



*Nneka Warren, Principal  
Corey Debnam, Assistant Principal  
Tiffany Adams, Assistant Principal  
ShaNekwa Winfield, Assistant Principal*



# Family Handbook 2024-2025

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## Vision

We are a safe and nurturing 21<sup>st</sup> Century learning community who embrace social, emotional learning as well as the development of all students through academic rigor, collaboration and celebration.

## Mission

With enthusiasm, patience and dedication, all stakeholders in our 21<sup>st</sup> Century learning community will create opportunities for students to explore ideas, develop their potential and celebrate their growth as we prepare them to become college and career ready.



### **School Creed**

I am caring

I am confident

I am committed

### **School Pledge**

I am a proud member of the Pimlico Elementary Middle School Family.

I will name successful goals.

I will claim success in my daily habits.

I will live by being responsible, respectful, and safe.

### **Academic Programs**

#### **DIRECT INSTRUCTION**

Direct Instruction is a research-based comprehensive school reform model that consists of carefully scripted lessons, backed by texts and workbooks. It is supported by over 40 years of research and has been consistently rated as one of the most effective comprehensive school reform models when implemented properly, students attain reading, writing, and math skills beyond their current grade level in a relatively short amount of time. BCP brought Direct Instruction to Baltimore City Schools in 1996.

#### **CORE KNOWLEDGE CURRICULUM**

BCP piloted the Core Knowledge curriculum in 2014 in order to build student background knowledge and vocabulary. The curriculum includes authentic fiction and nonfiction texts that teachers read aloud. These texts are grouped in knowledge



domains that create interactive opportunities to question, discuss and share ideas centered on text. This curriculum ensures students are well prepared when they transition from learning to read to reading to learn.

<p><b>August 2024</b></p> <ul style="list-style-type: none"> <li>19-23 - Professional Development</li> <li>22 – Back to School Jam! 3:00pm-5:00pm All School Families are Invited!</li> <li>26 - FIRST DAY OF SCHOOL FOR STUDENTS- WELCOME BACK! Quarter 1 Begins</li> </ul> <p><b>September 2024</b></p> <ul style="list-style-type: none"> <li>2 - Schools and District Offices Closed-Labor Day</li> <li>19 – Back to School Night 5:00 pm – 7:00 pm</li> <li>30 - Distribution Window for Quarter 1 Progress Reports</li> </ul> <p><b>October 2024</b></p> <ul style="list-style-type: none"> <li>1-2 - Distribution Window for Quarter 1 Progress Reports</li> <li>17 - Early Release Day for Students, 11:45am dismissal, Teacher Workday, Parent Conferences Window</li> <li>18 - Schools Closed for Students - Professional Development Day for Staff</li> <li>21-25 - Parent Conference Window for Quarter 1</li> <li>29 - Quarter 1 Ends Early Release Day, Teacher Workday</li> <li>30 - Quarter 2 Begins</li> </ul> <p><b>November 2024</b></p> <ul style="list-style-type: none"> <li>4 - Schools Closed for Students - Professional Development Day for Staff</li> <li>5 - Schools and District Offices Closed-General Election Day</li> <li>6-8 - Distribution Window for Quarter 1 Report Cards</li> <li>27-29 - Schools and District Offices Closed - Thanksgiving Break</li> </ul>	<p><b>January 2025 continued</b></p> <ul style="list-style-type: none"> <li>20 - Schools and District Offices Closed- Dr. Martin Luther King, Jr. Day</li> <li>21 - Quarter 3 Begins</li> <li>27-31 - Distribution Window for Quarter 2 Report Cards</li> </ul> <p><b>February 2025</b></p> <ul style="list-style-type: none"> <li>13 - Schools Closed for Students - Professional Development Day for Staff</li> <li>14 - Schools Closed for Students and Staff - Wellness Day for Staff, District Office are Open</li> <li>17 - Schools and District Offices Closed – Presidents’ Day</li> <li>27-28 - Distribution Window for Quarter 3 Progress Reports</li> </ul> <p><b>March 2025</b></p> <ul style="list-style-type: none"> <li>3-4 - Distribution Window for Quarter 3 Progress Reports</li> <li>3-7 - Parent Conference Window for Quarter 3</li> <li>14 - Schools Closed for Students – Professional Development Day for Staff Parent Conference Window for Quarter 3</li> <li>28 - Quarter 3 Ends Early Release Day for Students, 11:45am dismissal, Teacher Workday</li> <li>31 - Quarter 4 Begins</li> </ul> <p><b>April 2025</b></p> <ul style="list-style-type: none"> <li>7-11 - Distribution Window for Quarter 3 Report Cards</li> <li>14-21 - Schools Closed for Spring Break</li> <li>28-30 - Parent Conference Window for Quarter 4</li> </ul>
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**December 2024**

- 2 - Faculty and Staff Meeting, 2:45pm
- 9 -13 - Parent Conference Window for Quarter 2
- 11-13 - Distribution Window for Quarter 2 Progress Reports
- 23-31 - Schools and District Offices Closed- Winter Break

**January 2025**

- 1 - Schools and District Offices Closed- Winter Break
- 17 - Quarter 2 Ends  
Early Release Day for Students, 11:45am dismissal,  
Teacher Workday
- 20 - Schools and District Offices Closed- Dr. Martin Luther King, Jr. Day
- 21 - Quarter 3 Begins
- 27-31 - Distribution Window for Quarter 2 Report Card

**May 2025**

- 1-2 - Parent Conference Window for Quarter 4
- 12-14 - Distribution Window for Quarter 4 Progress Reports
- 16 - Schools Closed for Students – Professional Development Day for Staff
- 26 - Schools and District Offices Closed – Memorial Day

**June 2025**

- 11 - Quarter 4 Ends  
Last Day of School for Students and Staff
- 12-13, 16 - Inclement weather make-up days (if needed)
- 19 - Schools and District Offices Closed – Juneteenth
- 23-27 - Distribution Window for Quarter 4 and Final Report Cards



## Daily Schedules

	<u>Entry</u>	<u>Dismissal</u>
Normal Operating	Breakfast Elem 7:15 – 7:45; Middle 7:30 – 7:45 Instructional Day begins at 7:45	2:25
Two Hour Delay	<b>NO BREAKFAST</b> Instructional Day begins at 9:45	2:25
Early Release	Breakfast Elem 7:15 – 7:45; Middle 7:30 – 7:45 Instructional Day begins at 7:45	11:45

## Lunch Schedules – Normal Operating Day

PK, K, 1, 2	10:00-10:45
Grade 3, 4, 5, 3-511	10:55-11:40
Grade 8	11:45-12:15
Grade 6	12:15-12:45
Grade 7, 699, 611-811	1:00-1:30





## Daily Procedures

### **Student Arrival**

Students will enter in uniform, through the library door and then proceed to the cafeteria where they will sit in their designated areas.

At 7:45 teachers will come and pick students up. Parents who wish to eat breakfast with their children will have to sign in at the library prior to entrance. Please be advised; parents cannot touch food items from the serving line.

### **Breakfast**

Breakfast will be eaten in the cafeteria from 7:15-7:45 AM. Students should sit in their designated areas and participate in keeping their area clean.

### **Late Arrival**

**Students arriving after 8:00** will enter through the main entrance. Students will check in and receive a late pass to class. Parents of younger children who wish to escort their child to class must sign in and be escorted to the teacher's class.

### **Early Dismissals**

If it is necessary to request early dismissal, the main office staff will call the classroom for the student upon the parent's arrival and will request that the child be sent to the main office. The parent will wait in the main office for the child. When picking a child up from school early, the parent must sign the Early Dismissal Book in the main office. Students may not be signed out between 2:00 – 2:25 unless there is an emergency.

### **Dismissal**

Dismissal is at **2:25 PM daily**.



PK-K: Dismiss from the library. Parents will meet students at the library steps.

1<sup>st</sup>-2<sup>nd</sup>: Dismiss from Door R.

3<sup>rd</sup>-5<sup>th</sup>: Dismiss from Door Q facing Oakley Ave and located near the playground.

6<sup>th</sup>: Dismiss from Side Door near Teachers Parking Lot.

7<sup>th</sup>-8<sup>th</sup>: Dismiss from Door T near aquatics center and large playground

If your schedule does not permit you to pick up your child on time, please sign your child up for the Aquatics Center or ASALA. If these slots are full, please ensure arrangements are made with an aftercare program or a trusted relative. Students who are not picked up on time will be escorted to the front office. Multiple late infractions will result in a meeting with administration so appropriate action can be taken.

All students who are participating in an after-school program (ASALA and Aquatics Center) will be picked up by a representative from each program in their designated area.

### **Student Attendance**

According to the Code of Maryland Regulations (COMAR) all students between the ages of 5-18 are required to attend school (MD Code, Education 7-301). At PEMS students learn something new every day. That is why if a student misses even one day, they are missing out. Our attendance goal for the 2024-2025 academic school year is 94%. Attendance is one of the most powerful predictors of academic achievement and having your student in their seat, ready to learn, for the entire school day will benefit them, their classmates, and our whole school community. Let's work together to make sure your child has great attendance and can get the most out of their learning opportunities this school year.



## OUR PROMISE TO YOU

We know that there are a wide variety of reasons that students are absent from school, from health concerns to transportation challenges. There are many people in our building prepared to help you if you or your student face challenges in getting to school regularly or on time. We promise to track attendance daily, to notice when your student is missing from class, communicate with you to understand why they were absent, and to identify barriers and supports available to overcome challenges you may face in helping your student attend school.

## WHAT WE NEED FROM YOU

We miss your student(s) when they are not at school as we value their contributions to our school community. If your student is going to be absent, please contact the school in advance. If an absence was unplanned, please contact the school within two school days of your student's return.

## GRADING POLICY 2024 – 2025

### **Grading Philosophy**

Pimlico Elementary Middle School is committed to maintaining rigorous performance and achievement standards for all students and providing a fair process for evaluating and reporting scholar progress that is understandable to students and their parents/guardians and relevant for instructional purposes.

### **Tracking Student Progress**

Parents and students can track grades using the Infinite Campus Parent Portal.

### **Grade Components/Calculations**

The following categories and weights make up the whole grade, the grade of each quarter is weighted evenly:



- **Assessments (70%)** This category includes both formative (ongoing 50%) and summative (ending 20%) assessments with the goal of supporting scholar growth and success. ***Assessments may include, but are not limited to*** daily exit tickets, writing tasks, End-of-Module tasks, science labs, unit assessments, quizzes, projects, portfolios, teacher-created assessments, document-based questions, essays, presentations, research papers, checklists, journals, finals, interim assessments, and essays.
- **Classwork (15%)** This includes work completed in the classroom setting that is not used as a tool to assess mastery of grade level standards.
- **Participation (15%)** This includes, but is not limited to, participation in classroom discussion, group work, and activities.

**Make-up Work Due to Absence:** Teachers will provide makeup work within three (3) school days of the student's last absence, and the assignment must be turned in within seven (7) school days after they are provided by the teacher. The time allowed for makeup work may be extended on a case-by-case basis for extenuating circumstances determined by the teacher.

**Reassessment:** We understand that students may demonstrate improved content mastery within the course of a grading term. **With the teacher's agreement**, a student may take an assessment that covers the same content that was covered in a prior assessment, and that grade can replace the previous grade. The format must be changed from the prior exam, and the reassessment must occur in the same quarter, prior to the midterm or final examination. Please consult the class syllabus for specific guidelines to reassessment.

**Failing Grades:** If a student receives an F as a marking period grade, the numerical equivalent of that grade cannot be lower than 50% when used to calculate the student's final grade. If a student failed a marking period by earning 50-59%, that score should remain unchanged when calculating the student's final grade. A student's overall course grade may be less than 50% as final examination grades ranging from zero to 100 are included in the final grade calculation.

## Grading Scales



**Grades Pre-K-1**

80-100% = P=Proficient

60-79% = I=In Process

Below 60% = N=Needs Development

**Grades 2-5**

80-100%: MS = Meeting Standards

70-79%: AS = Approaching Standards

60-69%: DT = Developing Towards Standards

Below 60%: N = Not Yet Demonstrating Progress Towards Standards

**Grades 6-8**

97-100	A+	87-89	B+	77-79	C+	67-69	D+	59 and below	F
93-96	A	83-86	B	73-76	C	63-66	D		
90-92	A-	80-82	B-	70-72	C-	60-62	D-		



## School Climate

Pimlico Elementary Middle School is committed to building a caring school community, one based on positive relationships, inclusivity and respect. We do this, in part, through our Restorative Practices program, a comprehensive, whole-school approach to building community and reducing conflict. Restorative practices provide processes for holding students accountable for their actions and behavior while at the same time building a nurturing school environment.

City Schools has updated the Code of Conduct which all families receive with their welcome packet. PEMS utilizes the Code of Conduct to determine appropriate consequences. Students must govern their behavior and make choices that help create a safe and nurturing environment. They should always strive to demonstrate behaviors that are always appropriate and professional.

## **Uniform Policy**

To maintain a safe and positive environment, **we are a uniform school**. Uniforms are on sale at the school, or you can buy them at the store of your choice. Please make sure your scholar is **in uniform every day**.

**\*Uniforms with PEMS logo can be purchased in the main office. A sweater or non-hooded sweatshirt must be the same color as the uniform. Pimlico sweatshirts and long sleeve polo shirts are on sale at the school. No Hoodies are allowed.**

Grade	Color
PreK-5	Gold Polo/ Khaki Bottoms
6	Royal Blue Polo/ Khaki Bottoms
7	Light Grey Polo/ Khaki Bottoms



8	Black Polo/ Khaki Bottoms
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### Cell Phone

**Pimlico Elementary Middle School is a cell phone-free environment for all students.**

Baltimore City School Board Policy (JICJ-RA Form 2) states that students may possess and use devices while riding the bus or walking to and from school or after school hours to contact a parent or guardian for the express purpose related to safe travel to and from school. If a student needs to contact their parents or family member, there are phones in the main office or each grade level administrator's office. Families are encouraged to call the main office or the grade level administrator to relay important messages to their child.

If students do not adhere to our cell phone policy, the privilege to bring a phone with them to school could be suspended for not following the cell phone policy and may be liable to the Code of Conduct.

Additionally, no headphones, earbuds or handheld devices are allowed during the school day and will also be confiscated.

## Health and Safety

### Health

#### Immunizations

All students must have up to date immunizations by **September 16th**, or they must be excluded.



## **STUDENT MEDICINE**

If a child is to receive any medication during the school day, the parent or guardian must fill out a School Medication Administration Authorization Form and have it signed by a doctor. The medicine to be dispensed will be kept in the health suite and dispensed according to the doctor's instructions. Parents must always bring the medication to school along with the authorization form. Students cannot bring medication to school with them. Students should not bring cough drops or any over-the-counter medication to school.

## **EXTENDED ILLNESS**

Any student who has a chronic health problem such as asthma, diabetes, seizure disorder, sickle cell anemia, etc., should be eligible for the Chronic Health Impaired Program (CHIP). This program provides home teaching for students when needed. The student will get full attendance credit when this service is used. The required form may be obtained from the school nurse. This same form is used for students who have a health problem and may need elevator service, modified physical education, etc. For more information, please contact the school nurse.

## **SAFETY PROCEDURES**

### **IDENTIFICATION BADGES**

All visitors will be required to show photo identification to the front office staff when entering the school. The photo ID must also give your name and birthdate. You will then receive a photo identification badge to wear and keep visible at all times when you are in the building. After your first visit, your information will be kept on file so that future check-ins can take place quickly.

### **SAFE ENTRY PROCEDURES**

Please help make our school safer by recognizing your role in not opening or holding doors for adults or children. All staff have been instructed not to open the doors for anyone entering the building.





Students should never open the doors, even for adults they know. All visitors should use the buzzer system and go directly to the main office to check in.

### **Classroom Parties and Outside Food:**

To maintain a focused learning environment and to ensure the well-being of all students, we are unable to hold classroom parties. For health and safety reasons, outside food is not permitted in the classroom. This helps us manage allergies, dietary restrictions, and ensures that all students have a consistent and safe eating experience.

## **Student and Family Expectations**

### **Positive Behavioral Interventions and Supports (PBIS)**

Positive behavioral interventions and supports (PBIS) is a schoolwide framework aimed at establishing positive student culture and individualized behavior supports necessary to create a safe and effective learning environment for all students. Our PBIS framework is Rocky's Rewards. Students earn points that can be used for treats, prizes and events.



## Student Expectations INSIDE of the classroom

<b>C</b>	<b>CONVERSATION</b> How loud can my voice be when I am speaking?
<b>H</b>	<b>HELP</b> How can I get my teacher's attention or answers to questions?
<b>A</b>	<b>ACTIVITY</b> What should I be doing? How am I learning today?
<b>M</b>	<b>MOVEMENT</b> How and when am I allowed to move around the classroom?
<b>P</b>	<b>PARTICIPATION</b> What does active participation look like?
<b>S</b>	<b>SUCCESS</b> Follow CHAMPS for a successful learning experience.

## Student Expectations OUTSIDE of the classroom

How to **LEAD** in the Hallway

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<b>Lead by example</b>	<ul style="list-style-type: none"> <li>● Be proactive</li> <li>● Begin with the end in mind</li> <li>● Put first things first</li> <li>● Take ownership of your actions</li> </ul>
<b>Exhibit Safe Behaviors</b>	<ul style="list-style-type: none"> <li>● Walk</li> <li>● Keep your hands to yourself</li> <li>● Stay to the right</li> <li>● Keep a safe distance</li> </ul>
<b>Act Respectfully</b>	<ul style="list-style-type: none"> <li>● Volume Level 0</li> <li>● Quiet Feet</li> <li>● Pause to allow individuals to cross your line</li> </ul>
<b>Demonstrate Responsibility</b>	<ul style="list-style-type: none"> <li>● Keep hands off the walls</li> <li>● Stay in line</li> <li>● Go straight to your destination</li> <li>● Pick up items you drop</li> </ul>

<b>How to <u>LEAD</u> in the <u>Bathroom</u></b>	
<b>Lead by example</b>	<ul style="list-style-type: none"> <li>● Be proactive</li> <li>● Begin with the end in mind</li> <li>● Put first things first</li> <li>● Take ownership of your actions</li> </ul>
<b>Exhibit Safe Behaviors</b>	<ul style="list-style-type: none"> <li>● Wash your hands</li> <li>● Throw your trash in the trash can</li> <li>● Keep water in the sink</li> <li>● Bathroom is for business only</li> </ul>
	<ul style="list-style-type: none"> <li>● Voice Level 1</li> <li>● Wait your turn</li> <li>● Respect privacy</li> </ul>



Act Respectfully	<ul style="list-style-type: none"> <li>• Be Quick and quiet</li> </ul>
Demonstrate Responsibility	<ul style="list-style-type: none"> <li>• Flush</li> <li>• Leave the bathroom as clean as you found it</li> </ul>
<b>How to LEAD in the Cafeteria</b>	
Lead by example	<ul style="list-style-type: none"> <li>• Be proactive</li> <li>• Begin with the end in mind</li> <li>• Put first things first</li> <li>• Take ownership of your actions</li> </ul>
Exhibit Safe Behaviors	<ul style="list-style-type: none"> <li>• Walk</li> <li>• Tell adults about accidents</li> <li>• Keep your hands to yourself</li> </ul>
Act Respectfully	<ul style="list-style-type: none"> <li>• Voice level 2 at your table</li> <li>• Use your manners (please and thank you)</li> <li>• Raise your hand if you need help</li> </ul>
Demonstrate Responsibility	<ul style="list-style-type: none"> <li>• Clean up your own mess</li> <li>• Stay in your seat</li> <li>• Throw your trash away</li> </ul>

<b>How to LEAD on the Playground</b>	
Lead by example	<ul style="list-style-type: none"> <li>• Be proactive</li> <li>• Begin with the end in mind</li> <li>• Put first things first</li> <li>• Take ownership of your actions</li> </ul>



Exhibit Safe Behaviors	<ul style="list-style-type: none"> <li>● Be aware of your surroundings</li> <li>● Hands and feet to yourself</li> <li>● Walk to the playground</li> <li>● Rocks and mulch stay on the ground</li> </ul>
Act Respectfully	<ul style="list-style-type: none"> <li>● Use the playground appropriately</li> <li>● Share</li> <li>● Be cooperative</li> <li>● Use kind words</li> </ul>
Demonstrate Responsibility	<ul style="list-style-type: none"> <li>● Clean up after yourself</li> <li>● Line up quickly and quietly</li> </ul>
<b>How to LEAD at <u>Assemblies</u></b>	
Lead by example	<ul style="list-style-type: none"> <li>● Be proactive</li> <li>● Begin with the end in mind</li> <li>● Put first things first</li> <li>● Take ownership of your actions</li> </ul>
Exhibit Safe Behaviors	<ul style="list-style-type: none"> <li>● Watch for directions</li> <li>● Stay in line</li> <li>● Keep your hands and feet to yourself</li> <li>● Stay seated</li> <li>● Walk</li> </ul>
Act Respectfully	<ul style="list-style-type: none"> <li>● Active listening</li> <li>● Volume level 0 when asked</li> <li>● Keep feet quiet and on the ground</li> <li>● Appropriate Applause</li> </ul>
Demonstrate Responsibility	<ul style="list-style-type: none"> <li>● Be a good audience member</li> <li>● Be supportive</li> <li>● Stay in your personal space</li> </ul>



**If students abide by these expectations the learning environment will be strengthened.**

### **Parent Expectations**

Have conversations with your child/children surrounding City Schools Code of Conduct, school rules and expectations.

Bring all concerns to the attention of the teacher or administrative team.

Ensure that your child/children arrive at school on time and in uniform.

Stay abreast of school events, child progress, and school calendar.

Participate in events, volunteer opportunities, and PTO.

**At no time** should a parent address another child regarding a situation or event. All concerns should be directed to a staff member or administrative team.

Provide emotional and educational support that allows child/children to do their best.

## **Student and Family Support**

### **Student Support**

**Guidance Counselor:** The school guidance counselor is available to help with problems at school, issues at home, educational opportunities, as well as school choice, service-learning opportunities, and summer jobs (for applicable students). The guidance counselor may also assist with concerns about schedules, classes or academic progress. If a student or parent would like to see the guidance counselor, they may submit an appointment request directly to the teacher or a school administrator.

**School Social Worker:** School social workers support students who struggle with mental health, behavior or emotional problems. They help clear obstacles to social and academic success and give students the tools they need to excel in school.



**Dream Team:** support students who may be experiencing emotional and or behavioral difficulties that inhibit a student's ability to fully access his/her academic potential.

**Student Support Team (SST):** Our in-house Social Worker, School psychologist, Community Mental Health clinicians, Nurse, and Assistant Principals' work with teachers, students and families to find the best strategies and resources that lead to student success.

**Special Education services:** The SST may refer students for special education services if they suspect a student may have a disability that impacts their education and would benefit from related services provided by the special education team.

**English Language Learners (ELLs):** Full time teachers and paraeducators to provide instruction and instructional supports.

**Teacher Office Hours (Grades 6 – 8):** Setting up an appointment with a teacher can help the student master concepts or skills which have proven difficult during class time, provide time to make up classwork missed due to excused absences, or provide enrichment.

### **Family Support**

**PARENT PORTAL - GRADES, ATTENDANCE, AND MORE** The convenient, 24/7 way to access schedules, attendance, grades, and more. You can now learn how to get into the portal and what you will find inside of the portal. Click here to watch a very informative video on the portal in English / Spanish Click the icon below for more information about the portal from BCPSS.

**Rooms:** Rooms offer secure, two-way messaging between families and their child's school. Teachers can send broadcasts, announcements, and messages to parents, guardians, and students.

Parents/Guardians can message teachers and staff.



**Conferences and Communication:** Communication between home and school is an important part of the educational process and should take place frequently. Communication will take on many forms, (phone calls, robo-calls, newsletters, emails, and flyers). Teachers should respond to email within a 48-hour window. If you feel that communication is limited or not conducted in a professional manner, please reach out to the administrative team.

Conferences may be scheduled upon your request. However, conferences should be scheduled before or after school. Teachers are not permitted to stop instruction to converse or conference. It is the teacher's discretion to schedule a conference during their planning time. If teachers are requesting a team conference, it is imperative that you make yourself available, as this could have a positive impact on students' academic achievement.

**Community Schools Coordinator:** Forms strategic partnerships to help eliminate barriers to academic success for students and families.

**After School Programs and Activities:** Pimlico Elementary Middle School has many after school clubs, extra-curricular activities and programs that may appeal to students and families.





## PEMS 2024- 2045 Family Handbook Receipt

I, \_\_\_\_\_, hereby acknowledge that I have reviewed my Handbook with a teacher and my parent/guardian. I understand the information that has been communicated and I agree to adhere to the guidelines presented herein.

\_\_\_\_\_  
Student Name

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

I, \_\_\_\_\_, hereby acknowledge that I have reviewed my students Handbook with her/him. I understand the information that has been communicated and I agree to support my scholar in adherence to the guidelines presented herein.

\_\_\_\_\_  
Parent/Guardian Name

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

