July 2023

Dear Sudbrook Families:

For the 2023-2024 school year, the first day of classes for students will be Monday, August 28, 2023. Students entering Grades 6 and 9 are encouraged to attend a special orientation, Early Entry Day, on Thursday, August 24, 2023. More information will be forthcoming concerning the Early Entry Day. School hours for students are 8:30 a.m. to 3:15 p.m. Our official first day of school will take place on Monday, August 28, 2023, and our entire staff will be available to assist incoming sixth graders and facilitate a memorable opening day of middle school. Our returning seventh and eighth graders are very familiar with our school’s program; therefore, we anticipate that they will experience a positive first day and a rewarding school year.

This mailing includes the following important information:

- Sudbrook Dress Code
- School Supplies Lists
- Baltimore County Public Schools (BCPS) 2023-2024 Calendar
- Health Concerns for your Child
- Student Code of Conduct (Mid-August)
- Cell Phone/ PED School Policy (Mid-August)
- Bus Discipline Procedures and Consequences (Mid-August)
- Modified Student Schedules (A-day) with Homeroom – To follow in second mailer (Mid-August)
  - Students will receive a full schedule the first day of school
- Bus stop locations – To follow in the second mailer (Mid-August)
- Magnet Programs Flier (Mid-August)

**BCPS Calendar for the 2023-2024 School Year**
The BCPS Calendar for the 2023-2024 school year can be accessed here [2023-24.pdf](##)

**Principal Town Hall Meetings**
SMMS will host two Town Hall Meetings in our auditorium to allow students and parents to meet the principal, hear the vision and mission for the school, understand the expectations for the school community, school’s organizational structure, and a question-and-answer period. The dates for the Principal’s Town Hall Meetings are:

- Monday, August 8, 2023, 5:00-7:00 p.m.
- Monday, August 14, 2023, 5:00-7:00 p.m.

Communication for families to register for one of the Town Hall Meetings will be sent via our School Messaging System.

**Grade 6 Parent Visitation will be held on Wednesday, August 23, 2023, at 6:00 p.m.**
We cordially invite all incoming Sixth Grade Parents (no students) to visit Sudbrook for the opportunity to tour the building, visit classrooms (no teachers), purchase uniforms, activate BCPSOne account, and put money on your child’s lunch account.

"Relentless in our Pursuit of Excellence in Academics, Character, and Leadership."
**UNIFORM/DRESS CODE POLICY**
A POSITIVE, SAFE LEARNING ENVIRONMENT IS VERY IMPORTANT AT Sudbrook Magnet Middle School. In order to enhance our school’s instructional atmosphere, promote school pride, and achieve our school goals, a dress code is part of the enrollment standard. We expect all students to follow this dress code. In addition, BCPS Student ID badges are a part of Sudbrook’s dress code and are expected to be worn every day and throughout the day.

Our official shirt vendor is Main Street Embroidery, 85 Main Street, Reisterstown, MD 21136, (410-833-0414). We strongly encourage parents to purchase shirts at Main Street Embroidery. However, if you choose to use another vendor (e.g., Kre8ing Your Ideas, Lands’ End, Old Navy, etc.), please purchase shirts in the **exact style, color, and stitching/embroidery as our official Sudbrook shirts**.

- Shirts may have no more than three (3) buttons on the front
- Shirts may **NOT** have cap sleeves
- Shirts may **NOT** have logos (butterflies, paws, etc.)
- Shirts may **NOT** be form-fitting, made of Lycra
- Pants, shorts, skirts, capris (worn at the natural waist level) **SHOULD BE** khaki material and light beige/black color (**The black color is a new option**). NO jeans, jeggings, cargo pants, biker shorts, sport shorts, spandex shorts, yoga pants, jeans/denim, etc.

In addition, the following items **are not allowed** to be worn on any occasion in school:

- **Sandals, slide-on Crocs, flip-flops, house slippers, athletic/sport slides, shower shoes, slide on sneakers/shoes, or stilettos.**

Any modifications to the uniform policy based on religious beliefs must be approved by the Principal.

**SMMS Fall and Winter Attire:**
- Official SMMS solid colored full-zip and 1/4 lightweight fleece jackets, half-zipped pullovers, and full-zip and 1/4 sweatshirts. All items must have the official Sudbrook insignia on the aforementioned attire. The only items that will be acceptable Sudbrook “Fall and Winter” are the items that will be available via Sudbrook's online store.
- They should be the appropriate size for the student, and not overly baggy.
- Official SMMS full-zip and 1/4 lightweight fleece jackets, half-zipped pullovers, and full-zip and 1/4 sweatshirts are not allowed to be worn around the waist.
- No other outerwear should be worn in the classroom (coats, scarves, gloves, hats).
- Hooded sweatshirts (hoodies), hooded jackets, windbreakers, etc., are **prohibited** during the school day. Students are allowed to wear these items to school and after school. During the school day, these items must be placed in the student’s locker.

Our official vendor for the Fall and Winter attire is Time Out for Sports Inc., 9716 Belair Road, Nottingham, MD 21236. Sudbrook will facilitate the first order for parents and students. More information will be forthcoming.

*NOTE: Students are expected to comply with uniform expectations at all times unless a scheduled dress-down day is announced. Anyone who is out of uniform will be required to contact a parent for the uniform to be delivered to the school. These students will also be issued an*
administrative lunch detention, after-school detention, Saturday School, or In-School Suspension if deemed necessary by the administration or team leaders.

**ID BADGES**
In accordance with Board Policy 3710:
- All students shall fully comply with all provisions of Board Policy 3710 and this rule.
- School administrators will annually advise students of Board Policy 3710 and this rule through appropriate means, including, but not limited to, as part of the Student Handbook presentation by administrators at the beginning of the school year, on the school system’s Web site, and/or through other reasonable means.
- All students are required to wear the identification badge on the front of their person with a lanyard or clip at all times when on school property or when participating in school-sponsored activities.

**SCHOOL SUPPLIES**
A list of required school supplies is enclosed.

**GIANT**
Again, this year, GIANT will provide our school with A+ School Rewards. Register your GIANT card and designate Sudbrook as your school.

**LATE TO SCHOOL**
Students who are late to school (not in homeroom/period one class at 8:30 a.m.) should report to the office, accompanied by a parent, to sign in and receive a late pass. This only applies when parents/guardians drop their children off to school.

**CARPOOLS AND WALKERS**
Students who carpool or walk to school should use the entrance on Alter Avenue. **Students are not permitted to enter the building prior to 8:15 a.m. unless they have a pass from a staff member.** All students must leave the building promptly following dismissal; only students who are under the direct supervision of a staff member may remain in the building after 3:15 p.m.

**BEFORE SCHOOL PROCEDURES**
The school’s Office Hours are 8 a.m.- 4 p.m. The school day for teachers begins at 8:15 a.m. and ends at 3:30 p.m. If teachers are sponsoring a Before School Activity/Coach Class, students must be under the direct supervision of the teacher who is sponsoring the Before School Activity/Coach Class for the full duration of time. Students must retrieve a **Before School Activity/Coach Class Pass** from the sponsoring teacher. This pass is to be returned to the sponsoring teacher the morning of the Before School Activity/Coach Class. All exterior doors will be locked and students who are attending a Before School Activity/Coach Class, must enter the building via the front doors of the building. Students will gain access to the interior of the building by a staff member. If a student does not have a legitimate pass, the student will not be permitted into the building until 8:15 a.m.

**BEFORE AND AFTER SCHOOL ACTIVITIES**
Intramurals, coach classes, rehearsals, clubs, and other before and after-school activities are scheduled throughout the school year. Parents are responsible for providing transportation to and from these activities. Sudbrook Magnet Middle School is unable to provide supervision for your child unless he or she is with the teacher in charge of the above-mentioned activities. Students must be picked up promptly at the conclusion of the activity or lose the privilege of participating. **Please remember the importance of arranging transportation prior to the day of the after-school event/activity, as the main office closes at 4:00 p.m. daily.**

"Relentless in our Pursuit of Excellence in Academics, Character, and Leadership."
In closing, I look forward to meeting all of Sudbrook’s students and parents. I am confident that this school year will be fantastic. Our staff remains ready to assist you and your child. The following information may be helpful to you in requesting assistance.

**FLOWCHART FOR SUPPORT AND ADDRESSING CONCERNS**
To provide you with adequate support; the graphic below is the flowchart for parents to follow when there are questions concerning the classroom environment in addition to other school concerns.

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Teacher
Grade Level Team Leader
Grade Level School Counselor
Grade Level Assistant Principal
Principal
Department Chairperson
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**SMMS’ LEADERSHIP TEAM NAMES AND CONTACTS**

**ADMINISTRATION**
Mr. Gordon Webb - Principal (gwebb@bcps.org)
Ms. Sarah Chame Martinez - Assistant Principal (schamemartinez@bcps.org)
Ms. Lindsey Grayson - Assistant Principal (lgrayson@bcps.org)

**CABINET TEAM (SENIOR EXECUTIVE LEADERSHIP)**
Donna Anderson – Equity Liaison and Library Media Specialist (danderson@bcps.org)
Nichole Brindza - ELA and Performing Arts Department Chairperson (nbrindza@bcps.org)
Felicia Henderson-Browne – School Counseling Department Chair (fhendersonbrowne@bcps.org)
Kristen Hersch – Mathematics Department Chairperson (khertsch@bcps.org)
Chianti Holley – Administrative Secretary III (cholley3@bcps.org)
Rachel Jones – ESOL Department Chair (rjones@bcps.org)
Luchana Sumpter – Social Studies Department Chair (lsumpter@bcps.org)
Shelbi Timmons – MTSS Coordinator (stimmons@bcps.org)

**INSTRUCTIONAL LEADERSHIP TEAM (EXECUTIVE LEADERSHIP)**
Nichole Brindza - ELA and Performing Arts Department Chairperson (nbrindza@bcps.org)
Kristen Hertsch – Mathematics Department Chairperson (khertsch@bcps.org)
Alexandra (Sasha) Harter - Visual Arts Department Chair (aharter@bcps.org)
Rachel Jones – ESOL Department Chair (rjones@bcps.org)
Bobbi Leitner – Science/Technology Department Chair (bleitner@bcps.org)
Felicia Henderson-Browne – School Counseling Department Chair (fhendersonbrowne@bcps.org)
Rebecca Lozada - World Languages Department Chair (rlozada@bcps.org)
Luchana Sumpter - Social Studies Department Chair (lsumpter@bcps.org)
Dannielle Williams - Special Education Department Chair (dwilliams26@bcps.org)
Adam Weddle - Physical Education Department Chair (aweddle@bcps.org)

**ADDITIONAL LEADERSHIP TEAM SUPPORT**
Nichole Brindza –Magnet Coordinator (nbrindza@bcps.org)

"Relentless in our Pursuit of Excellence in Academics, Character, and Leadership."
I thank you for your support; enjoy your summer and I look forward to the upcoming school year and the journey that lies ahead.

Sincerely,
Gordon Webb
Principal

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SUDBROOK MAGNET MIDDLE SCHOOL
2023-2024 School Supply List

General Academic Course Supply List (all grades)

*Agenda book for assignments and reminders

- Sturdy three ring binder (3 inch)
- 10-15 dividers
- #2 pencils/Mechanical Pencil
- Blue or black pens
- 20 pack of colored pencils
- 3-5 highlighters
- Loose-leaf paper
- Glue sticks (5-10)
- Dry erase markers
- 4 plastic two pocket folders
- 1 subject spiral for math
- 1 subject composition book for ELA
- Pencil/pen case
- graph paper 1/4 inch (1 pack)
- 3 subject spiral notebook
- 1 pack of 3x3 Post-it Notes
- 12-inch ruler
- Compass for graphing
- All 7th grade Science: 1 subject spiral notebook
- Extra erasers
- Scissors
- Flash drive
- Headphones or earbuds for Chromebooks
- Clear, reusable water bottles NEEDED DAILY

Calculator Recommendations:
Texas Instruments scientific calculator is recommended for personal use and home use for all students. For all GT/AA classes, Math 7B/8, Algebra and Geometry a TI-84 calculator is recommended.

** Students & parents – this is our general supply list. Please note that some electives, etc. may have additional items and will have this information available at our open house.

Sudbrook Magnet Course Supply Lists

PEFORMING ARTS

CHORUS
- 1 two-pocket folder

THEATRE ARTS & VOCAL MUSIC
- Section for Theatre Arts or Vocal Music in your three-ring binder
- 1 two-pocket folder

STRINGS
- Instrument & bow in working order
- Case labeled with student name
- Shoulder rest (violins & violas)
- Rock stop (cellos & basses)
- Rosin & cleaning cloth

BAND
- Instrument in working order
- Case labeled with name

*Additional supplies (reeds, valve oil, etc.) can be purchased at Menchey Music

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DANCE

Hair

Students with long hair (of any gender): must have hair pulled away from the face. Long hair should be tightly secured in a bun, twist, or ponytail with pins, clips, hair ties, hair nets, etc. Please ALWAYS have a bag of necessary hair supplies for dance.

Attire

Level Colors & Requirements

<table>
<thead>
<tr>
<th>Level 1: Navy blue</th>
<th>Level 2: Burgundy</th>
<th>Level 3: Royal Blue</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Students identifying as FEMALE</strong></td>
<td><strong>Students identifying as MALE/NON-BINARY</strong></td>
<td><strong>OPTIONAL for ALL</strong></td>
</tr>
<tr>
<td>1 Black leotard-Tank or thin strap and 1 LEVEL COLOR leotard -- ANY style</td>
<td>Black or LEVEL COLOR tank or fitted t-shirt ONLY</td>
<td>SMMS Dance LOGO WEAR Items</td>
</tr>
<tr>
<td><strong>SKIN TONE convertible</strong> tights 2 pairs, NO BLACK or PINK tights needed</td>
<td>Black shorts or pants semi fitted/fitted or tights/leggings</td>
<td><strong>SOLID BLACK ONLY:</strong> shorts, leggings, and tights</td>
</tr>
<tr>
<td><strong>SKIN TONE canvas</strong> ballet slippers</td>
<td><strong>SKIN TONE canvas</strong> ballet slippers</td>
<td>Socks or half-sole shoes for MODERN and JAZZ DANCE only</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SMMS dance or GYM bag (to be ordered at start of school year through online store).</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Leg warmers</td>
</tr>
</tbody>
</table>

Items can be purchase in-person at Artistic Dance Fashions [www.artisticcostumes.com](http://www.artisticcostumes.com), online at Discount Dance [www.discountdance.com](http://www.discountdance.com) and Just for Kix [www.justforkix.com](http://www.justforkix.com)

VISUAL ARTS

- 2 100-page spiral-bound OR hardbound sketchbooks; NO GUM BOUND
- 1 set of drawing pencils (should include an assortment: 2B, 4B, 6B, and H)
- 1 eraser
- 1 two pocket folder

WORLD LANGUAGES

- 5 dividers for your WL magnet
- Index cards and file box for index cards
STEM

- Section for STEM in three ring binder
- 1 two pocket folder
- Composition notebook
- Pencils/Blue or Black Pens
- Headphones/Earbuds (not Bluetooth)
- Highlighters

- Scissors
- Colored Pencils
- Glue
- Hand-held Pencil Sharpener
- 2 inch, 3-ring binder (6th grade only; separate from general science class)

PHYSICAL EDUCATION

- Combination lock for PE locker
- Students may dress in the athletic wear of their choice for PE. However, this attire should be loose-fitting and school appropriate in length. Tennis shoes are required.

**Donations of tissues and hand sanitizer to homeroom teachers are greatly appreciated!**

Sudbrook Magnet Middle School
Dress Code 23-24

**Tops**

- Official Sudbrook Magnet Middle School polo shirt
- Shirts may have no more than three (3) buttons on the front of the polo shirt
- Shirts may NOT have cap sleeves
- Shirts may NOT have logos (butterflies, paws, etc.)
- Shirts may NOT be form-fitting, made of Lycra
- Non-hooded, embroidered sweatshirts may also be worn (see above)
- Solid colored Sudbrook (insignia) cardigan sweaters with no logo embellishments or a solid color cardigan with no logo embellishments.
*Hoodies are not permitted at any time. Students may elect to wear a plain long sleeve shirt under their polo shirt, or they may wear a solid color cardigan.

**Bottoms**
- Traditional-fit tan khaki pants, tan khaki skirts, tan khaki walking shorts, or capris.
- Leggings under skirts and shorts may be worn.
- Pants, shorts, skirts, capris (worn at the natural waist level) **SHOULD BE** khaki material and light beige/black color (The black color is a new option). NO jeans, jeggings, cargo pants, biker shorts, sport shorts, spandex shorts, yoga pants, jeans/denim, etc.

**Accessories**
- No athletic, book, tote bags (shoulder hipster, monogrammed or imprinted tote, canvas tote, etc.) may be used, during the school day.
- Purses should not be used as bookbags.
- No scarves, hats, bandannas, or gloves. No hats, scarves, shower caps, sleep headwear, bandanas, or headbands
- PE and dance clothing may be carried in official SMMS string bags or a plastic grocery bag. String bags will be sold through PE and Dance teachers during opening weeks of school.

In addition, the following items are **not allowed** to be worn on any occasion in school:
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Main Street will be open Saturdays during August to order uniforms! Please call (410) 833-0414 for specific hours and information.