Shiloh Middle School Handbook

3675 Willow Street Hampstead, MD 21074 **(410)386-4570**
https://sms.carrollk12.org

Janel Fosnot
Principal
Alissa Narcross
Assistant Principal



The vision of the Shiloh Middle School community is to provide a rigorous academic program that allows each student with a safe and respectful environment that serves to prepare all students to successfully participate in high school, college, career, and civic life.

Shiloh Middle's Core Values are:

- Provide a rigorous academic program.
- Maintain a safe and orderly learning environment.
- Prepare students to be successful in high school and beyond.
- Promote and team positive behaviors in order to create a healthy school climate.

The staff of Shiloh Middle School would like to extend a warm welcome to all of our new students and their families.

This handbook has been prepared to provide you and your child with information about the philosophy and procedures of Shiloh Middle School. It is our goal to meet the academic, social, and emotional needs of all our students in a safe and respectful learning environment. If you have any questions throughout the year, please do not hesitate to contact us.
We look forward to a new and exciting school year!
Sincerely,
Janel Fosnot
Principal

PRIDE in the PACK

PRIDE in the Pack is a motto we use at Shiloh to encourage students to exhibit positive character traits. Students are recognized monthly for displaying these and showcasing their PRIDE in the Pack.

P = Prepared
R = Respect
I = Integrity
D = Determination
E = Excellence

Student Commitments

As a student of Shiloh Middle School, I will strive to take full advantage of the academic programs offered to help me develop intellectually. I commit to:

- developing a good attitude toward my learning, my classmates, and others, so I may reach my full potential;
- developing a positive self-concept;
- showing self-control and diligence when working independently, and using the necessary social skills when working collaboratively;
- taking responsibility for my actions and behavior;
- appreciating the arts, and creative aspects of life, and;
- understanding and accepting the value and diversity of all cultures.

As a student, I will treat all people at Shiloh Middle School with respect. I understand that Shiloh will not tolerate any act of bullying, harassment, discrimination or hostile acts toward any student or staff member based on that person's race, religion, color, national origin, physical or mental disability, or gender identity.

Carroll County Public School Informational Calendar

This calendar is provided to youngest and only students (students may also access the CCPS Informational Calendar on the county website: www.carrollk12.org and contains important information regarding school system guidelines, policies, and regulations. Students receive a copy of this calendar/handbook in their first week of school. It is important that all students and parents review the information periodically. At the beginning of each school year, team meetings are held during which Shiloh procedures and CCPS policies and guidelines are reviewed with the students.

Attendance & Early Dismissal

Students at Shiloh Middle are expected to maintain strong attendance throughout the school year (94%) and should be at school each day in order to benefit from the educational experiences planned for that day. School hours are 8:25 a.m. until 3:00 p.m. Students should not arrive to school before 8:00am. Supervision is not available until that time. Students will be supervised 25 minutes before and 25 minutes after school. If a student arrives at school after 8:25 a.m., he/she must report to the office before going to class. Disciplinary action may occur for chronic unexcused tardies or absences. A student is counted present for a full day if the student is in attendance three and a half hours or more of the school day. A student is counted present for ½ day if in attendance for at least forty five minutes of the school day. When a student is absent from school, this information must be communicated via a parent/guardian to the school within 5 days of the absence. The information may be shared in the following formats: written note, email SMSAttendance@carrollk12.org, or by calling the school. If the school has not received communication regarding the absence from the parent/guardian, they will receive an automated voice mail alert to let them know their child is not present that day. Parents/guardians are always able to check their child's attendance by logging into the Home Access Center. Absences not reported by parents are considered Unverified. Unverified absences become unexcused absences after 5 school days.

Leaving School Grounds

Students are not permitted to leave school grounds without permission from administration.
Administration may grant permission to leave only with a written request signed by a parent or guardian.

Bikes

Students must wear a helmet on school grounds when riding a bike and lock up their bikes once arriving on school grounds.

Homework Request for Absences

For extended absences due to illness, parents may request homework the morning of the third day absent, or any time thereafter. Parents should call the school office by 9:00 a.m. to request this work. Requested work may be picked up after 3:00 p.m. in the main office. Students should complete and return the work when they return to school, unless other arrangements have been made with their teacher(s). Teachers often post documents or other information in Schoology platform as well.

We recommend that parents/guardians plan vacation times when school is not in session, however, we realize that students are sometimes absent for family or other activities. A request in writing must be submitted to the counseling office for approval. We ask for advanced notice of planned absences to coincide with the length of the absence (i.e – 3 days notice for a 3 day absence). Students will receive their work upon their return to school. Quizzes, tests, etc. will be made up when they return. Students will be given a day for a day to make up work (i.e. 3 day absence will be given 3 days to complete missed work). Students may also access Schoology through their 1:1 device if they desire, while on vacation to keep up with assignments.
Students and parents must understand that some loss of learning opportunity is likely. For example, class discussions or laboratory experiments are difficult, if not impossible, to make up and, therefore, may have a negative impact on a student's learning and grade. This is especially true for students who already have excessive absences and/or poor grades. These facts should be considered carefully when deciding whether or not to schedule activities requiring time away from school.

Visitation Guidelines

- For security reasons, all visitors shall check in at the main office upon arriving at the school, where they will be required to present a government issued photo identification that includes a date of birth.
- Any person wishing to observe a class in which their child is attendance shall arrange the visit in advance with the teacher and principal. An administrator or designee may be available throughout the observation to answer questions. Every effort shall be made to limit interference with instruction and not to distract students or staff during a visitation. Visitors will be asked to remain seated in a designated area and will not be permitted to speak to staff or students during class. Should a parent/legal guardian have questions for the teacher, a separate appointment shall be scheduled for that purpose. Visitors wishing to observe a class are asked to

make arrangements for other child in their care in order to minimize disruptions. Classroom observations shall last no longer than two hours, include no more than two individuals at a time, and be limited to one time per marking period. If a representative of the family (i.e. attorney, etc.) is observing, that visit shall count as the quarterly observation.

- To protect the privacy rights of students, the class may not be videoed or audio-taped, and no pictures may be taken. Cell phones, laptops, and other technology may not be used during the visitation and should be left in the main office or kept out of sight.

Discipline

Shiloh Middle School is committed to providing a safe and secure environment where all individuals are free to learn. **Students have the responsibility to conduct themselves in a manner that does not detract from the learning process.** Students must know and understand school regulations, make an effort to uphold them, and recognize that those in authority have the responsibility for maintaining an orderly educational process. Students will be held accountable for their behavior and will receive consequences for incidents of misbehavior. Prevention and intervention strategies have been developed by the school to help resolve and/or prevent discipline concerns.

The teacher(s) will communicate with parents regarding discipline concerns through a variety of ways, which may include email, letters home, discipline reports and/or parent phone calls. Serious infractions, even if it is a first time offense, will result in immediate removal of the student from the classroom.

Guidelines for Good Behavior

- All students are expected to follow school rules as outlined in the Carroll County Public Schools Informational Calendar and the Shiloh Middle School handbook.
- All students are to respect the rights and property of others. Everyone has the right to a positive and safe educational environment.
- Purposeful pushing, shoving, touching, hitting, kicking, name-calling, bullying and fooling around in hallways, on the playground or in classrooms is unacceptable and will not be tolerated.
- All students are to be polite and courteous to all students and adults at Shiloh Middle School.
- All students are to arrive to class on time and to be prepared with all necessary materials.
- Students must follow directions given to them by a staff member.

Computer Usage

All students will be provided with a CCPS laptop. It is important that students take care of these devices, charge them each night, and bring them to school each day. Parents will receive an Student Laptop Agreement and Acceptable Use Policy for Technology Form electronically at the beginning of the school year. The form will identify the expectations for students while they are using computers and related technologies at school. The form also identifies specific misuses and possible consequences for the students. Students and parents are expected to complete the form. Inappropriate usage will result in immediate consequences decided by the school administration and could result in suspension from school and/or cancellation of some technology-based privileges.

Academic Opportunities

All students will participate in classes specifically designed to help them work to their highest potential. Core subjects include: English/Language Arts (ELA), Mathematics, Science and Social Studies. Students may also participate in Health Education, Music, Art, Physical Education, Family and Consumer Sciences, and Technology Education. Students in grade 8 may be eligible to enroll in the Spanish course.

Honors classes are offered to students who qualify based on teacher recommendation, grades, standardized test scores and classroom assessments. These classes will be conducted during the students' regular academic program. Students enrolled in Honors Algebra I will take a final exam near the end of the school year and will earn high school credit upon completion of the course. Students who have successfully completed Spanish during their 7th & 8th grade years will also take a final exam and then earn one foreign language credit for high school.

PRIDE Time Program

PRIDE time is built into the schedule daily for 30 minutes to give the students an opportunity to improve their understanding of instructional content presented in class. Students may request to be called upon by a teacher to review material from previous lessons, make up work from absences, be provided reteaching for 2nd chance learning, as well as finish an assignment requiring extended time. Students should not use this time to do homework from the day before as PRIDE Time may not be available. Students should bring something to PRIDE that they can work on such as a book to

read, organizing their notebooks or online computer programs to enhance their skills such as IXL or Freckle. On Wednesdays during PRIDE, students may have the opportunity to attend club sessions.

Cheating, Plagiarism, and Forgery

Shiloh Middle adheres to the highest standards of integrity. If, for any reason, a **student deliberately copies** or **uses another student's or person's work or talents** (e.g., cheating or plagiarism) or **forges another person's signature without proper permission**, it will be considered a serious infraction. Any grades or credit earned as a result of such action may be disallowed. In addition, any incident of such behavior will be subject to consequences deemed appropriate by the teacher and/or administration.

Breakfast / Lunch

Shiloh participates in the School Breakfast Program. All students may purchase breakfast between the times of 7:55am - 8:20 a.m.. Students will eat their breakfast in the cafeteria and return to homeroom.
Students are also provided time to eat lunch each day. When finished eating, all students are expected to clean the area where they ate. When this is complete, students may go outside for part of their lunch period (weather permitting). If students choose to remain inside, they must stay in their seats where they may talk quietly with friends.

Free and Reduced Breakfast/Lunch: Free and reduced breakfast and lunches are available to students on an as-needed basis. Application forms can be found on the CCPS website (www.carrollk12.org) under food services.
Borrowing of Lunch Money: Students may borrow up to three lunches to their accounts before they are given a cheese sandwich and a carton of milk. Parents may view their child's account by going on-line to: www.myschoolbucks.com.

FOOD

Students are not permitted to eat or drink any items outside of the cafeteria unless given permission to do so. Due to allergies, students may not share food with other students, and parents may not bring in food for other students during lunch.

Lockers / Backpacks

Each student will be assigned a locker. Students are not permitted to share their locker with friends or classmates, as they are responsible for the contents of their locker at all times. Students may choose whether or not to place a lock on their locker; however, if they choose to use a lock they must provide the combination or an extra key to their homeroom teacher. Students will not be allowed to carry their backpacks throughout the school day and should utilize their lockers for items that are not needed. Students will have scheduled locker stops throughout the day to obtain the necessary materials.

Care of Books and Materials

Carroll County Public Schools may provide textbooks, library books and other materials and equipment for student use. These items remain the property of the school system and may be assigned for the length of a course or for a shorter period of time as deemed appropriate by the teacher. Sometimes these items are made available for classroom use only. Students are responsible for the proper care and return of school property. Should a student fail to return textbooks, library books, or other school-owned property, or have other outstanding obligations, the principal may prohibit further issuance of school-owned property or supplies until appropriate restitution is made. If books and materials are returned damaged, there will be a fee for replacement or repair.

School Counseling Office

The School Counseling Office is available to help students, whether it be related to academics or social/emotional concerns. To make an appointment, students should complete a counselor request slip and give it to the School Counselor Secretary. Counselors speak to students on a host of topics including: attendance, peer conflicts, and grades. Services provided may include: individual and small group counseling, classroom lessons, peer tutoring, peer mediation, scheduling classes, and questions about test scores.

Health Room

Our goal is to promote health and wellness in order to maximize students' time in the classroom. The health room is available to students who are ill or injured at school as well as support ongoing medical concerns. A student's primary physician should be consulted to evaluate illnesses and injuries that may occur both in and outside of school. Students must ask permission to go to the Health Suite if they are not feeling well or are injured. Students are not permitted to call or text message a parent/guardian prior to requesting and reporting to the nurse. Our nurse will contact a parent/guardian if it is determined that the student is sick. We appreciate student/parent cooperation with this procedure.

Medication: Students may receive medication at school if a parent/guardian delivers the medication to the school nurse AND a CCPS Medication Order Form has been completed by a physician. Students should **NEVER** carry any medication to school or while at school. Students are permitted to carry the following items:

Lip Balm/Chapstick
Hand lotion/cream
Non-medicated cough drops
Saline eye drops
Saline nose spray
Sunscreen
Individual Hand Sanitizer
Glucose or Salt tablets

Students are permitted to carry a water bottle during the school day. It is strongly encouraged that students use a clear plastic water bottle.

Additional information concerning health room visits and policies can be found in the CCPS Informational Calendar.

CCPS Student Dress Code

Students of Carroll County Public Schools are required to groom themselves in a manner that is not disruptive to the educational process and is reflective of a learning environment. Students are expected to abide by this dress code from their arrival to the school building to the defined ending of the school day as well as at any school-sponsored or school sanctioned event. The requirements include, but are not limited to:

Head Coverings:

• Be removed upon entering the school building, unless approved for religious or medical reasons.
• Certain headbands, scrunchies, and folded bandanas, which are used to hold hair in place and do not cover the entire head, are permitted.
• One's face must be visible at all times.

Shirts:

• Shall reasonably cover the back, the cleavage area, and the entire midriff area.
• See-through or mesh shirts are not permitted, unless worn in conjunction with an appropriate top.

Dresses/Shorts/Skirts/Skorts/Pants:

• Shall cover the entire buttocks and private areas while the student is sitting, standing, and bending over.
• Pants shall cover undergarments at all times; that is, the waistline of the pants shall be on the upper hips.

Other:

• Appropriate shoes shall be worn.
• No bedroom slippers or pajamas shall be worn.
• Clothing that may endanger health or safety, that may be used as a weapon, or that may cause damage to property shall not be worn.
• Undergarments shall not be worn as outerwear or be visible through outer-garments.
• Clothing shall not be worn that would lead school officials to reasonably believe that such attire will materially disrupt, interfere with, disturb, or distract from school activities, the safe operation of the school, or the rights of other students to access and participate in a safe and welcoming educational environment.
• Clothing shall not convey advertisements for or promote the use of condoms or other birth control devices, tobacco, alcohol, drugs, or the unlawful use of weapons, stated or implied.
• Clothing shall not convey profanity or symbols/messages depicting, implying, or which are reasonably perceived as promoting intolerance, hatred, and/or a hostile educational environment or harassment/ bullying on the basis of age, color, genetic information, marital status, mental or physical disability, ancestry or national origin, race, religion, sex, sexual orientation, gender identity or gender expression. This prohibition includes, but is not limited to, Confederate Battle Flags and swastikas.
• Clothing and accessories shall not depict symbols/messages of groups which are generally recognized as promoting intolerance, hatred, and harassment/bullying, such as the Ku Klux Klan or Aryan nation.
• Clothing shall not convey establishments or products whose names can be directly interpreted or construed as carrying a "double meaning" involving sexual innuendo, gang symbols, or sexual activity.
• Body art, whether permanent or temporary, which would otherwise violate this policy if depicted on attire, must be completely covered during the school day or at any school-sponsored or school-sanctioned event.

Violations of CCPS Student Dress Code:

All student dress code violations shall be addressed in a respectful manner. When possible, a student's dress code concerns shall be addressed by a staff member of the student's gender identity.
A student found wearing inappropriate clothing will be asked to change or remove the item, and will be given an opportunity to do so. Should the student not be able to change or remove the item, clothing may be provided by the individual school. Student failure to cooperate will be referred to an administrator. Any student not complying with the direction of the administrator may be considered insubordinate and subject to appropriate disciplinary action.

Request for Exceptions:

Exceptions to the dress code for the purpose of school spirit activities by clubs or organizations will occur at the discretion of the school administration.

Extra-Curricular Activities

Periodically, special school activities are planned for students of Shiloh Middle School. **Only students from Shiloh Middle School are allowed to attend these activities and dances**. All school rules and dress codes apply at these activities. **To remain after school, students are required to have a permission slip signed by a parent or guardian.** Signed notes should be given to the teacher in charge of the activity unless otherwise identified on the permission slip. It is also important that transportation home at the end of the scheduled activity be arranged before students come to school. Walkers must also present a note if walking is not their normal mode of transportation. Supervision may only be provided for 15 minutes after the activity is scheduled to end.

PLEASE NOTE: Participation in extra-curricular activities is considered an important part of a student's middle school experience. However, such participation is a privilege, not a right. Therefore, the school's administration, at its discretion, may make a student ineligible for participation in extra-curricular activities if a student's behavior, or poor academic performance warrants such a decision.

Student Transportation

The Carroll County Public Schools' transportation system is operated under state and local policies and guidelines established by the Maryland State Department of Education and the Carroll County Board of Education.
The Transportation Services Department emphasizes the following policies for parental information:

- To be eligible for bus transportation, public high and middle school students must live one mile or more from school. Students who are transported are expected, where necessary, to walk these same distances to bus routes or bus stops. This walking distance is not measured for persons living on unimproved roads or for special needs students.
- All eligible students shall be provided transportation to attend ONLY the school within their appropriate attendance area.
- Bus stops should be not less than 1/4 of a mile apart.
- One a.m. and one p.m. stop shall be allowed for each student. Exceptions will be made only in cases of an emergency or when an extenuating circumstance exists, and must be approved by the principal.
- Students should be at the bus stop five minutes prior to pick-up time.
- Students who must cross the road shall do so approximately ten feet in front of the bus and without unnecessary delay. Students should look both directions and cross only when the bus has stopped and activated its red warning lights. Never walk behind a bus.
- Parents are responsible for the supervision of their children while walking to or from school or the bus stop, and while waiting at the bus stop.
- Those who are legally entitled to ride school buses are: bus contractors, bus drivers, assistants, assigned students, and employees assigned for student supervision. Without prior approval from the school principal, following a written request by the parent, students may not ride buses other than those to which they are regularly assigned.
- Without prior approval by the driver, students shall not bring large musical instruments or bulky items on board. Live insects or animals are not permitted. If space is available and an unsafe situation is not created, students attending the Outdoor School Program shall be permitted to transport their luggage.

Bus Passes

Except under very limited circumstances, **students may not ride a bus other than their own**. If this should become necessary, the school must receive a request for permission from the parent/guardian in advance. A note is also required from the parent who will be supervising the student. Authorization for a student to ride another bus must be approved by the Shiloh administration.

Suspension of Bus Riding Privileges
Riding the school bus is a privilege. A student that does not follow the school bus safety rules, endangers himself or others and does not respect the rights of others may lose his/her riding privilege. In order to maintain a safe and orderly environment on the school bus, it may be necessary to use disciplinary measures with students displaying unacceptable behavior, which could include suspending a child's bus riding privilege.

Video/Audio Cameras on School Buses
Digital cameras with video/audio capabilities are installed on all CCPS buses to protect students and staff as well as provide for a safe and orderly environment. The privacy of students and the recording are kept secure and are reviewed only by authorized CCPS personnel.

School Closing for Inclement Weather

When inclement weather conditions occur, the decision may be made to delay the opening of school by one or two hours, to close school, or to dismiss school early. An announcement will be made for delayed openings or closings by 6:00 a.m. **Every effort will be made to make the announcement as early as possible**. **It is important for students to know what to do in these situations (e.g., go to a neighbor's house, etc)!**

In rare instances, there may be an announcement made to delay the opening of schools, but that a re-evaluation may occur. The re-evaluation could result in a later announcement that schools will be closed for the day. A final decision to close schools following the "delay with re-evaluation" announcement will be made by 7:30 a.m.

All weather-related announcements will be made through the following media outlets: WTTR 1470 AM, WBAL-TV Channel 11, WJZ-TV Channel 13, WMAR-TV Channel 2, WBFF Fox 45, WPOC/WCAO/B104.3, WBAL Radio 1090 AM, Metro Network V-103 (WXTR, WWLG-AM, WGRX, WCAO, WASA, WANN, WBGR, WJHY, WNAV), Infinity Broadcasting (WQSR/WWMS/WMIX 106.5/WLIF 101.9), WRBS 95.1 FM, WAFY-KEY 103, WGET 1320 AM/WGTY 107.7 FM, WHVR 1280 AM/The PEAK 98.5 FM, WFMD 930 AM/WFRE 99.9.

Emergency Drills/Building Evacuations/Lockdowns

We are required to conduct a variety of drills throughout the year. It is important for students to know what to do in emergency situation. Bus evacuation drills are conducted in the fall and spring of each year.

During an emergency drill it is important for students to:
1. Leave all books and other items at their desk.
2. Move quickly, quietly, and in an orderly fashion from the building as directed by the teacher to a designated area.
3. Do not talk, push, or crowd the doorways.
4. Stand silently to hear roll call and directions from the teachers.
5. Return to the classroom silently at the end of the drill.

During emergency drills, we do not answer the school phones and we will not respond to visitors at the door. We know this can be an inconvenience but our goal is to practice emergency drills in a way that will help us prepare for a true emergency in or outside of the building.

Student Service Learning Requirement

Service Learning - Carroll County Public School District (carrollk12.org)

1. Students, parents, and individuals/organizations who accept student volunteers are hereby advised that the fact that Service-Learning is mandated is not a sufficient basis for attaching liability to the Carroll County Public Schools. The Board of Education of Carroll County does not provide general liability insurance for individuals or organizations for whom students may perform student service. Parents or guardians of student and individuals or organizations that accept student volunteers should verify the adequacy of their own insurance coverage; as well as their protocols for maintaining student safety and privacy.
2. The Carroll County Service Learning program will meet or exceed the maximum number of service learning hours (75) as required by the State of Maryland. Students may count a maximum of 20% of total service hours as preparation unless pre-approved by the School Service Learning Coordinator.
3. Students may accumulate service learning hours through the summer after the completion of grade 5 until the end of grade 12. Students must complete a minimum of 55 service learning hours by the end of the eleventh grade in order to be promoted to senior status.
4. Service learning hours will be pro-rated for students transferring into Carroll County Schools from out of state, non-public schools, or home school after the start of their sophomore year. Students who transfer during sophomore year

will be required to complete 40 hours of service learning; during junior year, 30 hours; during the first semester of their senior year, 10 hours; during the second semester of senior year, 5 hours.
5. Service Learning activities will be approved by the School Principal (or their designee) or the building Service Learning Coordinator. Students shall not be paid for their service and shall not earn hours for service to a for-profit agency or business. Students shall not earn hours for service hours in preparation for or during religious service; nor can they earn hours for assisting family members with tasks like cutting the lawn or babysitting. Students can not be excused from school to earn service learning hours. Check with the building Service Learning Coordinator for clarification.
6. Students who complete 300 or more service learning hours by May 1st of their Senior year will earn the Exemplary Service Award.

CONSENT AND RELEASE

Permission to Photograph, Videotape or Audiotape

Throughout the school year, the Carroll County Public School System frequently covers school activities and may use your child's photograph, video image, or voice for educational, informational, or public relations purposes, with or without identification by name.
If you do not wish to have your child's voice reproduced on tape or to have his/her image appear in such things as a video or a photograph, or on the school or school system website or social media, please notify the school principal in writing. It is assumed that parents and guardians consent to their children being audiotaped, photographed, videotaped, or having their image placed on a school website or social media by the school system unless such notification is received.
There are also occasions when the media cover certain school events (such as when a government leader visits a school). If you do not wish to have your child's name or likeness published by the media, you should address your concerns directly to the school involved so that the media is so advised. Please be advised that the school system has no control over the media when they are covering activities such as sporting events and musical programs that are open to the public.

Use of Student Work on Websites or in Publications

There may be times throughout the year when the Carroll County Public School System wishes to display student work on school websites, social media, or in publications. If you do not wish to have your child's art, poetry, writing, etc. appear on school websites, social media, or in publications, please notify the school principal in writing. It is assumed that parents and guardians consent to their child's work being displayed on school websites, social media, or in publications unless such notification is received.

CG/bb
Revised 6/30/17

NOTICE OF NON-DISCRIMINATION

The Board of Education of Carroll County does not engage in discrimination that is unlawful or contrary to Maryland State Department of Education guidance on the basis of age, color, genetic information, marital status, mental or physical disability, ancestry or national origin, race, religion, sex, sexual orientation, gender identity, or gender expression.

The Board of Education of Carroll County is firmly committed to creating equal employment and educational opportunities for all persons by providing an environment that supports optimal academic achievement and productive work and is free from any form of unlawful discrimination, including access to school facilities, educational programs, and extracurricular activities.

The following person has been designated to handle inquiries regarding the non-discrimination policies:
Director of Human Resources
125 North Court Street
Westminster, Maryland 21157
(410) 751-3070.

ADA Accessibility Statement

Carroll County Public Schools (CCPS) does not discriminate on the basis of disability in employment or the provision of services, programs or activities. Persons needing auxiliary aids and services for communication should contact the

Communications Office at 410-751-3020 or publicinfo@carrollk12.org, or write to Carroll County Public Schools, 125 North Court Street, Westminster, Maryland 21157. Persons who are deaf, hard of hearing, or have a speech disability, may use Relay or 7-1-1. Please contact the school system at least one (1) week in advance of the date the special accommodation is needed.

The following person has been designated to handle inquiries regarding the American with Disabilities Act:
Director of Facilities Management: 125 North Court Street, Westminster, Maryland 21157, (410) 751-3177 OR
Communications Officer, 125 North Court Street, Westminster, Maryland 21157, (410) 751-3020