



REACH!Partnership

2023-24

Student Handbook



**“Moving from
Good to Great”**

**Reaching for College
Reaching for Careers**



Go Panthers!

2555 Harford Rd.
Baltimore, MD 21218
Phone: 443-642-2291 or 2292
Fax: 410-338-2956

Principal
Dr. James Gresham, Ed.D

Resident Principal
Dr. Luis Lima

Assistant Principals
Mr. Christopher French
Mr. Reginald Baskerville
Ms. Anisa Stubbs



Moving from Good to Great!

August 1, 2023

Greetings REACH Partnership Parents and Students:

As the summer speeds along, we are working diligently to prepare for the start of the 2023- 24 school year. We are very excited about our instructional programming and opportunities that we have in place for our students. For SY23-24, we will service students in grades nine through twelve. We are currently projected to have approximately 750 students enrolled. We will continue to offer the following programs; Nursing, Pharmacy, Carpentry, Heating Ventilation and Air Conditioning (HVAC) Homeland Security, JROTC, Early College, and our Ninth Grade Academy.

Freshman Orientation (Note New Date – Aug 16th)

There will be a Freshman Orientation for all incoming 9th grade students on **August 16th** from 10:00a.m to 3:00p.m in the school auditorium.

Back to School Cookout

On **Friday, August 25th**, we will be hosting our *Annual REACH! Partnership Back to School Cookout* from 10:00a.m to 2:00 p.m. Students will be able to update their immunization status and purchase school uniforms. In addition, we will have food, fun, and giveaways.

Immunization

All 9th grade students must have updated immunization records as proof of having received one dose of Tdap (tetanus, diphtheria and pertussis) and one dose of Meningococcal vaccines.

School Hours of Operations

Please be reminded that the first day of school for students is **Monday, August 28, 2023**. The building opens at 8:15a.m. for breakfast. **No student will be permitted to enter the building before 8:15a.m.** Our school day ends at 3:35p.m.

Uniforms

All students must wear school uniforms and carry school Identification Cards daily. **No Exceptions!** Uniforms may be purchased at REACH! Partnership School store or Herman's on Greenmount Ave.

Grade 9 Uniforms: Kelly Green polo or sweatshirt with the REACH! logo and khaki colored shorts, pants, or skirt

Grade 10-12 Uniforms: Royal Blue or Black polo or sweatshirts with the REACH! logo and khaki colored shorts, pants, or skirt

Class Schedules

Students will receive their class schedules on the first day of school.

Participating in Fall Sports

Students interested in participating in Fall Sports (Football, Cross Country, and Volleyball) please see attached flyer for tryout dates and eligibility requirements.

Cell Phone Policy

Cell phones ARE PROHIBITED! They can only be used as a part of classroom instruction directed by a teacher. Students using phones outside of instruction, will have their phones confiscated.

Finally, I would like to encourage each of you to come to school on time and prepare to work hard to prepare for your future. I look forward to a great school year.

James Gresham

James Gresham, Ed.D.

Principal

The REACH! Partnership School



Staff Information

Principal

Dr. James Gresham

Resident Principal

Dr. Luis Lima

Assistant Principals

Mr. Reginald Baskerville

Mr. Christopher French

Ms. Anisa Stubbs

Literacy Coach/ELA Lead

Ms. Joyce Shaw

Teacher Mentor/Instructional Coach

Mr. Balgit Ramsundar

IEP Chairpersons

Ms. Stacie Brown and Ms. Lisha Veney

School Counselors

Ms. Alex Herschman

Ms. Brittany Iacovelli

Mr. Josh Willett

Post-Secondary Advisor

Mr. Andre Moore

Dean of Students Climate and Culture

Ms. Winifred Smith

Staff Associate (Attendance and SST)

Ms. S. Fay Banks

Student Registration and Cumulative Records

Ms. Michelle Smith

Secretary

Ms. Kim Matthews

Student Wholeness Specialists

Ms. Brooke Brock and Ms. Janet Carter

Athletic Director

Mr. Herman Harried



School Mission

REACH! Partnership School's mission is to graduate all young men and women who enter REACH! to not only be prepared and motivated to pursue post-secondary education without remediation but who also have the entry level skills to prepare for a rewarding career in the fields of health care, construction, homeland security, and the U.S. military.

Vision

Every student will graduate ready to achieve excellence in higher education and the global workforce.

Motto

"Moving from Good to Great"

Our Core Values

Leadership Setting the direction for the school, anticipating challenges, dealing with potential problems ahead of time, establishing a "can do" spirit, making connections, leading and supporting staff, inspiring unity, facilitating action, clearing the plate for teaching and learning -- leading by example.

Expectations High expectations for students, leadership, school staff, parents, partners, and the school community; high expectations drive performance.

Engagement We see engagement in numerous ways – making school a place where students want to be, building a culture of student belonging, designing instruction so that it is rigorous, relevant, interesting, and accessible to learners, and emphasizing "learning by doing", strongly involving workplaces and the community in career preparation, academic learning, and learning support.

Connections Contextualizing learning through thematic and career/community connections; integrating assessment, curriculum, and instruction; providing structures that foster teacher teaming, interdisciplinary learning, bridging schooling and community through workplace-based learning and community service; connecting the community and employers to the school.

Opportunity Hope for the future. Urban students deserve doors opened to a wider world, with experiences future-directed, rich and personalized -- from technology to college and career exposure to learning rich summers.

Accomplishment A culture of success is imperative. This includes recognizing accomplishments along the way that encourages students to move forward, including the opportunity to turn mistakes into success.

Support Caring and encouragement – prevention, intervention, and remediation – academic, behavioral, career --- in various shapes and forms – responsive and timely – whatever it takes.

Staff and Room Location

Ground Floor	Assignment/Role	Room
Mr. W. Cornish	HVAC Lab	20 and 20B
Mr. Torres	Carpentry Lab	30 and 30D
Mr. Tyrone	Custodian	44
Ms. Furdak	Team Sports and Health II	50/Gymnasium
Mr. N. Jones	Personal Fitness and Health I	50/Gymnasium
Coaches Offices	PE Coach and Coach	057 and 058
Coach "Tree" Harried	Athletic Director	059
OST	Outside School Time Office	82A
Ms. McKinney	Community Engagement Coordinator	91
	Family Community Storage	92
	Community Clothing Closet	98
	Community Food Pantry	99
First Floor	Assignment/Role	Room
Ms. Matthews	School Secretary	112
Ms. Banks	Staff Associate	113B
Dr. James Gresham	Principal	113E
Ms. Brooke Brock	Student Wholeness Specialist	113C
Ms. Sellman	Business Manager	113I
	Office Supplies	113G
	Work Room	113H
Mr. Bavani	Music Room	130
Ms. Cindy Fisher	504/Transition	130A
Mr. A. Moore	Post-Secondary Advisor	130B
Ms. Iacovelli	School Counselor (11 th Grade)	130C
Ms. Herschman	School Counselor (12 th Grade)/Academic Advisor	130D
Mr. Josh Willett	School Counselor (9 th and 10 th Grade)	130E
Nurse Singleton	Health Suite	131 A-G
Nurse Rhonda		
Ms. L. Smith	Registration and Records	132B
	Student Records	132C
Ms. Lewis	Substance Abuse Counselor	132D
	Mental Health Clinician	132E
Ms. Veney	IEP Chairperson	133
Ms. Dorethea Harris	Para-Educator/One-on One	133
Ms. Brown	IEP Chairperson	134
Ms. Tolson	Technical Support Person	134
Ms. Shamir Thompson	Para-Educator/One-on One	134
Ms. Compagnone	Social Worker	138
Officer Harper	School Police	138B
	Special Education Copy Center	139B
Mr. Ramsundar.	Teacher Mentor and Support	139C
Ms. J. Ware	Technical Support Person	139D
Major Hall	JROTC – Leadership Technology	140/141
Sgt. Major Tinsley	JROTC– Leadership Technology	140/142
	Spanish I	150/351

	Student Breakout Room	152
Ms. Denise Bryan	Cafeteria Manager	150
Second Floor	Assignment/Role	Room
Ms. Snyder	College Summit/Electives	210
Ms. Wheaton	Psychologist	211
Dr. Sills	Social Worker	230
Mr. Deiparine	Algebra II	233
Ms. Johnson-Bennett	Pharmacy Technician Program	234
Ms. L. Harris	Nursing Assistant Program	236
Ms. Ehlers-Cook	Art	240
	US Government	241
Mr. Christopher French	Assistant Principal (12 th Grade Administrator)	242
	Teacher Planning Room	243
Ms. Byers	Academic Intervention/Social Studies Lead	244
Ms. Shaw	Literacy Coach/ELA Lead	244
Ms. Mullen	Computer Science	250
	TV Studio/Office	251/251A
	Work Office	250C
Ms. Rose	Special Education – ELA	280
Mr. Baugh	Special Education – Math	
	Planning and Faculty Lounge	290
	Dance Studio	291
Third Floor	Assignment/Role	Room
Ms. McCallum	Algebra I/9 th Grade Team Lead	310
Mr. Hibbert	Special Education – Algebra I	310
Ms. Stubbs	Assistant Principal (9 th Grade Administrator)	320
Mx. Stilipec	Freshmen Seminar	323
	Special Education – Social Studies	324
Mr. Levy	US History	325
Mr. Muhammad	Algebra I	331
Mr. Fortino	English I	332
Ms. Sharma	Special Education – ELA I/II	332
Mr. Hollis	Special Education – Algebra I	333
Mr. Robinson	Special Education – Social Studies	333/324
Ms. McCuin	Special Education – ELA I and III	334
Ms. Orebamjo	Special Education – Science	334
Mr. Boyd	Homeland Security	337
Ms. Blagrove	Special Education – ELA IV	337/250
Mr. Beauttah	Special Education – Mathematics	340
Ms. Ws. Smith	English IV	341
Dr. Lima	Resident Principal	342
Mr. Pitts	Geometry/Algebra II	343
Ms. Zisow-McLean	Spanish II	344
Mr. Sunday	Modern World History	350
Ms. Heard	English II/AP Language	352
Mr. Woodward	Geometry	353
Mr. Davis	Special Education – Mathematics	353/141
Ms. Fazio	ELA II/ AP Literature	354
Ms. Martin	Algebra II/AP Research	355
Dr. Carrico	ELA III	370

Ms. Reyes	Life Skills	371
Mr. Monroe	Life Skills Para-Educator	371
Ms. Garnes	Life Skills	380
Ms. Pulley	Life Skills Para-Educator	380
Ms. Roseanna Hill	One-on One Aide	380
Ms. Lamb	Biology/Chemistry	391
Mr. Conte	Chemistry	392
Ms. Wn. Smith	Dean of Students Climate and Culture	393
Ms. Groseclose	Physics/Master Scheduler	394
Ms. Carpe	Biology	395
Ms. Carter	Student Wholeness Specialist	396
Mr. Reginald Baskerville	Assistant Principal (10 th /11 th Grade Administrator)	397
	Copy Center	398

Climate and Culture Support Staff

Mr. Bynum	Mr. Wallace	Mr. Lee	Ms. Keve
Mr. Villines	Mr. Crockett	Mr. Hayward	Mr. Benton
Mr. Gamble	Mr. Medley	Ms. Blanton	Mr. E.Ware
Mr. McCullough	Mr. Wallace		



Hours of Operation

REACH! Partnership opens to students at 8:15a.m for breakfast with first period beginning at 8:45a.m. A regular scheduled school day has four (4) ninety (90)-minute class periods and operate on semester schedules except for Advanced Placement (AP) classes that are A-day and B-day. Lunch periods are 30 minutes. Transition between classes is set at four minutes. Students are considered late to class after the three (3) minute transition time. Dismissal for students is 3:35pm.

Bus Pick-up and Drop Off

MTA and Yellow buses drop-off and pick up students directly outside of the school on Harford Rd. MTA Buses #22 and #54 are designated stops at REACH! Partnership. For students who ride the yellow buses, they receive students at the top of the street, south of the main office parking lot.

REACH! Partnership encourages students to get on the buses outside of the school. We encourage students to avoid traveling to the bus stop at the Alameda and St. Lo. Drive. REACH! Partnership staff are present at dismissal (on REACH! Partnership school grounds only) to monitor students as they leave school grounds.

Students who require MTA access, must have a current school ID with a current picture. REACH! Partnership provides students with their first school ID. Replacement ID's will cost students ten-dollars (\$10) each. ID's are taken in the cafeteria from 8:15am – 8:40am daily.

Transportation of Students

Students are always expected to present a positive image of themselves and of our school. Bus trips to and from school are an extension of the school day. Buses should be boarded in an orderly manner, heads and hands are to be kept inside the bus, and loud talking, gum popping, smoking, throwing articles and other horseplay are not permitted on the bus and are extremely dangerous to the driver and all passengers. Proper respect to the driver and other passengers is expected. The MTA prosecutes offenders of its regulations.

Student Entry and Safety

ALL students enter the building through the Student Entrance (Stairwell D). All students must pass through safety measures (metal detectors and wands). Student bags, coats, hoodies, backpacks, purses, belts and pants pockets are subject to search. Young ladies may ask for a female intake specialist to search their bags. Once in the building students are to remain in the cafeteria until the bell rings at 8:40am for first period.

Any student who refuses to go through the metal detectors and/or have their bag searched are subject to disciplinary consequence. Contraband (weapons; guns, knives (ghost guns or real), rat tail combs, lighters, brass knuckles, mace/pepper spray or any incendiary device will be confiscated and not returned. Drugs (vape pens, tobacco or marijuana products) will also be confiscated and not returned.

In accordance with the Baltimore City Public School System Code of Conduct, any illegal device listed or not listed that may cause harm to self or others or damage to property will be confiscated and student subject to disciplinary action to the highest level listed in the Code of Conduct. Confiscated items will not be returned.

Class Schedules

Students will receive their schedules on the 1st day of school and follow the schedule provided and attend all classes. Requests to have schedules changed may only be done with approval of school counselors and made **by September 15, 2023**. REACH! Partnership uses Google Classroom to deliver some online instruction and for students to access assignments.

All students will receive their teachers Google Classroom access codes and must accept in order to complete work.

Second (2nd) semester schedules will be distributed on January 19, 2024. No schedule changes are done during 2nd semester.

Breakfast

Breakfast is available to all students daily from 8:15am to 8:40am. Students are not permitted to leave the cafeteria with food. All food items are to be discarded in the trash cans before leaving the cafeteria. Students are to throw away their trash before leaving the cafeteria.

2023-2024 Bell Schedule Regular and Modified

Regular Bell Schedule w/Advisory	
8:15am – 8:40am	Entry/Breakfast/Lockers
8:45am – 10:15am	Period 1
10:15am – 10:25am	Advisory
10:28am - 11:58am	Period 2
12:01pm – 12:31pm	Lunch A3
12:34pm – 2:04pm	Period 3
OR	
12:01pm – 1:31pm	Period 3
1:34pm – 2:04pm	Lunch B3
2:07pm – 3:35pm	Period 4

Advisory Wednesday	
8:15am – 8:40am	Entry/Breakfast/Lockers
8:45am – 10:02am	Period 1
10:02am – 11:02am	Advisory
11:06am – 12:23pm	Period 2
12:26pm – 12:56pm	Lunch A3
12:59pm – 2:00pm	Period 3
OR	
12:26pm – 1:27pm	Period 3
1:30pm – 2:00pm	Lunch B3
2:05pm – 3:35pm	Period 4

Early Release Schedule	
8:45am – 9:35am	Period 1
9:38am -10:28am	Period 2
10:31am – 11:21am	Period 3
11:24am - 12:14pm	Period 4
12:17pm – 12:47pm	Lunch/Dismissal

2-Hour Delay Schedule	
10:45am – 11:45am	Period 1
11:48am – 12:18pm	Lunch A3
12:21pm – 1:21pm	Period 2
OR	
11:48am – 12:48pm	Period 2
12:51pm – 1:21pm	Lunch B3
1:24pm – 2:24pm	Period 3
2:27pm – 3:35pm	Period 4
* There is no breakfast served on 2-hour delays	

Lockers and Locks

REACH! Partnership assigns each student a locker and a lock to secure their coats, bookbags, cellphones and other personal property not permitted in classrooms. Student combinations are their own and should be kept secret and not shared with other students. Students will receive lockers during the 1st week of school. Sharing lockers is not permitted. If a student loses or damages a lock, the replacement fee for the lock is \$10.00. Classroom teachers and other staff will not open student lockers for any other student. Locks must be returned at the end of the year.

Student Attendance and Lateness

Official school attendance is taken during each class period. The official school day begins at the start of 1st period. **Any student arriving AFTER 8:45 A.M. IS LATE** and must obtain a late pass. Late passes are given out at the student entrance. Students arriving after 10:30am will receive a phone call home to alert parents of lateness. No student unless directed by an administrator, shall be screened at the Main Office.

Period Attendance and Lateness

- Students are expected to be in school every day and on time for all classes, unless a documented early dismissal is approved.
- Attendance is taken for every class period. If a student misses more than two classes in one school day, they are considered absent
- Any student leaving prior to the end of the school day (without a documented early dismissal) will receive a call home and may be subject to disciplinary action
- When a student is determined to be absent an automated phone call will be made to the primary phone number in Infinite Campus to inform the parent/guardian of the absence.

Excused and Unexcused Absences

The following circumstances constitute an excused absence only after the family has provided documentation to the Attendance Monitor:

- **Student Illness:** Absences due to an illness that lasts up to 3 consecutive days may be excused by submitting a parent's note. Absences due to an illness that lasts 4 or more consecutive days requires a doctor's note to be marked as an excused absence.
- **Death in the immediate family:** Immediate family is defined as a student's parent, legal guardian, sibling, grandparent, aunt, uncle, cousin, or any individual physically residing in the same home as the student. Students are granted up to 3 excused absences for the death of an immediate family member whose funeral or memorial services are held in Maryland and must provide documentation.
- **Court summons:** The student's name must be on the summons and a copy submitted.
- **Religious holiday:** As many days as the holiday calls for and is recognized by BCPSS.

Example of Unexcused Absences: Babysitting a sibling or family member, taking a parent or other family member to a doctor appointment, or taking a family vacation.

Attendance and Grading

Students are responsible for obtaining all makeup work from classroom teachers in accordance with the following timeline:

- Upon returning from school following an absence, students have three (3) days to complete any missed assignments for full credit. **Any assignments completed after the fourth day cannot earn a grade higher than 60%.**
- Any outstanding assignments (projects, homework, test/quiz, etc.) that were due during a student's absence are due on their first day back to school. Any assignments turned in after this date are subject to the classroom teacher's late assignment policy.
- ALL make-up work is posted to the teachers Google Classroom

Example: Student is absent from school on Monday. Student must collect and return all makeup work by Friday to receive full credit. If student turns in any assignment after Friday, the highest possible grade student can earn is a 60%. If student missed a quiz on Monday, the quiz would need to be completed on Tuesday (the day of their return to school).

No makeup work will be accepted during the last week of a grading period and no work packets will be provided without the written approval of an administrator for extreme circumstances.

Class Cutting

Students are expected to attend every class period when reporting to school each day. Students absent from individual classes will be monitored and reported. A confirmed unexcused absence from any class or the cafeteria constitutes a class cut and is grounds for disciplinary action. No individual teacher or other staff member has the authority to send a student home, no matter what the reason. Only validated early dismissals will be honored.

Truancy Guidelines

In Maryland, it is the parent or guardian's legal responsibility to make sure children attend school. If a student has missed **10** days of school without a legal reason, the school may refer the family to the district office. If the district determines that the school has made every effort to work with the family and offer support but that the student has continued accruing unexcused absences, charges will be filed against the parent or guardian in court.

A parent or guardian who has been referred for charges can expect to:

- receive a letter or phone call from the Office of Attendance and Truancy
- receive a court summons to appear in court
- possibly receive a fine of up to \$50 for each absence (\$100 for second convictions)
- possibly be subject to imprisonment

In addition to not reporting to school for an entire day, students may be reported as truant due to the following behaviors:

- Leaving school without a valid early dismissal or signing out in the main office
- Leaving class without permission
- Becoming ill and leaving the building without proper clearance (the nurse or administration)

Truancy Interventions

To inform parents about student absences and provide support as needed, the Attendance Committee will conduct the following interventions:

- Automated phone call when a student is absent from school
- Letter sent to address of record in Infinite Campus detailing number of absences
- Home Visit

If, through the above due diligence, the Attendance Committee is unable to locate a student, a request to withdraw the student will be submitted to North Avenue. If approved, a parent/guardian will be required to report the Office of Enrollment and Choice in order to re-enroll the student.

Early Dismissal Procedures

1. **Early dismissals will be honored only by written request** (including a parent contact number) from the parent or legal guardian. **Phone calls and/or text messages are NOT permitted.**
2. Early dismissal letters must be submitted to the main office prior to 9:30 a.m. for verification and dismissals can be picked up five (5) minutes prior to the time of departure.
3. Only parents/guardians or persons listed in Infinite Campus may pick students up from REACH! Partnership.

4. Parents/guardians requesting early dismissals **WITHOUT** written documentation **MUST** enter the building to sign-their child out. Parents/requesting early dismissal after 2:30pm **MUST** sign-in at the main office.
5. Students will not be permitted to wait in the main office foyer for their early dismissal. If a student leaves class before their documented time or a call placed from the main office, they may be marked as unauthorized absence.

Student Lateness is a serious issue and could result in the failure of classes. Students who arrive 51 to 90 minutes late to any class will be marked absent.

Transitioning between classes is set at three (3) minutes. Students are considered late to class after three (3) minutes.

Exclusionary Dress Code

REACH! Partnership is a uniform school. We adhere to the Baltimore City Public School System's exclusionary dress code as well. The BCPSS appropriate dress code is also applied for all students. Garments that are above the knee or exposing sensitive areas of one's body as outlined in the BCPSS dress code will not be permitted to attend class and will sit in the Student Support Center until appropriate clothes have been delivered.

Attire NOT Permitted

The following garments are not permitted to be worn while in school or on school-sponsored events:

- NO pants, skirts or shorts 2 or more inches above the knee
- NO garment with drug, alcohol, gang, foul or obscene gestures or language and/or offensive materials that discriminate or stereotype individuals or groups of people
- NO hair curlers, bonnets, metal hair clips
- NO open-toed shoes, NO backless shoes or sandals, NO bedroom slippers/flip-flops,
- NO backless, spaghetti straps or mid-riff shirts, NO hats or visors
- NO undergarments (bra's, underwear/boxers) are to be shown or exposed
- NO hats, scarves, jackets, coats or bookbags are allowed in any classroom.

REACH! Uniforms

All students are required to wear uniforms while attending REACH! **No Exceptions!** Uniforms may be purchased at Herman's on Greenmount Ave or in the cafeteria while supplies last from 8:15am to 8:40am.

Grade 9 Uniforms: Kelly Green polo or button up shirts with the REACH! logo and khaki colored knee-length shorts, pants, or skirts.

Grade 10-12 Uniforms: Royal Blue or Black polo or shirts with the REACH! logo and khaki colored knee-length shorts, pants, or skirt

*****ONLY REACH! hoodies are permitted to be worn in the building*****

Student uniforms are not to be kept in lockers at dismissal. Students are required to enter through student entrance in full REACH! uniform.

- **UNIFORM SHIRTS or REACH! HOODIES MUST BE VISIBLE AT ALL TIMES.**
- All pants must be **secure** at the waist. REACH! Students are not permitted to show any undergarments (male, female binary or unidentified)
- Students may rent a loaner shirt but must provide one of the following in exchange: a student ID card, Maryland ID or a working cell phone. The ID and the cell phone are returned when the student returns the loaner shirt at the end of the school day.
- Students are not permitted to wear their uniform shirt around the neck or half- on or -off their body.

- Repeated out of uniform violations will be referred to administration and parent/guardian notified.

****We need the support of staff, parents and students for this to work. We must keep everyone safe.

STUDENT LEARNING EXPECTATIONS

Daily Responsibility of Students

- Attend school every day and attend all classes on time. Have your class supplies ready when class begins. Poor attendance and/or lateness to class may negatively impact your grade
- Review the day's instructional objective and performance outcome(s) to understand the desired learning outcomes
- Read, watch, and/or listen to the instruction attentively. Ask clarifying questions when you do not understand
- Participate in class discussions and activities with your teacher and with other students, when appropriate
- Submit work that represents your best effort
- Submit completed assignments by the established deadline. If you are having difficulty submitting, let your teacher know **before** the deadline
- Review assignments that your teachers have corrected and/or made comments on. When given the opportunity, redo the assignment (with corrections) for a better grade. **Note:** All assignments may not be able to be resubmitted!
- Take responsibility for your learning. Seek additional help as needed.

REACH! Scholar Expectations

- **No** cellphones in the instructional environment
- **Uniforms** are to be worn for the entire instructional day
- Sit in assigned seat directed by teacher
- **All** students must sign in to all class to document attendance
- A signed hall pass is required to leave the classroom and are issued at the teacher's discretion
- **No** eating or drinking in class
- **No** hoodies (except REACH! approved), bookbags, coats, hats, bonnets, scarves, do-rags, ski masks in the classroom
- **No** students are permitted to leave the classroom for the first and last 20 minutes of the class period

Behavioral Expectations and Consequences

REACH! Partnership adheres to the Baltimore City School System Code of Conduct. Students do review the Code of Conduct at the beginning of every school year. The Code of Conduct may also be found on the district's website, www.baltimorecityschools.org. Search Code of Conduct and download or scroll.

- Respect everyone – respect is not an option!!
- Students are not allowed to open entrance or exit wing doors for other students
- Students must have a pass to travel to any destination in the building
- When transitioning from classes students should speak in conversational tones (no yelling or loud talking in the halls)
- Inciting a disturbance in the cafeteria, throwing food in the cafeteria is prohibited
- Fighting in the school or on school grounds is prohibited

Progressive Discipline (Consequences)

- 1st infraction – Call placed by teacher to inform parents of behavior
- 2nd infraction – Conference with a Dean of Climate and Culture and/or teacher, phone call placed home to inform parents
- 3rd infraction – Phone call made to parent and time served in Student Support Center to complete all work assigned
- 4th infraction – Conference with parent, dean of climate and Assistant Principal
- Repeat offenders – students who repeatedly violate school policies may be placed on short-or long-term suspensions depending on the level of infraction as outlined in the BCPSS Code of Conduct

Note: Depending on the level of the infraction, the severity of consequences may vary

Passes and Hall Behavior

- Students are expected to be serious and mature as they proceed down the right side of the hallway and stairwells when changing classes, to minimize safety issues.
- Students in the hall during the time designated for class periods must have a visible pass. Only one student per pass is permitted.
- **All REACH! staff members have authority in the halls.** Students cannot be selective in who they will obey. Failure to identify one's self, comply with a reasonable request, or follow directions of any staff member will result in administrative action.
- Loitering and lagging in the halls is prohibited. Students are expected to clear the halls and restrooms after the 4-minute transition time.

The School and the Law

Any unlawful act taking place on school grounds or buses may be punishable by the law and may result in suspension and/or expulsion. The following offenses may also result in arrest:

- Carrying any weapon; threat; assault.
- Smoking of any kind within the school building or on school grounds.
- Possessing alcoholic beverages or drugs in school or on school property.
- Being under the influence of drugs or alcohol in or at a school activity.
- Engaging in vandalism or theft.
- Requesting or directing relatives, friends, or acquaintances to approach or enter the building to accost or harass other students.
- Students and parents must understand that REACH! Administrators can not interfere with the lawful execution of school police duties. Once a law has been broken and police action initiated, the police are in charge.

Vandalism

- The school building belongs to the citizens of Baltimore. No one has the right to destroy any part of the building.
- Students are not expected to throw trash, or lunch refuse on school property. Enough trash cans are available and must be used accordingly. All students are called upon to keep our building neat, and clean.
- Destroying lavatory facilities not only mars their appearance but is very costly to repair.
- **Parents are responsible for any damages and resulting fines attributed to their child.** Damages will be recorded in the students' records for documentation; this includes lost or damaged books and equipment.
- Students will receive consequences for any acts of vandalism – writing on walls and doors, carving into furniture and otherwise destroying or defacing public property. Graffiti is considered defacing property and will not be tolerated.
- Surveillance cameras will be used to identify those students that caused the damage.

- Damage is considered as defacing property, destroying or breaking school property, graffiti, intended water spills, tampering with fire extinguishers, and stealing school property.

Student Searches

Under Maryland Education Article 7-308, a principal, assistant principal, or school police officer may make a reasonable search of:

- A **student** on school premises if they have a reasonable belief that the student is in possession of any prohibited item, of which is a criminal offense under the laws of this state. The search shall be made in the presence of a third party.
- The **physical plant of a school and its furnishings and equipment** including the lockers, desks, and athletic facilities.

Cell Phones

Cell phones used to record or for access to Facebook, Snapchat, Tik Tok Twitter, etc. is not permitted throughout the school day. Students should note that any information that is brought back to the school through these social networks will be applied under the Code of Conduct and consequences will be administered as appropriate to include possible arrest depending upon the severity of the post.

SCHOOL ADMINISTRATION, TEACHERS AND STAFF WILL NOT BE LIABLE FOR CELL PHONES, TABLETS, EAR BUDS/HEADPHONES, BLUE TOOTH devices IF THEY ARE LOST, STOLEN or DAMAGED.

Grading Policy

The city-wide policy regarding grades and grading is a general statement designed to communicate the need for grades, the rationale behind grading, and the various meanings associated with awarded grades:

Students' grades are made up of three (3) categories:

- 1) Assessments – 70% (Formative = 50% and Summative = 20%)
- 2) Participation – 15%
- 3) Classwork – 15%

Grades are entered weekly in Infinite Campus for all your classes. Any questions regarding your grades should be directed to the teacher of record for that course.

Reassessment

We understand that students may have earned a less than passing grade on an assignment and/or assessment during a quarter. In these cases, students may re-take any test or classwork assignment, after it has been retaught, as many times as the teacher agrees to administer it, prior to the end of the grading term. Once the grading term has ended, there will be no other attempts to re-assess for any assignments and/or assessments administered during that quarter.

School Counseling and Post-Secondary Advising

Our school counselors and post-secondary advisor are in Suite 130. Counselors for cohorts (cohort is the year students are projected to graduate) are:

Cohort 2024 – Ms. Herschman

Cohort 2027 – Mr. Willett

Post-Secondary Advisor – Mr. Moore

Cohort 2025 – Ms. Iacovelli

Cohort 2026 – Mr. Willett

Services of School Counselors:

- Academic supports - Classwork, Assessments, Graduation requirements
- Behavioral supports - Social and Emotional wellness and Coping Skills
- Counseling referrals
- Post-secondary advising (College, trade, military, employment.)
- Building and maintaining positive relationships among peers and adults

Passes to the Counselors:

- Counselors will have QR codes posted around the building to request an appointment
- A pass to the counselor's office can be given by any staff member/teacher if a student needs to see a counselor

Service-Learning Hours:

- 75 Service-Learning hours are required by the state of Maryland for a student to graduate high school
- Students can obtain these hours in- or outside of school hours
- Students must log their hours on the BCPS Student Service-Learning Hour Record Sheet. Please see attached at the end of the handbook.
- Record sheets must be turned into the school counselors to be recorded.

There are multiple opportunities for students to earn service hours throughout the year. Students are to listen to announcements and flyers posted throughout the building. Students can sign up through completing a QR Code on the flyer. Teachers may also assign service projects for students to complete.

Post-Secondary Advising

- Students will have plenty of opportunities to explore post-secondary options ALL four years at REACH! These options vary from 2-year colleges, 4-year colleges and universities, military, trade school, and the workforce
- Topics covered include finding the best fit for YOU, the student. We discuss college lists, the Free Application for Federal Student Aid (FAFSA), college visits, trade-school visits, military recruiter meetings, importance of a GPA, and more

Work Permit:

- Students must have the job first in order to complete a work permit
- Students can obtain their work permit on their own on the MD Department of Labor website: <https://www.dllr.state.md.us/ChildWorkPermit/web/content/Home.aspx>

Infinite Campus (IC)

The Infinite Campus system handles all information relating to students personal, academic, attendance, immunization and discipline data. Students should always make sure that when personal data changes, they notify the office so that records may be updated. When mailed correspondence is returned due to an incorrect address, the student will be called to the office to provide proof of address.

Extra-Curricular Activities (Field Trips, PROM, OST) Expectations

Field trips must have an educational focus and not simply be recreational outings. Field trip expectations and procedures:

- No student is permitted to attend any field trip without a signed field trip permission form by the student's parent/guardian with the most current contact number. Phone calls are not validated forms of parent/guardian permission

- ALL students MUST be in full REACH! uniform unless otherwise directed and approved by Dr. Gresham. End of year class trips are excluded from uniform expectation. However, students are to dress appropriately and represent REACH! in a positive way
- Any student failing 2 or more classes are NOT permitted to attend field trips during the instructional day. Administration and team leads will determine student participation if event is after school hours
- Any field trip requiring student payment in any amount, must be approved by Dr. Gresham
- Any monies collected for trips should be handed to the Class Treasurer so proof of purchase can be validated
- No contract should be signed, or monies paid until field trip permission form is approved by administration. No announcement to students should be made until approval is given.
- After-school clubs and organizations are to hold students to the same academic and behavioral expectations
- All chaperone requests must be approved by Dr. Gresham and their assigned Assistant Principal
- Field trip coordinators are responsible for all coverage arrangements. A coverage plan is required for all trips
- Field Trip forms can be found in the Google Shared Drive under Field Trip Forms.
- **All trips outside of the State of Maryland and the USA must be approved by our CLN 7 ILED.**

PROM Requirements

- No student failing 2 or more classes may attend prom. PROM eligibility for juniors and seniors will be determined at the distribution of 3rd quarter report cards
- School Counselors will provide documentation for all students who are in good standing and may participate
- Any student who may pose any potential behavioral issue at prom may be excluded by administration and parent notified of decision
- Each REACH! student is permitted one (1) outside guest
- ALL donations made for students to attend prom must go through the class treasurer and Ms. Banks to adhere to all financial record keeping procedures
- There will be one (1) set of communication, developed by Senior advisors and 12th grade administrator shared to both junior and senior students and their parents/guardians. All communication will be shared on all Social Media platforms (REACH! website, Twitter and Instagram)

Lunch Period Procedures

Students are expected to report to the cafeteria for lunch.

- All paper products and other items must be discarded in the provided trash cans. Tables must be completely cleared. Students are responsible for cleaning up their area.
- **The rolling of dice is not permitted in the cafeteria or on school grounds at any time.**
- Eating in classrooms is not permitted. No food or drink can leave the cafeteria area.
- All assigned staff on cafeteria duty must be respected and obeyed.
- NO outside food can be delivered to the school building.

Outside Food

Students are not permitted to order food to be delivered to REACH! Partnership for any reason during school hours. Food ordered by students will be kept in the main office until dismissal. Parents may bring their students lunch, but it may not be delivered by any Food delivery service (Grub Hub, Door Dash or restaurant delivery. Food may be checked by main office staff.

Fire Drills

In the event of a fire drill, students should know the correct exit and stairway—that information is posted in every classroom. In the event the signal is given, and students are not in class, they should leave the building by the nearest exit. Students should move quickly and silently. **All school policies remain in effect during fire drills and every direction given by the supervising adults must be followed.** Students must refrain from talking during drills and should stay on alert while awaiting the “all clear” signal. Once the signal is given, students should return quickly and quietly to classrooms.

Student Parking

Students who drive to school must register their cars with the Ms. Banks located in the main office. The designated student parking area is in the back of the building behind the gymnasium. Students should always drive with caution and at the posted speed of 10mph. Infractions may cause the loss of parking privileges. BCPSS and REACH! Partnership are not responsible for any damage that may occur to a student’s car while parked on campus. All incidents must be reported to Baltimore School Police (410-396-8590) or Baltimore City Police (911 o3 311).

Fees and Dues

Students are expected to meet certain financial obligations decided upon by their respective classes. Individual contracts are signed by the student, parent/legal guardian, for those activities of the students’ choice. **ONLY** Cash or Money order is accepted forms of payment.

All damaged and/or lost items (textbooks, library books, locks, or equipment) must be accounted for and any outstanding financial obligations must be satisfied before graduation, or before transcripts will be issued. These financial obligations should be taken care of before the end of each school year.

Health Services

REACH! School students have access to a fully serviced health clinic. The center provides routine physicals, immunization, and care for minor illnesses and accidents. The school base clinic is staffed with licensed professionals, the center only requires registration signed off by parents for students to take advantage of its offerings. **Students will not be seen without the signed authorization of the parent or guardian.** In addition, REACH! has on-site mental health counseling through partnerships with Johns Hopkins Hospital and Building Blocks.

When students need to go to the health suite, they must receive a pass from their teacher to the main office then receive a pass to the health suite.

Academic Eligibility for Athletics and After-School Clubs

Extracurricular activities include student government offices, class offices, school clubs, and athletics. You are encouraged to participate in campus athletic programs. **ALL** athletic documents for all grades must be entered in DragonFly prior to the start of the sports 1st practice.

First time 9th grade students are eligible to participate in fall sports if once all required documentation is entered in Dragon Fly.

For students in grades 10 through 12 to participate, they must meet, at a minimum, the following academic standards - cannot be failing more than one (1) class and NO GPA below a 2.0 from Quarter 4 report cards.

REACH! Partnership reserves the right to deny access to extracurricular activities based on poor attendance and/or unacceptable behavior.

Availability of Sports by Season

Fall Sports First Practice August 9, 2023	Winter Sports First Practice November 15, 2023	Spring Sports First Practice March 1, 2024
JV and Varsity Football	JV and Varsity Boys Basketball	Varsity Softball
Girls and Boys Cross Country	Varsity Girls Basketball	Varsity Baseball
Girls Varsity Volleyball	Wrestling	Outdoor Track
	Indoor Track	Bocce Ball
	Dance	Badminton
	Bocce	Boys Lacrosse

Any student wishing to participate in any athletics MUST have a GPA of 2.0. An annual physical examination with “cleared to play sports,” stated, parent/guardian permission, and all documents uploaded to DragonFly.

LAKE CLIFTON/REACH! Partnership Student – Athlete Expectations*

As a student-athlete of Lake Clifton/REACH! Partnership school,

I pledge to:

- Follow all school rules, class rules and the BCPSS Code of Conduct
- Attend school every day and all classes on time (attend coach class as directed)
- Wear REACH! uniform every day and adhere to the BCPSS dress code
- Aim for grades of B or higher in all classes
- Show respect to ALL staff members, students and other members of school community
- Always demonstrate good sportsmanship and be a model teammate
- Always be a Leader by showcasing positive behaviors in and out of the classroom
- Follow all team rules and game rules
- Finish the season (Participation is a Privilege Not A Right)
- NOT loiter in the hallways or classrooms not on my schedule
- NOT fight or engage in disruptive behavior
- NOT misuse Social Media to show Lake Clifton/REACH! in a negative light

*Coaches and administration reserve the right to remove and/or suspend any student who fails to comply with the expectations set above.

Athletic Contests and Spectator Participation

Students are encouraged to attend athletic contests. Serving as a spectator is a privilege and we expect students to serve as an example of sportsmanship through positive and respectful behavior to athletes, coaches, officials, and other spectators.

Each student should understand clearly that good sportsmanship is an expectation at both home and away games. We expect that students at away games will cooperate fully with game supervisors of the host school.

The following behaviors are unacceptable and prohibited at ALL athletic contests (home and away).

- Use of alcohol, tobacco or vape pens, and drugs (marijuana, narcotics, etc.)
- Noisemakers are allowed only at home games. State-level playoff games prohibit all types of noisemakers

- Throwing objects and/or foul or abusive language and obscene gestures towards players or other spectators. Any other type of disruptive or unruly behavior.

Spectators that display unacceptable behavior may be removed from the game and/or future contests at REACH! Partnership. Student spectators who display inappropriate behavior may face disciplinary consequences from REACH! administration.

Extra-Curricular Activities

Cheerleading	Robotics Club	Art Club	Dungeons and Dragons
Stand-up Comedy	Drama	Book Club	Sisters Inspiring Sisters (mentoring)
Chess Club	Debate Team	LGBTQ+	Laker Men's Club (mentoring)
Sewing Club	Writing Club	Stage Production	Student Government
Gaming Club	Modeling	Choir	

BALTIMORE CITY SCHOOLS 2023 - 2024 ACADEMIC CALENDAR

Staff Return	Monday, August 21, 2023
Students Return	Monday, August 28, 2023
Labor Day	Monday, September 4, 2023 (Schools and District Closed)
Quarter 1 Progress Report End	Wednesday, September 27, 2023 (Distribution October 2-4)
Asynchronous Day*	Friday, October 6, 2023
BTU/PSASA/QuEST Conferences	Friday, October 20, 2023 (Schools closed for Students)
Quarter 1 Report Card End	Monday, October 30, 2023 (Distribution November 3-7)
Early Release Day**	Friday, November 3, 2023
PD for Teacher/PSRP	Friday, November 17, 2023 (Schools closed for Students)
Wellness Day	Wednesday, November 22, 2023
Thanksgiving Break	Thursday and Friday, November 23 – 24, 2023
Asynchronous Day	Friday, December 1, 2023
Quarter 2 Progress Report End	Wednesday, December 6, 2023 (Distribution December 11-13)
Wellness Day	Friday, December 22, 2023
Winter Break	Monday, December 23 – Monday, January 1, 2024
Dr. Martin Luther King, Jr.	Monday, January 15, 2024
Quarter 2 Report Card End	Thursday, January 18, 2024 (Distribution January 26-30)
Early Release Day	Friday, January 19, 2024
PD for Teachers/PSRP	Friday, January 26, 2024 (Schools Closed for Students)
Wellness Day	Friday, February 16, 2024
President's Day	Monday, February 19, 2024

Quarter 3 Progress Report End	Thursday, February 22, 2024 (Distribution February 27-29)
Wellness Day	Friday, March 1, 2024
PD for Teachers/PSRP	Friday, March 15, 2024 (Schools Closed for Students)
Spring Break	Monday, March 25 – Monday, April 1, 2024
Quarter 3 Report Card End	Wednesday, April 3, 2024 (Distribution April 9-11)
Early Release Day	Friday, April 5, 2024
Quarter 4 Progress Report End	Monday, May 6, 2024 (Distribution May 9-13)
Maryland Primary Election	Tuesday, May 14, 2024
PD for Teachers/PSRP	Friday, May 17, 2024 (Schools closed for Students)
Memorial Day	Monday, May 27, 2024
Last Day of School***~ Quarter 4 Report Card End	Tuesday, June 11, 2024 (Early Release Day) Tuesday, June 11, 2024 (Distribution June 24-28) (June 12 – 14 three snow days if used)

***Students are working from home online and offline and at their own pace. Teachers are to report to school to engage in developing Student Learning Plans (SLP) and, Parent/Teacher Conferences (PTC)**

****Early release days – Schools can use this time to complete core work, academic planning and professional learning**

*****If for any reason the school district must close schools for more than 3 days, this approved 2023-2024 calendar will be amended by the BCPSS BOE to provide additional school days to meet the required 180 school days**

~ MSDE has allowed districts to use up to eight (8) virtual days in the event of inclement weather. Up to three (3) days may be asynchronous. Remaining five (5) would be virtual school days.

REACH! Partnership Social Media Accounts

Students and parents are encouraged to check our website often as well as follow us on Instagram and Twitter for up-to-date announcements.

Website: www.reachpartnership341.org Twitter: @REACH341 Instagram: @reachpartnership341

Notice of Non-discrimination and Sexual Harassment

Baltimore City Public Schools does not discriminate based on race, color, ancestry or national origin, religion, sex, sexual orientation, gender identity, gender expression, marital status, disability, veteran status, genetic information, or age in its programs and activities and provides equal access to the Boy Scouts of America and other designated youth groups.

For inquiries regarding the nondiscrimination policies, please contact

Equal Opportunity Manager, Title IX Coordinator
 Equal Employment Opportunity and Title IX Compliance
 200 E. North Avenue Room 208
 Baltimore, MD 21202

Phone 410-396-8542

Fax 410-396-2955

OR

Coordinator – Section 504
Special Education and Student Supports
200 E. North Avenue Room 210
Baltimore, MD 21202
Phone: 443-462-4247
Email: 504support@bcps.k12.md.us

If you believe you have been treated differently because of your race or color, national origin or ethnicity, religion of creed, sex or gender, age, physical or mental disability, genetic information, marital status, sexual orientation, or gender identify or expression, you have the right to file a complaint with the Equal Employment Opportunity department.

You must file a complaint within 90 days of the most recent act(s) of discrimination or harassment.

External Agencies

Federal

U.S. Equal Employment Opportunity Commission
10 South Howard Street, 3rd Floor
Baltimore, Maryland 21201
410-962-3932

State

Maryland Commission on Human Relations
6 Saint Paul Street, 9th Floor
Baltimore, Maryland 21202
410-767-8600

Local

Baltimore City Community Relations Commission
10 North Calvert Street, Suite 915
Baltimore, Maryland 21202
410-396-3141

Baltimore City Public School System
COMPLAINT FORM
Complaint of Sexual Harassment

Identify all persons with knowledge of the conduct or incident about which you have complained.

Are there any documents that contain information relevant to the conduct or incident described above? If so, identify those documents.

Have you missed any time from work as a result of the incident involved in this complaint? If so, please provide the date(s).

Have you previously complained of this conduct or any related conduct? If so, to whom did you complain? What was the outcome of your complaint?

What remedy do you seek in response to this complaint?

Acknowledgement

I affirm, that to the best of my knowledge, the information provided above is true, accurate, and complete.

Signature: _____

Date: _____



STUDENTS AT REACH! PARTNERSHIP ARE:

- LEADERS
- RESPECTFUL
- KNOWLEDGEABLE
- KIND
- RESPONSIBLE
- INTELLIGENT

I have read and understand the contents of the student handbook and shared the handbook with my parents/guardians.

Student Printed Name

Student Signature

Parent/Guardian Signature

Parent/Guardian Contact Number

Date _____