



**Benjamin Franklin Middle School**  
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**Terrence Williams**  
*Principal*

**David Deubel**  
*Assistant Principal*

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September 10, 2019

Dear Benjamin Franklin Middle School Parents and Guardians,

Welcome to the 2019-2020 school year! On behalf of the administration and our school community, we would like to invite you all to the Benjamin Franklin Middle School Back to School night on **Tuesday, September 24, 2019 at 7pm**. Our program will begin in the school auditorium. Soon after, you will have opportunities to meet teachers, learn about programs at BFMS, and also join the BFMS PTO. The teachers will also provide you all with an overview of the work expectations in their classes.

On Monday, prior to Back to School night **September 23, 2019**, students will bring a schedule home for your review. These schedules are to provide you with a preview of your scholar's day. One on one conferences will not be scheduled at this time. Please correspond with your child's teacher if you require a meeting.

Additionally, our school will operate on a half-day schedule on September 24, 2019. Students in 5<sup>th</sup> and 6<sup>th</sup> grade will be **dismissed at 12:35pm**. Our 7<sup>th</sup> and 8<sup>th</sup> graders will be **dismissed at 12:45pm**. Upon arrival to the school, please park in the school's parking lot -located on Windsor Road. ***If you are parking on the street, please be mindful of driveways that belong to our neighbors.*** In the past, space limitations have created obstacles. Therefore, and if possible, we ask that you not bring students.

We all look forward to meeting you and sharing in the work we must all embrace as stakeholders in our school community -*A community where we collectively work to provide students with an exceptional and competitive education that will prepare each of them for their tomorrow... TODAY!*

Forward ever,

Terrence Williams