Dear Family Lanier:

Now that our school year is underway, I wanted to take an opportunity to remind you of the wide variety of tools that we offer to ensure you stay as connected as possible to our school. Since culture and community continue to be at the heart of our work, and we recognize that most families maintain busy schedules, we have a number of tools to help parents receive relevant and timely information.

FCPS generates weekly grade reports and sends them via email. In order to receive these reports, parents must have a SIS Parent Account and must opt in to receive these reports. Please understand that this is simply a snapshot in time of your student’s progress. The report presents the overall grade with a prompt to log into SIS for more detailed information. Grades will change during the quarter as teachers accept make-up work, offer re-takes, and record assignments. If you do not have a SIS Parent Account, please visit the Lanier or FCPS Homepage, click “SIS” at the top, then scroll down to find “SIS Parent Account – Registration.”

Each quarter, Lanier prints report cards with quarter grades and sends them home with students. These represent the progress your student is making towards final grades in each class. Parents who have a SIS account can see quarter grades the week after grades have been finalized.

Please follow us on Twitter! We are @Lanier_MS, and we would greatly appreciate if our entire community uses #fcpsEaglesSoar when posting about our students and awesome school! We will continue to celebrate our students and the community and provide important reminders of upcoming events via our Twitter feed.

In addition to the information on our website, I send a weekly message to our parents that includes important information and reflections from our week. If you are not receiving the weekly messages, please be sure we have your current email address. Additionally, our active PTA keeps parents informed via their website and updates the community with current events via email. If you are not getting emails from the PTA, please visit their website via the Lanier Homepage and sign up. Joining the PTA only costs $5.00!!

As our partners in student success, we ask that you share our messages in the community to help us keep everyone as informed as possible. We are always looking to grow and cultivate our relationships with our parents. Please note that when you are emailing our teachers with questions, our school-wide policy is that they may take up to two school days to respond. Teachers are usually unable to check emails during their contracted time, because they are busy teaching or planning for our students. Please consider, each teacher is responsible for 75 – 175 students and the volume of emails they receive can be extraordinary. For administrators and members of our leadership team, our expectation is one school day, especially if we need to research or consult before responding.

Please review the back of this letter to get a better sense of how we work to keep you informed. You may contact a counselor or administrator at 703-934-2400 if you have any questions or concerns.

Sincerely,
Dr. Tammara Hanna
Principal
Lanier Middle School
Home/School Communication Structures

**Report Cards:** Hardcopies of report cards will be distributed to students at the end of each quarter. Students will take home a report card on November 8, January 31, and April 17. The final report card will be mailed home on June 19.

**News You Choose (NYC)** is used for distribution of non-critical e-mail communications such as newsletters, event information, non-critical updates, instructional program information, and service program information. NYC replaced Keep In Touch (KIT) for non-critical communications. You can sign up for and select the NYC newsletters you would like to receive via this link: https://public.govdelivery.com/accounts/VAEDUFCPS/subscriber/new?qsp=Lanier_MS

**Blackboard & Google Classroom:** Teachers may use either one or both of these web-based tools to assign work, share class activities, post due dates and assessment dates, and collect assignments. Ask your student how each teacher utilizes these tools.

**Lanier MS Website** (https://lanierms.fcps.edu/) is a source for various forms of information about our school. It provides a link to FCPS 24-7 Learning, SIS, G Suite, Library, Lunch Menus, and MySchoolBucks. Additionally, information about our administrative team, staff directory, attendance, bell schedule, grading expectations, honor code, school profile, safety and security, academics, events, get involved, student life & activities, and student services is available by selecting “Full Menu” at the upper left corner of the webpage.

**Twitter** has become the means for a number of individuals, clubs and teams, and organizations to share information with their followers. The following link will allow you to see the Lanier Teachers List on Twitter: https://twitter.com/Lanier_MS/lists/lanier-teachers

**SIS ParentVUE** (https://sisparent.fcps.edu/PVUE/) is a means for parents with active accounts to monitor their student’s academic progress, attendance, and discipline record. This is a priceless tool to see the most up-to-date information on their student’s progress. To request an Activation Key to create your account, complete this form: https://itweb.fcps.edu/ParentView/

**FCPS Email:** Every staff member has an FCPS email account. You can access staff member email addresses at the Staff Directory (https://lanierms.fcps.edu/staff-directory). This is the fastest means to contact any teacher, and you should receive a response within two workdays of sending your email. Staff members also have @fcpsschools.net Google accounts. Please use the @fcps.edu email accounts to communicate with staff.

*The electronic version of this letter can be found on the Lanier Website > Announcements > Communication Structures. There are useful hyperlinks in the electronic version.*