tess Blumenthal, Principal
3400 Stone Barn Drive
Frederick, MD 21704
Fax 240-566-0501
28. **Thurmont** 240-236-0900
Grades 3-5
Ms. Debra O'Donnell, Principal
805 East Main Street
Thurmont, MD 21788
Fax 240-236-0901

29. **Thurmont Primary** ● 240-236-2800
Grades Pre-K-2
Dr. Michele Baisey, Principal
7989 Rocky Ridge Road
Thurmont, MD 21788
Fax 240-236-2801
30. **Tuscarora** ● 240-566-0000
Dr. Kimberly Mazaleski, Principal
6321 Lambert Drive
Frederick, MD 21703
Fax 240-566-0001
31. **Twin Ridge** ♦ 240-236-2300
Ms. Heather Hobbs Michael, Principal
1106 Leafy Hollow Circle
Mt. Airy, MD 21771
Fax 240-236-2301
32. **Urbana** ♦ 240-236-2200
Ms. Tracy Hilliard, Principal
3554 Urbana Pike
Frederick, MD 21704
Fax 240-236-2201
33. **Valley** ● 240-236-3000
Ms. Jennifer Hyde, Principal
3519 Jefferson Pike
Jefferson, MD 21755
Fax 240-236-3001
34. **Walkersville** ♦ 240-236-1000
Ms. Christina McKeever, Principal
83 West Frederick Street
Walkersville, MD 21793
Fax 240-236-1050
35. **Waverley** ♦♦♦ 240-236-3900
Dr. Allie Watkins, Principal
201 Waverley Drive
Frederick, MD 21702
Fax 240-236-3901
36. **Whittier** ♦♦♦ 240-236-3100
Mr. Lorcán ÓhEithir, Principal
2400 Whittier Drive
Frederick, MD 21702
Fax 240-236-3101
37. **Wolfsville** 240-236-2250
Ms. Linda Stuart, Principal
12520 Wolfsville Road
Myersville, MD 21773
Fax 240-236-2251
38. **Yellow Springs** 240-236-1700
Ms. Susan Gullo, Principal
8717 Yellow Springs Road
Frederick, MD 21702
Fax 240-236-1701

Middle (continued)

50. **West Frederick** 240-236-4000
Ms. Maggie Gilgallon, Principal
515 West Patrick Street
Frederick, MD 21701
Fax 240-236-4050
 51. **Windsor Knolls** 240-236-5000
Mr. Brian Vasquezna, Principal
11150 Windsor Road
Ijamsville, MD 21754
Fax 240-236-5001
- ## HIGH
52. **Brunswick** 240-236-8600
Mr. Michael Dillman, Principal
101 Cummings Drive
Brunswick, MD 21716
Fax 240-236-8601
 53. **Catoctin** 240-236-8100
Ms. Jennifer Clements, Principal
14745 Sabillasville Road
Thurmont, MD 21788
Fax 240-236-8101
 54. **Frederick** 240-236-7000
Dr. David Franceschina, Principal
650 Carroll Parkway
Frederick, MD 21701
Fax 240-236-7015
 55. **Governor Thomas Johnson** 240-236-8200
Ms. Tracey K. Kibler, Principal
1501 North Market Street
Frederick, MD 21701
Fax 240-236-8201
 56. **Linganore** 240-566-9700
Ms. Cynthia Hanlon, Principal
12013 Old Annapolis Road
Frederick, MD 21701
Fax 240-566-9701
 57. **Middletown** 240-236-7400
Mr. Bernard Quesada, Principal
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Fax 240-236-7450
 58. **Oakdale** 240-566-9400
Ms. Lisa Smith, Principal
5850 Eaglehead Drive
Ijamsville, MD 21754
Fax 240-566-9401
 59. **Tuscarora** 240-236-6400
Mr. Christopher Berry, Principal
5312 Ballenger Creek Pike
Frederick, MD 21703
Fax 240-236-6401



KEY

- ▶ Half-day pre-kindergarten program available
- Full-day pre-kindergarten program available
- ◆ Special education pre-kindergarten available
- ★ STAR (Title I) Schools

MIDDLE

- 39. **Ballenger Creek** **240-236-5700**
Mr. Jay Schill, Principal
5525 Ballenger Creek Pike
Frederick, MD 21703
Fax 240-236-5701
- 40. **Brunswick** **240-236-5400**
Mr. Everett Warren, Principal
301 Cummings Drive
Brunswick, MD 21716
Fax 240-236-5401
- 41. **Crestwood** **240-566-9000**
Mr. Neal Case, Principal
7100 Foxcroft Drive
Frederick, MD 21703
Fax 240-566-9001
- 42. **Governor Thomas Johnson** **240-236-4900**
Dr. Joshua Work, Principal
1799 Schifferstadt Boulevard
Frederick, MD 21701
Fax 240-236-4901
- 43. **Middletown** **240-236-4200**
Mr. Paul Fer, Principal
100 Martha Mason Street
Middletown, MD 21769
Fax 240-236-4250
- 44. **Monocacy** **240-236-4700**
Mr. Reginald Gunter, Principal
8009 Opossumtown Pike
Frederick, MD 21702
Fax 240-236-4701
- 45. **New Market** **240-236-4600**
Ms. T.C. Suter, Principal
125 West Main Street
New Market, MD 21774
Fax 240-236-4650
- 46. **Oakdale** **240-236-5500**
Mr. Daniel Enck, Principal
5810 Oakdale School Road
Ijamsville, MD 21754
Fax 240-236-5501
- 47. **Thurmont** **240-236-5100**
Ms. Janine Smith, Principal
408 East Main Street
Thurmont, MD 21788
Fax 240-236-5101
- 48. **Urbana** **240-566-9200**
Mr. Andrew Kibler, Principal
3511 Pontius Court
Ijamsville, MD 21754
Fax 240-566-9201
- 49. **Walkersville** **240-236-4400**
Mr. Frank Vetter, Principal
55 West Frederick Street
Walkersville, MD 21793
Fax 240-236-4401

- 60. **Urbana** **240-236-7600**
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Fax 240-236-7601
- 61. **Walkersville** **240-236-7200**
Dr. Stephanie Ware, Principal
81 West Frederick Street
Walkersville, MD 21793
Fax 240-236-7250

OTHER

- 62. **Career and Technology Center** **240-236-8500**
Mr. Michael Concepcion, Principal
7922 Opossumtown Pike
Frederick, MD 21702
Fax 240-236-8501
- 63. **Carroll Creek Montessori Public Charter School *** **240-566-0600**
Ms. Marilyn Horan, Principal
7215 Corporate Court
Frederick, MD 21703
Fax 240-566-0601
- 64. **Frederick Classical Charter School** **240-236-1200**
Dr. Camille S. Bell, Principal
8445 Spires Way, Suite CC
Frederick, MD 21701
Fax 240-236-1201
- 65. **Frederick County Virtual School (includes Flexible Evening High School)** **240-236-8450**
Mr. Michael Watson, Principal
c/o GTJMS
1799 Schifferstadt Boulevard
Room 116
Frederick, MD 21701
Fax 240-236-8451
- 66. **Heather Ridge School** **240-236-8000**
Ms. Elizabeth Stiffler, Principal
1445 Taney Avenue
Frederick, MD 21702
Fax 240-236-8001
- 67. **Monocacy Valley Montessori Public Charter School *** **240-236-6100**
Ms. Amy Dorman, Principal
217 Dill Avenue
Frederick, MD 21701
Fax 240-236-6101
- 68. **Rock Creek School** **240-236-8700**
Ms. Katie Buckley, Principal
191 Waverley Drive
Frederick, MD 21702
Fax 240-236-8701

Safe Schools and Students

Keeping schools safe is everyone's responsibility. To help, FCPS has a supervisor of Security and Emergency Management, each school has at least one school counselor, and there are school psychologists assigned to every school. A School Resource Officer (SRO) Program places a law enforcement officer in each high school to assist in maintaining a safe environment. The SROs also respond to needs in the corresponding middle and elementary feeder schools. In addition to their role as law enforcement officers, SROs serve as mentors and positive role models.

FCPS investigates all reported threats. We remind the community: *If you See Something, Say Something*, and when it comes to social media, please *Report It, Don't Repeat It*.

In an emergency, call 911.
To report an anonymous tip about school safety:
1-833-MD-B-SAFE (1-833-632-7233) or
www.safeschoolsmd.org
Download the SafeSchoolsMD app.

The Frederick community also offers resources to help students in need and keep our schools safe. If you need help or have a concern to discuss, there is always someone to listen. Keep these numbers handy:

- ★ Frederick County Hotline, 301-662-2255
Youth Crisis Hotline, 1-800-422-0009
Crisis intervention, information, referrals and phone support
- ★ Safe Schools Tip Hotline, 1-833-632-7233
To communicate concerns about threats to school or student safety
- ★ Phone Friend, 301-694-8255
A warm line for children home alone



OTHER USEFUL CONTACTS

Board of Education of Frederick County Office

Kathryn Fostik, Executive Assistant
301-696-6917 kathryn.fostik@fcps.org

Board of Education Student Member

Mia Martinez studentmemberboe@fcps.org

Child Find

301-644-5292 Fax 301-644-5305

Earth and Space Science Laboratory

210 Madison Street, Frederick, MD 21701
Lisa Bruck and Adam Farbman, Teacher Specialists
240-236-2694 Fax 240-236-2693

Family Partnership

301-600-2206 Fax 301-600-2209

FCPS International Office

201 Waverley Drive, Frederick, MD 21702
(Portables 1 & 2)
240-236-8761 Fax 240-236-8764
240-236-8762 (Spanish)

FERKO (credit union)

www.ferkomfcu.com
502 West Patrick Street, Frederick, MD 21701
301-662-7266 Fax 301-662-4525

Frederick Association of School Support Employees (FASSE)

1 Wormans Mill Court, Suite 16, Frederick, MD 21701
Sharon Eburg, President
301-620-9217 Fax 301-662-9205

Frederick County Administrative and Supervisory Association (FCASA)

Amy Schwiegerath, President
240-236-3100 Fax 240-236-3101

Frederick County Health Department

Immunization Clinic
301-600-3342 Fax 301-600-1403
School Health Program
301-600-3312 Fax 301-600-3308
Substance-Abuse Assessments (via Behavioral Health Services)
301-600-1755 Fax 301-600-1781

Frederick County Teachers Association (FCTA)

1 Wormans Mill Court, Suite 16, Frederick, MD 21701
Melissa Dirks, President
301-662-9077 Fax 301-662-9205

Judy Center

240-236-8770 Fax 240-236-8774

Living Materials Center

For FCPS staff science materials: 240-236-2691

Maryland 2-1-1

Dial 211 for health and human services assistance, anytime, 24/7.

Maryland State Department of Education

410-767-0100

Office of the Ombuds

Sabrina Nail, Ombuds
191 S. East Street, Frederick, MD 21701
301-696-6852 ombuds@fcps.org

Outdoor School

Brett Querry, Teacher Specialist
240-236-4787 Fax 301-644-5139

Partners for Success

240-236-8744 Fax 240-236-8701

Party Tip Hotline

301-600-1318
Confidentially report a party where you suspect alcohol or drugs may be given to youth under 21

PTA Council of Frederick County

president@frederickpta.org www.frederickpta.org

Staff Development Center

44 West Frederick Street, Walkersville, MD 21793
240-236-8831 Fax 240-236-8836

SUCCESS Program

Tracy Jaramillo, Coordinator
240-236-8840 Fax 240-236-8841

Summer Sessions

240-236-8450 (Secondary) Fax 240-236-8451

Tutors

Carolyn Korb carolyn.korb@fcps.org
301-644-5328

FCPS GLOSSARY: COMMONLY USED ABBREVIATIONS AND EDUCATION TERMS

ADVANCED ACADEMICS – FCPS maintains a commitment to educating highly able and gifted learners through a variety of programming using acceleration, enrichment and extension of instruction to meet individual student needs.

AP: ADVANCED PLACEMENT – A program of challenging college-level courses available to high school students. National exams administered by the College Board allow students to earn college credit for high scores. FCPS strongly recommends that students enrolled in AP classes take these exams.

BLOCK SCHEDULE – FCPS high school students attend two semesters per school year, completing four 80- or 90-minute “blocks” or classes each semester. Semesters contain two terms each.

BYOD – Bring Your Own Device (See page 39.)

CCR: COLLEGE AND CAREER READY – Maryland legislature passed the College and Career Readiness and Completion Act of 2013. It requires assessing students before the end of 11th grade to determine if they are CCR, providing a transition-education experience in 12th grade if they are not and re-assessing them after the transition experience.

COL: CONTINUITY OF LEARNING – Delivery and receipt of standards-based activities and assignments within a course or grade-level framework that can be completed with limited instruction during a period of absence using distance learning methods.

CRITERION-REFERENCED TEST – Designed to report whether students’ achievement meets an established standard or threshold of performance. Scores are usually reported in two forms: a numeric scale score and the student’s proficiency status, using such terms as basic, proficient, advanced, or pass/fail.

CTC – FCPS Career and Technology Center (See page 27.)

DISTANCE LEARNING – Conducting educational activities when teachers and students are not in the same location but are connected either digitally or by the exchange of printed materials.

EL – English Learner classes are provided at Frederick High, Gov. Thomas Johnson High, Tuscarora High, Ballenger Creek Middle, Crestwood Middle, Gov. Thomas Johnson Middle, Monocacy Middle, Walkersville High, Walkersville Middle and West Frederick Middle schools. All elementary EL instruction is provided to students in their home schools.

ESSA: EVERY STUDENT SUCCEEDS ACT – A federal law that passed in December 2015 and governs K-12 public education policy. The law established state accountability requirements and requires testing every child in grades 3 through 8 and 10 to ensure progress toward curriculum standards. Maryland’s ESSA accountability plan will report on academic achievement, academic progress (or high school graduation rate), English language proficiency, school quality/student success, and readiness for post-secondary success.

FARM: FREE AND REDUCED-PRICE MEALS – Category of students whose applications meet the U.S. Department of Agriculture’s family size and income guidelines to qualify them for school lunch and/or breakfast at no or low cost.

FEEDER AREA – The high school and those elementary and middle schools whose students will ultimately attend (“feed into”) that high school. Provides FCPS a way to coordinate and improve delivery of instruction and other services such as bus transportation.

HAL – FCPS Highly Able Learner program for middle school students. (See pages 30-31.)

IB: INTERNATIONAL BACCALAUREATE DIPLOMA PROGRAMME – A challenging 2-year high school curriculum that leads to a qualification that is widely recognized by the world’s leading universities is offered at Urbana High School.

INTERMEDIATE GRADES – Upper elementary grades 3-5.

JROTC: Junior Reserve Officer Training Corps (Navy) instruction is offered at Gov. Thomas Johnson High School.

LYNX: LINKING YOUTH TO NEW EXPERIENCES – At Frederick High, with supportive business and community partnerships, LYNX is an innovative approach to high school education offering highly individualized Student Success Plans that provide flexibility in meeting academic goals. See www.fcps.org/lynx.

MAGNET PROGRAMS – Countywide educational programs held in one location to meet similar academic needs. FCPS has several types of magnet programs:

ADVANCED ACADEMICS: Housed in three schools for students countywide, the FCPS elementary magnet program serves the unique needs of high-performing students in grades 3-5 by providing academic challenge to students meeting selection criteria.

CAREER AND TECHNOLOGY CENTER (CTC): Offers career preparatory programs for grades 10-12 (See page 27.)

HIGH SCHOOL ACADEMIES: See page 30.

NORM-REFERENCED TEST – Designed to compare students’ current achievement with that of a group who previously took the same test. Scores are usually reported in percentiles to illustrate how individuals and groups compare to their counterparts in the state and nation.

POLICIES – The Board of Education of Frederick County sets *policies* as guidelines for the successful and efficient functioning of our school system: www.fcps.org/policies.

PRIMARY GRADES – Elementary grades pre-k through 2.

PSAT – See SAT below.

PTD: PRIMARY TALENT DEVELOPMENT – An advanced academics program designed to develop and identify students for advanced-level services.

REGULATIONS – The FCPS Superintendent authorizes *regulations* to specify school-system procedures for carrying out BOE policies: www.fcps.org/policies.

SAT – A national college-entrance examination designed to measure critical reading, writing and mathematical reasoning skills. The PSAT is a Preliminary SAT that provides practice before taking the SAT and determines some opportunities for student scholarships and awards.

SCHOOL PROFILE – Web-accessible information about each Frederick County public school, features “fast facts” about enrollment and demographics.

SIP: SCHOOL IMPROVEMENT PROCESS – A group of employees, parents, business partners and/or other representatives of a school or division’s constituency is responsible for developing and facilitating accomplishment of an improvement plan for that school or site. Plan goals are linked to the FCPS vision, mission statement and strategic goals.

SRO: SCHOOL RESOURCE OFFICER – Frederick County Sheriff’s Office employees assigned to each high school and its feeder-area schools.

STEM – Science, Technology, Engineering and Mathematics.

Parents: Follow These Steps to Resolve Concerns

If you have a concern or disagree with a decision made about your child's instruction, discipline, safety or other matter, FCPS is ready to work with you to resolve the issue. Usually issues are most quickly resolved closest to the source of the concern.

Therefore, we recommend following this sequence, starting with #1 and proceeding to the next level as necessary until your concern is satisfactorily resolved:

1. Your child's teacher or school counselor, as appropriate
2. School assistant principal or principal
3. Central Office instructional director or the appropriate department supervisor if your concern is about a non-school matter such as transportation or food service
4. Executive director of System Accountability and School Administration
5. Deputy superintendent or chief operating officer
6. Superintendent
7. Board of Education

The Superintendent and Board of Education will address unresolved issues only after they have been explored by the sequence of school personnel. When communicating by letter, fax or email, please send correspondence only to the appropriate individual in the sequence.

See Policy 105: www.fcps.org/policies. Phone numbers and email formats are on pages 50-54. ★

Office of the Ombuds

The Office of the Ombuds can help you navigate an FCPS process, address an FCPS-related concern, improve communication and relationships, and work collaboratively with all parties.

In accordance with Policy 107, the Ombuds is an additional resource that is independent, impartial, confidential and helps to informally review options for resolution of FCPS concerns from students, families, employees and community members. The Ombuds shares information with the BOE for continuous improvement. As a neutral resource, the Ombuds fosters collaborative, positive school system relationships. Although concerns raised to the Ombuds do not constitute legal notice, the Ombuds is a valuable resource for informal, fair process explanations. Communication with the Ombuds is confidential, and information is not shared without the individual's consent (exceptions may apply). Visit www.fcps.org/ombuds for details. For contact information, see the directory on page 54. ★

EMERGENCY PREPAREDNESS

Are You and Your Family Prepared for Emergencies?

Frederick County's emergency preparedness partners encourage you to take four steps to prevent, prepare for and respond to an emergency.

Get Informed:

- Monitor changing weather and road conditions, and know when travel is unsafe.
- Tune in to regional TV and radio news, watch your social media feeds, and check trusted websites.
- Listen and watch for official emergency messages communicated through the Emergency Alert System on local radio, Frederick County Government Cable Channel 19 and Frederick City Cable Channel 99.
- Sign up for Alert Frederick County, the government's free, official source for information about emergency events including weather alerts: FrederickCountyMD.gov/Alert.

Make a Plan:

- Develop an emergency plan and discuss it with your family.
- Decide how you will find out if family members are safe and let them know you are okay.
- Plan alternative ways to communicate with family members and others in case routine communications are disrupted.
- Plan for the possibility that you may need to leave your home: Know what you will need to take with you, steps to secure your home before you leave and where you might go.

Build a Kit:

- Prepare a supply kit that will sustain you and your family for three days.
- Include the essentials: water, food, important documents and personal identification, warm clothing, blankets, flashlight and radio with batteries, and medications.
- As you plan for your family, develop a plan and kit for your pet(s) as well.

Get Involved:

- Remember: Emergencies don't seem as devastating when you have a support system.
- Get to know your residential and business neighbors, the people in your school and community groups, faith-based congregation members and the parents of your child's friends.
- Volunteer your time and services to organizations in Frederick County — at schools, with fire/rescue units, at the hospital, through the Red Cross, organized blood drives and more.

The Frederick County Department of Emergency Preparedness has developed a strong partnership with FCPS to build a stronger, safer Frederick County. For more information, contact the Department of Emergency Preparedness: 301-600-1746 or visit FrederickCountyMD.gov/4541/READY_Frederick_County.

The Frederick County Government shares updates during the COVID-19 health emergency. To sign up, text **FredCoVID19** to **888777**; message and data rates may apply. ★

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- ✓ Directories and map
- ✓ What schools do in emergencies
- ✓ Meals and bus essentials
- ✓ Answers to frequently asked questions

Select

your FindOutFirst news:

www.fcps.org/fof

- ★ Emergency closing email and phone texts
- ★ Calendar updates
- ★ School newsletters
- ★ Job openings
- ★ BOE action
- ★ News releases
- ★ TV/Video shows
- ★ More

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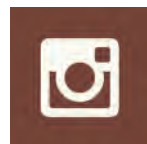
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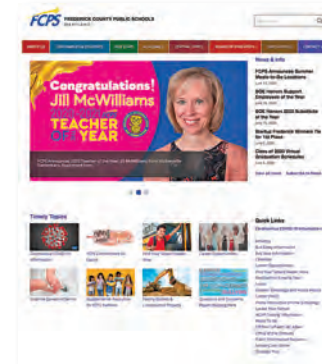
Live on Comcast 18 and at www.fcps.org/TV

- ★ Snow closing and emergency bulletins
- ★ Board meetings
- ★ Explore news for children and teens
- ★ Meet the people
- ★ See inside the classroom

Visit

www.fcps.org

- ★ Calendar, menus, bus schedules, news
- ★ Emergency bulletins
- ★ Career options
- ★ Student forms
- ★ School profiles



Engage

with your child's school

- ★ Visit the school's website
- ★ Select your school's FindOutFirst email news options
- ★ Monitor grades, attendance and assignments
- ★ Attend conferences
- ★ Reach teachers via phone and email
- ★ Volunteer



Learn More

FCPS Public Affairs Department

301-696-6900



Frederick County Public Schools

191 S. East Street • Frederick, Maryland 21701
Information 301-644-5000 Public Affairs 301-696-6900

PLEASE return unneeded copies to your child's school. We can use them!

AT THE END OF THE SCHOOL YEAR



PLEASE RECYCLE

Para la copia de este manual del calendario en Español por favor llame al 240-236-8769.

The FCPS Public Affairs Department produces this Calendar Handbook.

FCPS does not discriminate based on ancestry, age, color, disability, gender identity, genetic information, marital status, national origin, pregnancy, race, religion, sex or sexual orientation.