September 2019

Hereford Middle School

712 Corbett Road
Monkton, MD 21111
T: 443-809-7902
F: 443-809-7904
Guidance: 443-809-7905

Principal: Julie Dellone
jdellone@bcps.org
Assistant Principal: Stephen Parsons
sparsons@bcps.org
Assistant Principal: Brenda Thompson
bthompson4@bcps.org

http://herefordms.bcps.org/

A MESSAGE FROM MRS. DELONE

Dear Hereford Parents and Community,

Welcome to the 2019-20 school year! The Hereford Zone elementary, middle, and high schools have a shared focus: Empowering the Community to Value Every Learner, Every Day. Last year we asked our students, families, and community to help us celebrate every learner, every day and you answered the call. Valuing the talents, gifts, knowledge, perspectives, and differences of every student in the Hereford Zone is a priority. Our 2019 stakeholder survey results reflected remarkable gains in students’ sense of belonging at Hereford Middle. In addition, our students continue to excel academically. While we are proud of these accomplishments, we will continue our shared focus on every learner, every day to increase students’ sense of belonging, academic achievement, and aspirations. As we begin this year, we ask for your continued support to reinforce, teach, and model the actions, words, and interactions that exemplify kindness and acceptance.

Middle School brings joy, challenges, and new experiences. Parents and guardians may be tempted to step back in this stage of your student’s life; lean in closer. Middle school students are unique learners academically and social-emotionally. They need our guidance, encouragement, support, example, patience, structure, and routine to navigate decisions and experiences. The staff of Hereford Middle is committed to supporting your students and families as our middle schoolers learn and grow. WE want our students to know that we care about them and are here to help them through life’s challenges. #iBelong

August 30- Orientation Day for incoming 6th graders
7:40 – 11:00 a.m.

September 2- Labor Day- Schools & Offices Closed

September 3- Opening Day for students

September 4- Gr. 7 & 8 Back to School Night 6:00-8:00 pm

September 11- Gr. 6 Back to School Night 6:00-8:00 pm

September 13- Picture Day

September 30- Rosh Hashanah- Schools Closed for Students

October 9- Yom Kippur - Schools Closed for Students

See Something, Say Something!

Safe Schools Hotline-
1-877-636-6332

Text/Email- Hotline@bcps.org

Maryland Crisis Hotline-
1-800-422-0009

National Suicide Prevention Lifeline- 1-800-273-Talk

http://herefordms.bcps.org/
The PTA supports our community in countless ways. You can follow our PTA on Facebook at Hereford Middle School PTA. Throughout the year the PTA hosts many events, monthly meetings, organizes volunteers and requests donations of items such as Kleenex, hand sanitizer, etc. Join me in welcoming our new PTA Executive Board: Megan Stewart-Sicking – President, Sheri Sturm – Vice-President/Hospitality, Christine Matthews – Treasurer, and Jenn Gillispie – Secretary, Melinda Stankowski – Hospitality

Our school website, http://herefordms.bcps.org/, will give you a quick snapshot of our school. On the website you will find WHMS TV where you can watch our daily broadcast. In addition, electronic newsletters are posted monthly. We hope you will find the website helpful and informative.

Sixth-grade students will attend school on August 30, 2019, from 7:20-11:00 a.m. All students are encouraged to ride the bus to school on this day. Directions for car-riders are outlined later in this newsletter. Students will attend this early entry without their parent/guardian. We hope our sixth-grade students will take advantage of this opportunity to become acclimated with the school before 7th and 8th-grade students’ arrival.

The first day of school for all students is September 3, 2019.

We look forward to seeing you at Back to School Night (7th and 8th grade-September 4th and 6th grade-September 11th). Parking will be at the Mt. Carmel Park and Ride and Hereford High. Handicap parking will be available at Hereford Middle School. Shuttles will begin at 5:15 p.m.

We are confident that together, we can create a successful and rewarding year.

Sincerely,
Julie A. Dellone
Principal

NEW MARYLAND STATE LAW

Grace’s Law 2.0 was signed into law by Governor Larry Hogan on April 18, 2019 and will go into effect on October 1, 2019. By enacting Grace’s Law 2.0, we are the first state in the nation to have legislation that increases penalties for cyberbullying.

Grace’s Law 2.0 updates an earlier bill passed in 2013 by allowing victims and their parents to seek court orders to stop bullying after even a single post which intends to cause emotional or physical harm. Because of the expansion, victims no longer have to wait for several occasions of online abuse to report the incident to police, one message, and victims and their parents/guardian can act immediately.

The expanded law also increases penalties for cyber assaults on victims 18 and younger to up to three years and a $10,000 fine. The law targets online posts that intentionally intimidate or harass a minor and includes bullying, suicide baiting, and sextortion.

AFTER HOUR EMERGENCIES

If you have an after hours emergency, please call 911 or one of the resources listed below.

RESOURCES

Emergency - 911
Maryland Help Line - 211
Baltimore Crisis Response - 410-433-5175 (24 hours a day 7 days a week)
**FREQUENTLY ASKED QUESTIONS**

**How do I get my child’s bus information?**

A label will be placed on your child’s schedule of classes. The label will contain your child’s bus number, bus name and stop location. To find more detailed information and pick up times, please refer to the Hereford Middle School website herefordms.bcps.org and click on the link for bus routes. Scan the list to locate your bus number.

**Will my child have an opportunity to participate in extra-curricular activities?**

We have a wide variety of activities after school. We offer clubs such as: Student Council, Drama Club, SADD, Lego Club, Newspaper Club, Yearbook Club, Quiz Bowl, Chess, Destination Imagination, GSA, Future Educators of America, Literary Magazine, Robotics and National Junior Honor Society. We also have offer after school sports such as cross country, badminton, basketball, track and field, tennis and a workout club. After school activities are held on predetermined days of the week. In the fall students will be provided with more detailed information about each activity.

**I have a question/concern about my child, whom should I call?**

The school phone number is **443-809-7902**. The office staff will direct you to the appropriate staff member to answer your question. The school counseling office number is **443-809-7905**. Individual teacher email addresses are on our school website under the staff directory.

**What do I need to do to ensure my student receives a laptop?**

All HMS students will receive a laptop to use for the 2019-20 school year. We plan to hand out laptops as soon as the 2nd week of school. Before a student can receive the BCPS laptop, the following must be completed:

1. Grade 6, 7, and 8 parents ALL must sign an annual agreement. Your child will be given the agreement to bring home. Please sign and have your child return to school as soon as possible.

2. BCPS Laptop Presentation must be completed - A 10-minute BCPS online presentation and acknowledge viewing it electronically or attend an in-person training (dates below). Directions will be provided at the start of the school year. September 4th 5:00pm-6:00pm or September 11th 5:00pm-6:00pm.

**STUDENT LAPTOP REMINDERS**

- Students should come to school with a fully charged laptop each day. The charge cords should remain at home.
- Devices must be kept in blue BCPS bags when not in use
- If a device is missing for more than 24 hours, the office must be notified so that we can help with the search
- Laptops should not be shared by students
- If a charger cord is lost, another must be purchased
- If there is a problem with the laptop, students should completely fill in a repair ticket and give the ticket to their teacher. Parents, please help by inspecting the laptop for damage regularly. Students should be immediately reporting issues.
- All devices, bags, and charge cords will be collected for the summer

Contact Chris Putnam with any questions about devices cputnam@bcps.org

How can I get messages to or receive messages from my child?

Phone messages will only be given to students if an “emergency” situation arises. We try very hard to keep interruptions to instruction to a minimum. Thank you for your help with this.

What happens if I need to drop off an item for my student?

Items will be placed in appropriate grade lunch baskets to be distributed to students during their lunch shift. If your child has called you or is aware that an item is being brought in, it is the child’s responsibility to come to the office to pick it up. Please let your child know the estimated time you will be dropping off the item so they are aware when to pick the item up. Thank you for assisting in keeping classroom interruptions to a minimum.

What is required of visitors?

All parents and other visitors entering the school must report to the front lobby receptionist through the front doors and sign in. If the receptionist is unavailable, you will be directed to the front office. Please make sure that you have a photo ID with you when you report to the receptionist. Each visitor will have their ID scanned by one of our staff and a photo badge will be issued. Anyone in the school building without a badge should expect to be approached and questioned. We have also reminded staff and students that they are never allowed to open any door to visitors. All visitors must be buzzed into the building. These guidelines are designed to assist us in providing a safe and orderly school environment. Hereford Middle strongly encourages parent involvement and participation in the school and our program. Our guidelines are intended to ensure the safety and security of the school community, not to limit parent involvement in our school. If you, or someone on your child’s emergency contact list are picking up your child early from school, photo ID is always required. We thank you in advance for your cooperation with this safety measure.

What is the procedure for early dismissals?

If your child needs to leave school early for any reason, he/she needs to bring a note into the front office in the morning before they go to homeroom. The office will issue a pass to them for their early dismissal. Students will show their classroom teacher the pass at time of dismissal, and then should proceed to their locker and to the front office to await your arrival. Upon your arrival you will have to present ID for verification and scanning. Please do not forward early dismissal and/or after school pick up arrangement notes by email or fax unless you have contacted the front office and have been instructed to do so.
What if my child arrives late to school?

Any student coming late to school must report to the front office with a note stating the reason for lateness. The office will write a pass for the student to go to class.

What if my child is absent from school?

Any time a student is absent from school he/she needs to bring a note to the homeroom teacher upon returning to school. **OFFICIAL MSDE ATTENDANCE RULE A full time student must be present for at least 4 hours to be marked present for a full day. A full time student must be present at least 2 hours to be marked half-day present. Full-time students present for less than 2 hours will be marked as absent.** The State of Maryland standard for attendance is 94% for satisfactory (absent no more than 11 days per school year) and 96% for excellent (absent no more than 7 days per school year. Please note that HMS has an automated calling system to advise you of your child’s absence from school. In the event that your child is absent, you will receive an automated telephone and/or email message advising you of the absence. You do not need to call to confirm. You only need to contact the school if you feel that this is an error, or you have a concern. Please continue to send a written note into your child’s homeroom teacher upon their return to school.

How can I request homework if my child needs to miss school?

If you wish to pick up work for your child, you will need to notify your child’s grade level coordinator. Work may then be picked up from the front office at the end of the following school day. Grade 6: Michelle Benson mbenson2@bcps.org, Grade 7: Kim Kouyoumjian kkouyoumjian@bcps.org, Grade 8: Denise Fieden dfieden@bcps.org.

What is the procedure for inclement weather?

Please complete the early dismissal plan form. Discuss your plan with your student to ensure no confusion on the day of an early dismissal. Pay close attention to the news or refer to the BCPS website or app.

What do I need to know about arrival and dismissal?

Due to traffic and the amount of buses that service the Hereford Zone, it is recommended that all students ride their assigned bus to and from school.

Students are dropped off at Hereford Middle between 7:20 and 7:35am. Students should not be dropped off at HMS before 7:20 am as there is no supervision. Doors open at 7:20.

Buses begin arriving at approximately 1:15pm. It is recommended that if you need to come to school during this time to park on the street and walk up to the school. Parking is not permitted in the parking lot during dismissal because buses need to park double wide throughout the bus loop and parking lot. Students have a staggered dismissal in the afternoon beginning at 2:00pm. If you are picking your child up after school please arrive after 2:20pm. Staff members supervising students in the cafeteria for parent pickup will escort students to the bottom of the bus loop. For safety reasons, students are not permitted to meet parents on Corbett Road. Car riders need to have a note that will be approved by the administration. Students should drop off these requests to the office in the morning during homeroom.
Please make note that it is BCPS policy that students are not permitted to ride another student’s bus home for any reason. They may get off at another child’s bus stop only if that child rides the same assigned bus. Thank you for honoring this policy.

**What are the policies for administering medication to students?**

All prescription and non-prescription medication taken in school must be brought in by a parent/guardian. It should be accompanied with a written order signed by a physician/ nurse practitioner/dentist. This policy applies to both prescription and OTC medications, except for those medications listed on the discretionary medication form. All students will receive a discretionary medication form. This form should be completed by a parent/guardian and returned to the school nurse. Prescription medicines must be in a current prescription bottle and include: label with the name of the medicine, dosage, time of administration, student’s name and the doctor’s name. The school nurse needs to be aware of any student’s need for an inhaler or epi- pen. In addition a physician’s order must be kept on file with the nurse. If beginning a new medication, the first dose should always be given at home. Any leftover medication that is not picked up at the end of the school year will be discarded.

**I would love to volunteer at HMS! What do I need to do?**

We are grateful for our parent volunteers at HMS. All volunteers must complete the volunteer application and participate in an orientation/training session annually. This is a requirement to chaperone field trips.

1. **Step 1:** Complete the BCPS Application form. [http://www.bcps.org/parents/forms/Application-for-Volunteer-Services.pdf](http://www.bcps.org/parents/forms/Application-for-Volunteer-Services.pdf)

2. **Step 2:** Attend a scheduled BCPS volunteer training at any school or complete the online volunteer orientation. You will be provided with a certificate once you successfully complete the training.

3. **Step 3:** Submit the application and the valid training certificate to the schools in which you intend to volunteer. Volunteers may provide hard copies or the documents may be emailed to the school volunteer coordinator, Carrie Sexton Johnson, at csexton@bcps.org. Both documents must be submitted at the same time to be accepted and reviewed by the school staff.

Once the application is reviewed and training has been verified, volunteers may be placed by schools and offices according to identified needs to perform tasks that support our established goals. If you have any questions, call the office at 443-809-7902.

**What are the expectations for student conduct?**

Students, school staff, and parents share the responsibility for maintaining a safe, orderly, and healthy environment. Students’ responsibilities and rights are outlined in the BCPS Student Handbook. Each student will receive a Baltimore County Public Schools’ Student Handbook from their homeroom teacher during the first week of school. Administrators will review the Handbook with the students and the students will be required to sign a document stating they have received the handbook. Parents will be asked to read and discuss the handbook with their child(ren). Hereford Middle School has a Multi-Tiered System of Supports (MTSS) in place to ensure prevention, intervention, logical consequences and restoration.
Is there a student dress code at Hereford Middle School?

Students are expected to wear appropriate attire.

The following are not considered appropriate:

- Hats, bandannas, halters or bare midriffs, low-cut tops.
- Skirts/dresses/shorts must be the length of the wearer’s arm (a general guideline: to bottom of middle finger-tip when arm is at side).
- Clothing/accessories with references to sex, profanity, drugs, alcohol, violence, or tobacco are not permitted.
- Clothing/accessories may not convey messages that express hate, racial slurs, or sexual harassment.
- NO undergarments may be visible at any time.
- Winter coats, drawstring bags, and backpacks are to be kept in lockers; these items are not permitted out during the day.

The final say on inappropriate dress will be determined by the administration. Students may be asked to change clothing or call home for a change of clothes.

Is my child able to have a beverage in class or in the hallways?

Water is essential to our student’s health. Students may only carry clear water bottles. Only water is permitted. Students will be asked to keep their water bottle sealed and away from their device or other instructional materials at all times. To ensure safe transitions between classes, water bottles may not be used in the hallways.

How do I contact the school counseling office?

School counselors at Hereford Middle work with students to help them develop academically, personally and socially. They work closely with parents, teachers, school administrators and other professionals to provide students with the best possible resources and services. Get to know your child’s school counselor. Your support will make your child’s experience rewarding. For the 2019-2020 school year, our counselors are assigned according to grade. They may be reached at 443-809-7905 or via email:

6th Grade, Keleigh Kongkrumphun, kkongkrumphun@bcps.org
7th Grade, Vicki Shields vshields@bcps.org
8th Grade, Lilly Richardson (Department Chair) lrichardson2@bcps.org

MONTHLY HEREFORD PARENT NEWSLETTER

Please make note that this is the only mailing that will be sent in a hard copy, all other monthly bulletins will be posted on our website and can be accessed through our school website http://herefordms.bcps.org/. Additionally, if you prefer to receive a hard copy of the monthly school newsletter, please email the Administrative Secretary, Debbie Wodarczyk at dwodarczyk@bcps.org.
Hereford Middle School

Back to School Night

7th & 8th Grade: September 4th 6:00– 8:00pm
6th Grade: September 11th 6:00-8:00pm

Parents are invited to meet their child’s teachers. Please call (443)809-7902 for more information.
Dear students and families,

Service learning is a teaching method that combines meaningful service to the community with curriculum-based learning. Students improve their academic skills by applying what they learn in school to the real world; they then reflect on their experience to reinforce the link between their service and their learning.

As mandated by the Maryland State Board of Education, all Maryland students must complete a student service requirement in order to earn a high school diploma. Students may begin working toward the **75-hour graduation requirement** the summer after they complete Grade 5. Hours can be earned throughout middle and high school.

Hours may be earned by completing independent projects, by participating in service-related organizations/clubs and infused classroom lessons. Infused hours will be added to the 4th quarter report card and are a component of 2-3 subject in each grade.

Before beginning any independent Service Learning project, you must first obtain approval to ensure it meets the guidelines. In order to receive credit for Student Service Learning follow these steps:

1. Pick up a **Pre-Approval** form. Forms are available from the School Counseling Office, Service Learning Bulletin Board in the B Hallway or can be printed from the school website under Counseling > Service Learning > Service learning PDF

2. The student should complete the Pre-Approval form. Answers should be thoughtful and in complete sentences.

3. Bring the form to Mrs. Shields, or grade level counselor in the School Counseling Office for approval signature.

4. After the activity is finished, the student should complete the **Verification and Reflection Form**. Answers should be thoughtful and in complete sentences. Turn in both completed forms (Pre-Approval and Verification and Reflection) to Mrs. Shields and you will receive notification when your hours are recorded.

If you have questions about the program, please feel free to see me in the school counseling office or email me at vshields@bcps.org

Vicki Shields
School Counselor
Student Service Learning Coordinator
CELL PHONE RULES

At Hereford Middle we promote a high level of achievement through the least disruptive environment to our instructional programs. Students are cognizant of ensuring cell phones are turned off and put away. In other cases, unsupervised, non-instructional cell phone use at BCPS schools has resulted in:

- phone calls/texts interrupting learning
- unwanted text messaging/taking unwanted photos
- cell phones becoming damaged, lost or stolen
- students demonstrating disrespect which negatively affects relationships and impacts learning
- sharing inappropriate pictures/videos with peers

All students will be given a laptop computer device; therefore, cell phones are not needed for learning. We ask that parents refrain from texting/calling their child’s phone during the day. We encourage parents to discuss with their children how to turn off and store cell phones in secured school lockers or leave them at home.

In order to protect our educational environment, we will follow these steps if violations occur:

**First Offense:** The student will be instructed to put the cell phone away. A verbal warning will be given to the student. The warning will be documented.

**Second Offense:** The student will be instructed to put the cell phone away. The teacher will contact the parent and the communication will be documented.

**Third Offense:** The student will be instructed to put the cell phone away. The student will be referred to an administrator who will contact parents to determine interventions/consequences to effectively remedy the situation. Steps will be documented in SIS (student information system).

Thank you very much for helping us to protect the integrity of our learning environment. 😊

Please return this signed document to your homeroom teacher no later than Friday, 9/6/19.

Student Name printed: ____________________       Date: ________   Grade level: ______

Student signature: ______________________   Parent signature: ______________________

Another copy of this document was emailed home.
NEED TO TALK?

Problems with alcohol or drugs? Depression? Anxiety? Thoughts of suicide?

Crisis can take many forms.
CALL MARYLAND’S HELPLINE
Reach out to talk with someone who cares.
Available 24 hours/7 days a week.

CALL 211, PRESS 1
or
TEXT US
Text your ZIP code to 898-211 (TXT-211).

For more information, visit 211md.org.
Hereford Middle School Planner will be provided

Supplies for Academic Content Classes:
- 2” Binder/Notebook
- 1 Large Pack of Loose-Leaf Paper (8 ½ x 11”) - replenish throughout the year
- Packages of Dividers (2 packs of 8)
- Highlighters (at least 2 colors)
- Pencil Case (3 ring style for each binder)
- Colored Pencils
- #2 Pencils w/ Eraser (at least a dozen)
- Blue or Black and Red Pens
- 2 Dry Erase Markers
- Ruler (12-inch)
- Post-it Notes (3x3” - 4 pack)
- Glue Sticks
- Safety Scissors
- 2 (pink) erasers
- Earbuds
- Screen cleaning cloth

Supplies for Specific Academic Content Classes:
- Pocket Folder w/ 3 Brads for Language Arts/Science
- 2 Pocket Folders for Social Studies
- Composition Book for Language Arts/Geometry
- 1 Pkg. Graph Paper (4 or 5 squares per inch) for Math: for GT Math 6, grades 7 & 8 Math classes
- Graph paper spiral notebook for Algebra
- Physical Education Uniform will only be ordered online through August 18th
- Tennis Shoes for Physical Education at school use

Recommended Supplies for Home use:
- Protractor (Math-home use)
- Scientific Calculator (Math- home use)
- Graphing Calculator (Algebra- home use) TI-84 Plus is used in the classroom

Wish List/Donations:
- Kleenex - classroom teachers
- Batteries (AAA, AA, D) for Science Teachers
- Dry Erase Markers for Math & World Language Teachers
- Extra Fine-Point Black Sharpies for Social Studies Teachers

**Please note that supplies may need to be replaced frequently throughout the school year**