



Student and Family Handbook

2026-2027

940 Fernwood Park, Rochester, NY 14609
(585) 324-9200

Principal: Ajoua Jackson

Secretary: Michelle Steele

Assistant Principal: Heidi Jackson, 8th Grade
Clerical: Marguerite Clemons

Assistant Principal: Steven Soprano, 7th Grade
Clerical: Joanna Killigrew

Learning Hours: 7:30 am to 2:30 pm

VISION

Our vision is to foster a community of togetherness, where integrity, growth, excellence, respect, and strength are valued and embraced.

MISSION STATEMENT

Our mission at Andrew Langston Middle School is to provide engaging and rigorous instruction in a supportive and inclusive environment, enabling all students to thrive academically, socially, and emotionally.

Welcome from the Principal

Dear Andrew Langston Middle School Students and Families,

Welcome to the 2026–2027 school year! It is my honor to serve as the Principal of Andrew Langston Middle School. This year marks my 26th year as an educator and my 10th year in school administration, and I am excited to begin this journey with our Tiger community.

At Andrew Langston Middle School, we believe every student has the potential to succeed. Our vision is simple:

We Build Community.

We Build Readers.

We Build Thinkers.

These three commitments guide everything we do. We are dedicated to creating a safe, welcoming environment where students feel a sense of belonging, develop strong literacy skills, think critically, and grow into confident leaders.

Our dedicated staff is committed to providing engaging learning experiences while partnering with families to support every student's success. Together, we will encourage our students to demonstrate our TIGER Traits—Togetherness, Integrity, Growth, Excellence, and Responsibility—both inside and outside the classroom.

I look forward to an incredible year of learning, growth, and achievement. Thank you for being an important part of the Andrew Langston Middle School family.

Welcome home, Tigers!

Sincerely, **Ms. Ajoua Jackson**

Andrew Langston Middle School

TIME SCHEDULE

2026-2027

Grades 7-8

ALMS 2026-27 for 9 Periods				
Minutes	Period	7th	8th	
20	SEL	7:30-7:50	7:30-7:50	
43	1	7:53-8:36	7:53-8:36	
43	2	8:39-9:22	8:39-9:22	
42	3	9:25-10:07	9:25-10:07	
42	4	10:10-10:52	10:10-10:52	
30 or 42	5	10:55-11:25	10:55-11:37	7th lunch
42 or 30	6	11:28-12:10	11:40-12:10	8th lunch
42	7	12:13-12:55	12:13-12:55	
42	8	12:58-1:40	12:58-1:40	
42	9	1:43-2:25	1:43-2:25	

*Your child will have lunch either period 5L(7th Grade Lunch) or
6L(8th Grade Lunch)- see student schedule*

Locker Use

*Each student will be assigned a locker located in their **SEL classroom**. Lockers are provided for students to securely store school materials and personal belongings during the school day.*

Locker Access

Students may access their lockers during the following designated times:

- ***During SEL:*** Students will be assigned lockers and taught locker procedures and expectations.
- ***Before Lunch:*** Students will have an opportunity to access their lockers before transitioning to lunch.
- ***Dismissal:*** Beginning at 2:25 p.m., during the final five minutes of the school day, students may access their lockers to gather their belongings before retrieving their cellphones and exiting the building.

Students should bring all necessary materials with them when leaving their lockers. Students may not leave class to access their lockers outside of designated locker times unless permission is provided by a staff member.

Locker Expectations

Students are expected to use their assigned lockers responsibly. Students must:

- *Use only the locker assigned to them.*
- *Keep their locker clean and secure.*
- *Never share their locker or locker combination with another student.*
- *Never place prohibited, dangerous, illegal, or inappropriate items in a locker.*
- *Respect the lockers and belongings of other students.*
- *Report locker problems or concerns to their SEL teacher or an administrator.*

Locker Searches and Privacy

*Lockers are school storage spaces and remain under the control of school officials. **Students do not have a reasonable expectation of privacy in their lockers. School officials may search student lockers at any time, without prior notice to the student and without the student's consent.***

*This search provision also applies to **desks and other school storage spaces** provided for student use.*

Student Expectations

Per Andrew Langston Middle School, the expectations for our students in the classroom and hallway are as follows:

Classroom Expectations	Hallway Expectations
Arrive on time.	Walk safely.
Be ready to learn.	Use appropriate language and volume.
Follow directions and classroom routines.	Keep your hands and feet to yourself.
Stay engaged and on task.	Respect directions from all staff members.
Create work that makes you proud!	Arrive on time.

Parents, we need your support in this area when we assign a consequence, whether it be OSS, ISS, or detention. Please explain to your child why they might receive a consequence and what they could do differently next time.

Cell Phone and Electronic Devices

All student cell phones/Electronic Devices/Watches/Ipads/, Chromebooks, Meta Glasses, etc., will be collected upon arrival. Devices will be returned at the end of the day at dismissal.

Prohibited Items

All students are prohibited from having the following items on school property: Vapes, Lighters, Stanley Cups, Weapons of any kind (sharp objects), Glass Bottles (perfume, drinks, water bottles), Metal Bottles, Face Ski-Masks

Dress Code

All persons are expected to give proper attention to personal hygiene and to dress appropriately for school and school functions. When on school property or at a school function, a person's dress, grooming and appearance, including jewelry, make-up and nails, must:

- Not include clothing, headgear or jewelry that is associated with or identifiable as a symbol of gang membership.
- Cover buttocks, stomach/midriff and chest.
- Be void of abusive, suggestive, or profane language; symbols of illegal substances; or any other words, symbols, or slogans that disrupt the learning environment or deny dignity or respect to others.
- Include shoes, which are to be worn at all times for health and safety reasons.

Bathroom

- No passes the first or last 10 minutes of class.
- Students are encouraged to use the bathroom during their lunch period.
- Bathrooms will be closed during passing time
- Students will receive a weekly pass sheet to use throughout the week

Help Zone

Students who are experiencing social-emotional distress and/or having a conflict with another student may ask for a pass to the Help Zone.

Academic Integrity

The pursuit of knowledge can proceed only when students take accountability and receive credit for their work. Cheating and plagiarizing are acts of taking another person's intellectual property and will not be tolerated at our school. Presenting another student's work as your own is dishonest and undermines the educational process. Below are examples of acts of academic dishonesty that will not be tolerated at the Andrew Langston Middle School :

- Cheating is the unauthorized use or attempted use of material, information, notes, study aids, devices, or communication during a lesson, project, paper, or test. Examples of cheating include:
 - **Plagiarism** is the act of presenting another person's ideas, research, or writings as your own.
 - **Internet plagiarism** includes submitting papers or copying information from the internet without citing the source.
 - **Forgery** is the act of falsifying signatures of authorization or identification.

Athletic Ineligibility

Students who fail two or more subjects (in any quarter) are ineligible to participate in organized school activities after the distribution of report cards. The list of ineligible students will be distributed to the appropriate school personnel. Once a student's name appears on the list, it can only be removed by the Principal.

Athletic Requalifications:

Parents, we need your help in this area. To have a successful athletic program, we need as many students as possible to participate in sports. In order to accomplish this, students have to be requalified. The following has to happen to get re-qualified:

Fill out and have your parent/guardian sign all of the forms located on FAMILY ID

Parent Expectations

Parents and visitors: To enter the building, you must press the intercom button at the main entrance and wait for the door to be opened for you to enter the building. At that point, **you must report to the front security desk, provide your identification, then sign in, retrieve a visitor's badge, and report to the main office where a clerical assistant will assist you.**

Early Dismissal: For safety reasons, we can ONLY release a student if we receive verification from a parent or guardian via phone call or written note. Please provide adequate time for staff if calling in an early release. Parents must sign children out in the main office. Only the persons listed on the student's contact list are allowed to permit early pickup of the students.

*No early dismissal calls after 2:10 pm, please.

Weapons: Weapons of any kind will not be tolerated and will be dealt with severely. Punishment for possession of a weapon on school property will result in the parent being banned from the building.

Medication: To give medication to your child, we need:

1. A doctor's order with diagnosis, name of medicine, dosage, etc.
2. Parent medication permission slip signed.
3. Medication must be labeled in prescription bottles only.
4. All medications should be given directly to the nurse, not the main office.

Dismissal and after-school activities: Parents, please be prompt in picking up children after school.

Parent Responsibilities:

- Speak with your child about his/her experiences at school.
- Attend all scheduled parent/teacher conferences.
- Celebrate the successes your child achieves in school.
- Be sure your child is prepared each day for school.
 - Call your child in if they will be absent and send in a note upon their return. Notes should contain the student's name, date of absence, and reason, with parent/guardian signature.

At Andrew Langston Middle School, staff, students, and community members are in agreement that parents play a critical role in the academic and social development of our children.

Parental Rights:

- You may view your child's records with the school principal.
 - You have the right to vote on school issues such as the election of parent groups and the election of parents as School Based Planning Team members.
 - You have the right to become involved or make your feelings known at any level within the district without being an official delegate of any group.
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Parent & Resource Center and Home School Assistant

Home School Assistants are located in the main office. They are able to assist with attendance concerns and conduct home visits as needed.

What Families Can Expect from the Associate Director of Special Education

As the Associate Director of Special Education, my goal is to ensure that students with disabilities receive the support, services, and opportunities they need to succeed. Throughout the school year, families can expect me to:

- Be accessible and responsive when questions or concerns arise.
- Listen to families and value their input, perspectives, and concerns.
- Support strong IEP implementation and ensure students receive the services and accommodations outlined in their IEPs.
- Promote meaningful parent participation in CSE/IEP meetings and educational decision-making.
- Collaborate with teachers, related service providers, administrators, and families to address student needs.
- Follow up on concerns and work toward solutions that keep students' needs at the center.
- Monitor special education programming and compliance to ensure students receive appropriate services and support.
- Celebrate student growth and success, while working with families and staff when additional support is needed.

Most importantly, families can expect me to be a partner. I may not always have an immediate answer, but I will listen, follow up, and work with you and our school team to find the best path forward for your child.

Families Are Always Welcome

Parents and guardians are provided with an online meeting link through our meeting notification system for every CSE meeting. However, parents and guardians are always welcome and encouraged to attend meetings in person. Your participation is an important part of our partnership and helps ensure that your voice and perspective are included in decisions regarding your child's education.

Whether the meeting involves an IEP, parent conference, problem-solving discussion, behavior support, or another school-related concern, families are encouraged to participate and ask questions.

When possible, please coordinate with school staff in advance so we can ensure the appropriate staff members are available and the meeting can be productive.

We believe the best outcomes for students happen when families and schools work together as partners.