

Administrative Information

Absence Notes

A student returning to school after any type of absence must bring a note, signed by a parent or guardian, to the homeroom teacher. The note must include the dates and the cause of the absence. Absence notes are due the first day the student returns to school after the absence.

Backpacks

Backpacks are used to transport books and materials to and from school. They are to be placed in the student's locker in the morning before homeroom and **ARE NOT TO BE USED** during the school day. This policy will be strictly enforced.

Cell Phones

The use of cell phones during regular school hours and while being transported on a school bus are strictly prohibited. Cell phones, if brought to school, must be turned off and stored in a locker. Students involved in before-school, after-school, and weekend instructional activities shall not use cell phones from the beginning of the scheduled activity until its conclusion.

Students carrying or using cell phones in the building during the school day will have the phones confiscated. Parents must retrieve the phone from an administrator during regular school office hours.

Discipline

At the beginning of the school year, each student receives a copy of the BCPS Student Behavior Handbook. The administrators review this handbook with all students in classes. Students are asked to sign a receipt when they receive the handbook. Both students and parents should read this handbook at home and become familiar with its contents. The sign-off sheet acknowledging that it has been read should be turned in to the grade-level administrator. Franklin Middle School will work hard to help students who encounter difficulty adjusting to school policy and classroom procedures. Parents and guardians share this responsibility and may be called on to help. Parents or guardians will be notified by a teacher, team, or an assistant principal if a disciplinary problem develops with a student.

If discipline problems reach a point where after-school detention is required, parents will be notified by phone or letter.

Dress Policy

Students are expected to wear appropriate attire. The following are not considered appropriate: hats, bandannas, halters or bare midriffs, low-cut tops or pants, extremely short skirts or shorts, or spiked wrist bands or bracelets. Boys' pants should be worn appropriately. T-shirts with references to sex, profanity, drugs, alcohol, or tobacco are not permitted. The final say on inappropriate dress will be determined by the grade level administrator.

Early Dismissal

Any student who needs to leave the school before 2:20 pm. must bring a note from a parent or guardian requesting an early dismissal. This note must be brought to the main office between 7:40 am. and 7:50 am. on the date the student is to be dismissed early for approval by the office staff. The note should include the student's full name, section, home phone number, time of dismissal and reason for dismissal.

If a parent or guardian comes to pick-up a student, that individual must present a valid form of photo identification, such as a driver's license. In addition, that person must also be listed on the student emergency card in order to pick-up the student.

Emergency Cards

Emergency Cards provide vital information to administrators, the school nurse, and in emergency situations. Parents complete several cards at the start of the school year and are asked to provide complete and up-to-date information. If information changes during the year, parents are reminded to call the school office with this updated contact information.

Hall Passes

A student must have a hall pass signed by a teacher whenever leaving class at any time other than at the end of a class period. The pass will show the student's destination, the time leaving, and the

signature of the teacher granting permission.

After arriving at the destination indicated on the pass and completing the stated activity, the teacher or staff member receiving the original pass will sign it and write the time of departure. The teacher who wrote the pass should check it for verification.

Homeroom Procedures

Teacher supervision is provided each morning. Sixth graders report to the annex, seventh graders to the auditorium, and eighth graders to the cafeteria.

Once dismissed to homeroom, students should report directly to their lockers and then go immediately to their assigned homerooms. No wandering or loitering in the halls or stairways is permitted.

Homeroom begins at 7:50 am. At this time, the homeroom bell rings and attendance is taken. All students who are late to school and arrive after 8:00 am. must report to the office for late passes.

Inclement Weather

In the event of inclement weather, students and parents should listen to the radio, watch television, or check the BCPS website, www.bcps.org, to learn of closings, late openings or early dismissals.

Lateness to Class

All students are expected to be in their assigned classrooms when the late bell rings. Appropriate action will be taken for those who are chronically late. Office staff will not issue passes for lateness to class when the student is not in the office at the time the bell rings.

Lockers

Lockers equipped with special built-in combination locks are assigned to students in homeroom during the first day of the school year.

Once a student has been assigned a locker, that student is responsible for its condition. Periodic inspections are conducted to ensure that students keep lockers clean. Lockers should be kept locked at all times. Students are not to give their locker combinations to their friends or share lockers with other students.

Students may use their lockers before and after lunch and before and after school. Students who have difficulty opening lockers should report to the homeroom teacher. The homeroom teacher will inspect the locker and provide assistance.

Project Attend

Project Attend is a Baltimore County program which monitors youngsters with chronic attendance problems. In conjunction with the Baltimore County Public Schools, Department of Juvenile Justice/Social Services, and the police department, the school offers students alternatives for improving their attendance and academic achievement.

Smoking

The Board of Education of Baltimore County policy prohibits students from smoking on school property. This policy will be strictly enforced and violators will receive a required parent conference for the first offense. If a second offense occurs, violators will be suspended.

Transportation

Students are responsible for following all the "Transportation Regulations" which will be reviewed the first week of school.

By regulation of the school system's transportation office, students who misbehave on the school bus may be denied the privilege of riding the school bus. Parents will be notified of the offense and will be responsible for providing their own transportation.

Students are required to ride their regularly assigned buses. Each student will be given a bus transportation card. Students will not be allowed to ride the bus unless they have their bus card. Students may not ride on another bus for any reason.

Parents who drive students to school between 7:20 am. and 7:50 am. are asked to drop off the students in the loop in front of the old building on Main Street, not on Cockeys Mill Road. Parents who are picking students up at the end of the day will meet students at the 2:30 pm dismissal.

Visitors

All visitors must report to the main office before entering the school building.

Baltimore County Public School policy prohibits students from bringing friends to school. All visitors must sign in and receive a visitor's pass.

Students who have been suspended from school may not be on school property and may not attend school sponsored events until reinstated.

Student Services Information

Cafeteria Regulations

Free and Reduced Lunch applications and Pre-Payment forms are distributed at the beginning of the school year. Free and Reduced Lunch applications must be completed every school year. Throughout the year, Free and Reduced Lunch applications are available on the BCPS website through the Office of Food and Nutrition.

Students on free and reduced lunches are eligible to receive free breakfast items. All other students may purchase items. No food may be taken from the cafeteria.

Students should place books in their classrooms / lockers en route to the cafeteria for lunch. All food must be eaten in the cafeteria. Students are responsible for leaving cafeteria tables and the floor area around the tables clean and neat. Food may not be taken from the cafeteria. Students wishing to leave the cafeteria for any reason must see the teacher in charge.

Guidance Services

Counselors at Franklin Middle School plan and implement guidance programs which foster growth for all students. Students are assigned to a counselor who will work with the same group of students throughout the middle school years.

Franklin's counselors work with students in individual and small group counseling and provide classroom guidance programs for large groups of students. In all contexts, counselors assist students in having a positive school experience, to make responsible decisions, and to develop a sense of respect for self and others.

Students may request an appointment by going to the guidance office before homeroom. Appointments, except in the case of emergency, are scheduled for the next day.

Health Suite

EXCEPT IN THE CASE OF AN EMERGENCY, NO STUDENT WILL BE PERMITTED TO ENTER THE HEALTH SUITE WITHOUT A PASS.

No student is admitted to the health suite during homeroom, first period, or last period except in case of emergency. Please keep in mind, first period students just left home and last period students will be leaving for home shortly.

Students who must take medicines during the day are required to confer with the nurse and leave the medicine with the nurse. If such medications are required, please send the medicine and a doctor's permission note to the nurse.

Arrangements for ill students to go home are made through the nurse's office or, if necessary, the main office. Students should never make arrangements on the public phone for parents to take them home. This will result in disciplinary action. Students who need to miss Physical Education for more than a week should obtain a doctor's note and submit it to the nurse.

Library Media Center Hours

The school library is open from 7:45 am. to 2:30 pm. A student who uses the library after school must have a note from home giving permission to stay after school beyond the normal dismissal time.

Books are checked out for one week unless a special arrangement is made by a teacher to coincide with an assignment. Franklin Middle School's library has subscriptions to more than 30 magazines. Back issues of these magazines may be checked out the same way as library books. A collection of books on tape is also being developed. Internet lines have been installed to assist student research.

Students using the library at lunch time must have individual passes signed by one of their teachers. These passes will be collected by the librarians. Permanent passes or passes to groups of students will not be accepted.

Pupil Services Team

The Pupil Services Team will receive referrals from interdisciplinary teams and parents of those students for whom modifications have not been effective. The Pupil Services Team will either make recommendations for additional modifications or make a referral to the IEP team to determine the need for special education services. These referrals should be made through the guidance counselor.

School Store

Franklin's school store, located in the cafeteria hallway, will be open during lunch. School and some band supplies are available for purchase.

Start Team

Franklin Middle School's START team aims at identifying students who are exhibiting poor decision making in their lives, and connect these students with appropriate resources in the school and/or community. START consists of teachers, administrators, resource personnel, and an assessor from First Step. Referrals may be made by students, teachers, staff members, or family members. These referrals can be placed in the START locked mail box located in the guidance office. All referrals are confidential.

Student Service Learning

Baltimore County Public Schools provide a balanced service-learning plan that includes curriculum-related activities, student-initiated activities, and special projects. Beginning with the 1996-97 school year, a curriculum infusion plan was added to ensure a structured preparation, action, and reflection experience for all students that builds on the Essential Curriculum of the county. Activities have been written that apply lessons learned from the Essential Curriculum to real-life issues in the community. Schools, teacher teams, or individual teachers can receive approval for alternative projects.

Eight hours can be earned through each of 8 middle school courses. They are:

Grade Six - Language Arts, World Cultures, Health

Grade Seven - Art, Tech Education

Student initiated service projects outside of school are still very appropriate and, for many students, very satisfying ways to accumulate required or meritorious service hours. Meritorious Service Learning Recognition certificates are awarded to 8th and 12th graders who earn at least 25 hour beyond the requirement and can demonstrate that their service has significantly impacted an individual or institution.

All projects outside of school must be pre-approved by the Service Learning Coordinator in the school. Forms for pre-approval are available in the guidance office and from the coordinator.

Academic Information

Assessment

Interim Reports

Interim reports are used to communicate with parents and students. Midway through each quarter, students may be given an interim report by the subject teacher. This report will indicate the specific areas in which the student needs to improve and what the student can do to achieve success in that subject before the quarter ends.

Interim reports for the 2008-09 school year will be issued during the weeks of September 22, December 1, February 23, and May 11.

Report Cards

Parents should expect the non-returnable report card sheet in an envelope shortly after the end of each marking period. Parents should sign the envelope and return it to the homeroom teacher the next day. Quarter marking periods end October 31, January 23, April 3, and June 18.

Parent Conferences

Parent/teacher conferences can be arranged throughout the year by contacting the teacher or team leader. This contact can be made through a note sent to the teacher, a phone message left with the front office, or through email. In addition, we encourage you to work through the school counselor if you desire to meet with more

than one teacher. Parent conferences are an excellent way to monitor student progress.

Attendance/Family Travel/Make-up Work

Franklin Middle students, parents and faculty are to be commended for their commitment to improving attendance. Our school community understands the importance of regular attendance and that some loss of learning is inevitable when a student is away from school. It is difficult, if not impossible, to make up class discussions, hands-on tasks, video presentations, or skill practice.

It is important to refer to the school calendar when you schedule medical appointments or plan family vacations. Family trips during school are not excused absences. Students may receive make-up work upon their return. If a student will be absent an extended period due to illness, the guidance counselor should be notified. Make-up work should be completed in two weeks.

Recognition

The Principal's List and the Honor Roll have been established to recognize students of outstanding scholastic achievement. Students who meet the requirements for Principal's List and Honor Roll will be invited to attend special activities, such as ice cream parties or parent breakfasts at the end of the marking period. The following criteria have been established:

Principal's List - recognizes students who have received all A's.

Honor Roll - recognizes students who have received A's and B's, with no more than one C. That C, however, must be balanced by at least one A. One or more D's or E's will automatically exclude a student from honor roll for that quarter.

Program Information

Art

Students at Franklin Middle School participate in the art program. The program includes exploration in sculpture, printing, drawing, painting, crafts, and lettering. Each student is encouraged to master skills and improve according to his/her ability.

Throughout the year, student work is spotlighted in county library displays as well as at the annual Franklin Middle Art Show held in the spring. The Gifted & Talented art program is available through portfolio evaluation.

College Ed

Seventh graders have the opportunity to take a 10 week College Ed program. This course introduces students to opportunities and resources available in higher education and professional programs.

Family Studies Exploratory

The Family Studies program offers students opportunities to explore various topics. They may include sewing, nutrition, family life, and other topics related to students' well being.

Health

Students in Health classes learn about and discuss many topics focused on life-long health and well-being. Incorporated into the sixth grade health curriculum is the *D.A.R.E.* program. Students also study issues related to social and emotional well being.

Language Arts

The English program reflects Baltimore County's emphasis on reading and writing through the use of the Essential Curriculum. All instruction is geared toward assisting every student to become a more effective communicator through the study of literature, composition, grammar, and vocabulary. Students also begin preparation for the English High School Assessment in Grade 10, that is required for graduation. All units of study provide students with the opportunity to engage in performance-based instruction and assessment, critical and creative thinking, the use of technology, decision-making and problem-solving, and multi-cultural experiences.

Mathematics

Mathematics in the middle school offers many different courses to address the different proficiency levels of students. Threaded through each course will be problem solving, patterns and relationships, investigations, real-life applications, connections to other content areas,

estimation and reasonableness of answers, mental math, and technology.

The Baltimore County Public Schools has a calculator policy which states that students should have a calculator at home as lessons warrant their use. If it is necessary for a student to purchase a calculator, the math department recommends a scientific calculator be purchased for students enrolled in general math and pre-algebra. Students enrolled in Algebra I and Algebra II may purchase a graphing calculator. Students should consult with their math teacher before making a purchase.

Music

The instrumental and vocal music programs offer a variety of courses and activities for interested students. In addition to performing groups, the music department also offers courses in world music.

The instrumental program offers classes in band and string orchestra across all three grades. All students with appropriate skills and the proper musical instrument may enroll in these performance-based programs.

Outstanding instrumental and vocal performers are given the opportunity to participate in All-County and All-State performing groups and Solo and Ensemble Festivals.

Physical Education

Physical Education presents a varied and flexible program in which students acquire fitness, physical skills and the desirable habits of good sportsmanship, team work, fair play, and safety. The program is also designed to develop interest in wholesome recreation.

Physical Education uniforms are required. Students may purchase uniforms at the beginning of the school year and throughout the year from their physical education teacher. Students may bring sweatshirts and sweatpants to school to wear in colder weather when they go outside for classes. All uniforms must be marked with the students' first and last name. All jewelry must be removed before class and secured in the student's physical education locker.

Reading

The middle school reading program continues to develop students' comprehension of informational, functional, and literary texts. Students interact with a variety of texts and learn strategies to improve skills across all contents. Students are recommended for programs based on MSA testing, grades, and academic needs.

Science

Students in the Science program are encouraged to investigate the world around them through inquiry based, hands-on, and minds-on experiences. The resources of the department include both advanced technological and scientific equipment that is fully used by all students to enrich student learning through the curriculum. In addition, resources from the community are harvested in a series of environmental activities involving a student created nature trail and bluebird habitats. All students have the opportunity to participate in Franklin Middle's annual Science Fair.

Social Studies

The social studies program presents a broad range of experiences to students as they explore the world and their own history. In grade six students study Latin America, Japan, and China. In grade 7 students study Africa, the Middle East, Europe, and Central Eurasia. In grade 8 students begin their study of America's Past.

The social studies program enables students to better understand the complexity of a global society and their role in the world.

Spanish

The Spanish program is a balanced study of language with listening, speaking, reading, and writing in the target language. Curriculum is presented in a variety of thematic units that integrate culture and geography. Students who successfully complete two years of Spanish in middle school are eligible to earn a high school credit for Spanish I.

Technology Exploratory

The Technology program provides students with skills to enable them to access and use information in today's

technological society. Students learn various programs that can be successfully integrated into their other classes.

Club Information

Art Club

Students will work with a variety of paper materials and techniques to create an altered book.

Audio Visual Club

The AV Club's goal is to expose students to video and audio equipment. Students will learn to responsibly use equipment to capture, edit, and produce videos of school events.

Black Saga

The Black Saga club develops cultural awareness, pride, tolerance, and appreciation for the diverse contributions of African-Americans in America. Students have the opportunity to compete in a quiz show format at the Baltimore County Black Saga Competition and at the Maryland State Black Saga Competition.

C.A.N.

"Community Action Network" provides students with the opportunity to serve their communities through education, action, and advocacy.

Clay Club

In Clay Club students created a large clay dragon mural that was installed outside the school as a permanent work of art.

DARE Dance

Students will participate in a free progressive program taught by a professional dance instructor in order to promote a healthy lifestyle.

Drama

Students will receive instruction in many dramatic techniques including improvisation, acting, monologues, and stage direction. In

the spring students will be able to audition for roles in a school production.

Engineering Club

Students in the Engineering Club compete in the Maryland Engineering Challenge. These challenges are "designed to introduce young people to the role of the engineer in today's society and to help them connect what they learn in school with real world engineering concepts."

Environmental Science Club

The Environmental Science Club promotes environmental awareness and education through meaningful experiences in and around our community. The club sponsors the schoolwide recycling program and participates in various activities in Maryland to help improve our environment.

Future Educators Association

FEA is a club that gives students opportunities to explore teaching as a career option and to participate in community service activities.

Grade 8 Basketball

The FMS Basketball team competes with teams from other Baltimore County middle schools. Students are selected through an application process that includes strong athletic skills, above average academic grades, and appropriate behavior.

Intramural Sports

Intramurals provide an opportunity for students to participate after school in various activities.

Music

FMS offers a variety of extracurricular musical groups. These groups include choral and instrumental, ensemble and large groups. Membership is by audition.

National Junior Honor Society

FMS National Junior Honor Society's purpose is to recognize outstanding students based on scholarship, character, leadership, and service. Members are involved in service activities to benefit the school and community. Students participate in this organization by invitation through a selection process.

National Junior Art Honor Society

NJAHS is an honor society that strives to lead its members towards attaining their highest potential in the arts, through service, leadership, and education. Student participation in this organization is by invitation through a selection process.

Peer Leadership

A Peer Leader is a student who will be a role model for students at FMS. They model and encourage citizenship through recognition activities.

Quiz Bowl

Quiz Bowl is a team that focuses on current events, media, sports, history, and other aspects of culture. The team competes against other schools in monthly matches.

SADD

Students Against Destructive Decisions is a student run club, open to all grades. SADD raises awareness about the dangers of drugs, alcohol, tobacco, violence, and sex.

Student Council

The Student Council is an organization that links students with the administration and staff to represent the feelings, opinions, and interests of the student body. The group's goal is to promote staff recognition, increase school spirit and unity, participate in school and community service, and develop leadership skills.