

ROSA M. PARKS MIDDLE SCHOOL

19200 OLNEY MILL RD · OLNEY, MD 20832 · 301.924.3180 (TEL) · 301.924.3288 (FAX)



August 1, 2011



Dear Parents, Guardians and Students:

It's almost that time when students and staff alike start to feel the flutters of excitement about the first day of school. We are looking forward to greeting your children on **Monday, August 29, 2011!**

The summer has been busy—we have hired new staff members, attended several training workshops and carefully developed class schedules for every student. Our building services staff has worked tirelessly to ensure that our school sparkles to create the most welcoming environment possible.

We are proud that teachers and paraeducators at Rosa Parks are incorporating the principles of **Universal Design for Learning (UDL)** into instruction each day. Our focus is on engaging students by using a variety of technologies and Web 2.0 tools in flexible ways. We also work to provide students with choices about how to express what they know.

I am excited to kick off the school year by greeting RPMS students and their families at a **community reception** sponsored by the PTA on **Wednesday, August 24, 2011, from 7 – 8:30 p.m.** A variety of staff members will be present to answer questions for our new families. Our student ambassadors will also be available to give tours of the building, and our new PTA President—Tea West--will be on hand to greet you.

As you know, each year schools work to achieve **Adequate Yearly Progress (AYP)** as measured by student performance on the **Maryland School Assessment (MSA)**. While I continue to take pride in the accomplishments of students and the dedication of our staff, Rosa Parks *did not* achieve AYP for 2011 in the area of mathematics, within the special education subgroup.

When schools fail to meet the goal for each subgroup, there is still an opportunity to qualify for AYP by showing adequate growth in student achievement from one year to the next, using a measure called “safe harbor.” Although the *passing rate* of students who receive special education services increased enough for Rosa Parks to achieve AYP through safe harbor, the subgroup’s **school attendance rate** was too low for this designation. Thus, while the staff will continue to focus on raising student achievement in reading and math, I will need your help in ensuring that students come to school each day. Attending school is the foundation for achieving in school. For Rosa Parks to achieve AYP in 2012, **90.4%** of students must pass the **MSA reading** test, and **85.7%** of students must pass the **MSA math** test. In addition, student daily attendance must reach the goal of **93.8%**.

Attending school every day gives students consistent access to talented staff members who provide exciting learning opportunities within a positive environment. We are very fortunate to have hired a number of new staff members at Rosa Parks. They are:

Mr. Shawn Krasa, Assistant Principal
Mr. Otto Bender, Building Services
Mr. Tim Dixon, Media Specialist
Ms. Michelle Ewers, Counselor
Mrs. Becky Feuerherd, Sp. Ed Math Teacher (*Welcome back!*)
Ms. Monica McCants, French Teacher

Ms. Molly McMahon, Science Teacher
Ms. Stacy Morales, Science Teacher
Ms. Katie Schmahl, Spanish Teacher
Ms. Susan Song, English Teacher

In addition, we are very pleased to welcome veteran RPMS staff members to their new roles:

Ms. Joan Davis, 7th Grade Team Leader

Ms. Amy Rakowiecki, Science Resource and 6th Grade Team Leader

Ms. Kim St. John, Staff Development Teacher and 6th Grade Team Leader

Another essential aspect of student success is their own willingness to complete assigned work and to put in the time and effort necessary to take advantage of the learning opportunities they are provided. All incoming 6th, 7th and 8th grade students received a summer reading and math packet in June or upon enrollment.

Required Summer Reading: Rosa Parks' students are expected to read two books, complete a graphic organizer for each, and bring the completed assignments to school the first day of school in order to receive credit. These two books will count towards the 25 books that the state expects middle school students to read each year. Students may choose book titles or authors from the lists provided, or, with parent approval, they may select other book titles that interest them. Parental support is greatly appreciated and will ensure the success of this program.



Summer Math Review Packet: These packets, along with the answer keys are accessible from the Rosa Parks MS website. All students received a booklet for the course into which they have been placed for the Fall. Rosa Parks' students are expected to complete the booklet they are given over the summer and bring it in to their math teacher by Friday, September 2nd for full credit. Students must show all work in the space provided in the book or on a separate paper to receive full credit. Teachers will be available for **summer math packet assistance on Wednesday, August 10th and Thursday, August 18th from 6:30 – 8:30 p.m.** Please call to let us know which date your child will be attending.

Beyond turning in summer work on the first days of school, students will bring home a number of important documents for you to complete so that the school can have all required information in case of an emergency and so that you and our students are aware of important school procedures. Please return these items by September 2nd. *Lockers will not be assigned until emergency forms and handbooks are signed and returned.*

- Yellow Sheets with Pre-Printed Emergency Information: please review this information for accuracy, correct all errors, and sign and return. If there are no updates, please sign and return, indicating that all information is correct.
- Parent Child Reunification Form: In case of an emergency similar to the events of 9-11, we must have the names of adults who you authorize to pick up your child from school. We will be unable to release your child to another adult without your *pre-approval* (including neighbors / relatives).
- Computer Handbook: Students will receive a handbook with strict rules for appropriate computer use at school. This handbook must be signed and kept in your child's binder.



If your child rides a school bus, please write the 4-digit bus route number inside of his or her notebook. This important information will be helpful in case your child forgets his or her bus number at the end of the school day.

The staff members of Rosa Parks Middle School are looking forward to working with you and your child this year. We work hard to provide excellence in opportunities for every student at Rosa Parks. If you have questions, do not hesitate to visit our website or call. I hope you have a relaxing, rejuvenating end to the summer.

Sincerely,

Donna Redmond Jones, Ph.D.
Principal

DRJ:kt

Attachments

- | | |
|-------------------------------------|---------------------|
| General Information | SNAP Form |
| Communicating with the School | Drop Off Procedures |
| Suggested Supply List | Bus Schedule |
| Student Planner & Activity Fee Form | PTA Information |
| MCPS Directory Information | |

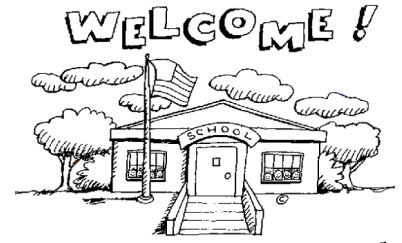
As these tight budget times continue, we appreciate the funding and support the Montgomery County Public Schools (MCPS) has received from the County Council. We recognize that it is imperative to use our resources in the most efficient and effective manner. MCPS staffing allocations are based on projected enrollment. In some cases, it may become necessary for staffing changes to occur in schools if enrollment comes in below projection and doesn't justify the staffing that was allocated. If there is a need to make an adjustment in staffing based on actual enrollment, we will do our best to minimize the impact of these necessary adjustments. We will keep you informed and alert you of any changes that may occur at our school.

Communicating with the School

Calling the right person to handle a question or concern will enable the issue to be resolved in the most efficient way.

Counselors (301-924-3190)

Grade 6	Ms. Denise Talley
Grade 7	Ms. Michelle Ewers – 7A Mrs. Ellen Fellows, Resource Counselor – 7B
Grade 8	Mr. Yomon Mingia



Overall academic progress of child
Concern about social/personal adjustment
Schedule conflicts or changes
Information you would like shared with teachers about your child
Family or personal problems affecting your child's overall adjustment
Information about counseling groups and outside referrals

Counseling Services Secretary (301-924-3190) - Mrs. Kreis

Request for homework for long-term absence (3-4 day minimum)
Withdrawal from school
New registration
Request for transcripts
Request for team conference through counselor



Nurse (301-924-3266)-Ms. Ralli

Health Technician (301-924-3266)-Mrs. Williams

Health concerns/Immunization questions

Attendance Secretary (301-924-3180) – Mrs. Fordham

To inform school of absence of child

Notes for being absent

Notes for early dismissal

All attendance questions

Financial Assistant (301-924-3179) - Mrs. C. Kelly

Any questions regarding monies - books, yearbooks, field trips, financial obligations, etc.

Classroom Teachers (301-924-3180) -Please call or email the classroom teacher first.

Questions regarding child's performance in class

Concern with child's progress in class or any concern regarding student assignments

Team Leader/Interdisciplinary Resource Teachers (301-924-3180)

Grade 6A Team Leader/Ms. St. John

Grade 6B Team Leader /Science Resource/Ms. Rakowiecki

Grade 7A Team Leader/ Mrs. Link

Grade 7B Team Leader /Ms. Davis

Grade 8A Team Leader/ World Languages Resource- Mrs. Van Duzer

Grade 8B Team Leader/Social Studies Resource – Mrs. Sturm

English Resource/Mrs. A. Kelly

Math Resource /Mr. Schwartz

Physical Education Resource/Arts Team Leader – Mr. Foster

Special Education Resource/IEP Coordinator – Mrs. L. Taylor

If any of the following occurs, please call your grade-level team leader:

- Any question regarding curriculum
- Unresolved concern with individual teacher
- Overall performance of child in subject area
- Overall performance of child on team

Gifted/Talented Coordinators (301-924-3180) -Mr. Aaron Schwartz and Mr. Jason Volz

- Placement in honors classes
- Information about special programs (G/T, LD, summer and enrichment programs at Montgomery College, John Hopkins programs)
- Academic support for G/T students

PTA Website: – Access all PTA information and forms – come visit: www.rpmspta.org

President:	Tea West.....	teapot2@yahoo.com	301-774-6085
6th Grade VP:	Kellie Blake	kblake66@yahoo.com	
	Cindy Keating.....	cjkeating1@verizon.net	
7th Grade VP:	Tammy King	tammy3360@comcast.net	301-570-5464
	Gaye Lubell- Danowitz.....	jaredsam2002@yahoo.com	301-770-0120
8th Grade VP:	Betsy Palmer	palmer3dogs@verizon.net	301-570-6499
	Linda Silverstein.....	peols@comcast.net	301-560-4896

Parent Volunteer Coordinator: Susan Donsky, DONSKYMOM@VERIZON.NET

Administration (301-924-3180)

- Dr. Donna Redmond Jones, Principal
- Ms. Holli B. Swann, Assistant Principal
- Mr. Shawn Krasa, Assistant Principal

If there is still a concern after you have spoken with a teacher/counselor/secretary, please call the appropriate administrator:

- Grade 7 and 6B- Mrs. Swann
- Grade 8 and 6A- Mr. Krasa

RETURN PHONE CALLS & E-MAIL

Counselors and administrators will return all phone calls within **24 hours**. All teachers will respond to all phone calls and e-mails within **48 hours**. If you have an emergency please call the counselor who will get back to you as soon as possible the same day.

Parents can help the school by reviewing homework each night, reading to your child, and ensuring completed homework is in your child's binder and backpack prior to his or her departure for school.





GENERAL INFORMATION FOR STUDENTS AND PARENTS

Back-to-School Night is scheduled for **Thursday, September 15, 2011**, at 6:45 p.m. Please mark your calendar!

GRADE 6 ORIENTATION

Orientation for incoming 6th grade students will be held on Thursday, August 25, from 7:55 a.m. to 11:40 a.m. Upon arrival at Rosa Parks, students will report to the cafeteria to receive their schedules. Then, they will follow their schedule and meet their teachers. Students will be dismissed from the cafeteria at 11:40 a.m. to walk home, ride the bus, or meet their parents.

GRADE 7 and GRADE 8 ORIENTATION (Only students new to Rosa Parks)

Orientation for students new to Rosa Parks is also on Thursday, August 25, from 7:55 a.m. – 11:40 a.m. *Students will report to the Pinkney-Murkey Media Center where they will receive further instructions.*

OPENING DAY

The first day of school for all students will be **Monday, August 29, 2011**. Sixth grade students, and 7th and 8th grade students who attended orientation, along with returning students, will report directly to their homeroom on Monday, August 29. Homeroom assignments will be posted by grade in alphabetical order in the main hallways for 6th, 7th, and 8th graders. After finding their names, all students will report directly to their homeroom classes.

Any new student who did not attend the August 25th orientation will report directly to the cafeteria.

SCHOOL DAY - 7:55 a.m. to 2:40 p.m.

Students may enter the building at 7:30 a.m. and report directly to the Pinkney-Murkey Media Center, gym or cafeteria daily. If your child walks to school, we request your cooperation in making sure that he/she arrives no earlier than 7:30 a.m. Students will be **UNSUPERVISED** if they arrive prior to that time. Students who are not riding the bus in the afternoon must leave school grounds by 2:55 p.m. daily, unless they are under the direct supervision of a staff member.

Attention Parents of 6th Grade Students:

The Sixth Grade Dance is Tuesday, September 20th, from 2:40-4:00 pm. The cost is \$3.00 and all sixth graders are encouraged to attend. Proceeds will be used to benefit 6th grade students.

Sixth graders will be attending Outdoor Education this year. The dates for our two teams are: November 28-30 for Team 6A/Terrapins (St. John), and November 30-December 2 for Team 6B/Blue Crabs

(Rakowiecki). *Your child will only be allowed to attend Outdoor Education during the designated times for his/her team, so please plan accordingly.* The cost for Outdoor Education will be approximately

\$80.00. Permission slips and required forms will be sent home in the month of October. A general Outdoor Ed parent meeting will be held **Thursday, October 27th**, at 7 p.m. in the cafeteria. Please mark this on your

calendars now, for we encourage all 6th grade parents to attend this meeting. We will need parents to accompany and help chaperone the teams for the 3 days each team attends Outdoor Education. If you are able to join us for your child's Outdoor Ed session at Skycroft, in Middletown, MD, please contact Jason Volz (Outdoor Education Coordinator) by email or note, by **October 3, 2011**. Parents who are chosen as chaperones will have a chaperone meeting in the media center **November 17th at 7 p.m.** *This meeting will be for the Outdoor Ed chaperones only.*

For any team/student concerns or questions, please email Mrs. Kimberly St. John (Team A/Terrapins) or Ms. Amy Rakowiecki (Team B/Blue Crabs).

All of the 6th grade teachers are greatly looking forward to working with your 6th graders this year.

Edline Info—Parents Should Register for their Own Accounts!

In middle school parents can monitor their children's grades, homework and work completion by logging into Edline. Approximately two weeks into the school year, parents of rising sixth graders will receive a letter that explains step by step how to activate your Edline account. ***We encourage parents to register for their own accounts*** (instead of logging in using their children's accounts). Important messages from teachers and the principal are sent to parent accounts. So, parents, please be sure to register for your own accounts!

Attendance

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

- Students will be recorded as *a.m. absent*, if they arrive at school more than two hours late.
- Students will be recorded as *p.m. absent*, if they leave school more than two hours early.
- Students will be recorded as either *a.m. absent* or *p.m. absent*, if they are absent from school for more than two hours, but less than four hours during the school day.
- Students will be recorded as *full-day absent*, if they are present for less than two hours of the school day.
- Students will be recorded as *full-day present*, if they are present for more than four hours of the school day.



Immunization Guidelines for 2011-12:

Students enrolled in K-12 grades are required to show proof of immunization against Hepatitis B, show proof of vaccination against Varicella (chickenpox) or a doctor's or local health department official's documentation that the student has had the disease. Children who are not completely immunized or who have not presented their immunization record but presents evidence of an appointment to obtain documentation or immunization within 20 calendar days of the day of enrollment may be temporarily admitted to school. **Your child will NOT be allowed to attend school after September 30, 2011** if the required documentation is not provided to his/her school. Please contact your child's health care provider to obtain his/her immunization record or missing doses of vaccine. If you are unable to get an appointment for vaccinations with your child's health care provider, immunizations may be obtained at one of the Department of Health and Human Services Immunization Clinics.

Physical Education

The following information has been prepared to give you a head start on what is needed for physical education classes.

Students are encouraged to take a shower (or wipe down) after each PE class. Students may purchase the RPMS uniform. Reasons for purchasing the uniforms include:

- To reduce the competition between students when selecting sportswear for PE class.
- To distinguish between the students' school clothes and their physical education attire (since it is often difficult to make the distinction).
- To provide high quality, long-lasting attire that is very comfortable and that allows students to move freely for class activities.

During cooler weather students will need warm clothing. Students may bring their own sweat clothes. However, we recommend that the sweatshirt and pants be gray or black in color. Uniform order forms will be distributed on the first day of school through the PE department.



Medical Examinations for Athletic Tryouts

Students who are trying out for softball in the Fall *must* have a recent medical examination on file with the school nurse. Medical examinations are good for two years for middle school students and must remain valid through the end of the season. Medical examinations WILL BE REQUIRED for softball, basketball, and soccer.



SPECIAL DIET MODIFICATION FOR STUDENTS

Under Section 504 of the Rehabilitation Act, a student may be entitled to receive menu substitutions or texture modifications under the school lunch program. This entitlement occurs when a doctor determines that the student has an impairment, which substantially limits one or more major life activities. A signed statement from the student's doctor must verify the existence of the student's disability and an indication that the disability restricts the student's diet. If the disability prevents the student from eating the regular school meals, the school will provide meal substitutions at no extra charge.

FREE OR REDUCED MEALS

Students eligible for free and reduced meals during the 2010-2011 school year are eligible to receive free or reduced price meals until at least September 30, 2011. This provides benefits to eligible students while the applications are being processed for this school year. The applications will be distributed the first week of school. Please return the application as soon as possible to allow time for processing the paperwork. **STUDENTS MAY NOT RECEIVE FREE OR REDUCED PRICE MEALS WITHOUT AN APPROVED APPLICATION ON FILE BEGINNING OCTOBER 3, 2011.**

LOCKERS/BACKPACKS

Each student will be issued a locker to keep his/her supplies in during the school day. Due to the space limitation in each locker, it is extremely important that you assist your child in purchasing a **regular size backpack**. **DO NOT purchase large, bulky or rigid backpacks, or backpacks with wheels.** Textbooks and coats will not fit in the lockers if oversized backpacks are stored there.



STUDENT SUPPLIES

Students are expected to establish and maintain good organizational skills at Rosa Parks. In order to help the middle school students become more organized, we suggest that they purchase the appropriate supplies listed for each grade level on the suggested supply list page in this packet. Most students find it important to have a three-ring binder that is **strong** and **durable**. Pencil cases and rulers that can be attached to the rings are also needed. These materials, along with paper, pen and pencil, should be brought to school every day. After school starts supplies may be purchased in the school store. Please assist us in this effort by guiding your child in the procuring and maintaining of his/her notebook for the upcoming school year. All students can purchase a **STUDENT PLANNER**. This planner is designed to allow students to record all assignments for every class for the entire school year. The student handbook is also included in the planner. Financial assistance will be available to qualified students who bring a written note to their Team Leader or Assistant Principal.

TRANSPORTATION



We have included in this mailing a bus schedule for the 2011-12 school year. The same schedule will be used for the special orientation day on Thursday, August 25 with the exception that buses will depart Rosa Parks at 11:40 a.m. On regular school days buses will depart at 2:47 p.m. If you wish to transport your child to school, it is critical for the welfare of our students that you adhere to the policy prohibiting cars from standing in the bus lane during loading hours - 7:00 a.m. to 9:30 a.m. and 1:30 p.m. to 3:30 p.m.

SAFETY

Safety is a huge concern for us during the morning and afternoon rush. Please adhere to these guidelines to reduce the possibility of car and pedestrian accidents.

1. Parents who wish to drive students to school **must** enter the school opposite Willow Grove Road. Here you will find visitor parking and a "Drop Off" loop which is ONE WAY for our students' protection. Please pull all the way around the loop and be sure that your children are ready to get out of the car quickly so that traffic does not back up. If you stop by the flag pole when there is space to pull forward, a major traffic jam occurs on Olney Mill Rd. This is a particular problem when there is inclement weather.
2. Please do not enter the bus loop in the morning or afternoon hours, and do not allow your children to get in or out of the car on the very busy Olney Mill Rd.
3. Please encourage students to use the sidewalks on school property. These walkways have been laid out with safety in mind. Their use will keep our students safe and sound. Bicycle racks are provided for students who ride their bikes to school. Students **must** wear helmets, and bikes **must** be walked across the street and on school property.



2011-12 STUDENT FEE FORM

Explanation of Student Fees

As a whole-school initiative Rosa Parks has ordered **student planners** that are available for purchase. The planner is not graded or used as a hall pass, but it is used by teachers to help your child track his or her assignments and to let you know when assignments are due. While this is a voluntary purchase, we **strongly** believe a student planner is a valuable organizational tool to help you and your child monitor the completion of assigned tasks. If you do not want your child to purchase the school's planner, please provide a tool your child can use for the same purpose.

Rosa Parks Middle School provides **incentives** for all students throughout the year to exhibit positive behavior / good character. We also give incentives to encourage students to develop strong academic habits and skills that will benefit them in their classes and on the Maryland School Assessment. The activity fee supports the purchase of student incentives.

In addition to the student planner and activity fees, some students will be assessed fees for take-home or consumable items in their elective classes such as FACS (Family and Consumer Sciences), general music, computer applications, art and photography.

Please return this form with your payment so that we can maintain accurate records.

Student Name _____ **TAP Teacher** _____ **Grade** _____
(To be filled in by student on the first day of school)

If you are purchasing a PE uniform, please **do not** combine your fees. PE uniform fees are collected separately by PE teachers.

Student Planner \$7.50
Activity Fee \$3.00

Date _____ **Check #** _____ **Total** _____

*Please make checks payable to **Rosa Parks Middle School**.*

Note: A \$10.00 fee will be charged for each check returned to Rosa Parks Middle School. This fee is subject to change.



MONTGOMERY COUNTY PUBLIC SCHOOLS
Rockville, Maryland

Authorization for Release of Student 2011-2012

Name of Student: _____ Date of Birth: _____
Name of School: Rosa Parks Middle School Grade: _____
Parent(s)/Guardian(s): _____

I certify that I am the custodial parent/legal guardian of the above named student, and I grant permission for my child to be released to any of the following individuals. *(Each section must be complete.)*

My child may be released to the following individuals. (Additional names may be included on a separate piece of paper. If additional names are attached, parent/guardian must initial here: _____.)

Name: _____ Relationship to child: _____

Address: _____ Phone: _____

Name: _____ Relationship to child: _____

Address: _____ Phone: _____

Name: _____ Relationship to child: _____

Address: _____ Phone: _____

Parent/Guardian Information:

Parent/Guardian: _____ Work Phone: _____

Home Phone: _____ Cell Phone: _____

Parent/Guardian: _____ Work Phone: _____

Home Phone: _____ Cell Phone: _____

Child's after school daycare provider: _____ Phone: _____

I understand that my child will not be released to anyone other than those listed on this form. [If this form is not completed and returned to my child's assigned school, MCPS staff may refer to the Yellow Emergency Information Form, 565-1.] If changes occur during the school year, I will contact the school to update this form.

Parent/Guardian Signature

Date