

BARBARA INGRAM SCHOOL FOR THE ARTS

OVERVIEW AND FREQUENTLY ASKED QUESTIONS



OVERVIEW

- The Barbara Ingram School for the Arts is a Washington County Public Arts Magnet High School
- The School provides students with a rigorous academic education and intensive pre-professional training in one of six arts and two technology based arts areas:
 - Creative Writing
 - Dance
 - Instrumental Music
 - Theatre
 - Visual Arts
 - Vocal Music
 - Computer Game Development & Animation (CGDA) *(coming fall 2020)*
 - Digital Communications *(coming fall 2020)*

Admission to the school is determined by an audition/interview process based on students' interest and potential in the selected discipline.

- Lead teachers and contracted specialized teachers work with students approximately three hours each day in the area of concentration. Arts instruction takes place at the Barbara Ingram School for the Arts building on South Potomac Street in the Arts and Entertainment District near The Maryland Theatre. Students take academic classes at the University System of Maryland building, The Bridge of Life Church, and the Grand Building. *(Starting in the fall of 2020, all academic classes will be held in the new academic building beside BISFA)*
- Instruction is provided for all Washington County Public Schools required courses with Advanced Placement and Essence classes also available. Students utilize the resources of the Washington County Free Library, the Maryland Theatre and the Washington County Museum of Fine Arts. Staff members accompany students while traveling between buildings at all times.
- Barbara Ingram hours are 9:00 a.m. – 4:30 p.m. Transportation is available for students from the home area high school. Lunch is provided through the Washington County Public Schools Food Services program.

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FREQUENTLY ASKED QUESTIONS

Bus Questions

Where can my child catch the bus to get to school?

If your child is a bus rider, he or she would ride the bus they normally ride to their home school. From their home school students would ride a shuttle bus that takes them to Barbara Ingram.

If your child is in walking distance to their home school, they could walk to the homeschool and ride the shuttle bus to Barbara Ingram.

Can my child take the bus home?

We dismiss at 4:27 pm. Bus transportation to your child's homeschool is available at that time.

However, parents would need to pick up students from their home school due to it being beyond traditional school hours and buses have already completed their runs for the school day. Some student drivers park at their home high schools and take the shuttle bus to Barbara Ingram. This saves on students having to pay for parking downtown.

School Hours

What time is drop off?

School doors open at 8:30 AM which is when drop-off begins. There have been emergency situations where parents needed to drop off students earlier. If this is the case we ask that you call and make arrangements so someone is available to supervise your child and let them in the building. Entrance will be available earlier for morning meetings and tutoring as well. With the current construction, drop off will be on West Washington Street. ***Please do not pull up in front of the school. This area is designated for buses only.*** There are signs on the right-hand side of West Washington Street to restrict parking from 8:00-9:00am and 3:30-5:00pm for parent drop off and pick up. It is very important not to create traffic problems, so ***please stay in your car and continue to move up as you are waiting to drop-off or pick-up.***

What time is dismissal/pick up?

Dismissal begins at 4:27 pm. We ask that all students be picked up no later than 5:30, unless there is a scheduled rehearsal or the student is scheduled for tutoring.

Please do not pull up in front of the school. This area is designated for buses only. There are signs on the right-hand side of West Washington Street to restrict parking from 8:00-9:00 and 3:30-5:00 for parent drop off and pick up. It is very important not to create traffic problems, so please stay in your car and continue to move up as you as wait to drop off or pick up.

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Teacher

What is the best way to reach my child's teacher?

The best way to contact your child's teacher is through email. The emails are listed on the Barbara Ingram school website under staff. Additionally, you can call the main number at 301-766-8840 and leave a message.

An administrator..?

The best way to contact administration is through email or by calling the school's main number (301) 766-8840.

Technology

Is my child allowed to bring his/her own device?

With the addition of WCPS-owned tablets and computers for student use, students' personally-owned, electronic devices are no longer necessary during instructional time. Additionally, in the past, personally-owned, devices have often been used in inappropriate ways and/or have disrupted the educational environment. WCPS has revised policy JICJ for the 2019-2020 school year.

A personally-owned, electronic device that a student brings to school is his/her sole responsibility. The Board of Education assumes no responsibility for a personally-owned, electronic device if it is lost, loaned, damaged, or stolen. There should be no expectation that the school system will provide network connectivity (Wi-Fi, etc.) for students' personally-owned, electronic devices. If the school system chooses to provide network connectivity, this access may be more limited than that provided to school-system owned equipment; may require the installation of software to verify the integrity of the personally-owned, electronic device; and connectivity may be revoked at any time. All students are expected to keep their personally-owned, electronic device secure at all times and not loan it to others. During instructional time or class time all personally-owned, electronic devices are to be kept out of sight and turned off at all times, across all classes.

What should my child do if there's an issue with his/her Chromebook?

All students have access to our BISFA Google Classroom. Within the resource section is an iSupport digital form in order to let our Tech Coordinator know there is an issue. Also, it is recommended that families take advantage of iCoverage in order to have insurance to cover accidental damage.

How do I stay connected to all that is happening at the school?

If you have questions, our website has answers. You can stay in touch with what is happening in the school by signing up for the weekly newsletter and by following us on Facebook and Twitter.

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- Visit our Website: <http://wcpsmd.com/schools/high-schools/barbara-ingram-school-arts>
- Instagram: @WCPS_BISFA
- Facebook: [@BarbaraIngramSchoolfortheArts](#)
- Twitter: @WCPS_BISFA
 - Note: Many of our teachers use Remind and Google Classroom for communicating with students.
- Parent Vue/Student Vue
- Attend Parent Guild (General Meetings)

Counseling

My child is a junior/senior and will be applying to college, is there someone that can help with this process?

Yes, we have a guidance counselor that will help you with the college application process. There will be parent nights for juniors preparing for the college application process, and information nights for seniors preparing to enter college. The dates for these events will be posted on our website and listed in our weekly newsletter.

What should I do if there is a problem with my schedule?

If there is a problem with your schedule please complete the "Schedule Change Form" and submit it to the guidance counselor during the first week of school.

How can I see my school counselor?

To see Ms. Gastley, please fill out the form outside of her office to set up an appointment. She will then contact you via Remind or pull you from class at her earliest convenience.

How can I contact Ms. Gastley and stay up to date on important information?

Join our Remind 101 classrooms:

- Class of **2020**: Text "he8894" to "81010"
- Class of **2021**: Text "@cf4hbf" to "81010"
- Class of **2022**: Text "@b3373c7" to "81010"
- Class of **2023**: Text "@847282" to "81010"

Encourage your students to use our Naviance account:

Naviance: connection.naviance.com/barbaraarts

Follow our Social Media pages:

- Twitter:** @BISFACounseling
- Instagram:** @BISFACounseling
- Email:** Gastlsam@wcps.k12.md.us

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Parking:

My child is now driving. Is there parking available?

Paid parking is available downtown. Please visit “the City of Hagerstown” website and click on “Parking Locations & Maps. <https://www.hagerstownmd.org/986/Parking>

This site will let you know parking locations and rates. We do not encourage meter parking for students because they are not able to leave class to feed the meter.

Safety:

With all the construction, how is safety being maintained?

Students will be escorted from class to class by adults. Auxiliary Police and our School Resource Officer work with administration and staff to monitor traffic and student flow. Seniors are given the option of walking unescorted when necessary, once they receive written permission from their parents/guardians in the fall.

Attendance:

How do I report absences?

It is best to call the school as soon as you know your child is going to be absent. A note is required upon the students return so the absence can be coded. Once coded the student can receive missed work from their teachers. All students should meet with teachers as soon as they return to gather missed work and assignments.

What is the difference between an excused absence and an unexcused absence?

Excused absences include:

1. Illness of student (three or more days may require medical verification)
2. Death in the immediate family
3. Court summons,
4. medical, dental, optometrical appointments...
5. Other special circumstances.

* If you have a special circumstance and are unsure if it will be considered excusable, please talk with your school’s administrators or the administrative secretary for further guidance.*

Unexcused absences/tardies include:

1. over sleeping
2. applying for a driver’s permit

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3. running errands
4. babysitting ...

Lunch:

Lunch is served through Washington County Public Schools at the Bridge of Life Church cafeteria across the street from BISFA.

Free and Reduced Meal Benefit Application: www.school lunchapp.com

Student Meal Accounts (parents can monitor student meal funds and put money on their account): www.myschoolbucks.com

View Menu System: www.wcps.nutrislice.com

PTA/Parent Guild

Does the school have a PTA?

Yes, we do have a PTA, but we call our organization Parent Guild. Parent Guild meets twice a year to give updates and keep parents abreast of upcoming events, and to share current information. Parent Guild is free and all parents are welcome to attend the bi-yearly meetings. Meetings will be announced in the weekly newsletter and posted on the website.

Probation

What do I need to do to stay at BISFA?

Students with the potential to pursue a professional career in their arts discipline are selected through yearly auditions, open to incoming ninth graders and a limited number of upperclassmen. The admission process gives no consideration to past academic performance. In order to graduate, however, Barbara Ingram students must successfully meet the school's rigorous standards in both the arts and academic programs.

Students will be placed on probation for any of the following:

- Two or more failures on a report card
- Less than a 3.0 in the student's major
- Less than a 2.0 overall grade point average
- Student misconduct

Students on probation will be provided counseling and/or academic assistance.