

# PARK PANTHERS

**2019-2020**



**Home of the graduating classes of  
2024, 2025, & 2026**



**Educate. Empower. Succeed.**

**PARK MIDDLE SCHOOL  
855 SOUTH 8<sup>TH</sup> STREET  
LINCOLN, NE 68508  
(402) 436-1212  
[park.lps.org](http://park.lps.org)**

# LPS Student Calendar

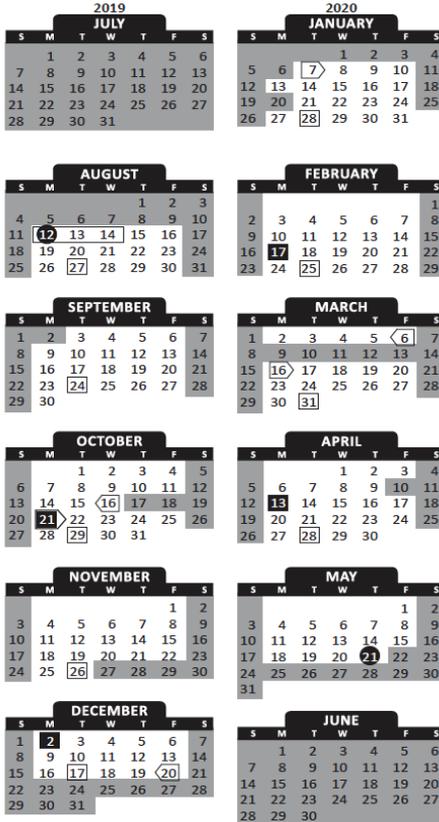
## 2019-2020 Student Calendar



Lincoln Public Schools  
Lincoln, Nebraska



Amended 1/19



- 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

The Lincoln Public Schools District understands and appreciates that our community has a wide variety of rich and varied religious celebrations and observances. In the event families recognize these holidays, parents should notify schools. Students will be given excused absences and allowed reasonable opportunities to make up any schoolwork missed.

## **Park Mission Statement**

Park Middle School is dedicated to providing the highest quality education and empowering all students to succeed in a culturally diverse community, nation, and world.

## **Park School Improvement Goal**

Park Middle School is committed to improve achievement in reading and math for all students through engaging instruction, positive relationships and high expectations.

## **Park Student Expectations**

**Be Respectful**  
**Be Responsible**  
**Be Safe**



# Important Contact Information

School Phone Number: 436-1212

Extension 1: **Attendance**

Extension 2: Main Office

Extension 3: Registrar/Counselor

Extension 4: Health Office

Extension 5: Kitchen

Extension 6: Custodial

Extension 7: Boys & Girls Club or 477-4134

## Administration

Principal

Associate Principal

Instruct. Coordinator/Gifted

SPED Coordinator

Charlotte Everts [ceverts@lps.org](mailto:ceverts@lps.org)

Joe Rousseau [jrousse@lps.org](mailto:jrousse@lps.org)

LeTrisha Lind [llind@lps.org](mailto:llind@lps.org)

Dawn Holsten [dthomps@lps.org](mailto:dthomps@lps.org)

## Counselors/Specialists

Counselor

Counselor

Counselor

School Psychologist

Social Worker

Speech Pathologist

Stephanie Clifford -[scloffo@lps.org](mailto:scloffo@lps.org)

Shelly Dowding -[sdowding@lps.org](mailto:sdowding@lps.org)

Rebecca Henning -[rhenning@lps.org](mailto:rhenning@lps.org)

Michaele Marcus- [mmarcus@lps.org](mailto:mmarcus@lps.org)

Tina Bouma- [tbouma@lps.org](mailto:tbouma@lps.org)

Katlin Cunningham- [kcunning@lps.org](mailto:kcunning@lps.org)

Amy Buchanan - [abuchana@lps.org](mailto:abuchana@lps.org)

## Main Office

Executive Secretary

Attendance Secretary

Registrar

SPED Secretary

SEM/Secretary

Rebecca Dover [rdover@lps.org](mailto:rdover@lps.org)

Rose Salazar White [rsalazar@lps.org](mailto:rsalazar@lps.org)

Jeannie Doehring [jdoehrin@lps.org](mailto:jdoehrin@lps.org)

Stephanie Henning [shenning@lps.org](mailto:shenning@lps.org)

Mark Munger [mmunger2@lps.org](mailto:mmunger2@lps.org)

## Media

Media Specialist

Dan Bunde [dbunde@lps.org](mailto:dbunde@lps.org)

## Health Office

Nurse

Health Office Tech

Elissa Haussler [ehaussle@lps.org](mailto:ehaussle@lps.org)

Marty Remmenga [rmemen@lps.org](mailto:rmemen@lps.org)

## Athletic Director

Mark Cuddy [mcuddy@lps.org](mailto:mcuddy@lps.org)

## Certificated Staff

Jacqueline Albers  
Molly Baird  
Dave Beatty  
Tony Black  
Matt Bliemeister  
Susan Bovee  
Valerie Brown  
Amy Buchanan  
Dan Bunde  
Marina Bush  
Patti Callaway  
Mark Cuddy  
Ben Davis  
Alex Deabler  
Deb Dettmer  
Mikayla Ehlers  
Steve Fusco  
Chad Geiger  
Heidi Genung  
Sara Gist  
Holly Gustafson  
Michael Hart  
Maryn Heald  
Becky Henning

Meredith Hovis  
Cami Jensen  
Lance Kassebaum  
Heidi Krieger  
Dianna Keefer  
Jason Krueger  
Slade Lane  
Shana LaPoint  
Mariah Leyva  
Shelly Long  
Lori Luedtke  
Matt Macoubrie  
Alyssa Martin  
Karla Miles  
Dan Monroe  
Taylor Nelson  
Jordan Neukirch  
Jonathan Northouse  
Cynthia Onkka  
Cole Pomeroy  
Tricia Ramaekers  
Moriah Reinwald  
Theresa Rippe  
Liz Roper

Sarah Rush  
Megan Schmidt  
Christian Schmohr  
Christine Schroeder  
Bryanne Schulz  
Brandon Schuman  
Taylor Sherrill  
Megan Shoemaker  
Andrea Silver  
Joyce Sohl  
Vicki Sommerich  
Katie Stauffer  
Alyssa Strong  
Nissa Sturgeon  
Christian Summers  
Stephanie Tabor  
Jorge Vera Chavez  
Donte Warren  
Abby Welniak  
Joshua West  
Jamie Wilson  
Jason Wunderlich  
Matt Zajicek

## Classified Staff

Jeff Agler  
Gregg Frey  
Tanner Hilzer  
Sherri Lafler  
Mandi Martinez

Dallas Mettler  
Chad Schmidt  
Terrence Sherrill  
Therese Ternhalle  
Jessica Warren

# RESPONSIBILITIES OF STUDENTS



## LINCOLN PUBLIC SCHOOLS

5905 O Street, Lincoln, NE 68510

In order to function properly, public school education must provide an equal learning opportunity for all students. In addition to the regular curriculum, good citizenship must be taught and demonstrated. This includes an appreciation for the rights of others.

### **I. Establishment of Policies, Rules and Regulations**

The Board of Education has established written policies, rules and regulations of general application governing student conduct in all schools. In addition, principals, within their schools, may establish written rules and regulations not inconsistent with those established by the Board.

### **II. Areas of Prohibited Student Conduct**

Students are not to engage in conduct which causes or which creates a reasonable likelihood that it will cause a substantial disruption in or material interference with any school, function, activity or purpose or interfere with the health, safety, well being or the rights of other students, staff or visitors.

The following conduct has been determined by the Board of Education to have the potential to seriously affect the health, safety or welfare of students, staff and other persons or to otherwise seriously interfere with the educational process. Such conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment. A student who engages in the conduct may be suspended and referred to the Department of Student Services for a conference to determine whether a long-term suspension, expulsion, or mandatory reassignment is appropriate. The conduct is covered by the school rules where it occurs on school grounds, in a vehicle owned, leased, or contracted by the school and being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or an employee's designee, or at a school-sponsored activity or athletic event:

A. Willfully disobeying any reasonable written or oral request of a school staff member, or the voicing of disrespect to those in authority.

B. Use of violence, force, coercion, threat, intimidation, harassment or other conduct done in a manner that constitutes a substantial interference with school purposes or making any communication that a reasonable recipient would interpret as a serious expression of intent to harm or cause injury to another.

C. Willfully causing or attempting to cause substantial damage to property, including the setting of a fire of any magnitude, stealing or attempting to steal property of substantial value, or repeated damage or theft involving property.

D. Knowingly and intentionally engaging in bullying. Bullying is defined as any ongoing pattern of unwanted, aggressive behavior which may include physical, verbal or electronic abuse on school grounds, in a vehicle owned, leased or contracted by the school being used for a school purpose by a school employee or designee, or at school-sponsored activities or school-sponsored athletic events. (Lincoln Public Schools Policy 5482)

E. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon economic status, race, ethnic background, culture, gender, sexual orientation, religion, age or ability.

F. Causing or attempting to cause personal injury to any person, including, without limitation, any school employee, school volunteer, or student.

G. Knowingly and intentionally using force in causing or attempting to cause personal injury to a school employee, school volunteer, or a student, except if caused by accident, self-defense, or on the reasonable belief that the force used was necessary to protect some other person and the extent of force used was reasonably believed to be necessary. This conduct shall result in an expulsion for the semester in which it occurred, and the next semester.

H. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon or that has the appearance of a weapon or bringing or possessing any explosive device, including fireworks.

I. Knowingly and intentionally possessing, using, or transmitting a dangerous weapon other than a firearm. This conduct shall result in an expulsion for the semester in which it occurred, and the next semester.

J. Knowingly and intentionally possessing, using, or transmitting a firearm on school grounds, in a school-owned or utilized vehicle, or during an educational function or event off school grounds, or at a school-sponsored activity or athletic event. This conduct shall result in an expulsion for one calendar year. "Firearm" means a firearm as defined in 18 U.S.C. 921, as that statute existed on January 1, 1995. That statute includes the following statement: "The term 'firearm' means

(a) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive;

(b) the frame or receiver of any such weapon; (c) any firearm muffler or firearm silencer; or (d) any destructive device."

K. Public indecency or sexual conduct.

L. Sexually assaulting or attempting to sexually assault any person. This conduct may result in an expulsion regardless of the time or location of the offense, if a complaint alleging such conduct is filed in a court of competent jurisdiction.

M. Dressing or grooming in a manner wherein such dress is dangerous to the student's health and safety or to the health and safety of others or repeated violations of the student dress and grooming standards; dressing, grooming, or engaging in speech that is lewd or indecent, vulgar, or plainly offensive; dressing, grooming, or engaging in speech that school officials reasonably conclude will materially and substantially disrupt the work and discipline of the school; or dressing, grooming, or engaging in speech that a reasonable observer would interpret as advocating illegal drug use.

N. Engaging in the selling, using, possessing or dispensing of alcohol, tobacco, narcotics, drugs, controlled substance, imitation controlled substance, e-cigarette vapor products, inhalant or being under the influence of any of the above; or possession of drug paraphernalia. Use of a controlled substance in the manner prescribed for the student by the student's physician is not a violation. The term "under the influence" has a less strict meaning than it does under criminal law. For school purposes, the term means any level of impairment and includes even the odor of alcohol or illegal substances on the breath or person of a student; also, it

includes being impaired by reason of the abuse of any material used as a stimulant.

O. Violation of technology guidelines.

P. Plagiarism or copyright infringement by students is considered academic dishonesty, is prohibited and may result in disciplinary action including expulsion from school.

Q. Recording the image or voice of another person with an electronic device, without the express permission of the person recorded or the failure to promptly delete such a recording following the request of the person recorded.

R. Willfully violating the behavioral expectations for those students riding Lincoln Public Schools buses.

S. Truancy or failure to attend assigned classes or assigned activities.

T. Tardiness to school, assigned classes or assigned activities.

U. Engaging in any unlawful activity which constitutes a danger to other students or interferes with school purposes.

V. Repeated violation of any of the rules adopted by the School District or the school.

Students may also be suspended from school for up to five school days by the building administration for conduct constituting grounds for expulsion or other violations of rules and standards of behavior adopted by the Board of Education or the administrative or teaching staff which occur on or off school grounds if such conduct interferes with school purposes or there is a connection between such conduct and school.

In addition, administrators and teachers may also take actions regarding student behavior, other than removal of students from school, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include counseling of students, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, in-school suspensions, or restriction of extracurricular activity. Students are responsible for complying with such disciplinary measures and may be further disciplined for a failure to serve such assigned discipline as directed.

## Health Office Information

**STUDENT HEALTH POLICIES – PLEASE KEEP THE SCHOOL UPDATED WITH YOUR CURRENT TELEPHONE NUMBER(S) SO WE MAY CONTACT YOU OR OTHER FAMILY / FRIENDS IN CASE OF AN EMERGENCY.**

**HEALTH OFFICE** – The health office is staffed daily by a Registered Nurse and a Health Tech trained in first aid, CPR, medication administration, and school health.

**STUDENT MEDICATIONS** – A signed parental consent form must be received by the health office for all medications administered at school. The Medication Administration Parent Consent form may be found under the Parent Center/ Student Services/Health Services/Medication Administration/consent forms on the Homepage of the LPS website.

All medications must be in the original, labeled packaging from the pharmacy. A physician's prescription is required for all medications provided to students, with the single exception of the “formulary” products described below.

**FORMULARY MEDICATIONS** – This allows the health office to give limited doses (no more than 5 doses in 30 days) of acetaminophen (Tylenol) or ibuprofen (Advil or Motrin) to your student. This requires a signed parent/guardian consent form only (no doctor's prescription required). These forms will be sent in the summer packet or may be obtained from the health office. They may also be found following the same prompts as described for the parent/guardian consent forms noted above.

**IMMUNIZATIONS AND PHYSICAL EXAMINATIONS** – Nebraska law requires a Kindergarten and 7<sup>th</sup> grade physical. Immunizations are required for school entry:

Every student is required to provide evidence of the following immunizations with the proper intervals for best immunity:

- 3 doses of DTP, DtaP, or Td vaccine; a 10 year Tdap is required for 7<sup>th</sup> graders
- 3 doses of polio vaccine
- 2 doses of MMR (measles, Mumps, rubella) vaccine
- 3 doses of Hepatitis B vaccine
- 2 doses of Varicella 2 doses if the first dose is given after age 13

## Park Handbook Information

The Park staff believes that an orderly school promotes student achievement. A team effort between school staff and parents/guardians can help students abide by the following guidelines, contribute to a positive school environment, and increase student achievement.

**BEFORE AND AFTER SCHOOL** – Students are welcomed onto school grounds at 7:30 am. Students are required to enter at their designated entrance area door when arriving at school. The grounds are also closed to students between 3:10 and 5:00 pm. Students arriving prior to 7:30 am or remaining on school grounds after 3:10 pm will be required to check in at the Boys & Girls Club. Parents/guardians of these students will be contacted to review alternatives to remaining on campus. During inclement weather, students will be allowed to enter the building early. Students are allowed to remain on the grounds after 3:10 pm if they are involved in a supervised club or after-school activity. The arrival/dismissal pamphlet includes complete details on before/after school procedures. Please note that after school traffic is southbound only on 8<sup>th</sup> Street between G and E Streets.

**BREAKFAST PROGRAM** – Students may enter the building at 7:30 am to eat breakfast. Students eating breakfast may only enter through the cafeteria doors.

**PARENTS/GUARDIANS VISITING THE LUNCHROOM** – Parents/guardians are welcome to have lunch at school. Parents may bring lunch or purchase a school lunch. If food is to be brought and made available for students, arrangements will be made for everyone involved to eat in a separate room.

**CLOSED CAMPUS** – Campus is closed before 7:30 am and between 3:10 and 5:00 pm. Students are expected to stay on school grounds once they arrive at Park except by approval from the office and parent/guardian. If students leave without approval, they will be regarded as truant.

**AFTER SCHOOL ACTIVITIES** – We encourage all students to become involved in school sponsored activities. These include clubs, intramurals (7<sup>th</sup> & 8<sup>th</sup> graders), tutoring, supervised study time with teachers, and Boys & Girls Club activities. Students may participate in activities between 3:10 – 4:15 pm. There is a late bus at 4:25 pm for those students who are

bused to and from school by LPS. Intramural contests with other schools take place on Saturday mornings.

**GRADING SCALE** – Traditional A-F marks will be used as a grading scale for core academic courses and 8<sup>th</sup> grade elective courses. Following is the Park grading scale:

90 - 100	A	75 - 79	C+	60- 64	D
85 - 89	B+	70 - 74	C	59 - below	F
80 - 84	B	65 - 69	D+		

*The marks of C (Commendable), S (Satisfactory), and N (Needs Improvement) will be used for math interventions and academic connection courses.*

**ATTENDANCE** – If students have to miss school they are expected to make up their schoolwork. If the absence is a school approved student activity, they are to have their homework completed in advance of that activity. It is the student’s responsibility to talk with teachers regarding make-up work. If students are absent, the parent/guardian(s) are asked to call the office each day at 436-1212 to report the absence. If no call is received, the school will call to confirm the absence. If no contact is made, students should bring a written note to the office the day they return to school. All unexcused absences are recorded as truant until excused by a parent. Students with frequent attendance issues may be subject to disciplinary action and/or referral to the County Attorney.

**TARDY TO SCHOOL** – Tardies are not excused. It is very important that all student arrive to school on time so that they are not losing instructional time. Students who arrive between 8:00-8:15 will receive a pass to get into their first period class. If they are later than 8:15, they are required to check in at the main office.

**HOMEWORK REQUEST** – Parents are encouraged to ask for assignments for their students when their students miss school. If a student is gone more than two days, we encourage parents to call the school office before 8:30 am to request assignments. It is requested that students/parents ask for homework at least one day in advance.

**WEATHER AND SCHOOL CLOSING** – The LPS.org web page, radio stations KFOR (1240) and KLIN (1400), and television stations Channel 8 and 10/11 will carry all school closing announcements due to inclement weather or other emergencies by 10:30 pm or after 5:30 am. School Board policy states that students not be dismissed to parents during a tornado warning.

**RESPECTFUL BEHAVIORS AND LANGUAGE** – Park staff emphasizes treating one another respectfully and building a community. Staff members at Park attempt to help students use only language that is appropriate in a school setting. The use of profanity or racially derogatory language is not allowed or tolerated. Some words that are used and acceptable in other settings may be not be appropriate at school. Depending upon the circumstances, use of profanity or other inappropriate language or gestures may result in disciplinary consequences. Students who direct profanity at any staff member will be suspended. Profane or abusive language or conduct includes, but is not limited to that which is commonly understood and intended to be derogatory toward a group or individual.

**FIGHTING-** Fighting among students can have a broad range of causes and effects, but is always inappropriate. At school, striking back is not considered an appropriate response to another student’s attack. Students are expected to walk away from the situation and seek adult help. If students are involved in any physical aggression regardless of who began the aggression, all involved students will receive consequences. Students involved in a fight at Park will be suspended. Students who assist in inciting others to fight may suffer the same consequences as those who actually fight. Students fighting off school grounds may also be suspended. The police may be contacted and students may be cited for disturbing the peace and/or assault.

**NUISANCE ITEMS** – Only items considered to be school supplies should be brought to school (i.e. pencils, notebooks, markers, etc.) The possession of articles that disrupt the learning environment shall be considered nuisance items. Nuisance items may be confiscated and later returned to either the student or parent/guardian.

**SEXUAL HARASSMENT** – Sexual harassment has been defined as unwelcome sexual advances, requests for sexual favors, or unwelcome verbal and physical conduct of a sexual nature. This will not be tolerated.

**PASSES** – Students need to have a pass from a staff member when they are out of class during class time, prior to entering the building at 7:30 am (except for morning Boys and Girls Club members), or to be in the building after 3:10 pm

**NOTE WRITING** – Students are not to engage in writing, reading, passing or possessing notes.

**LOST AND FOUND** – Many articles that are lost are turned into the office. Please label all articles if possible with the student’s name.

Students should not bring valuable items to school, as the school is not responsible for lost, stolen or damaged items.

**VALUABLES** – Lincoln Public Schools does not provide insurance for personal items and is not responsible for lost or stolen articles. Please do not bring large amounts of money or other valuable items to school.

**CONSEQUENCES FOR SCHOOL RULE VIOLATIONS** – Students may be assigned to In School Supervision (ISS), detention, break, or strategy as a consequence for violations of school or classroom rules. During the time students are assigned to ISS, Reset or detention, they will complete homework and learn about appropriate school behaviors. In School Supervision (ISS) begins at 8:00 am and ends at 3:00 pm. During the time period a student is assigned to ISS, the student may not participate in after school or extracurricular activities. Individual teacher detention times may vary, but seldom will these detentions last beyond 3:15 pm. Students who are assigned by administrators to detention will begin at 3:00 pm and remain until 4:00 pm unless other arrangements have been discussed.

**COMPUTER USE GUIDELINES** – Computer use is for classroom or legitimate and appropriate outside classroom use only.

- Students will not intentionally access information that may be obscene, profane or offensive toward any other individuals, nor place any such information on the network or Internet.
- Students are not to attempt to gain unauthorized access to system program(s), computer systems or another person's files.
- Students may have their computer privileges suspended if they use computers inappropriately.

**PARK/DISTRICT DRESS CODE** –

Clothing must be appropriate for school settings in order to provide a safe and orderly environment for all students to learn. The responsibility for the dress and grooming of a student rests primarily with the student and his or her parents or guardians.

### **Allowable Dress & Grooming**

- Students must wear clothing including both a shirt with pants or skirt, or the equivalent and shoes.
- Shirts and dresses must have fabric in the front, back, and on the sides. Fabric covering all private parts must not be see through.
- Clothing must cover undergarments and all private parts.
  - Shorts must have at least a 3-inch inseam.

- All tops must have straps that are at least 2 inches in width.
- All tops must meet the top of the pants.
- Wearing pants below the waistline is not allowed.

- Clothing must be suitable for all scheduled classroom activities including physical education, science labs, wood shop, and other activities where unique hazards exist.
- Specialized courses may require specialized attire, such as sports uniforms or safety gear. Non-Allowable Dress & Grooming
- Clothing may not depict, advertise or advocate the use of alcohol, tobacco, marijuana or other controlled substances.
- Baseball hats, caps, visors, etc. are not allowed in and cannot be carried around the building. Students may wear hoodies, but must keep the hood off their heads. Considerations will be made for students who wear special clothing as required by religious beliefs, disability, or convey a particular message protected by law.
- Dressing, grooming, or engaging in speech that is lewd or indecent, vulgar, or plainly offensive.
- Clothing may not use or depict hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation or any other protected groups.
- Clothing, including gang identifiers, must not threaten the health or safety of any other student or staff.
- Clothing with words, pictures, or phrases that depicts violence or intimidation may not be worn.
- If the student's attire or grooming threatens the health or safety of any other person, then discipline for dress or grooming violations should be consistent with discipline policies for similar violations.

**Students who are in violation of the school dress code will:**

1. Be educated on the reason this clothing is not allowed in a school setting, and when possible be given the opportunity to remove the item(s).

2. Be given the opportunity to change into school issued clothing in order to find items that are appropriate to wear.
3. When the first two are not viable options, the student's parent will be contacted to bring appropriate clothing for the student to change into.
4. Repeated violations could result in school consequences.
5. Students will not be allowed to return to classes until they are in compliance with the school dress code.

NOTE: Schools may communicate additional information on dress code expectations to students and parents/guardians.

**COATS** – Coats are to be stored in the locker during the day.

**DISPLAY OF AFFECTION** – Interaction between students is a part of adolescence, however, hugging and kissing, etc. are inappropriate in school.

**TELEPHONES** – A phone is available at the main doors from 2:58 - 3:10 pm for students to use.

**CELL PHONES/ELECTRONIC DEVICES** – Cell phones and other electronic devices may be brought to school but must be kept off and out of sight during the school day and during Power Hour. Students are allowed to use their cell phones in the building before 7:53 am and after the dismissal bell at the end of the school day, after 3:00 pm.

Cell phone/Electronic Device violation plan per semester:

**1<sup>st</sup> Offense Cell Phone/Electronic Device:** Students pick up in main office after school.

**2<sup>nd</sup> Offense Cell Phone/Electronic Device:** Parent/Guardian will be contacted and made aware of the situation and next steps.

**3<sup>rd</sup> Offense Cell Phone/Electronic Device:** Parent/Guardian must pick up after school and/or meet with administrator.

**LOCKERS, LOCKS AND LOCKER SECURITY** – Office staff will assign lockers to students. Students are responsible for any damage to the locker itself (for example, physical damage or use of tape, magic markers, etc., on or inside the locker). The locker and lock are the property of the school district. A locker may be opened for inspection any time there is a question as to improper use of the locker. This will be done in the presence

of two staff members. Any inappropriate items found in a locker are considered to be in possession of the person assigned to that locker and disciplinary actions may occur. These guidelines also apply to lockers assigned in locker rooms. Lincoln Public

Schools do not provide insurance for personal items. Please do not bring large amounts of money or other valuable items to school. Be sure to lock your locker and never give out your locker combination. Lincoln Public Schools is not responsible for lost, stolen or damaged articles. See Student Padlock page for further information.

**BICYCLES, SCOOTERS AND SKATEBOARDS** – Bike racks are provided on the south side of the building. Students should use the bike rack to secure all bikes. Students are expected to walk their bikes, scooters and skateboards while on school grounds. Scooters and skateboards must be stored in the main office closet during school hours.

**BOOK BAGS** – Students must place backpacks in lockers upon arriving at school. Notebooks and materials used by students must be small enough to fit under student desks.

**FOOD AND BEVERAGES** – No food or open container drinks are allowed during the school day.

**VALUABLES-** Valuables such as iPods, cell phones, hand-held game systems, expensive jewelry, etc. are not necessary at school. While specific school rules do not prohibit such devices, we strongly encourage parents to ensure these items are left at home. Park is not responsible for the loss or theft of such items and will not investigate the loss or theft. Lincoln Public Schools do not provide insurance for personal items. Please do not bring large amounts of money or other valuable items to school. Lincoln Public Schools is not responsible for lost or stolen articles.

**BUILDING CARE-** Care and maintenance of a building that accommodates over 800 students is a major job. All of us at Park share this responsibility by taking care of the property we use and by helping keep the building clean. Students making a mess will be expected to clean up the mess. Students, who intentionally or through horseplay damage any of Park property, will pay for that damage. Students defacing property by writing will be subject to disciplinary consequences.

## **Padlock Information**

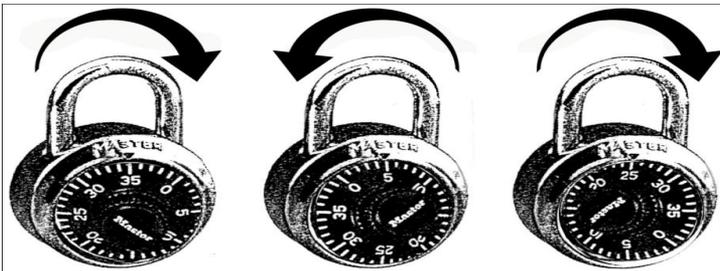
All Park Middle School students are provided a hall locker and combination padlock. Only school padlocks are allowed to be used on school lockers. There is a \$3.00 replacement fee assessed for any padlock that is lost/stolen/destroyed.

Sixth and seventh grade students will share a locker. Please do not remove the lock or take it home to practice your combination.

Students are responsible for keeping the padlock combination confidential. *(Remember students, the only way another student will know your combination is if you tell what it is.)*

### **HOW TO OPEN YOUR COMBINATION PADLOCK**

Sample combination 35 – 5 – 25



To open:

- RIGHT

3 times and stop at the first number (35)

- Turn LEFT one full turn passing the 1<sup>st</sup> number to stop at the 2<sup>nd</sup> number (5)
- Turn RIGHT and stop at the 3<sup>rd</sup> number (25)
- Pull the shackle to open the padlock

**ALWAYS** push your padlock completely shut and turn the cylinder around once to lock your padlock and keep your books and belongings secure.

## Boys & Girls Club

402-477-4134

[www.lincolnbgc.org](http://www.lincolnbgc.org)

Boys & Girls Club is Park Middle School's CLC partner and is available for use each school day and on days school is not in session. During the school year, the Boys & Girls Club offers free programming both before and after school. Participation requires a completed Membership Information On-line Application. It is the primary goal of the Boys & Girls Club is to meet the wide range of social and recreational needs of the young people who attend Park Middle School.

The Boys & Girls Club ensures a safe, supervised environment where students can be involved in positive activities. The Boys & Girls Club's rules and expectations are consistent with those of Park Middle School. Young people who participate in Boys & Girls Club programs are expected to be safe, respectful and responsible. Rule infractions and misbehavior may result in removal of privileges and possible expulsion of participants from the Boys & Girls Club. Boys & Girls Club staff follow due process in disciplinary situations; however, the Boys & Girls Club

maintains a zero tolerance policy toward physical aggression, bullying and verbal abuse.

Once students leave the Boys & Girls Club, they are not allowed to re-enter until the following day. Upon exiting, students must leave school grounds and will not be allowed to loiter outside the Boys & Girls Club or be unsupervised in Cooper Park. If a parent is picking up a student, they are to pick them up inside the Boys & Girls Club so that the student is not in violation of this policy.

The Boys & Girls Club is open until 7:00 pm Monday – Friday during the school year. Center staff will begin to close the Center at 6:45 pm and all students must exit the facility by 7:00 pm. At that time, students who are still in the Center are expected to begin making their way home or to the “F” Street Community Center, located at 1225 “F” Street. In the event a student is left at the Boys & Girls Club past 7:00 pm and a parent/guardian cannot be reached, the Lincoln Police Department will be contacted.

## **Pick Up and Drop Off Information**

### **Traffic Activity**

With everyone’s help we can make this a SAFE and QUICK system. Our systems will help you get in and out as quickly as possible, but SAFETY will always be our first priority. Please follow all safety signs.

### **Morning Drop Off**

- If you are driving South on 8<sup>th</sup> Street, please use the cut out right in front of the building to drop off your student. This is the quickest and safest way to drop off your student.
- Have students exit vehicle on curb side only-never on street side.
- If you are waiting in line several cars back from the crosswalks, please have your student exit the vehicle and walk up to the crosswalk area. Stopping right at the crosswalk or corner slows traffic tremendously.
- Students are to cross the street at the crosswalk area only, never crossing in the middle of the block.

### **Afternoon Pick Up**

- Students should enter your vehicle on curb side only.

- Please do not stop in the traffic lane to wait for your student: This blocks and slows traffic. Pull over curbside or go around the block if your student is not out front yet.
- Please do not park in front of any crosswalks. This makes it very difficult for students to cross the street safely.

### General Safety Tip

Most of the time middle school students do a great job of following safety procedures for crossing a street. **HOWEVER**, they are easily distracted and can often cross without looking or thinking. Please be extra cautious any time you are near the school.

