

From: [Jen Robinson](#)
To: [Danielle Lueking](#)
Subject: Fw: Document shared with you: "Board Memo - School Safety Updates"
Date: Monday, August 24, 2026 8:39:06 AM

This is the email from Ms. Toppins that outlined her safety recommendations. Then we put it into a board memo and Brian and Emily helped with communication.

Jennifer A. Robinson
Chief Schools Officer
Howard County Public School System
410-313-6607

From: Deborah Toppins <Deborah_Toppins@hcpss.org>
Sent: Friday, August 14, 2026 5:07 PM
To: Emily Bahhar <Emily_Bahhar@hcpss.org>; Brian W. Bassett <Brian_Bassett@hcpss.org>; Jen Robinson <Jen_Robinson@hcpss.org>
Cc: Cornell Brown <Cornell_Brown@hcpss.org>; Diane Morris <Diane_Morris@hcpss.org>; David K. Larner <David_Larner@hcpss.org>
Subject: Re: Document shared with you: "Board Memo - School Safety Updates"

Raptor will be replacing Lobby Guard as the visitor management system. Raptor is just the brand name. We should just use Visitor management.

My suggestions:

School Visits

The Howard County Public School System welcomes visitors to our schools. To minimize disruptions to teaching and learning and maintain safe and secure school environments, visitors are expected to follow these guidelines:

- Individuals wishing to visit a school should contact the school administration or appropriate staff member in advance to arrange a mutually convenient time.
- Visitors may be escorted or accompanied while in the building, as determined by the school administration.
- Student to student shadowing is not permitted.
- Interactions with students and staff may be limited to avoid disrupting instruction and school operations.
- Visitors requesting a follow-up meeting with a staff member must schedule the meeting for a mutually convenient time.

Visitor Safety and Check-In Procedures

All visitors must follow these procedures when entering an HCPSS school or office:

- Enter through the building's designated main entrance.
- Ring the bell and face the entrance camera when requesting access.
- Be prepared to provide your name and the purpose of your visit.
- Report directly to the main office and present a valid photo ID.
- Complete the district's required visitor management screening and check-in process before being granted access beyond the main office.
- Wear the issued visitor identification badge or sticker prominently throughout the visit.
- Return to the main office to check out before leaving the building.
- Visitors found in the building without proper identification will be directed or escorted to the main office.

Access to a school or office is subject to approval by the school administration and compliance with HCPSS visitor procedures.

Additional Information

Prospective visitors may be able to obtain the information they need without visiting a school:

- Information about the Howard County Public School System is available on the [HCPSS website](#) and [HCPSS News](#).
- Visit the [HCPSS Schools page](#) for school locations, attendance areas, school profiles, and bus information.

School Safety Protocol Page suggestions

Elementary School Safety Protocols

Morning Arrival

- The designated student entrance will open at the time established by the school and will be monitored by school staff.
- Once morning arrival has ended and the instructional day has begun, exterior doors will be secured. Entry after that time must occur through the designated main entrance.
- Students participating in before-school care must enter at the designated time and location. After the program's arrival period ends, entry must occur through the designated main entrance.
- Students arriving early for a scheduled activity with a staff member must enter through the designated main entrance. The school may require confirmation from the supervising staff member before allowing the student beyond the main office or designated entry area.
- Exterior doors must not be propped open or used to admit unauthorized individuals.

Late Arrivals and Early Dismissals

- Students arriving after the designated arrival period must enter through the designated main entrance and follow the school's late-arrival procedures.
- Students leaving before the end of the school day must be signed out through the main office and exit through the designated main entrance.

Afternoon Dismissal and After-School Activities

- Classroom and instructional areas must be secured when they are not in use. Access after school is limited to authorized staff, students participating in supervised activities, and approved visitors.
- Students participating in an after-school program or activity must remain under the supervision of the responsible staff member.
- At the conclusion of an after-school program, students must be released according to the school's established dismissal procedures.
- Parents and guardians picking up students from after-school care must use the designated entrance, ring the bell, and wait for staff authorization before entering.
- Students who are not participating in a supervised activity must leave the building and school grounds at dismissal.

Secondary School Safety Protocols

Morning Arrival

- Designated student entrances will open at the time established by the school and will be monitored by school staff.
- Once morning arrival has ended and the instructional day has begun, exterior doors will be secured. Entry after that time must occur through the designated main entrance.
- Students arriving early for a scheduled activity with a staff member must enter through the designated main entrance. The school may require confirmation from the supervising staff member before allowing the student beyond the main office or designated entry area.
- Exterior doors must not be propped open or used to admit unauthorized individuals.

Late Arrivals, Early Dismissals, and Alternative Schedules

- Students arriving late must enter through the designated main entrance and follow the school's late-arrival procedures.
- Students leaving early must follow the school's established sign-out and dismissal procedures and exit through the designated main entrance.
- Students authorized to leave during the school day for internships, work release, dual enrollment, appointments, or other approved reasons must follow the school's established sign-out, reentry, and safety procedures.
- Students returning to school must enter through the designated main entrance and follow the school's reentry procedures.

Afternoon Dismissal and After-School Activities

- Classroom and instructional areas must be secured when they are not in use. Access after school is limited to authorized staff, students participating in supervised activities, and approved visitors.
- Students participating in an after-school program, athletic activity, or other school-sponsored event must remain in the designated supervised area.
- Students who are not participating in a supervised activity must leave the building and school grounds at dismissal.
- After regular school hours, entry must be limited to designated entrances monitored or controlled by authorized staff.

How Students Can Help

Parents and guardians are asked to review these safety expectations with their children. Students play an important role in helping maintain safe and secure schools.

- Students must not open an exterior door or allow anyone to enter the building, even if they recognize the person. All visitors must enter through the designated main entrance and complete the required visitor screening and check-in process.
- Students must not prop open exterior doors or interfere with door locks, latches, alarms, or other security equipment.
- If a student notices an exterior door that is open, unsecured, or propped open, the student should immediately notify a staff member.
- Students should promptly report anyone inside the building who is not wearing an HCPSS identification badge or an approved visitor badge.
- Students should not approach or confront an unidentified or unauthorized person. They should move to a safe location and notify a staff member.
- Students should immediately report suspicious behavior, threats, weapons, or other safety concerns to a teacher, administrator, School Culture and Safety Assistant, School Resource Officer, or another trusted adult.
- Students should not share building access cards, keys, entry codes, or other security information.
- If you see or hear something that may affect school safety, say something. Keeping schools safe requires everyone's participation.

Safety Protocols for Visitors

Exterior doors must not be propped open or otherwise prevented from securing properly. Staff, students, families, and visitors should ensure that doors close and latch behind them. To help maintain a safe and secure environment, all visitors must follow these procedures:

- Enter through the building's designated main entrance.
- Ring the doorbell and face the entrance camera.
- Be prepared to provide your name, the purpose of your visit, and, when applicable, your child's name.
- Wait for authorization from office staff before entering the building.

- Report directly to the main office and present a valid photo ID.
- Complete the district's required visitor management screening and check-in process before being granted access beyond the main office.
- Wear the issued visitor identification badge or sticker prominently throughout the visit.
- Remain only in approved areas and follow any instructions provided by school staff.
- Return to the main office to check out before leaving the building.
- Visitors found beyond the main office without proper identification will be directed or escorted to the main office.
- Anyone signing a student out of school must present valid identification and be authorized to pick up the student.
- Do not hold an exterior door open for another person. Each visitor must be individually authorized to enter by office staff.

From: Emily Bahhar <Emily_Bahhar@hcpss.org>

Sent: Friday, August 14, 2026 4:40 PM

To: Deborah Toppins <Deborah_Toppins@hcpss.org>; Brian W. Bassett <Brian_Bassett@hcpss.org>; Jen Robinson <Jen_Robinson@hcpss.org>

Cc: Cornell Brown <Cornell_Brown@hcpss.org>; Diane Morris <Diane_Morris@hcpss.org>; David K. Larner <David_Larner@hcpss.org>

Subject: Re: Document shared with you: "Board Memo - School Safety Updates"

What is the new Raptor system?

In addition to the Safety & Security page, we also have this old [School Visitation page](#) and [this page](#) (scroll down to Safety Protocols for Visitors). I'd love to get the online presence cleaned up before we send anything to families. Maybe indicate in the Board memo that the website is being updated and new information will be shared?

Also one other page we have that may need to be looked at is the [Volunteer Information](#).

Emily Ryan Bahhar, *she/her/hers*
 Director of Multimedia Communications
 410-313-1570 (O) I [REDACTED] (C)
[Staff Multimedia Request Form](#)

From: Deborah Toppins <Deborah_Toppins@hcpss.org>

Date: Friday, August 14, 2026 at 4:32 PM

To: Brian W. Bassett <Brian_Bassett@hcpss.org>; Jen Robinson <Jen_Robinson@hcpss.org>; Emily Bahhar <Emily_Bahhar@hcpss.org>

Cc: Cornell Brown <Cornell_Brown@hcpss.org>; Diane Morris <Diane_Morris@hcpss.org>;

David K. Larner <David_Larner@hcpss.org>

Subject: Re: Document shared with you: "Board Memo - School Safety Updates"

I am looking over the security page to make sure it is up to date and accurate.

From: Brian W. Bassett <Brian_Bassett@hcpss.org>

Sent: Friday, August 14, 2026 4:31 PM

To: Jen Robinson <Jen_Robinson@hcpss.org>; Emily Bahhar <Emily_Bahhar@hcpss.org>

Cc: Deborah Toppins <Deborah_Toppins@hcpss.org>; Cornell Brown <Cornell_Brown@hcpss.org>;

Diane Morris <Diane_Morris@hcpss.org>; David K. Larner <David_Larner@hcpss.org>

Subject: Re: Document shared with you: "Board Memo - School Safety Updates"

Thanks Jen. I made a few comments in the doc but I'm looping in Emily for her eyes and perspective too. Once the memo is final we can create a community and staff message.

Brian Bassett

Director of Communications & Engagement

Howard County Public School System

From: Jen Robinson <Jen_Robinson@hcpss.org>

Sent: Friday, August 14, 2026 10:39 AM

To: Brian W. Bassett <Brian_Bassett@hcpss.org>

Cc: Deborah Toppins <Deborah_Toppins@hcpss.org>; Cornell Brown <Cornell_Brown@hcpss.org>;

Diane Morris <Diane_Morris@hcpss.org>; David K. Larner <David_Larner@hcpss.org>

Subject: Fw: Document shared with you: "Board Memo - School Safety Updates"

This never went to the board last year, not sure where it stalled but I met with Bill and he agrees it needs to go this year and that central communication needs to go out to families, especially around the "No lunch visitors". He asked me to connect with you to work on that. I'm thinking it needs to be a broader safety communication and since there needs to be communication about the new expectations around the new Raptor system for parents I'm thinking it would be best to send both at once? I've copied Debbie and Cornell on this as well.

Jennifer A. Robinson

Chief Schools Officer

Howard County Public School System

410-313-6607

From: Diane Morris (via Google Docs) <drive-shares-dm-noreply@google.com>

Sent: Wednesday, August 12, 2026 9:47 AM

To: Jen Robinson <Jen_Robinson@hcpss.org>

Cc: David K. Larner <David_Larner@hcpss.org>; Laurel Porter <Laurel_Porter@hcpss.org>

Subject: Document shared with you: "Board Memo - School Safety Updates"



Diane Morris shared a document



Diane Morris (diane_morris@hcpss.org) has invited you to **edit** the following document:



Board Memo - School Safety Updates

Open

Google LLC, 1600 Amphitheatre Parkway, Mountain View, CA 94043, USA

You have received this email because

diane_morris@hcpss.org shared a document with you from Google Docs.



MEMORANDUM

TO: Members of the Board of Education

FROM: William J. Barnes, Superintendent

DATE: August 19, 2026

SUBJECT: School Visitor Management Updates

The purpose of this memorandum is to inform you of the new expectations that will be implemented to strengthen the safety and well-being of all school communities. These actions reflect Howard County Public School System's (HCPSS) commitment to maintaining a secure learning environment and minimizing potential risks associated with building access and visitor movement.

These commitments can be broken down into several categories:

Reinforce:

- Staff Vigilance
 - All staff members must be wearing identification that can be seen.
 - All staff should address any person who does not have proper identification, that is visible, when moving around the building.
 - No exterior doors may be propped open at any time.

Continue:

- Ensure all volunteers complete the required volunteer training(s), which includes Confidentiality and Child Abuse and Neglect. Details can be found [here](#).

Begin:

Effective Monday, August 24, 2026, all schools will implement the following changes to school operations in order to enhance supervision, limit unnecessary access to student areas, and improve overall building security.

- **Parent Lunch Visits** - Parent lunch visits will no longer be permitted. Limiting access during the school day reduces disruptions, supports student routines, and minimizes non-essential traffic in student areas. This information will be shared with HCPSS families this week.

- **Restriction of Unsupervised Access** - Before being granted access beyond the main office, all visitors must complete the district's required Visitor Management Screening and Check-In process. Visitors who have checked in and have an approved reason for being there can be unsupervised (e.g., a parent volunteer working on a bulletin board or in a PTA workroom). All other visitors will only be permitted to move throughout the building with staff supervision and appropriate visual identification (e.g., sticker, etc.).
- **Strengthened Delivery and Drop-Off/Pick-Up Procedures** - Delivery, drop-off, and pick-up procedures will be tightened to further control access to the building. Most of the visitors who enter the building are delivery drivers bringing food to staff and/or parents dropping off items that students forgot to bring.
 - All schools with a vestibule will create a designated drop-off location within the vestibule for visitors to leave items.

These changes are being implemented to ensure a consistent, secure, and predictable environment for students and staff. By clearly defining access expectations and limiting unnecessary movement within the building, the school reinforces its commitment to student safety and well-being.

Once finalized, these expectations will be clearly communicated to families and staff, with procedures outlined to support compliance and smooth implementation.

Should you have any inquiries or concerns, please contact Jennifer Robinson, Chief Schools Officer.

Copy to: Cabinet
Board of Education Office

From: [Emily Bahhar](#)
To: [Danielle Lueking](#)
Subject: FW: see below
Date: Wednesday, September 2, 2026 3:56:04 PM

Emily Ryan Bahhar, *she/her/hers*
Director of Multimedia Communications
410-313-1570 (O) I [REDACTED] (C)
[Staff Multimedia Request Form](#)

From: David K. Larner <David_Larner@hcpss.org>
Date: Friday, August 21, 2026 at 2:58 PM
To: Jen Robinson <Jen_Robinson@hcpss.org>; Emily Bahhar <Emily_Bahhar@hcpss.org>; Brian W. Bassett <Brian_Bassett@hcpss.org>
Cc: Diane Morris <Diane_Morris@hcpss.org>; Deborah Toppins <Deborah_Toppins@hcpss.org>
Subject: Re: see below

I have no suggested edits.

Dave

From: Jen Robinson <Jen_Robinson@hcpss.org>
Sent: Thursday, August 20, 2026 2:03 PM
To: Emily Bahhar <Emily_Bahhar@hcpss.org>; Brian W. Bassett <Brian_Bassett@hcpss.org>
Cc: David K. Larner <David_Larner@hcpss.org>; Diane Morris <Diane_Morris@hcpss.org>; Deborah Toppins <Deborah_Toppins@hcpss.org>
Subject: Re: see below

This looks good to me! Anyone have any input?

Jennifer A. Robinson
Chief Schools Officer
Howard County Public School System
410-313-6607

From: Emily Bahhar <Emily_Bahhar@hcpss.org>
Sent: Thursday, August 20, 2026 11:38 AM
To: Brian W. Bassett <Brian_Bassett@hcpss.org>; Jen Robinson <Jen_Robinson@hcpss.org>
Cc: David K. Larner <David_Larner@hcpss.org>; Diane Morris <Diane_Morris@hcpss.org>; Deborah Toppins <Deborah_Toppins@hcpss.org>
Subject: Re: see below

I made a few edits to Brian's message. Let me know if you need anything else from us on this.

Emily Ryan Bahhar, *she/her/hers*
Director of Multimedia Communications
410-313-1570 (O) I [REDACTED] (C)
[Staff Multimedia Request Form](#)

From: Brian W. Bassett <Brian_Bassett@hcpss.org>
Date: Wednesday, August 19, 2026 at 8:01 PM
To: Jen Robinson <Jen_Robinson@hcpss.org>; Emily Bahhar <Emily_Bahhar@hcpss.org>
Cc: David K. Larner <David_Larner@hcpss.org>; Diane Morris <Diane_Morris@hcpss.org>; Deborah Toppins <Deborah_Toppins@hcpss.org>
Subject: Re: see below

I'll be out the next two days [REDACTED], but I got a message started at the link below. It's not phenomenal, but I'm sure Emily can help improve it and prepare it for schools to send.

[Parent Lunch Response](#)

Brian Bassett

Director of Communications & Engagement
Howard County Public School System

From: Jen Robinson <Jen_Robinson@hcpss.org>
Sent: Wednesday, August 19, 2026 7:37 PM
To: Brian W. Bassett <Brian_Bassett@hcpss.org>; Emily Bahhar <Emily_Bahhar@hcpss.org>
Cc: David K. Larner <David_Larner@hcpss.org>; Diane Morris <Diane_Morris@hcpss.org>; Deborah Toppins <Deborah_Toppins@hcpss.org>
Subject: see below

brian or emily Please see below...Can you please assist with drafting a standard response for Bill and administrators in response to the lunch time change? You'll see he wants it to strike a balance of support but prioritizing safety. Debbie's team had solid justification in the board memo so maybe lift some aspects of that?

Jennifer A. Robinson
Chief Schools Officer
Howard County Public School System
410-313-6607

From: Bill Barnes <Bill_Barnes@hcpss.org>
Sent: Wednesday, August 19, 2026 7:31 PM
To: Jen Robinson <Jen_Robinson@hcpss.org>

Subject: Re: [External] HCPSS Parent Lunch Visits

yep...I think we can get it done with a boilerplate response. Something that tonally strikes a balance between understanding and the prioritization of school safety and security. I don't want to send parents round and round which can provide hope. It can come from one person in DOS but copying Cornell and Debbie.

Bill Barnes (he/him/his)
Superintendent
Howard County Public School System



From: Jen Robinson <Jen_Robinson@hcpss.org>

Sent: Wednesday, August 19, 2026 7:28 PM

To: Bill Barnes <Bill_Barnes@hcpss.org>

Subject: Re: [External] HCPSS Parent Lunch Visits

We anticipate a number of these and will certainly respond with the security statement that was included in the board memo. How do you want to direct these responses? Do you want us to create a canned response for you that directs them to safety and security for follow up questions?

Jennifer A. Robinson
Chief Schools Officer
Howard County Public School System
410-313-6607

From: Bill Barnes <Bill_Barnes@hcpss.org>

Sent: Wednesday, August 19, 2026 7:25 PM

To: Jen Robinson <Jen_Robinson@hcpss.org>

Subject: Fw: [External] HCPSS Parent Lunch Visits

Bill Barnes (he/him/his)
Superintendent
Howard County Public School System



From: [REDACTED]

Sent: Wednesday, August 19, 2026 5:26 PM

To: Bill Barnes <Bill_Barnes@hcpss.org>

Cc: Jerilyn Johnson <Jerilyn_Johnson@hcpss.org>; [REDACTED]

Subject: [External] HCPSS Parent Lunch Visits

! CAUTION: This email originated from outside of HCPSS. Do not click links or

open attachments, unless you recognize the sender and know the content is safe.

Hello Mr. Barnes,

I am a parent of a [REDACTED] student at an HCPSS elementary school. I am writing to ask for the justification behind elimination of parent lunch visits and to ask that this decision be revisited and revised.

I understand that there is some administrative cost and safety risk, but there are so few opportunities for parents to truly be involved during the school day. As a parent, it's been important for me to have a sense of how my child is doing and interacting with peers, which I'm not able to experience during American Education Week or otherwise. Further, parent visits are something my child truly looks forward to, especially on their birthday.

Thank you for your consideration.

Respectfully,

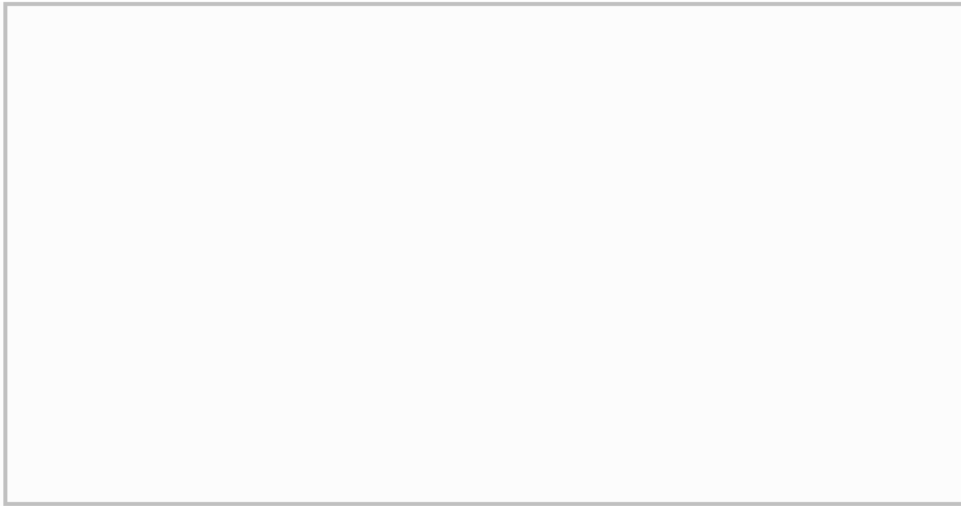
[REDACTED]
[REDACTED]

On Wed, Aug 19, 2026, 3:44 PM Howard County Public School System <no-reply@hcpss.org> wrote:

Howard County Public School System News



August 19, 2026



Getting Ready for 2026-2027: New This Year and Prepping for Day One

This is the last in a series of Getting Ready for 2026-2027 emails on various topics, which also are posted on the [2026-2027 school year](#) webpage. See below for items to help ensure students are ready for the first day, new and updated information this year, and more. HCPSS wishes all our families a great end to the summer, and looks forward to seeing our students back in schools next week.

[Preparing for the First Day](#) | [New This School Year](#) | [Events](#) | [Additional News & Reminders](#)

Preparing for the First Day

Student Code of Conduct

The [Student Code of Conduct](#) is updated for the 2026-2027 school year and can be found online. Updates to the Student & Parent Handbook are being made and families will be notified once those are completed.

Transportation

The online HCPSS bus stop locator is now available on the [HCPSS Transportation webpage](#) and in [HCPSS Connect Synergy](#) (More Options > Homeroom/Transportation/POS). Please review your child's bus number and be sure they know it and check before boarding any bus. Bus routes are subject to change; times shown in the locator are the most up to date. Families whose schools are [served by Zum](#) buses can [download the company's free mobile app](#) to track buses and/or receive notifications. The 2026-2027 student walk area maps are being updated and will be posted to the footer of each [school's website](#) as soon as possible.

Student Meals & Payments

HCPSS will continue to use LINQ Connect, a secure, online portal that allows families to make online payments to their child's meal account, monitor their child's account, schedule automatic recurring payments, set up low balance alerts, submit a Free and Reduced Meals program application, and more. Complete [information on the HCPSS Food and Nutrition Services program](#) is available online.

Health Services

[Health Services](#) information can be found online and will be continually updated. All students, staff and visitors should perform daily health checks and **may not enter an HCPSS bus or building if they exhibit any [signs of a communicable disease](#).**

New This School Year

Additional items [new or updated for the 2026-2027 school year](#) may be found online.

School Meal Prices

Daily meal prices apply for students whose families do not qualify for free or reduced meals, and have [increased by \\$0.20 per meal](#) this school year.

Free and Reduced Meals Enrollment

Changes to federal law may have impacted students' Free and Reduced Meals Program (FARMs) eligibility for the 2026-2027 school year, and families that previously received direct certification this year may not be automatically enrolled. All eligible families are urged to [complete a FARMs application](#), available online or via paper form.

Multi-Tiered System of Supports Implementation

The [Multi-Tiered System of Supports \(MTSS\)](#) is a proactive, data-informed framework that helps ensure every student receives the academic, behavioral, and social-emotional support they need to succeed. In HCPSS, MTSS is not an add-on. It is how we strengthen learning for every student by providing high-quality instruction for all and timely, targeted support when needed.

Student Reading Improvement Plans

Aligning with the State's [Comprehensive PreK-3 Literacy Policy](#), HCPSS students in Kindergarten through Grade 3 who demonstrate difficulties in reading will receive a Student Reading Improvement Plan (SRIP), a personalized plan that includes assessment information, reading goals, targeted instruction, and progress monitoring to support a student's continued literacy growth. If an SRIP is implemented for a student, school staff will provide details to parents/guardians.

State Readiness Testing

The Maryland State Department of Education (MSDE) is transitioning to a new testing program this year. In the spring of 2027, the Maryland Comprehensive Assessment Program (MCAP) tests will be replaced with the new Maryland System of Testing Academic Readiness (MSTAR) for students in grades 3-8. High school MCAP, Science and Social Studies assessments remain unchanged for one more year. HCPSS is working closely with MSDE to prepare for the transition and will provide additional information throughout the year.

Parent Lunch Visits

Parent lunch visits are no longer permitted at any HCPSS school. Limiting access during the school day ensures safe and secure school communities by removing unnecessary access to students and school buildings, reducing disruptions, supporting student routines, and minimizing non-essential traffic in student areas. Parents are encouraged to communicate with school staff to stay engaged in their child's learning and seek

opportunities to volunteer in an official capacity at the school.

Board of Education Policies

Families are reminded of the following policies with updates effective this year:

- Policy 1040 Safe and Supportive Schools
- Policy 2010 Student Representation
- Policy 2020 Policy Development and Adoption
- Policy 3010 Emergency Preparedness and Response
- Policy 6020 School Planning/School Construction Programs
- Policy 8010 Grading and Reporting: Prekindergarten through Grade 5
- Policy 8015 PreK-12 Promotion, Retention, and Accelerated Placement (new)
- Policy 8020 Grading and Reporting: Middle and High School
- Policy 9000 Student Residency, Eligibility, Enrollment, and Assignment
- Policy 9270 Student Assault and/or Battery on Employees
- Policy 10030 Contests Sponsored by Outside Organizations

All [policies are available online](#).

New Board of Education Website

General information for the [Howard County Board of Education](#) can be found on the HCPSS website. The BoardDocs website, housing Board reports, presentations and related documents, has [transitioned to Community](#). Questions may be directed to the Board office at 410-313-7194 or boardoffice@hcpss.org.

Events

Howard County Special Education Citizens Advisory Committee (SECAC) Meeting

Tuesday, Sept. 1, 6:30-8:30 p.m.

[SECAC](#) will hold its first meeting of the school year. Topics include the

Additional News & Reminders

Take Action! Complete Your Family File Today

HCPSS utilizes Family File for parents/guardians to supply emergency information. Parents/guardians must [verify and/or update information](#) for each child every year.

Student Personal Device Use

Parents/guardians should remind students that [personal technology devices are to be put away and silenced](#), and not a distraction during the student day. Some exceptions may apply, including for students whose IEP, 504 or health plan allow for device use.

Process for Unexpected State and Federal Representatives to Schools

Information related to [unexpected school visits by state and federal representatives](#) was shared with families last school year and remains in place.



Visit us at www.hcpss.org

10910 Clarksville Pike, Ellicott City, Maryland 21042

County Public Schools directly. To stop receiving all email messages distributed through our SchoolMessenger service, follow this link and confirm: [Unsubscribe](#)

SchoolMessenger is a notification service used by the nation's leading school systems to connect with parents, students and staff through voice, SMS text, email, and social media.

2026-2027 Safety and Security – Getting Ready

Parent Lunch Visits

As part of systemic efforts to continually maintain safe and secure school communities and limit unnecessary access to students and school buildings, parent lunch visits will no longer be permitted at any HCPSS school. Limiting access during the school day reduces disruptions, supports student routines, and minimizes non-essential traffic in student areas. Parents are still encouraged to communicate with school staff to stay engaged in their child's learning and find opportunities to volunteer in an official capacity at the school.

Process for Unexpected State and Federal Representatives to Schools

[Information related to unexpected school visits](#) by State and Federal representatives was shared with families last school year. Those processes continue to be in place for the 2026-2027 school year.

School Visitor Check-In Procedures

Staying Safe on the Bus

Parent Lunch Visits – Response

Subject: Update on Parent Lunch Visits

Dear families,

As part of several efforts intended to enhance supervision, limit unnecessary access to student areas, and improve overall building security across all HCPSS schools, parents and other guests having lunch in the school cafeteria with any student will no longer be permitted. Limiting access during the school day ensures safe and secure school communities by removing unnecessary access to students and school buildings, reducing disruptions, supporting student routines, and minimizing non-essential traffic in student areas.

Additionally, before being granted access beyond the main office, all visitors will need to complete the Visitor Management Screening and Check-In process in our school's front office. Visitors who have checked in and have an approved reason for being there is able to be unsupervised (e.g., a parent volunteer working on a bulletin board or in a PTA workroom). All other visitors will only be permitted to move throughout the building with staff supervision and appropriate visual identification.

These changes are being implemented to ensure a consistent, secure, and predictable environment for students and staff. By clearly defining access expectations and limiting unnecessary movement within the building, the school reinforces its commitment to student safety and well-being.

Parents and guardians are encouraged to communicate with school staff to stay engaged in your child's learning, and seek opportunities to volunteer in an official capacity either through classroom teachers, school requests, or the PTA.

Thank you for your understanding as we continue seeking ways to maintain safe learning environments.

Sincerely,
[NAME]