2019-2020
School Calendar
Student & Family Handbook

Beattie Elementary School
1901 Calvert St. (68502) • Phone: 402-436-1123
Web Page: http://beattie.lps.org • Fax: 402-458-3223
Sean Bailey, Principal

THE BEATTIE COMMUNITY
TLC: Teaching, Learning, and Caring for All
Dear Student and Families,

Welcome to Beattie Elementary School! This handbook has been prepared for all students and families to serve as a reference and source of information pertaining to policies and procedures for our school. We take pride in the fact that Beattie School is a learning community in which students, staff, and families work together to create an atmosphere that is enriching, fun, safe, and conducive to learning. Please carefully review the contents of this handbook with your child/children so that all of us are familiar with school practices and expectations. If you have any questions or concerns not covered in the handbook or have the need for additional information, please do not hesitate to call the school office.

On behalf of the entire staff, we look forward to working together to make this a successful year of learning and growing.

Sean Bailey, Principal
Becky Unterseher, Coordinator

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2019-2020 Student Calendar
Lincoln Public Schools
Lincoln, Nebraska
Amended 1/1/19

<table>
<thead>
<tr>
<th>2019</th>
<th>2020</th>
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<tr>
<td><strong>JULY</strong></td>
<td><strong>JANUARY</strong></td>
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**AUGUST**
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**SEPTEMBER**
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**MARCH**
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**OCTOBER**
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**APRIL**
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**NOVEMBER**
S M T W 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30

**MAY**
S M T W 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30

**JUNE**
S M T W 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

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First and last days of class for students
PLC days-early dismissal (Plan Days and PLC Days are subject to change)
Schools not in session
Students in elementary schools NOT in attendance (Plan Days)
Quarter start dates
Quarter end dates

Thursday, May 21, 2020
Bryan Community Focus Program (at TBA)
Sunday, May 24, 2020
PBA: LNE/EHS/LSE  |  Devaney: LSW/LNS/LHS
MISSION, VISION, GOALS AND EXPECTATIONS

Beattie Elementary School Mission
TLC: Teaching, Learning, and Caring for all.

Beattie Elementary School Vision
We will collaborate, communicate and sustain a positive culture that values our diversity. We will build student responsibility through high expectations while staying committed to professional growth, best practices and effective instruction.

School Improvement Goal
The goal for continuous school improvement at Beattie School is focused on increasing student achievement in reading and math skills.

Specific grade level goals are developed and monitored by teachers based on achievement data.

To allow the staff time to work in professional learning communities and further our efforts at school improvement the following dates (August 27, September 24, October 29, November 26, December 17, January 28, February 25, March 31, and April 28) will have an early dismissal (1:33 p.m.) for Beattie students.

BEATTIE SCHOOL RULES

The following are the general rules that all staff members implement. Individual teams and classrooms will add to these rules as needed. Beattie Elementary staff incorporates BIST, Behavior Intervention Support Team strategies to increase student learning time, stop disruptive/hurtful behavior, and teach children skills that will lead to life success.

PBIS Common Area Expectations

Playground:

Be Safe:
- Leave rocks, sticks, and snow on the ground
- Avoid sliding on slopes or slick areas
- Keep hands and feet to self
- Go down the slide only
- Use playground equipment appropriately
- Report your zone to your playground supervisor

Be Responsible:
- Avoid chasing and tagging games
- Only play in the snow if you have boots
- Avoid water and mud
- Line up as soon as you hear the whistle or bell
- Take care of equipment, put things where they belong
- Follow directions from all adults

Be Respectful:
- Play games by school rules
- Invite and allow others to participate in all games
- Return equipment that is being used
- Take turns if the equipment is being used or if areas are full
- Use appropriate words only
- Ask for help from an adult if you are unable to solve problems independently

Be Your Best:
- Play games in a courteous, respectful manner
- Invite, allow, encourage all students to participate in games
- Take care of equipment. Put all equipment away when finished
- Follow supervisor’s directions
- Solve problems in a way that show respect

PBIS Common Area Expectations

Arrival/Dismissal:

Be Safe:
- Hands, feet, and bags to yourself
- Leave toys, phones, and gadgets in backpack
- Leave building through assigned door after bell rings
  - when directed by teacher
- Cross street at crosswalks
- Keep feet on floor
- Walk down steps

Be Responsible:
- Arrive at school between 7:45 and 8:10 a.m.
- Join student body on south playground for Walking Club
- At 8:05 line up on east basketball court in assigned line
- Sit in the correct line facing forward
- Store band instruments on stage

Be Respectful:
- Hands, feet, and belongings to yourself
- Level 2 voice until the 8:08 bell rings
- Level 1 voice after the 8:08 bell rings
- Electronic devices must stay in backpacks

PBIS Common Area Expectations

Hallways:

Be Safe:
- Walk in the hallway
- Keep hands and feet to self
- Lines are single file facing forward

Be Responsible:
- Be in line order
- Stay to the right

Be Respectful:
- Volume Level 1 when in line
- Ramp is for people unable to use the steps unless directed by the teacher
- Use silent greeting
PBIS Common Area Expectations

Cafeteria:

Be Safe:
- Use hand sanitizer before eating
- Cold lunch wash hands after eating
- Eat only your food
- Wait until your table is dismissed to clean area and throw away trash
- Use walking feet in the lunchroom
- Hands, feet, and objects to yourself
- Sit on your pockets with feet under the table

Be Responsible:
- Take lunch choice you ordered
- Get silverware and condiments
- Once seated, stay seated
- Stack trays and silverware appropriately
- Take only what you need

Be Respectful:
- Raise your hand if you need anything
- Sit at the next available seat or assigned table
- Use a Level 3 “Table Voice”
- Use polite manners
- Clean up your area

Be Your Best:
- Say “please”, “thank you”, and “excuse me”
- Push your chair in
- Follow adult directions
- Focus on eating
- Be helpful to your neighbors

Restrooms:

Be Safe:
- Use soap to wash your hands
- Keep hands and feet to yourself

Be Responsible:
- Return to class promptly
- Enter only if you need to go
- Use door locks appropriately

Be Respectful:
- Keep arm’s length between others
- Keep water in your mouth.

Drinking Fountains

Be Safe:
- Swallow water before leaving fountain
- Keep hands and feet to yourself

Be Responsible:
- Keep Drinks to five seconds or less

Be Respectful:
- Keep our walls writing free/clean
Behavior Intervention Support Team (BIST) Developed by Nancy Osterhaus

BIST is a unique outreach program of Ozanam, providing consultation to hundreds of teachers throughout the Midwest. The mission of BIST is to create a positive change toward a safe and productive learning environment for all.

Giving

Responsibility and

Accountability to

Children in

Education

BIST
Behavior Intervention Support Team

421 E. 137th Street
Kansas City, Missouri 64145

www.BIST.org

816.508.3652
816.508.3797 (fax)
bist@ozanam.org
I Can make good choices even if I am mad.

I Can be okay, even if others are not okay.

I Can do something even if I don’t want to.

The purpose of the BIST Model is to partner with students when they are struggling and help them be accountable for their actions to make changes in their life. BIST is designed to teach and protect students, via GRACE and ACCOUNTABILITY so that students can demonstrate the Goals For Life and make good choices.

GRACE
We accept:

  You
  Your problems
  Your pain
  Your needs

ACCOUNTABILITY
Guiding students to look at what problems the behaviors create in the student’s life. There are five levels to Accountability:

  I did it
  I’m sorry
  It’s part of a problem in my life
  I accept consequences
  I accept and need help

The BIST Model

Providing what students need:

Early Intervention (When)
It’s never okay to be disruptive
It’s never okay to be hurtful.
A commitment by adults to this standard is crucial. A student will be asked one time per activity to stop a behavior that is disruptive or hurtful. Adults will intervene quickly if a student cannot meet this standard.

Caring Confrontation (How)

“I see… (disruptive behavior)”
“Can you… (desired behavior)”
“Even though… (student’s feeling)”

Caring confrontation is a language of partnership when intervening with a student’s disruptive or hurtful behavior

Protective Plan (What)

Teaching and practicing the Goals for Life through written strategies that provide support and accountability for the student to help him/her manage their behavior and be successful.

Outlasting the Acting Out

Providing relationship, support and accountability when a student is struggling to maintain the standard and meet his/her Goal For Life.

BIST Concepts

Safe Seat: A seat in the classroom away from other students.

Buddy Room: A seat in another teachers’ classroom to help a student regroup so they may return to the safe seat.

Recovery/Focus Room: A place where students can go to stop acting out, calm down, prepare an apology and create a plan to be successful.

Think Sheet: A tool that the student completes to help him/her take ownership of the problem and create a plan to be successful.

Processing: Questions that the adult asks the student so he/she may take ownership, practice skills and make a plan to be successful.

Target Behavior Sheet: A daily visual of goals the student is working on to make life changes.

Triage: Daily “Check in” with an adult to assess emotions, establish focus about what it means to have a good day and formulate solutions if problems occur.

Class Meeting: Weekly meetings facilitated by the adult to help students solve problems, plan events and maintain a positive classroom community.
PARENT TEACHER ORGANIZATION/PARENT ADVISORY COMMITTEE

The Beattie School Parent Teacher Organization is a vital part of Beattie’s success with children. As an organization, they represent parents/guardians and organize events and projects that serve children and families. Monthly PTO meetings are held on Mondays at 6:30 p.m., Aug. 19, Sept. 9, Oct. 14, Nov. 11, Dec. 9, Jan. 13, Feb. 10, March 16, April 20, May 11, June 8, July 13. All teachers and families are encouraged to join PTO.

The parent advisory committee is a group formed to select topics of interest to discuss at PTO. This group is also gathered to gain input from the parents and community on school related issues.

beattiebobcatspto.org

IMPORTANT INFORMATION NEEDED

All families will receive important information in August and the first few days of school. Fill out the forms and return them to school. For the safety of your child, it is necessary to give the school the name of a person to contact in case you can not be reached.

It is very important that parents/guardians notify the school of any change in address and/or telephone number. The office must have a current telephone number on file in case we must contact you in the event of an emergency.

ABSENCES:

If your child is unable to attend school, a telephone call to the office is requested (preferably by 8:30 a.m.). Unless the school is notified, a call will be made to your home or place of work to verify the absence.

BIST

Behavior Intervention Support Team

B.I.S.T. is a school-wide program to help students learn to manage their own behavior.

The two basic rules of BIST are:

• It is never okay to be disruptive

• It is never okay to be hurtful

BIST helps students work on these life goals:

• I can take good care of myself, even if I am mad

• I can be productive and follow directions even if I don't want to

• I can be okay when others are not okay

Beattie staff will partner with your child to develop skills to reach these goals.
BUS TRANSPORTATION
It is expected that all students maintain good behavior on buses at all times. The privilege of bus transportation may be provided to eligible students providing the following safety rules, regulations, and pupil responsibilities are followed: . . .

Procedures for Students Who Are Bussed To School
1. Students exit the bus on the South side of the building and join the student body for walking club or report to breakfast.
2. Students must have a signed note stating that they are NOT taking the bus home.

Afternoon Procedures
1. An adult (teacher or aide) picks up Kindergarten, first and second graders and walks them to designed location where teacher on duty walks all students to the bus. Prior to entering the bus, teacher on duty takes attendance.
2. All third, fourth and fifth graders walk to the bus and attendance is taken before the bus departs.

EMERGENCY CLOSING OF SCHOOL AFTER CHILDREN HAVE ARRIVED IN THE BUILDING:
We ask that you verify the school has the most up-to-date phone numbers and emergency contact number to have on file in the event of an emergency closing or any other general or individual situation that requires the immediate presence of a parent/guardian. No child will be released from school during an emergency closing unless the parent, guardian, or emergency contact person is directly contacted. An e-mail message or message on an answering machine is not sufficient. In the event that a parent or guardian does not have such a number or cannot be contacted, if conditions allow, the child will be held in school until the normal dismissal time. If the parent or guardian has not arrived to pick up the child by the normal dismissal time, the Lincoln Police Department or the Department of Children and Youth Services will be contacted.

Additional Information
Students who arrive after 8:15 a.m., must report directly to the office with their parent or guardian.

Students who leave before the end of the day are to be signed out by a parent or guardian. The schools will only release children to adults designated by the parent on the emergency contact list.

If there is a special circumstance, such as a court order limiting access to a student by a parent or guardian, affecting who a student can be released to, the principal must be informed and provided with a copy of that order to maintain on file at the school.

GETTING TO SCHOOL
LPS Transportation
School bus transportation is a service provided by the Lincoln Public Schools to elementary students. Only children living in the transportation area or having a permit issued from the transportation office are allowed to ride the bus. If your child rides the bus, see that he/she arrives at the bus stop five minutes early, but only five minutes early. Dress your children in clothing appropriate for the weather conditions and have all clothing items and papers in a school bag. Encourage bus safety – talk to your children about safe behavior while riding, loading and unloading, and crossing in front of the school bus. Riding the school bus is a privilege and not a right. Those eligible for services must request the privilege by completing the application form and must certify that they have read and discussed the behavioral expectations. Children riding the bus are expected to follow proper bus conduct rules. If a child is reported for misconduct, the parents and the school will be informed. Misconduct can result in suspension of bus transportation.
Beattie Elementary School
Arrival and Dismissal Procedures

1901 Calvert Street
Lincoln, Nebraska 68502
(402) 436-1123

STAFF PARKING LOT
For safety reasons
DO NOT USE
for Student
Drop off/Pick-Up

Youngest
Student
Kindergarten
Drop-Off
Kindergarten
EXIT
(Door #14)

Grades K-5 ENTRANCE
1st and 2nd Grade EXIT
(Door #10)

GYM–Arrival location for inclement weather

Breakfast kids enter Door #7 beginning at 7:45 a.m.

Carpool Drop-Off and Pick-Up must move CLOCKWISE around the school

Lincoln Public Schools
Dear Parents/Guardians:

This pamphlet is designed to alert you to important information about Beattie’s arrival and dismissal procedures and rules. Please look through the pamphlet with your student because it contains information that every parent/guardian and student needs to know about arrival and dismissal at Beattie Elementary School. Thanks in advance for your help in getting over 375 busy, social students to and from school safely each day.

Patience is important especially at this time of day to ensure safety for all of our children. Thank you!

Sincerely,
Sean Bailey, principal

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**Safety Entrance Monitor**

For the safety and security of our students, all visitors are required to enter Beattie School through the main entrance and stop at the SEM desk. Visitors planning to continue into the building must be issued a visitor’s badge and be signed in by the SEM. If you are simply dropping off a lunch, backpack, instrument, etc. you can leave it with the SEM and they will contact the student for pick up. Parents wishing to pick up students early from school may wait in the greeter area while the student is contacted and report to the main doors.

**School Hours**

The first day of school is Monday, August 12th. During the first three days there will be adjusted school hours: 8:15 a.m. – 1:33 p.m.

After the first three days, the regular hours are: 8:15 a.m. – 2:53 p.m.

If a student is going to be absent, please notify the school office prior to 8:30 a.m. If a student is going to be leaving early please let the office know as soon as you have the pertinent information.

It is recommended that children not enter the school grounds until 7:45 a.m. Supervision is not provided before that time. Teachers will dismiss children at 2:53 p.m. To avoid unnecessary confusion at dismissal time, please plan to meet your child at a designated area outside the school building. Teachers will walk students outside to meet parents, daycare vans, caregivers, etc. Your child’s teacher will provide you with the specific locations as they vary by grade level. Please complete the Arrival and Dismissal Plan available at Open House.

**Arrival/Dismissal Procedures**

**ARRIVAL PROCEDURES**

- The Beattie school campus is closed until 7:45 a.m.
- Students arriving for breakfast should not arrive before 7:45 a.m., as there is no supervision until that time.

We have supervision available from 7:45 a.m. – 8:10 a.m. on our walking path located on our south playground.

At 8:05 a.m., we will have them gather on the basketball court to enter the building at 8:10 a.m., Door #10.

**DISMISSAL PROCEDURES**

- All students are dismissed from the building at 2:53 p.m.
- All students must go directly home or to a school-sanctioned after school activity.
- Teachers will escort students out their designated exit door.
- School campus (including playground) is closed until 6:00 p.m. except for use by school childcare and clubs. Reservations for rooms/playground should be entered in the district Archibus system.

Students EXIT using the following doors:

- Door #14 - Kindergarten
- Door #10 - 1st Grade
- Door #10 - 2nd Grade
- Door #6 - 3rd Grade
- Door #2 - 4th Grade
- Door #2 - 5th Grade

Having a pick up plan with your child is helpful. Please encourage your child to cross the street only at crosswalks. We will have supervision at the following crosswalks at dismissal time: 19th & Calvert, Worthington & Calvert, Calvert Crosswalk, Worthington & Stockwell, and 18th & Stockwell.

For the safety and security of our students, please do not have students arrive earlier than 7:45 a.m. (unless your child is in Family Service day care). If you arrive after 8:15 a.m., please enter Door #1, on Calvert Street. Please see the Arrival and Dismissal Procedures map for a visual representation of this plan.

- If your youngest child is in Kindergarten, please drop all children off at southwest corner or the building near Door #14. Kindergarten students will join us on the walking path.
- If your youngest child is in grades 1st-5th, please drop all children off along Stockwell Street. They may enter school grounds through the gate in the fence and join us on the walking path.
- In the event of inclement weather, we will use the GYM for this procedure.

We are very grateful to our PTO for funding our walking path for our children!

It works best if you pull in to drop your child off and then pull away from the curb as soon as possible so the next person can pull in. Traffic should move clockwise (when you are facing north) around the building.
JOIN US FOR BREAKFAST OR LUNCH!

7:45 Breakfast
- Students: $1.30
- Adults and visitors: $2.00

Lunch scheduled by class
- Students: $2.45
- Adults and visitors: $3.40
  (subject to change)

Milk only: $0.50

Prices subject to change.

Parents, please notify the office before 8:30 a.m. if you plan to have school lunch.
Other guests need parent permission to eat with students.

LUNCHROOM PROCEDURES

Our cafeteria cash register system is computerized. With this cash register system a parent/guardian deposits money into an account that is accessed by a lunch card which is scanned when purchases are made in the cafeteria. Money in an account can be transferred from one school or another if a student changes schools within Lincoln Public Schools.

If a child received free/reduced lunch and breakfast last year, the application is valid for the first 30 days of the new school year. A new application must be completed each school year. The fastest and most convenient way to complete an application for your family is to complete the Free/Reduced Meal Application online. Paper applications will be accepted at the school; but they are processed at the Nutrition Services Department. Completing the application online eliminates delay.

Parents/guardians are welcome to join their child(ren) for lunch. Parent, please notify the office before 8:30 a.m. if you plan to have a school lunch. Adults and children not students in Lincoln Public Schools pay $3.40 for lunch. Please be aware that parents may take their own child out for lunch, but may not take other students with them. Your assistance in getting your child back within the allotted thirty minutes to avoid being tardy is appreciated.

The United States Department of Agriculture and the Nebraska Department of Education Competitive Foods Policy states that “no food may be sold or served that competes with the National School Lunch and/or Breakfast programs one half hour prior to the serving period.” This means that no food may be sold (i.e., pop, snack machines, fund raisers), or class parties. Also, parents may not bring in food for more than their child, as this is in violation of the Federal Lunch Program guidelines.

MAKE-UP WORK

We appreciate parent/guardians’ conscientious regard for picking up homework for their child.

★ If your child will be absent only one day, work may be made up or taken home upon return to school.

★ If your child will be absent for an extended period of time, please contact the classroom teacher to plan for completion of work and notify the office.

Please call the school in the morning to request homework to be picked up after school.
Dates Subject to Change...
Please Check the Beattie Website for Further Information:
http://wp.lps.org/beattie/

Grades K-1: District Testing - MAP Fluency - August 26 - September 20
Grades 2-3: District Testing - MAP Reading - August 26 - September 20
BREAKFAST AND LUNCH TIME

Breakfast
Kindergarten - Grade 5: 7:45 - 8:00 a.m.

<table>
<thead>
<tr>
<th>Lunch and Recess</th>
<th>Lunch</th>
<th>Recess</th>
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<tbody>
<tr>
<td>Grade K:</td>
<td>11:15 - 11:35 a.m.</td>
<td>11:35 - 11:50 a.m.</td>
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<tr>
<td>Grade 1:</td>
<td>11:25 - 11:45 a.m.</td>
<td>11:45 - 12:00 p.m.</td>
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<tr>
<td>Grade 2:</td>
<td>11:45 - 12:05 p.m.</td>
<td>12:05 - 12:20 p.m.</td>
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<tr>
<td>Grade 3:</td>
<td>12:10 - 12:30 p.m.</td>
<td>11:55 - 12:10 p.m.</td>
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<tr>
<td>Grade 4:</td>
<td>11:55 - 12:15 p.m.</td>
<td>12:15 - 12:30 p.m.</td>
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<tr>
<td>Grade 5:</td>
<td>12:30 - 12:50 p.m.</td>
<td>12:50 - 1:05 p.m.</td>
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The cost for a student’s hot lunch is $2.45 a day. The cost for breakfast is $1.30. Adult/non-student lunch price is $3.40 (subject to change) for the 2019-2020 school year. The cost for individual milk is $.50. POS is the name of our cafeteria cash register system. With the POS cash register system a parent/guardian deposits money into an account that is accessed by the child using a lunch card in the cafeteria. If your child is returning to our school, they will use the same Meal PIN number as last year. If your child is new to Lincoln Public Schools, a Meal PIN number will be assigned. It is very important that your child learn their Meal PIN number so they can enter it on the keypad, until a finger scanner is activated. Money in an account can be transferred from one school to another if a student changes schools within Lincoln Public Schools.

If your child received free/reduced lunch and breakfast LAST year, your application is valid for the first 30 days of school THIS year. Please complete a new application online. You will find details in the Important Information booklet you receive in the August mailing to help you with the online application process. Eligibility for the free/reduced lunch program is determined by federal guidelines. The price of a reduced lunch is $.40. The free/reduced lunch program does not include individual milk.

Parents/Guardians are welcome to join their child(ren) for lunch. Please notify the office before 8:30 a.m. if you plan to have school lunch. Adults and children not students in Lincoln Public Schools pay $3.40 (subject to change) for lunch. Parents have two options:
1) Sit with their child at their assigned lunch table.
2) Sit at the guest table with their child ONLY. No friends can be invited to join. (Large groups will need to sit at the guest table).

The United States’ Department of Agriculture and the Nebraska Department of Education Competitive Foods Policy states that “no food may be sold or served that competes with the national School Lunch and/or Breakfast programs one half hour prior to the serving period.” This means that no food may be sold (i.e. pop, snack machines, fund raisers), and no food may be brought in one half hour before or one half hour after lunch to treat for birthday parties, class rewards, or class parties. **Also, parents may not bring in food for more than their child.**

Beattie school is dedicated to promoting healthy lifestyles for children. In the school lunchroom we encourage students bringing cold lunch to refrain from packing sodas and food items that lack nutritional value. Additionally, our staff integrates concepts of wellness, nutrition and meal-time etiquette into frequent lunch periods.
*Dates Subject to Change

**September 2019**

**Schools are Closed**

1. Labor Day - NO School
   - Beattie Office Closed

8. National Grandparents Day
   - National Arts in Education Week

9. PTO Mtg [6:30-7:30]

10. Field Trip: 4th Gr
    - Prairie Immersion

11. Field Trip: 2nd & 3rd Gr
    - Plum Creek
    - Literacy Festival

15. Deaf Awareness Week

16. First Day of Autumn
    - Beattie Garden & Grandparents Night [6:30-7:30]

17. **PLC Day Dismiss 80 minutes early**

18. 1:33 Student Dismissal

23. **Dates Subject to Change** ...

Please Check the Beattie Website for Further Information: http://wp.lps.org/beattie/

- Grades 4-5: District Testing - MAP Reading - September 3-20
- Grades 3-5: District Testing - MAP Math - September 9-20
Elementary Report Card
A Guide for Elementary School Parents

The primary purpose of the Lincoln Public Schools report card is to communicate a student’s academic achievement to parents/guardians. The report card reflects a student’s effort and responsibility as well as provides students with opportunities for self-evaluation.

Most Frequently Asked Questions
How often will I receive a report card?
A report card will be sent home with your child at the end of each quarter.

How are these standards developed?
The LPS standards are developed using state and national standards as a guide, along with the current research examining best practices in each subject. These standards reflect the high expectations LPS has for all children.

What if my child does not meet district standards?
If you have concerns about how your child is achieving, you should visit with his/her teacher. Together a plan should be developed on how to help your child meet the standards to the best of his/her ability.

How can I support my child at home?
Your support is essential to your child’s learning. There are a number of ways that you can help.
- Remain positive
- Read to and with your child everyday.
- Monitor homework and have a designated time and place to do homework.
- Take note of how your child is doing on daily work.
- As concerns arise, contact your child’s teacher.

Rationale
A report card forms the foundation of a school’s reporting system. This elementary report card is based on Lincoln Public Schools curriculum standards in each content area. Research on effective grading systems indicates that reporting academic achievement based on district standards gives clearer evidence of what students have learned and are able to do. Based on surveys and focus groups, Lincoln parents and teachers support this grading practice.

Teachers use many kinds of information to determine the achievement level in each subject through a set of curriculum standards. Standards are described as what a student should know and be able to do within each quarter at a specific grade level. The goal for all students is to meet district standards (3).

<table>
<thead>
<tr>
<th>Score</th>
<th>Description</th>
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<tbody>
<tr>
<td>4</td>
<td>Exceeds district standards</td>
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<td>3</td>
<td>Meets district standards</td>
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<td>Approaches district standards</td>
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<tr>
<td>1</td>
<td>Does not meet district standards</td>
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<tr>
<td>🟤</td>
<td>Not taught/assessed this quarter</td>
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Information obtained from research, parents, and teachers stresses the importance of reporting a student’s effort and responsibility, which is defined on the report card as “work/study habits.”

Marks of Work/Study Habits

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<td>Listens</td>
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<td>Follows oral and written directions</td>
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<td>Is on task</td>
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<td>Participates in class</td>
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<td>🟤</td>
<td>Strives for quality work</td>
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<td>Seeks help as necessary</td>
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<td>🟤</td>
<td>Completes assignments</td>
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Philosophy of Reporting to Parents
Parents and teachers share responsibility for the education of the student. Therefore, frequent and planned communication reflecting a student’s progress in school needs to occur throughout the year. Communication describing a student’s academic achievement and progress includes: quarterly report cards, parent-teacher conferences, evaluated projects and assignments, standardized test information, and other forms of personal correspondence between teachers and parents.

Conferences
Formal parent-teacher conferences are scheduled twice a year. During these times, parents and teachers will have an opportunity to communicate about the student’s progress in class. Parents should feel free to contact teachers at any time to visit about their child’s progress.
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<td>Parent / Teacher Conferences [3:30-6:30]</td>
<td>End of 1st Qtr</td>
<td>Fall Break - No School</td>
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<td>Red Ribbon Week</td>
<td>1:33 Student Dismissal</td>
<td>PTO Fall Classroom Parties [1:00-1:45] (1st Gr) [2:00-2:45] (K &amp; 2-5)</td>
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<td></td>
<td>Field Trip: Kindergarten Lincoln Children's Museum Beattie PTO Meeting [6:30-7:30]</td>
<td>PLC Day Dismiss 80 minutes early</td>
<td>1:33 Student Dismissal</td>
<td>Halloween</td>
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*Dates Subject to Change

**Important Dates:**

- **Parent / Teacher Conferences:** October 8th & 10th
- **Field Trip:** Kindergarten Lincoln Children's Museum Beattie PTO Meeting [6:30-7:30]
- **Lifetouch School Picture Day**
- **Parent / Teacher Conferences [3:30-6:30]**
- **End of 1st Qtr Boss's Day**
- **Fall Break - No School**
- **Schools are Closed**
- **Red Ribbon Week**
- **PTO Fall Classroom Parties [1:00-1:45] (1st Gr) [2:00-2:45] (K & 2-5)**
- **PLC Day Dismiss 80 minutes early**
- **Level III Volunteer status is a mandatory, multi-step process to attend a Field Trip with your student. If you would like to attend a Field Trip, or Volunteer in another capacity, submit your online application at LPS.org**
COMMUNICATING STUDENT PROGRESS: Report Cards & Parent-Teacher Conferences

Lincoln Board of Education states (Policy 6570) that “student progress will be reported formally to parents/guardians at least four times each year.” Information about elementary student progress is reported in four areas:

1. Progress through district curriculum objectives.
2. Performance in assigned curriculum level.
3. Effort.
4. Use of effective learning or study skills.

At the end of each quarter, teachers summarize and communicate student progress to parents/guardians through the report card. It is also at this time that teachers analyze assessment information and review reading and math groups to determine whether or not students are placed at the appropriate instructional level. We know that for children to experience continuous growth and success in learning they must be working at an instructional level that will adequately challenge them. Because children learn in different ways and at different rates, it is important that we examine instructional placements on a regular basis and make adjustments based on students' needs. For these reasons, some children may move from one instructional group to another in order to meet their individual needs. This move could result in a change of teacher for reading or math instruction. Classroom teachers will notify parents/guardians if an instructional move is recommended.

Parent-Teacher conferences are scheduled twice a year, typically during the first and third quarters of the school year. Please consult the calendar for conference dates. Parents with immediate questions about their child’s academic progress are encouraged to contact the teacher at any time.

COMMUNICATION

Contacting Your Child’s Teacher: Parents/Guardians are encouraged to call their child’s classroom teacher to arrange for conferences or when questions arise that can be handled with a brief discussion. The best time to reach a teacher by phone is before the student-day begins or after school. During instructional time, phone messages will be taken for teachers. For involved problems such as student evaluation, curriculum concerns, and school policy, a parent-teacher conference rather than a conversation by telephone or e-mail is encouraged.

School Newsletter: Beattie Tribune: The Beattie Tribune contains announcements, information, school events, etc. This newsletter will be sent twice a month via School Messenger.

Weekly Communication Folders: Typically, school news will be sent home via Friday Folders. Please return the folder the next day including any notes to your child's teacher. General information will be sent with the oldest child in the family attending Beattie School.

Community News: “Community News” is a newspaper distributed by Lincoln Public Schools, free to all elementary students the first week of every month from September through May. “Community News” replaces most informational flyers and can be used as a guide to community activities for students. The monthly school lunch menu is included in each issue of “Community News.”

School Website: Calendars including school events such as PTO meetings, field trips, parent teacher conferences, musical programs, etc., will be located on our website. In addition to our calendars, other information is regularly updated on our website: http://wp.lps.org/beattie/

ParentVue: Parents may access communications, attendance information and more for their child through ParentVue. A “button” linking you to ParentVue can be found on our school website.

School Messenger: This district-wide communication system sends school and district emails, texts, and phone calls to families with important information. Please be sure the school has your updated phone number and email address.

Facebook: Check out school happenings on our Facebook Page! (“Like” us at https://www.facebook.com/beattiebobcats)

Twitter: Follow us on Twitter at @BeattieElementa to receive tweets about Beattie School.
**Dates Subject to Change**

Please Check the Beattie Website for Further Information:
http://wp.lps.org/beattie/

**District Testing:** Grade 2 - CogAT

November 4-15

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<td>PLC Day Dismiss 80 minutes early</td>
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<td>1:33 Student Dismissal</td>
<td>Thanksgiving Break - No School</td>
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Thanksgiving Day
Beattie Office Closed

Beattie Office Closed

**Events:**
- Veterans Day
- Beattie PTO Meeting [6:30-7:30]
- School Psychology Awareness Week
- Daylight Savings Time Ends (clocks back)
- Daylight Savings Time Ends (clocks back)
- Election Day
- PLC Day Dismiss 80 minutes early
- Thanksgiving Break - No School
- Thanksgiving Break - No School

**Observations:**
- November 2019
- Beattie PTO Meeting
- Veterans Day
- School Psychology Awareness Week
THE STANDARD RESPONSE PROTOCOL

A critical ingredient in the safe school recipe is the uniform classroom response to any incident. Weather events, fires, accidents, intruders and other threats to student safety are scenarios that are planned and trained for by school and district administration and staff. For more information on the procedures used, go to the Lincoln Public Schools Important Information Booklet, iloveugus.org or contact the Lincoln Public Schools Director of Security at 436-1641.

STUDENT USE OF TELEPHONE

Students will be permitted to call home regarding school matters upon obtaining permission from the classroom teacher. Calls by students must be kept to a minimum, as there are a very limited number of phone lines in and out of school. Students are asked to make arrangements for participating in after-school activities or going home with a friend before leaving home in the morning.

STUDENT USE OF TELEPHONE

Students will be permitted to call home regarding school matters upon obtaining permission from the classroom teacher. Calls by students must be kept to a minimum, as there are a very limited number of phone lines in and out of school. Students are asked to make arrangements for participating in after-school activities or going home with a friend before leaving home in the morning.

BEFORE–&–AFTER SCHOOL CARE

Unless your child is enrolled in a before school/after school program, he/she should not be on campus before 7:45 a.m. or after 3:00 p.m.

AFTER-SCHOOL CARE

After-school care is available to families at Beattie School through the Family Service “Before & After School Program.” Family Service provides after-school care for kindergarten through fifth grade students. Hours are 2:53-5:30 p.m. Please call 441-7949 for registration information and fee schedule.

MANAGEMENT PLAN

We believe that all children have the right to a positive, successful learning climate. The staff and parents work cooperatively to reinforce students’ positive behavior to ensure this type of environment. Each year a letter is sent home explaining the management plan and the behaviors expected of each child in the team. Questions specific to your child’s grade level can be directed to the classroom teacher.

Lincoln Public Schools provides physically safe and emotionally secure environments for all students and staff. Positive behaviors (non-violence, cooperation, teamwork, understanding and acceptance of others) are encouraged in the educational program and are required of all staff. Inappropriate behaviors, including but not limited to bullying, intimidation and harassment, must be avoided by all students and staff. Strategies and practices are implemented to reinforce positive behaviors and to discourage and protect others from inappropriate behaviors.

AFTER SCHOOL CLUBS AND ACTIVITIES

Throughout the school year, a variety of interest clubs and activities are sponsored by Beattie PTO. Club and registration information will be sent home with students.
SUNDAY  
MONDAY  
TUESDAY  
WEDNESDAY  
THURSDAY  
FRIDAY  
SATURDAY

1  Elementary Plan Day
No School for Elementary Students

2  Beattie PTO Meeting [6:30-7:30]

8  Beattie Band & Strings Assembly [8:15am]
Beattie Band Concert [6:00]
Beattie Strings Concert [7:00]

15  PLC Day Dismiss 80 minutes early
1:33 Student Dismissal

16  End of 2nd Qtr

17  Beattie Office Closed
Christmas Eve

18  Beattie Office Closed
Christmas Day

19  End of 2nd Qtr
First Day of Winter

20  Beattie Office Closed
Christmas Day

21  Beattie Office Closed
New Year's Eve

Dates Subject to Change ...
Please Check the Beattie Website for Further Information:
http://wp.lps.org/beattie/

Grades K-1: District Testing - MAP Fluency - December 2-13
Grades 2-5: District Testing - MAP Reading - December 2-13

*Dates Subject to Change
BEATTIE ELEMENTARY SCHOLASTIC ACHIEVEMENT AND HOMEWORK PLAN

COMMUNICATING STUDENT PROGRESS: REPORT CARDS & PARENT-TEACHER CONFERENCES
Lincoln Board of Education states (Policy 6570) that “student progress will be reported formally to parents/guardians at least four times each year.” Information about elementary student progress is reported in four areas:

1. Progress through district curriculum objectives.
2. Performance in assigned curriculum level.
3. Effort.
4. Use of effective learning or study skills.

Parent-Teacher conferences are scheduled twice a year, typically during the first and third quarters of the school year. You will receive information from your child’s teacher regarding the times and dates of Parent Teacher conferences. Parents with immediate questions about their child’s academic progress are encouraged to contact the teacher at any time.

HOMEWORK
Lincoln Public Schools policy: “School homework/make-up work should be related to curricular objectives and be consistent with research guidelines. Each elementary school in the district will develop a building plan for homework and make-up work.”

DEFINITION OF HOMEWORK: Homework refers to the tasks that a student is given to do on his/her own time after school hours. Homework can be classified into four general categories:

1) Practice: review and reinforce previously taught skills and concepts.
2) Extension: to extend and expand concepts and skills learned in class.
3) Preparation: to prepare for future class experiences.
4) Creative: activities that include analysis, synthesis, and evaluation; it is inventive and resourceful.

BEATTIE POSITION: A student should experience a regularly scheduled time at home, free of distractions or interruptions where he/she can develop self-discipline and individual responsibility for learning. The type of home study assigned will be appropriate for the developmental and instructional level of the student. When students are not assigned specific homework practice, it would be beneficial for them to read a book, practice spelling words and/or math facts or write and share a story.

RESPONSIBILITIES: In order for homework to be effective, each participant (student, teacher, and parent) must be committed to carrying out his/her responsibility.

TEACHERS
• communicate to students clear and concise expectations concerning assigning, returning, and evaluating homework
• homework must be appropriate to the student’s developmental and instructional level
• coordinate assignments with other teachers in the team to insure an appropriate amount of work is assigned.

STUDENTS
• comprehend the purpose of the homework assignment
• understand directions and know what is required for completion of the assignment
• assume responsibility for completing and returning assignments
• complete assignments neatly and do quality work

PARENTS/GUARDIANS
• maintain a positive attitude towards learning and the value of homework
• help your child find an area to study that is quiet and relatively free of distractions
• be patient with the child and praise him/her for any effort made
• if your child has trouble understanding directions, help him/her with explanations. If the child continues to have difficulty, help the child with the beginning part of the assignment. If the child still has difficulty, terminate the homework and write a note to the teacher explaining the problem. Do not do the homework for the child.
• look over the assignment when the child reports the assignment is complete to affirm completion and quality. Praise the child for his/her accomplishment.

At the beginning of the year, each team will send home a homework plan appropriate to the age of the students.
SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY
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**Dates Subject to Change**
Please Check the Beattie Website for Further Information:
http://wp.lps.org/beattie/

Grades 3-5: District Testing - MAP Math
January 7-17

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**New Year's Day**
Beattie Office Closed

Schools are Closed - Winter Break

**2nd Semester Begins**

Beattie PTO Meeting
[6:30-7:30]

Field Trip:
3rd Gr to Morrill Hall

Field Trip:
3rd Gr to Morrill Hall

Field Trip:
5th Gr to Morrill Hall

Field Trip:
5th Gr to Morrill Hall

**Martin Luther King, Jr. Day**
No School
Beattie Office Closed

**PLC Day Dismiss**
80 minutes early

1:33 Student Dismissal

**Schools are Closed**

January 2020

L I N C O L N   P U B L I C   S C H O O L S   •   L I N C O L N,   N E B R A S K A
BULLYING

If you feel that your child is being bullied by peers, please contact your child’s teacher or the building principal, Mr. Bailey. All reported incidences of bullying/unsafe behavior will follow the protocol outlined in Lincoln Public Schools Board Policy 5482: Anti-Bullying Policy.

Bullying is unwanted, aggressive behavior among school aged children that involves a real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time.

In order to be considered bullying, the behavior must include:

• Imbalance of Power: Kids who bully use their power—such as physical strength, access to embarrassing information, or popularity—to control or harm others. Power imbalances can change over time and in different situations, even if they involve the same people.

• Repetition: Bullying behaviors happen more than once or have the potential to happen more than once.

• Hurtful aggressive physical and/or verbal behavior.

Bullying includes actions such as making threats, spreading rumors, attacking someone physically or verbally, and excluding someone from a group on purpose.

As an added prevention piece, please discuss with your child adults in the building who they can talk to if they feel that they are being bullied or are in an unsafe situation. These people may include, but are not limited to, their teacher, the administrator, school counselor, school psychologist, school social worker or any other adult in the building that they have built a positive relationship with.

Students are taught about what bullying looks like and sounds like, along with how to advocate for themselves through the District’s Second Step program.
**February 2020**

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*Dates Subject to Change*
### March 2020 Calendar

**SUNDAY**
- **1**
  - Nebraska's Birthday
- **2**
  - Field Trip: 4thGr to Heritage School
  - Read Across America (Birthday of Dr. Seuss)

**MONDAY**
- **3**
  - Field Trip: 4thGr to Heritage School
  - Nebraska Teacher Recognition Day

**TUESDAY**
- **4**
  - Field Trip: 4thGr to Heritage School
  - Beattie Science Fair
  - 5th Grade [1:30-2:30]

**WEDNESDAY**
- **5**
  - LPS District Science Fair [5:00-7:00]

**THURSDAY**
- **6**
  - End of 3rd Qtr

**FRIDAY**
- **7**
  - Spring Break

**SATURDAY**
- **8**
  - Spring Break

**SUNDAY**
- **9**
  - Spring Break

**MONDAY**
- **10**
  - Spring Break

**TUESDAY**
- **11**
  - Spring Break

**WEDNESDAY**
- **12**
  - Spring Break

**THURSDAY**
- **13**
  - Spring Break

**FRIDAY**
- **14**
  - Spring Break

**SATURDAY**
- **15**
  - Spring Break

**SUNDAY**
- **16**
  - Beattie PTO Meeting [6:30-7:30]

**MONDAY**
- **17**
  - St. Patrick’s Day

**TUESDAY**
- **18**
  - Beattie Family Garden Night [6:30-7:30pm]

**WEDNESDAY**
- **19**
  - First Day of Spring

**THURSDAY**
- **20**

**FRIDAY**
- **21**

**SATURDAY**
- **22**

**SUNDAY**
- **23**

**MONDAY**
- **24**

**TUESDAY**
- **25**

**WEDNESDAY**
- **26**

**THURSDAY**
- **27**

**FRIDAY**
- **28**

**SATURDAY**
- **29**

**SUNDAY**
- **30**
  - PLC Day Dismiss 80 minutes early
  - 1:33 Student Dismissal

**MONDAY**
- **31**

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*Dates Subject to Change*
Dates Subject to Change

Please Check the Beattie Website for Further Information:
http://wp.lps.org/beattie/

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<th>April 2020</th>
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<td>International Children's Book Day</td>
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<td>UNL Big Event - Garden Day at Beattie [1:00-4:00]</td>
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<td>Easter</td>
<td>No School for Elementary Students</td>
<td>National Library Workers Day</td>
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<td>National Arbor Day</td>
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<td>Beattie PTO Meeting [6:30-7:30]</td>
<td>Beattie Band &amp; Strings Assembly [8:15am]</td>
<td>Earth Day</td>
<td>Administrative Professionals Day (Secretary's Day)</td>
<td>National Arbor Day</td>
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<td>PLC Day Dismiss 80 minutes early</td>
<td>School Bus Drivers Day</td>
<td>1:33 Student Dismissal</td>
<td>Level III Volunteer status is a mandatory, multi-step process to attend a Field Trip with your student. If you would like to attend a Field Trip, or Volunteer in another capacity, submit your online application at LPS.org</td>
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Please check the Beattie Website for further information.
### May 2020 Calendar

#### Important Dates and Events

- **Mother's Day**: May 10
- **Beattie PTO Meeting**: May 11, [6:30-7:30]
- **Field Trip**: 4th Gr to Quilt Museum
- **National School Nurse Day**: May 13
- **New Kindergartner Welcome Event**: [3:30-4:00]
- **Last Day of School**: May 20
- **End of 4th Qtr**: May 21
- **5th Grade Promotion & Field Trip**: May 21
- **LPS Graduation Day**: May 24
- **Memorial Day**: May 25
- **Beattie Office Closed**: May 31

#### Notices

- *Dates Subject to Change*

Please Check the Beattie Website for Further Information:

http://wp.lps.org/beattie/

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**School Principals Day**

**May Day**

**National Interpreter Appreciation Day**

**School Lunch Hero Day**

**Mayor's Run**

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### June 2020

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<td>ENJOY THE SUMMER!</td>
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*Dates Subject to Change*
BEATTIE STAFF

Aurich, Kayla ............ Teacher, Grade 1 ................. kaurich@lps.org
Bailey, Sean .............. Principal .......................... seabail@lps.org
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Yost, Ryan ............... Interpreter, HI ..................... ryost@lps.org

TLC: TEACHING, LEARNING, AND CARING FOR ALL
HELPFUL INFORMATION

<table>
<thead>
<tr>
<th>Child’s Name</th>
<th>School Attending</th>
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<tr>
<td>Teacher</td>
<td>Room #</td>
<td>Meal PIN #</td>
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<td>Other</td>
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INTENT OF STUDENT HANDBOOK

This handbook is intended to be used by students, families, and staff as a guide to the rules, regulations, and general information about Beattie Elementary School. Each student is responsible for becoming familiar with the handbook and knowing the information contained within it. Parents/Guardians are encouraged to use this handbook as a resource and to assist their child in following the rules contained in this handbook.

Although information found in this handbook contains detailed and specific information on a variety of topics, the handbook is not intended to cover every situation and circumstance that may arise during any school day, or school year. This handbook does not create a “contract.” The administration reserves the right to make decisions and rule revisions at any time to implement the educational program and to assure the well being of all students. The administration will be responsible for interpreting the rules contained in the handbook. Should the situation or circumstance arise that is not specifically covered in this handbook, the administration will make a decision based upon all applicable school district policies, and state and federal statutes and regulations.
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