

# ARUNDEL MIDDLE SCHOOL

1179 Hammond Lane Odenton, MD 21113  
(P) 410.674.6905 (F) 410.674.6593 (E) arundelms@aacps.org



AUGUST 2023

## FROM THE PRINCIPAL

Dear Arundel Middle School Families and Community,

I hope all is well and that you and your family have had a wonderful summer. As we embark on the 23-24 school year, I personally can say on behalf of our entire faculty and staff that we are overly excited for the upcoming school year. We are all optimistic about the prospects of this new year.

For those rising 6th grade students and families or those new to Arundel Middle, please know that we want to make your child's transition as smooth as possible and for them to have a fantastic experience. For our returning students and families, while there will be familiarity with how Arundel Middle "operates", there will also be some new wrinkles, one of which includes the reformation of grade level classrooms throughout the building.

Please take the time prior to your child's return next week to review all the information and resources included in the newsletter. It includes a calendar of events through September, a school supply list, new information on attendance and how to report it, our cell phone policy, school wide expectations and policies for the 23-24 school year, and more. You'll find many live and clickable links to resources with in the newsletter.

Our Back-To-School Night events (BTSN) will occur over two nights. Our 6th grade BTSN will be on Wednesday, September 6th followed by our 7th and 8th grade BTSN on Thursday, September 7th. Both events will start at 6pm. If you have the availability, I strongly encourage you to attend with your child.

Lastly, the home and school connection is vital to student achievement, and a positive one at that. Families, I strongly encourage you to be involved with our school this year. I believe we have a strong community. Having said that, I also believe we can further strengthen our connection as a school community. One of the ways I encourage you to do so is to become a member of our PTA and a school volunteer. For information on membership, see the last page of the newsletter and visit the PTA page on our website.

I want to thank you in advance for your partnership this school year and we look forward to making the 23-24 school year the best it can be for your child.

Thank you,  
*Scott Edwards*  
Principal

## UPCOMING DATES

### AUGUST

28 6th Grade First Day

29 All Students Attend

### SEPTEMBER

4 School Closed-Labor Day

6 6th Grade Back to School Night/6-8pm

7 7th & 8th Grade Back to School Night/6-8pm

12 WATCH D.O.G.S. Info Session/5:30-6/Cafeteria  
PTA Social Hour/6-7pm/  
Media Center

20 Arundel High Homecoming Parade/More Information soon

25 School Closed/Yom Kippur

27-29 Picture Days  
27—8th grade  
28—7th grade  
29—6th grade

28 PTA Volunteer Fingerprinting/4:30-7:30pm/Media Center  
PTA International Info Night//6-7pm/Cafeteria

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## SCHOOL SUPPLY LIST FOR 2023-2024

### General Supplies\*:

**2" Binder and Chromebook Case** with sections labeled for Science, Social Studies, Math and Language Arts

[Binder & Chromebook Case example](#)

3 Ring Binder Dividers-8 tabs

Loose leaf paper (wide or college ruled)

Pencils, pens, and erasers

Pencil Pouch that fits into a binder.

2 locks (1 for hallway locker, 1 for PE locker)

**Agenda Book-Provided by School**

### Optional Items:

Hand Pencil Sharpener

Colored Pencils or Markers

1 Expo Marker (for dry erase board)

Highlighters

Post-It Notes (small)

Scissors

Glue Sticks (keep extras at home)

Metric Ruler

Reinforcements

Clear or lightly tinted **plastic water bottle with twist or flip cap (32 oz or less)**

**NO Squeeze caps/**Water bottle examples

[Target A](#) [Target B](#) [Walmart A](#) [Walmart B](#)

[Amazon A](#) [Amazon B](#)

**Metal & opaque drinkers are prohibited**

Drawstring bag

[Drawstring Bag Example](#)

\*Additional supplies may be needed by individual teachers, **but not required for the first few days of school.** Needs will be communicated by teachers at the beginning of the year.

**Subject Specific** (*Please check your schedule first before buying any of the additional materials listed below*):

**Language Arts: 1 subject spiral notebook**

**Math: 1 subject spiral notebook**

**Physical Education/Team Sports/Dance for Athletes:**

AMS PE uniform (shirt and shorts) - available for purchase during Physical Education class periods for \$20 or \$10 per piece.

**Dance:**

**Solid black** leotard and **solid black** leggings (females)

**Solid black** shirt and **solid black** shorts (males)

**May be purchased on own or through dance teachers after school begins**

**Foreign Language:**

(wired) Earbuds or headphones compatible with Chromebooks

**Instrumental Music:**

*Percussion Class: drumsticks*

*Guitar Class: ½ inch binder*

*Band: 1 inch binder w/ plastic sleeve front*

*Orchestra: 1 inch binder w/ plastic sleeve front*

**Vocal Music**

*Chorus: 1 two pocket folder*

**AVID**

2 binder tabs for "Classwork & Notes" and "Resources"

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## SCHOOL AND OFFICE HOURS/ARUNDEL ABCs

**School begins at 9:15AM. Doors open for students at 9:05.** All students are to be in their classrooms by 9:15am. **School ends at 3:55PM.** All students will be dismissed at 3:55pm.

The Main Office and switchboard hours are: Monday through Thursday 8:30AM to 4:30PM  
Friday 8:30AM to 4:15PM

Check out the new [Arundel ABCs](#) on our website's [School Information page](#). The ABCs provide information on many of our policies and procedures as found in your child's agenda book (with updates made after agenda book publication).

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## ATTENDANCE: ABSENCES, EARLY DISMISSALS AND LATE ARRIVALS

**ATTENDANCE** at school every day is beneficial to a child's success. Please help your child make every effort to arrive at school on time and ready to learn.

### **ABSENCES AND EARLY DISMISSALS:**

There is a new attendance procedure beginning in the 2023-2024 school year. Parents must submit absence notes through ParentPortal **OR** provide a handwritten absence note to the school. We are no longer accepting emails related to an absence or early dismissal. Additional information from AACPS will be sent home prior to the start of school explaining the new procedure. If you have questions, please call the school at 410-674-6905.

For an absence: Complete the absence form on PowerSchool. Absence and early dismissals can be entered in PowerSchool in advance. Please allow 3-4 business days for PowerSchool to reflect absences.

For an early dismissal: After completing the attendance form in PowerSchool or bringing a note to the Office, your child will receive a pass with a dismissal time to report to the Main Office for pick up.

Students are expected to show the teacher the pass in the class that they will be leaving and bring the pass with them to the office.

**If you have a last minute doctor's appointment or other emergency and didn't complete the early dismissal form on the Parent Portal, please call the office at 410-674-6905 and let us know as soon as possible so that we can arrange for your student to meet you in the office.**

The Parent/Guardian **MUST COME IN** to the Main Office and sign the student out. **A picture ID must be provided to the secretary every time you sign your student out of the building.**

If the student is returning to school, they must come to the Main Office to be signed back into school. The parent/guardian does not need to come in with them.

### **LATE ARRIVALS:**

We ask parents to make every effort to ensure that their student arrives at school on time. Repeated lateness will result in a letter home and possible referral to the school's Pupil Personnel Worker.

Students are let into the building at 9:05AM. Those that arrive after 9:13AM are considered late and must enter the building at the Main Office entrance in the middle of the building. All other doors are locked during the day.

They should bring a note stating the reason for being late. Oversleeping and missing the bus are considered an unexcused lateness. All students without a note or accompanying parent will be coded *unexcused*. A late note should include student's name, grade, reason for lateness and parent signature.

Students will then be issued a late pass to provide to the teacher in who's classroom they arrive.

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## SAFETY REMINDERS!

Each student must have a completed Emergency Card on file. Parents must take the responsibility to update any telephone number changes, addresses, etc. immediately.

If a parent works in a secure location, PLEASE provide an office switchboard number where you can be reached.

- **YOU MUST SHOW A GOVERNMENT ISSUED ID TO SIGN A STUDENT OUT OF THE SCHOOL. PLEASE BRING YOUR ID WITH YOU EVERY TIME YOU COME TO THE SCHOOL.**
- **The ID will be scanned into our Raptor system** and the following information will be collected: your photo, your name, and your date of birth. This information will be utilized to check you in, create an ID badge, and compare your information against sexual offender databases throughout the country.
- Only persons on the emergency card may sign a student out of the building.
- All visitors to the building must sign in and out and wear a visitor's badge.
- Parents and students should review the procedure for going home in case there is an unscheduled emergency.

We thank you for your help as we try to keep your children safe!

## SCHOOL BUS INFORMATION

School bus stop information is available on the [AACPS website](#). Questions related to bus stops/routes should be directed to the Transportation Office at the Board of Education (410-923-7890).

Buses will arrive at school between 8:45 and 9:05AM and will normally depart between 4:00 and 4:05PM. All students are dismissed at the same time.

Cars are not allowed in the bus lane from 8:30 -9:15AM and from 3:00-4:15PM or during Tuesday/Thursday during after school activities.

According to transportation policy, students must board and depart from the buses at the stop closest to their house.

If your student needs to ride a different bus to a sitter (long term) for example, you must obtain and complete an *Exceptional Transportation Request* and return it to the Main Office.

For the opening of school, all students should have their bus numbers written down. (AM, PM, and activity)

Activity buses run on **Tuesdays** and **Thursdays** after school. Beginning dates to be announced at later date. These buses are only for students who are eligible to ride a bus to and from school. Activity bus stops differ from regular bus stops. Bus riders who stay after school, under the supervision of a staff member, will receive a pass to ride the Activity bus. Students staying after school with a staff member must tell parents the day before to avoid telephone calls and worried parents. Activity buses normally depart from the school at 5:10PM.

Students that need to leave an activity early must be picked up in the Main Office. Students will not be allowed outside until 4:05PM.

**REMINDER: Skateboards are NOT allowed on school buses.**

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## CELLPHONES

Arundel Middle School recognizes cell phones and electronic devices as an integral part of our society. While cellphones have positively changed our lives in many ways, there are negative effects of these devices when used inappropriately in school among our students. Highly inappropriate content, cyberbullying, intimidation, harassment, theft, fight videos, rumors, snapchats, Instagram live, Instagram stories, facetime, air drops, texts, and group chats steal countless precious minutes away from instruction and occupy hours of administrative follow up by teachers and staff that could be used more productively. This lost time negatively impacts the culture and academic achievement of Arundel Middle School students.

Therefore, Arundel Middle has adopted an *Away for the Day* policy which requires all **per-**

**sonal electronic devices (including AirPods) and accessories to be turned off and completely out of sight, kept in students' assigned individual (locked) lockers during the school day.**

For the full policy and progressive consequences, please review in the link below.

<https://docs.google.com/document/d/1pMg5IOwRo-8Svt1woQK5hyoT5ogRNZeNKHq1Mt9mlal/edit?usp=sharing>

**Arundel Middle is not responsible for lost or stolen phones, airpods, or other personal electronic devices brought to school by a student.**

## STUDENT ATTIRE

### Student Attire

Students are to dress in clothes that promote a safe and respectful learning environment. Clothes that create a disruptive environment or cause a health or safety hazard, are not appropriate and not acceptable at school. School personnel will consistently and uniformly enforce this dress code. [JCD | JCD-RA]

**Headwear:** Only for health, safety, or religious reasons

**Shoes:** As appropriate and required

**Masks:** As appropriate, required, or by choice

### Students are Not Permitted to Wear:

- Articles of clothing that promote drugs, alcohol, profanity, obscenity, violence, and symbols of hate;

- Articles of clothing that promote gang colors, gang affiliation, gang initiation, or gang-related signs;
- Clothing that shows bare skin between the upper chest and mid thigh, including bare chest, back, or midriff, or underwear.

*(The above is from the AACPS Student Handbook)*

Please check your student's school attire each day to ensure that they do not have bare skin visible between the upper chest and mid thigh and that both males and females have **no exposed underwear**. Any student who does not adhere to the dress code could be required to wear a rental gym uniform over his/her inappropriate clothing.



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## HEALTH ROOM INFORMATION

### Medications

According to Anne Arundel County Public School policy, a Parent's Request to Administer Medication form (PRAM) **must** be completed by a parent and a physician for each prescription medication or over-the-counter products to be administered. All medication must be delivered by a parent or adult in an unopened container (if over the counter) or a pharmacy labelled box (if prescription.) Inhalers for asthma or Epi-Pens for severe allergic reactions are the only medications that may be carried by students. The PRAM must be completed and the portion of the form checked by the doctor that states "the student is able to self-administer and carry the inhaler or Epi-Pen." A contract will be signed with the student and the school nurse and will be reviewed quarterly to confirm that the student is safely able to carry the medication.

### Physical Education Restrictions

If your student is ill or injured and requires PE restrictions, please contact your student's PE teacher and provide a note to the Health

Room from the doctor stating exactly what the restrictions are with a specific period of time given.

If your student may need an inhaler with vigorous exercise, please have the PRAM paperwork completed by the doctor and deliver the needed medication to the Health Room.

### Emergency Forms

When you are completing the Emergency Form online, it is very important to list all home, cell, and work numbers where you can be reached in case of emergency. Please include the names of 2 other adults that may be contacted in the event that we are unable to reach a parent or a guardian.

If this information changes during the school year, please make sure that you inform the Main Office, so that your contact information can be corrected.

## 7TH GRADE IMMUNIZATIONS

### Parents of 7<sup>th</sup> grade students:

All students who will be in the 7<sup>th</sup> grade for the 2023-2024 school year **MUST** have one Tdap and one meningococcal vaccine.

Students not in compliance will be excluded on the first day of school.

Please make an appointment with your child's physician as soon as possible to receive the required vaccines.

If your child **has** received the required vaccines, please call the Health Room to verify we have the required documentation.

## VISION AND HEARING SCREENINGS

Vision and hearing screening is provided to students in 8th grade and students new to AACPS and students referred by parents or staff. The screening will be held Thursday, January 25, 2024. Make-ups and rescreening will be Thursday, February 8, 2024. Parents may request screening through the school's nurse if they are concerned for their child in any grade.

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## CAFETERIA INFORMATION

Breakfast, (Full Price, All Schools) \$1.50      Breakfast, (Reduced Price, All Schools) \$0.00  
Lunch, (Full Price, Secondary Schools) \$3.00      Lunch, (Reduced-Price, All Schools) \$0.00  
Monthly lunch menus available at Food and Nutrition site <https://aacpsschools.org/nutrition>  
Meal Benefit Applications are available for SY 2023-2024! Log onto [www.aacps.org/mealapplication](http://www.aacps.org/mealapplication)

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## Prepaid Lunch Account Information

Anne Arundel County Public Schools (AACPS) Division of Food and Nutrition Services offers you the convenience of pre-paying for breakfast, lunch, and a la carte purchases via [mypaymentsplus.com](http://mypaymentsplus.com).

### How does the Pre-Pay system work?

- Students deposit money on account by cash and/or check and access it with their Student Identification #, which is also their PIN#.
- Students bring purchases to register, enter confidential PIN #, and transaction is completed.
- If funds are not sufficient to cover purchase, cash and/or a deposit may be accepted.

### What are the advantages to a Pre-Pay System?

- Money may be deposited on a weekly, monthly, or yearly basis.
- Eliminates the need for students to carry money to school every day.
- Provides faster service to students, allowing more time for dining.
- Provides an account history for parents/guardians.

### How do I establish a Pre-Pay account?

- ♦ Pre-payments may be made to the student's account on-line at [mypaymentsplus.com](http://mypaymentsplus.com) or by cash or check payable to the name of the school cafeteria.
- ♦ Include name and address of payee, student's name, and PIN # on check. PIN # (Student ID #) can be found on reports cards and schedules.
- ♦ Submit payment online to [mypaymentsplus.com](http://mypaymentsplus.com) or to Cafeteria Manager. Funds are immediately available upon submission of payment.

- ♦ Households with more than one student at the same school may send one check or cash if the amount of money to be placed into each student's account is designated. List the name of each student with the amount of money designated for each student's account. Accounts may not be shared between children.

**Can I check my account balance?** Yes. Contact the Cafeteria Manager for account information or sign up with [mypaymentsplus.com](http://mypaymentsplus.com)

**What happens to the account if my student transfers or withdraws from the school?** Upon request from the Parent/Guardian, the Cafeteria Manager will refund the balance of money on the account.

**What happens to money remaining on account at the end of the school year?** Monies remain on account and are carried forward to the new school year for students who continue to be enrolled at the same school. Graduating students and students promoted to Middle School or High School will automatically have monies refunded.

**Can my student's Pre-Pay account also be used for the purchase of a la carte items?** Yes. Parents (full price, reduced price and free) may also limit a la carte items on account with written requests.

**If you have questions, contact Food and Nutrition Services at 410-222-5900.**

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## TO PARENTS/GUARDIANS OF ANNE ARUNDEL COUNTY PUBLIC SCHOOL STUDENTS VOLUNTARY STUDENT ACCIDENT INSURANCE COVERAGE

Each year, school children have accidents. Medical costs can be expensive, and unexpected bills can cause hardships. Even if you have other insurance, it is often not enough as coverage can require high deductibles or co-insurance payments.

Anne Arundel County Public Schools **does not** purchase blanket accidental medical or dental insurance for sports, school sponsored activities, or student activity while school is in session. However, we have made arrangements with **Bob McCloskey Insurance** to offer accident coverage to all enrolled students at a modest premium. Through this program, parents/guardians have the opportunity to purchase this protection for their child.

Some of the advantages of this insurance include:

**At-School Student Accident Coverage:** This provides insurance for the hours and days when school is in session and while students are attending school sponsored and supervised activities on or off school premises. Coverage is provided during:

- The school day, on school premises, while school is in session.
- Direct and uninterrupted travel to and from home and scheduled classes.
- School sponsored and supervised sports (excluding high school football).
- Travel to and from school sponsored and supervised sports while in school approved vehicle.

- ◆ Once effective, coverage continues until the earlier date where the enrolled students coverage has been in place for twelve months or the first day of the next school year.

**Around the Clock - 24-hour Accident coverage:** This provides insurance coverage around-the-clock, anywhere in the world. Coverage is provided:

- Before, during and after school.
- Weekends, vacation and all summer including summer school.
- School sponsored and extracurricular sports (excluding high school football).

- ◆ Once effective, coverage continues until the earlier date where the enrolled students coverage has been in place for twelve months or the first day of the next school year.

*All coverage becomes effective on the date that the completed application and premium are received by **Bob McCloskey Insurance**, or online enrollment is completed.*

**YOU CAN APPLY AND PAY ON-LINE AT:** [www.bobmcloskey.com/K12Voluntary](http://www.bobmcloskey.com/K12Voluntary) and click the "Enroll Online" start button. You have a choice of different benefit schedules.

If you have any questions, please do not hesitate to call **Bob McCloskey Insurance**, at (800) 445-3126. Their representatives are available to assist you in your inquiries or go to [www.bobmcloskey.com/K12Voluntary](http://www.bobmcloskey.com/K12Voluntary).



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## OUTSIDE FOOD, DRINK, AND WATER BOTTLES

For safety and hygiene purposes, all food and drinks are to be consumed in the cafeteria exclusively, unless explicit permission is granted by an adult. If a student is not purchasing breakfast in the cafeteria or gym foyer, he/she must eat breakfast at home. **No outside breakfast food/drink may be brought into the building at student arrival; this includes coffee drinks, breakfast sandwiches and other outside breakfast food.** All outside food must be consumed or thrown away before entering the building. Students may bring a packed lunch to store in their locker to take to the cafeteria at lunch time.

Parents may join their student for lunch in the cafeteria after checking in at the Main Office and providing proper identification. Due to severe allergies and food safety-no outside food

should be given to any student except your own during lunch visits.

Arundel Middle School is equipped with water fountains in the hallways as well as refillable water stations in the gym lobby and near the cafeteria. There is also a refrigerated water fountain located in the cafeteria. Our water fountains have been tested for lead and have been found to be lead free. Refrigerated bottles of water are also sold during lunches.

**Water bottles:** Clear or lightly tinted **plastic** water bottles with twist or flip cap (32 oz or less) are requested for students to use during the school day. **NO Squeeze caps, please!** No liquid other than water is permitted outside of the cafeteria. Soda, milk, and other flavored drinks must be consumed in the cafeteria.

## VIDEO MONITORING AT ARUNDEL MIDDLE SCHOOL

Arundel Middle School is equipped with a video camera system. It covers selected interior and exterior public portions of the building and grounds. It is NOT monitored constantly, but it is monitored during emergency situations. During certain events, when the safety or security of students may be in question, authorized personnel from local, state, or federal police or fire emergency units may be given access to view images projected on the camera system.

If you have any questions about the system, please call Doyle Batten, Supervisor of School Security, at (410) 222-5083.

## BE AWARE...

Students and staff are reminded that school buildings and school lockers belong to Anne Arundel County Public Schools and that no article, big or small, that is considered to be a drug or a weapon by our policy standards will be permitted to be brought onto school property or into school buildings. It should be further understood by all students and staff that this statement is intended to extend beyond the school area and shall include school buses for daily transportation as well as any other reason or means we may transport students and staff. Students and staff must understand that any action will not be tolerated in any format or at any level and that appropriate disciplinary action will result. We further remind students and staff that principals may request, without announcing it, the Anne Arundel County Police Department to bring a drug dog to the school during normal school hours/ school sponsored or sanctioned activity.

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An illustration of a classroom scene. A black chalkboard with a brown wooden frame is the central focus. The chalkboard has the text 'ARUNDEL MIDDLE SCHOOL' at the top, 'PTA' in large white letters in the middle, and 'Membership' in white letters below it. There are some white chalk-like scribbles on the board. The board is decorated with green leaves in the top left, and green bushes with white flowers in the bottom left and right. In front of the board is a brown wooden desk. On the desk, there is a stack of three books (red, yellow, and blue) and a pink pencil holder with a black flower design. The pencil holder contains a yellow ruler, a green pencil, and a pink pencil. Below the desk, there is a red rectangular sign with the text 'Join now!' and a QR code. Below the QR code is a URL: <https://www.zeffy.com/ticketing/27f6f2bd-8b74-41cf-8992-14caefb43539>. The background behind the desk is a light yellow wall.