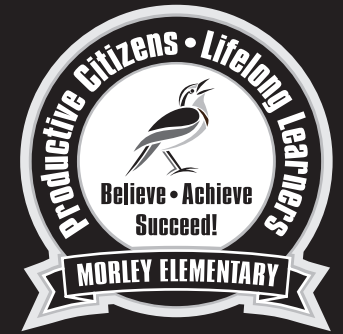




2020-2021

Morley Elementary School

Student Handbook



6800 Monterey, Lincoln, NE
Phone: 402-436-1154 Fax: 402-458-3254
<http://morley.lps.org>

Principal: Stephanie Drake
Assistant Principal: Laura Stephenson
School Hours 9:00 a.m.-3:38 p.m.





Welcome From Morley

Dear Students and Families,

Welcome to Morley Elementary School! This handbook has been prepared for all students and parents/guardians in hopes that it will be helpful in answering questions you might have about the policies and practices of our school. Please carefully review the contents of the handbook with your child. If you have questions or concerns not covered in this handbook, please do not hesitate to call the school office, 402-436-1154.

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

Stephanie Drake, Principal

Laura Stephenson, Assistant Principal



Intent Of Handbook

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

Although the information found in this handbook contains detailed and specific information on a variety of topics, the handbook is not intended to be all encompassing so as to cover every situation and circumstance that may arise during any school day or school year. For more detailed information about district policies go to the Morley website at <http://wp.lps.org/morley/>. Click on the Important Information Booklet or the Common Practices Booklet for all elementary schools.

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 the handbook, the administration will make a decisions based on all applicable school district policies and state and federal statutes and regulations.

2020-2021 Student Calendar



Lincoln Public Schools
Lincoln, Nebraska



Revised 3/20

2020 JULY							2021 JANUARY						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	3	4	5	6	7	8	9
5	6	7	8	9	10	11	10	11	12	13	14	15	16
12	13	14	15	16	17	18	17	18	19	20	21	22	23
19	20	21	22	23	24	25	24	25	26	27	28	29	30
26	27	28	29	30	31		31						

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

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

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

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

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

- 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)
*Plan Days and PLC Days are subject to change
- Quarter start dates
- Quarter end dates

Thursday, May 20, 2021

Bryan Community Focus Program (at East)

Sunday, May 23, 2021

PBA: LHS/LSW/LNS | Devaney: LNE/LSE/East

PLEASE NOTE:

All procedures, guidelines and dates outlined in these documents are subject to change, based on recommendations and health directives put into place by the Lincoln Lancaster County Health Department (LLCHD) and the Nebraska Department of Education. Please keep in mind that, as with our Standard Response Protocols, every Lincoln Public Schools building or program which provides services may not always be in the same risk category.



2020-2021 Morley School Staff

2

Office

Principal..... Mrs. Stephanie Drake sdrake2@lps.org
 Assistant Principal Mrs. Laura Stephenson ... lstephe2@lps.org
 Exec. Secretary Mrs. Dawn Vogt... dvogt@lps.org
 Registrar Ms. Tonia Ehlers..... tehlers@lps.org
 SEM Ms. Karen Draper... kdraper@lps.org
 Nurse Ms. Molly Landauer... .. mlandaue@lps.org
 Health Tech..... Mrs. Tori Kyncl vkyncl@lps.org

Support Teachers

Band Mr. Frank Stroup fstroup@lps.org
 Strings..... Ms. Ella Ricker.....ericker@lps.org
 Gifted Facilitator Mrs. Mary Daily mdaily@lps.org
 Reading Recovery/Inter. Mrs. Lennea Lacey llacey@lps.org
 Interventionist Mrs. Karen Hankins..... khankin@lps.org
 Resource..... Ms. Jamie Gerber..... jgerber2@lps.org
 Resource..... Mrs. Alyssa Wasmund. awasmund@lps.org
 Resource..... Mrs. Kim Gruber kgruber@lps.org
 Psychologist..... Ms. Alicia Olson... aolson7@lps.org
 Social Worker Mrs. Ann Lough.....alough2@lps.org
 Speech Pathologist Ms. Lorilee Schrader lschrader@lps.org

Specialist Teachers

Art..... Mr. Brad Barker..... bbarker@lps.org
 Computer Science Mr. Ron Schinkel rschink@lps.org
 Library Mrs. Stephanie Kinnaman... skinnam@lps.org
 Music..... Mrs. Sheri Fraley sfraley@lps.org
 PE..... Mrs. Laurel Heidbrink lheidbr@lps.org

Classroom Teachers

Kindergarten..... Ms. Julie Metteer... jmetteer@lps.org
 Kindergarten..... Mrs. Carol Jozsa cjozsa@lps.org
 Kindergarten..... Mrs. Lisa Nielsen..... lnielsen@lps.org

Grade 1 Ms. Risa Udell... rudell@lps.org
 Grade 1 Mrs. Mindy Pinkelman mpinkel@lps.org
 Grade 1 Mrs. Kris Sprague..... ksprague@lps.org

Grade 2 Ms. Kasey Briones..... kbriones@lps.org
 Grade 2 Ms. Cortney Townsley..... ctowns@lps.org
 Grade 2 Mrs. Michele Eggett..... meggett@lps.org

Grade 3 Mrs. Jill Carey..... jcarey@lps.org
 Grade 3 Mrs. Jordyn Moerer jheiser2@lps.org
 Grade 3 Mrs. Deirdre Walton dwalton@lps.org

Grade 4 Mrs. Laura Book..... lbook@lps.org
 Grade 4 Mrs. Renee Kovar... rkovar@lps.org
 Grade 4 Mr. Lance Erickson lericks@lps.org
 Grade 4 Mrs. Ruth Lackey rlackey@lps.org

Grade 5 Mrs. Heather Bohling..... hbohlin@lps.org
 Grade 5 Mrs. Brenda Irwin birwin@lps.org
 Grade 5 Mrs. Connie Peterson cpeters@lps.org
 Grade 5 Mrs. Theresa Reinhard..... trein@lps.org

Paraeducators

Mr. James Bennett
 Mrs. Heidi Case
 Mrs. Andrea Dickey
 Ms. Sherri Ernst
 Mrs. Melissa Hoelscher
 Mrs. Erin Putnam
 Mrs. Anissa McCarty
 Ms. Joy McKinney

Food Service

Mrs. Karri Busboom, Manager
 Mrs. Rosann Keller
 Mrs. Lisa Lehr
 Ms. Kay Keating

Custodians

Shane Makovicka, Supervisor
 Zach Jennings, Asst. Supervisor
 Dave McMahon
 Shannon Hansen

Productive Citizens • Lifelong Learners!





School Philosophy and Organization

Morley Elementary School opened in 1961 and is named after former teacher and principal, May Morley. We currently serve 500 students in grades K through 5. In 2009, through a building improvement plan, Morley added six new classrooms, and an administrative wing. Additional improvements and renovations throughout the remainder of the building were also completed at that time.

Our community believes in having high expectations for academics and behavior. We help students grow in all academic areas as we prepare them to be successful in all future endeavors by building their life skills. Morley Elementary has strong parent involvement and an active, supportive PTO. The level of parent participation at Morley School makes a difference.

Our vision for Morley School is To empower all Morley students to become productive citizens and lifelong learners. Our mission is to believe, achieve and succeed.



Lincoln Public Schools

Lincoln Public Schools Vision

The overall vision of Lincoln Public Schools is to prepare ALL students to be college, career, and civic-life ready with a goal of 90% on-time graduation.

2017-2022 LPS Strategic Plan

Future ready global citizens

Support academic success for all students

Support for educators

Family and community partnerships

Growth ready facilities

For more information visit

<https://home.lps.org/strategicplan/>



Vision of Morley Elementary School

To empower all Morley Students to become productive citizens and lifelong learners.

Mission of Morley Elementary School

The Morley community believes, achieves and succeeds.

Morley's School Improvement Goals

All students will improve achievement in reading comprehension, reading fluency and math number sense.



August 2020



SUNDAY

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
	Open House 5:30-6:30 PM *SEE BELOW		First Day of School School out at 2:18 PM	School out at 2:18 PM	School out at 2:18 PM	
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	PLC Day Dismiss 80 minutes early School out at 2:18 PM			Morley Spirit Wear Day	

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

***ALL SCHEDULED EVENTS ARE TENTATIVE AND SUBJECT TO CHANGE DUE TO HEALTH DIRECTIVES PUT INTO PLACE TO PREVENT FURTHER SPREAD OF COVID-19.**

Methods of Communication

District-Wide School Messenger

This district-wide communication system allows schools to quickly send out school or district phone calls, texts or emails to families with important information. Please be sure the school has your updated phone number and email address so you can receive this information. School Messenger is used to notify families of emergency situations or school closings and to send out reminders about upcoming events or PLC Days.

School Newsletter: The Morley Messenger

Our school newsletter is called the Morley Messenger and contains announcements, information, celebrations and lists of upcoming school events. This newsletter comes out the last Friday of each month via email through School Messenger.

Weekly Communication Friday Folders

Typically, school news will be sent home via Friday folders. Please return the folder on Monday including any notes to your child's teacher. General information will be sent with the oldest child in the family attending Morley 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

Information is regularly updated on our website:

<http://wp.lps.org/morley/>

The current Morley Messenger, along with all past issues, are posted on our websites. Many times pictures from different activities or information about upcoming events are also given. The school website has several tabs. One of the tabs is the calendar which will give updated event dates and times.

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.

Facebook

Check out school happenings on our Facebook Page! ("Like" us at Morley Elementary)



September 2020



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3 Picture Day	4	5
6	7 Schools are Closed	8	9	10	11	12
13	14 PTO Meeting- 6:30 PM *SEE BELOW	15	16	17	18	19
20	21	22	23	24	25 Morley Spirit Wear Day	26
27	28 PLC Day Dismiss 80 minutes early School out at 2:18 PM Parent-Teacher Conferences- 4:00-7:00 PM *SEE BELOW	29	30			

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

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Arrival/Dismissal Procedures

Arrival Procedures

- The Morley School campus is closed until 8:45 a.m.
- Students arriving for school should not arrive before 8:45 a.m., as there is no supervision until that time.
- Students arriving for breakfast may come at 8:30 a.m.

Dismissal Procedures

- All students are dismissed from the building at 3:38 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 the 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.

Schedules

Grade Lunch/Recess Times Specials Times

Kindergarten.....	10:50-11:30....	2:40-3:30
First Grade.....	11:15-11:55.....	1:45-2:35
Second Grade....	11:40-12:20....	12:50-1:40
Third Grade.....	12:05-12:45.....	10:00-10:50
Fourth Grade....	12:30-1:10.....	10:55-11:45
Fifth Grade.....	12:55-1:35.....	9:05-9:55



October 2020



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1 Parent-Teacher Conferences 4:00-7:00 PM *SEE BELOW	2	3
4	5	6	7	8	9	10
11	12 PTO Meeting- 6:30 PM *SEE BELOW	13	14 End of 1st Quarter	15 No School for Elementary Students	16 Fall Break Schools are Closed	17
18	19	20	21	22	23	24
25	26	27 PLC Day Dismiss 80 minutes early School out at 2:18 PM	28 Picture Re-take Day	29	30 Morley Spirit Wear Day Report Cards Sent Home	31

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Lunch Procedures

SNAP is the name of our cafeteria cash register system. With the SNAP cash register system, a parent/guardian deposits money into an account that is accessed by the child using a card with a barcode. If your child is returning to our school, they will use the same number as last year. If your child is new to Lincoln Public Schools, a number will be assigned. Money in an account can be transferred from one school to another if a student changes schools within Lincoln Public Schools.

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.

Students who do not have sufficient funds to pay for breakfast/lunch will bring a note home to remind parents of the need to make a deposit. Families can also sign up for email alerts when there is a low balance.

Breakfast and Lunch

BREAKFAST

Breakfast 8:30 - 8:55 a.m.

Students \$1.30 - Adult/Non-Student \$2.00 Reduced 30¢
Extra Milk 50¢

LUNCH

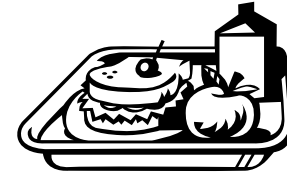
Students \$2.45 - Adult/Non-Student TBA Reduced 40¢ - Extra Milk 50¢ -
Second Lunch TBA Exact Change Appreciated

The adult meal price includes milk. Food items may also be purchased a la carte.

Parents/Guardians are welcome to join their child(ren) for lunch. Please notify the office before 9:30 a.m. if you plan to have school lunch. Adults and children who are not students in Lincoln Public Schools pay \$3.50 for lunch.

If you are going to eat lunch with your child, we have guest tables for you. We do ask that no other students join you. This eliminates hurt feelings if another student is not chosen to join the table.

Parents may bring a lunch from an outside vendor. Parents may not bring food for children other than their own.



November 2020



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3 Election Day Schools are Closed	4	5	6	7
8	9 PTO Meeting- 6:30PM *SEE BELOW	10	11	12	13	14
15	16	17	18	19	20 Morley Spirit Wear Day	21
22	23	24 PLC Day Dismiss 80 minutes early School out at 2:18 PM	25	26	27	28
29	30 No School for Elementary Students	Schools are Closed				

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Homework

Homework refers to the tasks that a student is given to do outside of the instructional time. The purpose of homework is to provide students with an opportunity for independent practice of skills that they have learned. Elementary students will have some homework each day to provide this needed practice and reinforcement of learning. Parents can support learning at home by asking questions about what your child is learning and what types of homework he/she has. Parents can help to clarify the directions or expectations of the homework so that the student can complete the work to the best of his/her ability. However, it is not the school's expectation that parents will help students complete their homework or provide instruction at home. If at any time the homework becomes too difficult, please write a note to your child's teacher stating the questions or concepts that should be clarified.

Make-up Work

Unless a student has been absent for more than two days, we do not take requests for assignments to be sent home. Students and teachers will work together as the student returns to identify the assignments and learning that has been missed. When a student is absent for more than two days, we encourage parents to call the office to request make-up work. Please call before 9:00 a.m., so we can communicate this to your child's teacher. If a student is going to be absent from school due to traveling, it is difficult for teachers to give the correct assignments in advance. Some ideas of things your child could do while on a trip are journaling about the their experience, practicing math facts, and read. Again, students and teachers will work together as the student returns to identify the assignments and learning that has been missed.

Parent-Teacher Conferences

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.

December 2020



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7	8	9	10	11	12
13	14 PTO Meeting- 6:30 PM *SEE BELOW	15 PLC Day Dismiss 80 minutes early School out at 2:18 PM	16	17	18 Morley Spirit Wear Day	19
20	21	22 End of 2nd Quarter	23	24	25	26
27	28	29	30	31	Schools are Closed - Winter Break	
Schools are Closed - Winter Break						
COLN PUBLIC SCHOOLS • LINCOLN, NEBRASKA						

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Before/After-School Care

Family Service “School’s Out” program, which will be housed at Morley, provides before- and after-school care for kindergarten through fifth grade students. Hours are 7:00-9:00 a.m. and 3:38-5:30 p.m. Please call 402 441-7949 for registration information and fee schedule.

Day Cares Who Transport to Morley

Krayon Campus:..... (402) 486-4847
 Noah’s Ark (church across the street): . (402) 486-1930
 LaPetite:..... (402) 488-3125
 Kindercare: (402) 489-9075
 St. Mark’s:..... (402) 489-6051
 World of Knowledge:..... (402) 483-4769
 Adventure Academy:..... (402) 805-4224

Cell Phone/Personal Electronic Device

Use of cell phones, smart watches, and other personal electronic devices are considered nuisance items if seen or heard during the school day. If students bring a personal electronic device to school, it should be kept in their backpack, locker, or location designated by school staff during the school day. The school is not responsible for damaged, lost, or stolen devices. Please note that it is unlawful, and therefore prohibited on school grounds, to take a picture or record audio or video of another person without their consent. When at school, parents should take only pictures of their own child. Some parents do not want their child photographed. Please help us honor all parent wishes by not taking pictures of other students while at Morley.

Animals on School Property

For the safety and well-being of students, parents, community members and staff, pets/personal companion animals are not allowed to be brought on school grounds when students are present except in accordance with this regulation. Having your pet in the car with you when you pick up your child is acceptable. Animals brought to school as Pet Therapy animals will follow the Pet Therapy Guidelines and service animals are permitted in accordance with Policy 3972. Thank you for your assistance with this.



January 2021



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1 Schools are Closed - Winter Break	2
3	4 Schools are Closed - Winter Break	5 Welcome Back Students 3rd Quarter Begins	6	7	8	9
10	11 PTO Meeting- 6:30 PM *SEE BELOW	12	13	14	15 Report Cards Sent Home	16
17	18 Schools are Closed	19	20	21	22	23
24	25	26 PLC Day Dismiss 80 minutes early School out at 2:18 PM	27	28	29 Morley Spirit Wear Day	30
31						

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

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Rights And Responsibilities

LPS Rights and Responsibilities

The Lincoln Public Schools has established rights and responsibilities of students. They are printed in the Important Information booklet. 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. Please review the rights and responsibilities with your child.

Attendance

At Special Events, After-School And/Or Evening Activities

Students attending after-school and or evening activities at Morley School must be accompanied by a parent/guardian. Students must be in attendance during the school day in order to attend special events during the school day, after school and/or evening activities.



February 2021



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5	6
7	8 PTO Meeting- 6:30 PM *SEE BELOW	9	10	11	12	13
14	15 No School for Elementary Students	16 Parent-Teacher Conferences 4:00-7:00 *SEE BELOW	17	18 Parent-Teacher Conferences 4:00-7:00 *SEE BELOW	19	20
21	22	23 PLC Day Dismiss 80 minutes early School out at 2:18 PM	24	25	26 Morley Spirit Wear Day	27
28						

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

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Morley School-Wide Expectations

Areas	Be Safe	Be Respectful	Be Responsible
Classroom	<ul style="list-style-type: none"> Keep hands, feet, objects to self Use classroom materials appropriately Listen to adult directions at all times 	<ul style="list-style-type: none"> Focus on speaker Let the adult be in charge Respect others' learning environment Speak and respond appropriately 	<ul style="list-style-type: none"> Enter classroom ready to learn Be prepared and do your best Follow directions quickly and right away
Hallways	<ul style="list-style-type: none"> Keep hands, feet and objects to self Walk single file in line order on the right side 	<ul style="list-style-type: none"> Voices at level 1 Keep hands, feet and objects to self Smiles, winks and waves are welcome 	<ul style="list-style-type: none"> Stay in line order with your class Go directly to your destination Follow directions from all staff
Bathrooms	<ul style="list-style-type: none"> Keep feet on floor Keep water in sink Clean up water spills 	<ul style="list-style-type: none"> Keep bathroom clean Voices at level 1 Give others privacy Respect school property 	<ul style="list-style-type: none"> Use bathroom closest to classroom Use 1-2 pumps of soap and 1-2 paper towels Place paper towels in trash can Flush toilet after use Get adult permission to be in the bathroom Let a trusted adult know if there is an issue needing taken care of
Cafeteria	<ul style="list-style-type: none"> Sit on your pockets, feet on the floor, facing forward Walk to your assigned spot Eat only your food 	<ul style="list-style-type: none"> Respond to signals for attention Use manners Use Level 3 voice at your table 	<ul style="list-style-type: none"> Focus on eating Wipe up your area Pick up after yourself Raise your hand to dump food or tray Push in your chair when leaving Follow adult directions
Playground	<ul style="list-style-type: none"> Hands and feet to self Nature stays on the ground Play appropriately on the equipment 	<ul style="list-style-type: none"> Play fairly Be a good sport Follow all supervisor directions Include others 	<ul style="list-style-type: none"> Clean up and line up in line order right away at whistle Take care of equipment Dress appropriately for weather
Assemblies	<ul style="list-style-type: none"> Keep hands and feet to yourself 	<ul style="list-style-type: none"> Voice level 1 Eyes on speaker Sit flat on "pockets" and criss cross Follow signals for attention 	<ul style="list-style-type: none"> Sit in line order Use an appropriate response
Arrival	<ul style="list-style-type: none"> Use sidewalks, crosswalks, and walking track Follow your before school plan right away Walk your bike 	<ul style="list-style-type: none"> Keep hands, feet and objects to self. Voice level 2 	<ul style="list-style-type: none"> Stand in grade level line Walk directly to and enter your classroom Hang up and unpack belongings
Dismissal	<ul style="list-style-type: none"> Use sidewalks, crosswalks, and walking track Follow your after school plan right away Check out with your teacher Walk your bike 	<ul style="list-style-type: none"> Keep hands, feet and objects to self Voice level 2 	<ul style="list-style-type: none"> Pack up all belongings and put in backpack Leave on time with your class
Field Trips Busses	<ul style="list-style-type: none"> Keep hands, feet and objects to yourself Stay seated on your pockets and facing forward 	<ul style="list-style-type: none"> Follow adult directions Voice level 2 	<ul style="list-style-type: none"> Represent Morley school in a positive way



March 2021



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5 End of 3rd Quarter	6
7	8	9	10	11	12	13
Schools are Closed						
14	15 PTO Meeting- 6:30 PM *SEE BELOW	16	17	18	19	20
21	22	23	24	25	26 Morley Spirit Wear Day Report Cards Sent Home	27
28	29	30 PLC Day Dismiss 80 minutes early School out at 2:18 PM	31			

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

***ALL SCHEDULED EVENTS ARE TENTATIVE AND SUBJECT TO CHANGE DUE TO HEALTH DIRECTIVES PUT INTO PLACE TO PREVENT FURTHER SPREAD OF COVID-19.**

Morley Student Management Flow Chart



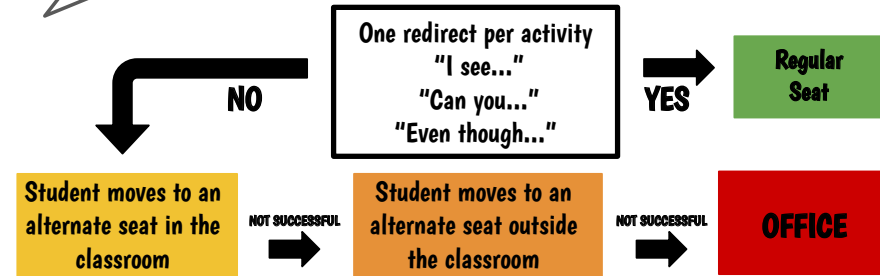
5 THINGS TO DO BEFORE EACH NEW ACTIVITY

- Establish behavior standards unique to activity. (share what safe/respectful/responsible behavior looks/sounds for each activity)
- Give clear, concise directions for activity.
- Remove all materials from desk except what is needed for specific activity.
- Give directions for how student should ask for help
- Determine amount of time for activity and give direction about what to do if the student finishes early.

Office Managed Behaviors

1. Physical Aggression
2. Harassment-Sexual/Racial/Bullying (repetitive, targeted, mean, hurtful behavior, with an imbalance of power)
3. Blatant Disrespect of Adults in Charge.

Response to Behavior



In class - Success: <ul style="list-style-type: none"> • Fill out sheet • Listens but not participating • Can do work • Process with adult • Return to seat 	In class - Not Successful: (Continues to be disruptive or hurtful): <ul style="list-style-type: none"> • "I can see this is hard for you. Please go to _____'s classroom." • OR if the student will not move: • "I'll get you some help." • Adult may call the office (45001) 	Out of class - Success: <ul style="list-style-type: none"> • Fill out sheet • No participating • Adult may send work with another student to out of class teacher • Return to class 	Out of class Not Successful (Continues to be disruptive or hurtful): <ul style="list-style-type: none"> • "I can see this is hard for you. I'll get you some help." • Adult may call the office (45001) 	ADMINISTRATOR ROLE: <ul style="list-style-type: none"> • De-escalate student • Prepare student to process with adult & go to another class. • Assist teacher in protective planning for student • ISS or OSS • Other
---	---	--	---	--

MOVE STUDENT TO THE LEAST RESTRICTIVE PLACEMENT WHERE THE ACTING OUT STOPS:

Redirect
In class move
Out of class move
Office
Recovery Placement
Home

When a student is sent to another room, the sending teacher/adult is responsible for contacting parents the day of the incident. Three in class movements per week = parent contact.

April 2021



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
					Schools are Closed	3
4	5	6	7	8	9	10
	No School for Elementary Students					
11	12	13	14	15	16	17
	PTO Meeting-6:30 PM *SEE BELOW					
18	19	20	21	22	23	24
25	26	27	28	29	30	
		PLC Day Dismiss 80 minutes early School Out at 2:18 PM			Morley Spirit Wear Day	

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

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MTSS-B

(Multi-Tiered System of Support for Behavior)

The philosophy of MTSS-B framework is that relationships, strong academic and behavior instruction, and a continuum of strategies and interventions support positive behavior.

We believe all children have the right to a positive, successful learning climate. The staff and parents work cooperatively to implement strategies and practices to reinforce positive behaviors. Of course, building relationships, fostering belonging, having informal conversations and giving feedback all show students how valuable and essential they are to the Morley community.

Teachers also use a variety of rewards in the classroom to encourage and recognize students doing the right thing. Some examples are: sitting in the teacher's chair or being first in line for lunch. CHIRPS tickets are given out school-wide when teachers notice good behavior. The CHIRPS tickets allow students to be eligible for Friday recognition. Students are recognized quarterly at assemblies and in our newsletters for their character and effort.

Lincoln Public Schools provides a physically safe and emotionally secure environment 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.

Some students are not able to handle their behavior. Teachers work to discourage inappropriate behaviors by structuring the classroom, instituting routines and procedures and developing strong instructional lessons. In order to protect others and the learning environment, teachers and the administration commit to teaching these students the skills so they are missing so they can succeed behavior appropriately in school.

Believe - in each other, in our students and in our families.

Achieve - to our highest potential, using effort and learning.

Succeed - as learners and caring community members.

Bullying

If you feel that peers are bullying your child, please contact your child's teacher or the building principal, Stephanie Drake. 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 with whom they have built a positive relationship.

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.



May 2021



SUNDAY

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

						1
2	3	4	5	6	7	8
9 PTO Meeting-6:30 PM *SEE BELOW	10	11	12	13	14 Morley Spirit Wear Day	15
16 Morley Field Day *SEE BELOW	17	18	19	20 Last Day of School 5th Grade Recognition *SEE BELOW Report Cards Sent Home	21	22
23	24	25	26	27	28	29
30	31					

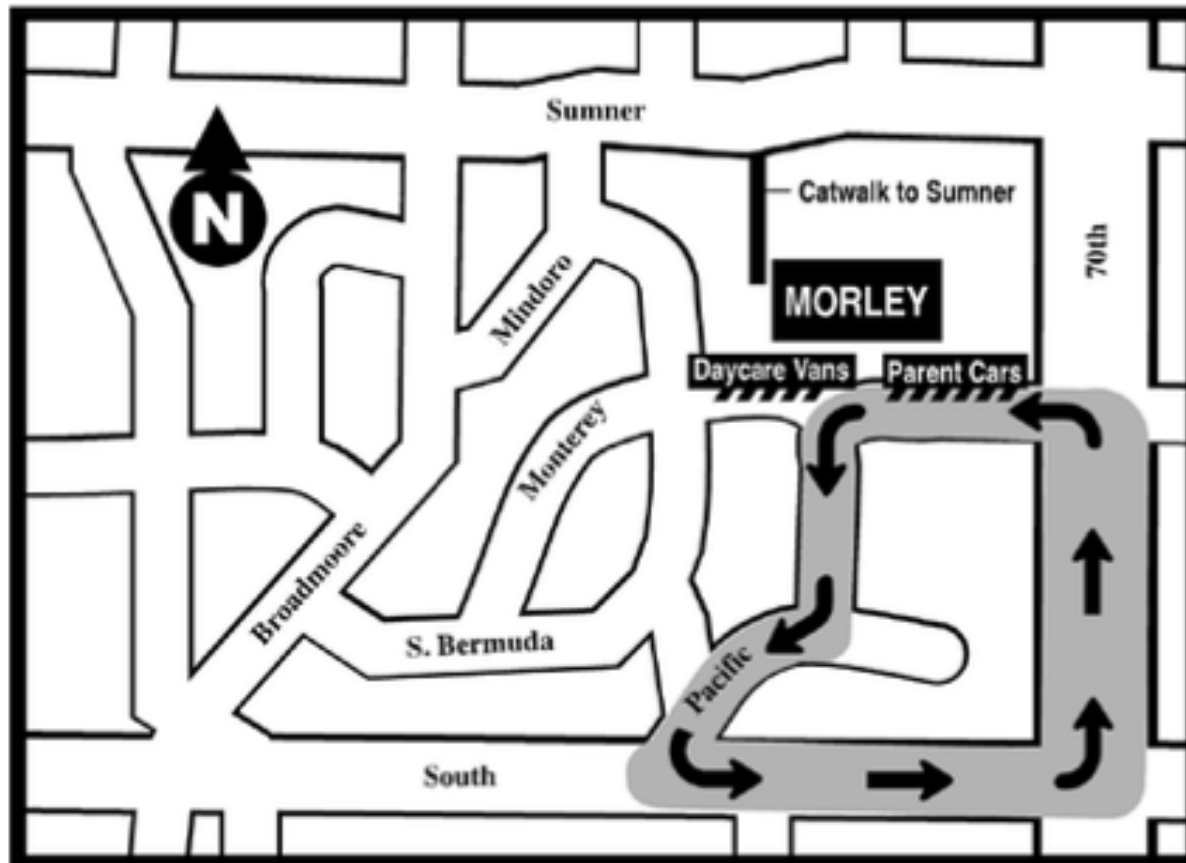
L I N C O L N P U B L I C S C H O O L S • L I N C O L N , N E B R A S K A

***ALL SCHEDULED EVENTS ARE TENTATIVE AND SUBJECT TO CHANGE DUE TO HEALTH DIRECTIVES PUT INTO PLACE TO PREVENT FURTHER SPREAD OF COVID-19.**

Traffic At Morley

One-Way Traffic Pattern for drop-off and pick-up of students at Morley School

1. Traffic will flow one way (from east to west) in front of the school, turning south at Pacific Street. Only DAYCARE CARE VANS and LPS BUSSES will utilize the area on the north side of Monterey Drive between Pacific Street and E. Bermuda Drive.
2. Please use both cut-outs on the north side of Monterey to drop off and/or pick up students. Do not let students get out/in the car in the street.
3. There will be NO loading or unloading on the south side of Monterey Drive in front of the school. This is a "NO PARKING" area.
4. Utilize alternate areas for pick-up/drop-off such as Sumner Street, East Bermuda Drive, the east side of 70th Street, etc. Establish a spot where your child can walk to you instead of you driving to your child.
5. Remember that there are staff members outside to help your child cross Monterey Drive and also 70th Street at arrival and dismissal times. Also, as students are dismissed in the afternoon, a staff member supervises the Monterey & E. Bermuda crosswalk. The supervision is provided when crossing streets and should give parents more confidence regarding their child's safety.
6. Carpooling with other families reduces the number of cars at arrival and dismissal times. **WE ENCOURAGE CARPOOLING!**
7. Please do not drop off and/or pick up students in the staff parking lots which also includes handicap parking spots. Only families with special permission from the principal may use the staff parking lots.



June 2020



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	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	ENJOY THE SUMMER!			

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

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Student Ambassadors

Pointing the way for our new students

Goal: We want new students to leave Morley after their first day feeling comfortable and like they have a new friend.

Students in all grade levels are trained to be Student Ambassadors. When a new student enrolls, a child from the same HR where the new student is assigned is chosen by the HR teacher to be the Student Ambassador. (Third grade students will support their kindergarten class Flock Friends in the beginning.)

The Student Ambassador will be attached to the new student all day.

The Student Ambassador is trained and does the following:

1. The Student Ambassador will meet the new student in the office.
2. The Student Ambassador will do proper introductions with parents and student. The two students will get their picture taken for the bulletin board.
3. Escort the student to the HR classroom.
4. Introduce the student to teachers and show them items as they move to the classroom.
5. When the students reach the classroom, the Student Ambassador will introduce the new student to the HR teacher again.
6. The SA will show the student their seat and where they hang their backpack.
7. If there is time before class starts, the SA will show the new student the room.
8. If the students move to different classes or go to specials, the SA will introduce the new student to the teachers.
9. As the day progresses, the Student Ambassador will give the new student hints about how to do things in the classrooms. (For example-don't sharpen your pencil during this time.)
10. At lunch the SA will sit with the new student, show them how to get through the lunch line and discuss the rules.
11. At recess, the SA will play with the new student, introduce them to friends and explain the recess rules.
12. Lastly, when it is convenient for the teachers, the Student Ambassador uses the tour card and takes the new student on a tour to meet people and see places in the building.

Flock Friends Building Community

Every PLC day, students meet with their Flock Friends for 30 minutes.

An activity is planned by the two classroom teachers or by the grade levels and can be a variety of things: Reading together, games, practicing math facts, reviewing PBIS/BIST components, role playing, sharing research projects, singing the Morley song, learning new songs, discussing scenarios, bullying discussions, problem solving social situations, etc.

Classrooms are matched in the following way: Kindergarten with third grade, first grade with fourth grade and second grade with fifth grade.

Parent Teacher Organization

The Morley School Parent Teacher Organization is a vital part of Morley's success with children. As an organization, they represent parents, guardians, teachers and organize events and projects that serve children and families. Monthly meetings are held in the library and all are invited.

Scheduled events and activities are sent to families during the summer. Complete PTO information may be obtained in the Morley office or by looking at the Morley calendar on the Morley webpage at <http://morley.lps.org>.

The 2020-2021 PTO president is Talia Klepper and the president-elect is Lauren Boswell. You may email the PTO at president@morley.lps.org.



July 2020



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
SUMMER ROCKS!			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	

2021-2022 Student Calendar



Lincoln Public Schools
Lincoln, Nebraska



Approved 3/19

2021

JULY

S	M	T	W	T	F	S
					1	2
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

2022

JANUARY

S	M	T	W	T	F	S
						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					

AUGUST

S	M	T	W	T	F	S
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				

FEBRUARY

S	M	T	W	T	F	S
						1
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

SEPTEMBER

S	M	T	W	T	F	S
						1
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		

MARCH

S	M	T	W	T	F	S
						1
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		

OCTOBER

S	M	T	W	T	F	S
						1
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						

APRIL

S	M	T	W	T	F	S
						1
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

NOVEMBER

S	M	T	W	T	F	S
						1
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	T	F	S
						1
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

DECEMBER

S	M	T	W	T	F	S
						1
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	

JUNE

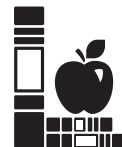
S	M	T	W	T	F	S
						1
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

2021-2022 Student Calendar

- First and last days of class for students
- Schools not in session
- 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.





Lincoln
PUBLIC SCHOOLS

BOARD OF EDUCATION

5905 O Street • Lincoln, NE 68510

The Lincoln Public School District does not discriminate on the basis of race, color, national origin, religion, sex, marital status, sexual orientation, disability, age, pregnancy, childbirth or related medical condition, genetic information, citizenship status or economic status in its programs, activities and employment.

Table of Contents

Student Calendar 2020-2021	1
Welcome Letter	1
Intent of Handbook	1
Morley School Staff	2
School Philosophy and Organization	3
Lincoln Public Schools Vision	4
Lincoln Public Schools Strategic Plan	4
Vision and Mission of Morley Elementary School	4
School Messenger	6
School Newsletter: Morley Messenger	6
Weekly Friday Folders	6
Community News	6
School Website	6
ParentVue	6
Facebook	6
Arrival Procedures	8
Dismissal Procedures	8
Specials, Lunch, and Recess Times	8
Lunch Procedures	10
Breakfast and Lunch Prices	10
Homework	12
Make-up work	12
Parent-Teacher Conferences	12
Before and After School Care	4
Cell Phone/Personal Electronic Device Use	14
Animals on School Property	14
Rights and Responsibilities	16
Attendance	16
Morley School-Wide Expectations	18
Behavior Flowchart	20
MTSS-B	22
Bullying	22
Traffic Plan	24
Student Ambassadors	26
Flock Friends	26
PTO Information	26
Student Calendar 2021-2022	28

