



**2020-2021**

# **Student & Parent Handbook**

**Randolph Elementary School**

**1024 South 37th Street • Phone 402-436-1163**

**Website: [randolph.lps.org](http://randolph.lps.org) • Fax: 402-458-3263**

**Monica Jochum, Principal**

**Ryan Erickson, Assistant Principal**

**Ashley Dotson, Special Education Coordinator**



**We educate the whole child to be a productive and caring citizen in a diverse community.**

## 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
							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
							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
							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
							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	2	3	4	5	6	7	8
8	9	10	11	12	13	14	9	10	11	12	13	14	15
15	16	17	18	19	20	21	16	17	18	19	20	21	22
22	23	24	25	26	27	28	23	24	25	26	27	28	29
29	30						30	31					

DECEMBER							JUNE						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
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	31			27	28	29	30			

- 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

## Dear Student and Families,

Welcome to Randolph 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 with your child. The "Important Information" booklet provided by Lincoln Public Schools also gives critical parent/student information. You may access this at [lps.org](http://lps.org) and under the parent tab. Note that dates for school events are subject to change. If you have questions or concerns regarding these publications, please do not hesitate to call the school office at 436-1163.

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

**Mrs. Monica Jochum, Principal**

**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.

## Names and Phone Numbers for Assistance

**Randolph Elementary** ..... 436-1163

- Secretaries: Vicki Fasnacht, Jane Burr
- Nurse: Sharon Baker
- Health Technician: Amanda Juengel

**Randolph Fax** ..... 458-3263

**Lincoln Public Schools District Office** ..... 436-1000

**AT RANDOLPH ELEMENTARY . . . IT IS NEVER OKAY TO BE HURTFUL . . . IT IS NEVER OKAY TO BE DISRUPTIVE.**

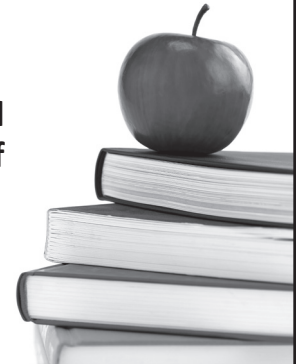
# SCHOOL IMPROVEMENT GOALS

The goals for continuous school improvement at Randolph School are to increase all student's achievement in reading comprehension and number sense.



## LPS Goals:

1. Raise the achievement of all students and all sub-groups of students
2. Close the achievement gap
3. Raise the graduation rate



## RANDOLPH ELEMENTARY

### Our Mission

We educate the whole child to be a productive and caring citizen in a diverse community.

### Our Vision

*Embrace* the diversity of students and families

*Provide* a safe and caring environment.

*Inspire* students to give their best effort to reach their full potential.

*Foster* a growth mindset to motivate students toward independence.

*Nurture* the whole child through social, emotional, and academic support.



**1024 South 37th Street**  
**Phone 402-436-1163**

## Common Area Expectations Randolph Elementary School

	Arrival	Dismissal	Hallway
Be Safe	<ul style="list-style-type: none"> <li>*Use sidewalks and crosswalk</li> <li>*Walk bikes on school property</li> <li>*Exit vehicle curbside</li> <li>*Keep hands and feet to self.</li> </ul>	<ul style="list-style-type: none"> <li>*All students leave building with teacher</li> <li>*Enter cars at curb.</li> <li>*No re-entry without an adult</li> <li>*Walk bikes on school property</li> <li>*Use stairs properly, one step at a time</li> <li>*One hand on stair rail</li> <li>*Stay in line until the teacher dismisses</li> <li>*Stay on sidewalks/ stay off of concrete ledge</li> <li>*Keep hands and objects to self</li> </ul>	<ul style="list-style-type: none"> <li>*Stay to the <b>right</b> &amp;/or follow teacher directions</li> <li>*TAPS and buckles</li> <li>*Keep hands and feet to self</li> <li>*Face forward</li> <li>*Walk at all times</li> <li>*Use stairs properly, one step at a time</li> <li>*One hand on stair rail</li> </ul>
Be Respectful	<ul style="list-style-type: none"> <li>*Greet staff</li> <li>*Use kind words and actions</li> <li>*Enter building with shoulder voice</li> <li>*After the bell rings, silent voices</li> </ul>	<ul style="list-style-type: none"> <li>*Wait your turn to exit door</li> <li>*Use kind words and actions</li> <li>*TAPS and buckles</li> </ul>	<ul style="list-style-type: none"> <li>*TAPS and buckles</li> </ul>
Be Responsible	<ul style="list-style-type: none"> <li>*If eating breakfast come at 8:35</li> <li>*If not eating come at 8:45</li> <li>*Line up in assigned area</li> <li>*Be on time</li> <li>*Check in at the office when tardy</li> <li>*Use line order.</li> <li>*TAPS and buckles</li> </ul>	<ul style="list-style-type: none"> <li>*Put on backpack with both straps</li> <li>*Use line procedure</li> <li>*Walk</li> <li>*Go straight home or after school plan</li> <li>*Return to the office if your ride doesn't come</li> </ul>	<ul style="list-style-type: none"> <li>*Stay in line order</li> <li>*Go directly to destination</li> <li>*Use drinking fountain appropriately</li> </ul>



### RANDOLPH'S SCHOOL-WIDE EXPECTATIONS

#### BE SAFE

We help everyone feel  
physically and emotionally  
secure.

#### BE RESPECTFUL

We value and are  
considerate of others.

#### BE RESPONSIBLE

We are accountable for  
all of our actions.

#### RANDOLPH IS ON-LINE

Check our own home page.  
<http://wp.lps.org/randolph>

**AT RANDOLPH ELEMENTARY . . . IT IS NEVER OKAY TO BE HURTFUL . . . IT IS NEVER OKAY TO BE DISRUPTIVE.**

# Common Area Expectations

## Randolph Elementary School

	Playground	Restroom	Cafeteria
Be Safe	*Get to line safely *Stay in appropriate area *Keep hands and feet to self *Be aware of activities/games around you *Use equipment properly *Leave rocks, sticks, ice and snow on the ground I	*Walk *Keep water and soap in sink *Wash hands with soap *Keep hands and feet to self	*Eat your food only *Sit with feet on floor, bottom on chair, and facing table *Use line procedure *Keep hands and feet to self *Silent in the hallway
Be Responsible	*Ask permission to re-enter the building *Line up quickly when whistle sounds *Take care of equipment/property *Alert adult if problems occur *Dress properly for the weather	*Flush toilet *1 pump of soap *2 paper towels *Dispose paper towels in trash can *Return to room promptly *Alert adult if problems occur	*Get all condiments when first going through the line *Clean up the table and floor when dismissing *Clean up or ask for help if there is a spill *Silent in the hallway/kitchen *Respect the quiet zone
Be Respectful	*Play fair - by the rules *Share - take turns *Use kind words and actions *Use the buddy bench *Use playground voice *Enter building in TAPS	*Be silent *Respect property *Respect people's privacy	*Sit in assigned seat *Use quiet voices and talk only with students at own table *Use table manners *Use kind words and actions



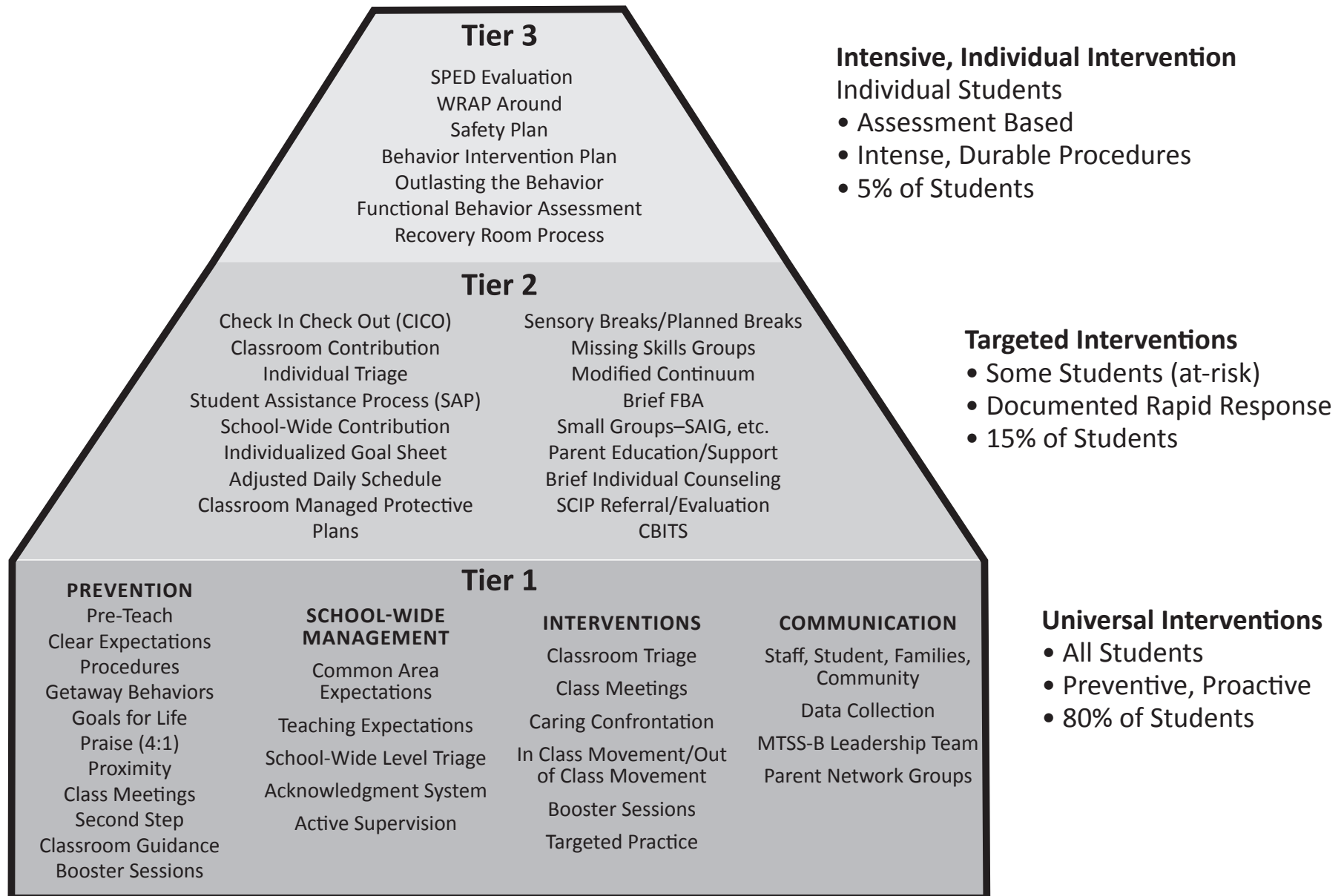
**Notes:** \_\_\_\_\_

[illegible]

# STUDENT SUPPORTS

## Randolph Elementary School

Data Driven Decisions. Levels of support build on one another  
(Tier 1 supports continue when Tier 2 supports begin, and so on...)



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# August 2020



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4	5	6	7	8
9	10	11	12 First Day of School School out 2:18 pm Day 1	13 School out 2:18 pm Day 2	14 School out 2:18 pm Day 3	15
16 Day 4	17 Day 1	18 Day 2	19 Day 3	20 Day 4	21	22
23 Day 1	24 Day 1	25 PLC Day Dismiss 80 minutes early School out 2:18 pm Day 0	26 Day 2	27 Day 3	28 Day 4	29
30 Day 1	31					

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PLC=Professional Learning Communities

**\*ALL SCHEDULED EVENTS ARE TENTATIVE AND SUBJECT TO CHANGE DUE TO HEALTH DIRECTIVES PUT INTO PLACE TO PREVENT FURTHER SPREAD OF COVID-19. 5**



## RANDOLPH LUNCH SCHEDULE

Grade	Enter Lunch	Recess
Kindergarten	11:15-11:45	11:45-12:00
2nd Grade	11:50-12:20	12:20-12:30
3rd Grade	12:05-12:35	12:35-12:50
4th Grade	12:25-12:55	12:55-1:10
5th Grade	12:40-1:10	1:10-1:25



## JOIN US FOR BREAKFAST OR LUNCH!

### 8:35-8:55 Breakfast

Students \$ 1.30    Reduced Price \$.30

### Lunch

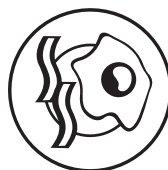
Students \$2.45  
Reduced Price \$ .40

*(Applications online at lps.org).*

Adults and visitors \$3.75

Milk only \$ .50

*Prices subject to change.*



## LUNCHROOM 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 entering their SNAP number on a keypad or use a finger scanning system in the cafeteria. If your child is returning to our school, they will use the same number as last year or finger scan. If your child is new to Lincoln Public Schools, a number will be assigned and an initial scan will take place. Money in an account can be transferred from one school to another if a student changes schools within Lincoln Public Schools.

## IMPORTANT RANDOLPH LUNCH INFORMATION

We ask that all students with guests sit at the Honor's Table to ensure all other students have a seat in the cafeteria. Supervisors will be present to help guide you to the correct location. Guests may purchase a lunch from the cafeteria or bring their own food. Guests may bring lunch for the student that they are visiting but cannot bring food for any other children due to the State and Federal Food Program guidelines. If a guest other than the child's guardian is having lunch with them, we ask that the guardian make the school aware before the guest arrives. We will not allow students to eat lunch with guests without the guardian's permission.





# September 2020



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 Day 2 PTA meeting 6:30 pm via Zoom	2 Day 3	3 Day 4 Picture Day	4 Day 1	5
6	7 Schools are Closed	8 Day 2	9 Day 3	10 Day 4	11 Day 1	12
13	14 Day 2	15 Day 3	16 Day 4	17 Day 1	18 Day 2	19
20	21 Day 3	22 Day 4	23 Day 1	24 Day 2	25 Day 3	26
27	28 Day 4	29 PLC Day Dismiss 80 minutes early School out 2:18 pm Day 0	30 Day 1			

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# ARRIVAL

The Randolph campus will be closed until 8:45 a.m. for the safety of students.

## Arrival Times

- Randolph School's campus is closed until 8:35 a.m. for students eating breakfast. There is no supervision until that time.
- **Breakfast**—Served between 8:35-8:55 a.m. Enter at door #1.
- Earliest arrival (unless entering for Civic Nebraska) is at 8:45 a.m. Students enter through the gym doors. There is no supervision until that time.
- Students line up between 8:45-8:55 a.m. in their supervised locations.
- Students arriving at the building after 8:55 a.m. must go to door #1
- School begins at 9:00 a.m.

# TRAFFIC PLAN

At Randolph School, we ask that if students are arriving by car, you drop off on D Street. At arrival, this lane must keep moving so please let your child out of the car and keep moving. If you would like to walk your child up to the school, please park on a street other than D or 37th. At dismissal, we ask that you pick up students along D Street. 37th Street is reserved for buses, daycares and individuals with special needs arrival and dismissal.

We ask that D Street is a one-way street during arrival and dismissal. Traffic should only go west during these times to alleviate traffic jams.

Our parking lot is closed between the times of 8:35 am and 9:00 am and 3:30 pm and 3:50 pm. Our parking lot is for staff and handicap parking during school hours.

# DISMISSAL

## Dismissal Times

- Teachers will escort all students out their designated exit door at 3:38 p.m.
- All students must go directly home, to daycare, or to a school sanctioned activity after dismissal.
- Phone calls will be made if a child is kept 10 or more minutes after school for any reason.

## Dismissal Areas

- Students participating in Civic Nebraska will meet staff in the cafeteria or gym.
- Participants in school sponsored activities will meet their supervisor at a designated area.
- Parents should arrange to pick up their child(ren) outside at the same location each day.
- Students staying after school must exit with the class and return with their teacher.
- Students will not be allowed to play on the playground while waiting for rides after school.
- 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.



# DROP OFF AND PICK UP

- Use crosswalks at all times.
- To ensure children do not cross in the street, pick up and drop off your child(ren) on the curb side of the street.
- Follow flow of traffic when dropping off and picking up your child(ren).
- Do not use the parking lot or the bus loading zone (on 37th Street) to drop off or pick up your child(ren).
- Students plan to meet each other outside the building.
- Older students go to meet younger siblings at their designated door.
- Our campus is closed until 6:00 p.m. so families or siblings picking up Randolph students may not be on our playground until after 6:00 p.m.

## Reserving Playground for Team Practices

If you wish to reserve a spot for your sports team to practice, all reservations must be made in the LPS Archibus system. If questions, please contact Jodi Cale at [jcale@lps.org](mailto:jcale@lps.org).



# October 2020



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				Day 2	Day 3	
4	Day 4	Day 1 PTA meeting 6:30 pm via Zoom	Day 2	Day 3	Day 4	
11	Day 1	Day 2 Parent/Teacher Conferences	Day 3 Parent/Teacher Conferences	No School for Elementary Students	Schools are Closed	
18	Day 4	Day 1	Day 2	Day 3	Day 4	
25	Day 1	PLC Day Dismiss 80 minutes early School out 2:18 pm Day 0 Picture Retake Day	Day 2	Day 3	Day 4 Fall parties 2:30-3:30 pm	

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## COMMUNICATING STUDENT PROGRESS:

## Parent-Teacher Conferences

Parent-Teacher conferences are scheduled twice a year. Please consult the Randolph School Calendar for Parent-Teacher conference dates. Parents with immediate questions about their child's academic progress are encouraged to contact the teacher at any time.



## 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. This is our main mode of communication to you so please be sure the school has your updated phone number and email address.

## FACEBOOK:

Check out school happenings on our PTA and Randolph Elementary Facebook Page!

## COMMUNICATION

## NEWSLETTERS

Teacher Teams will send home regular communication to inform parents of current curriculum studies, upcoming events, classroom news, etc. This will come to you in your child's Friday folder. Please return the folder on Mondays. A newsletter by the principal will be e-mailed.

These newsletters include announcements, information, specialist reports, school events, PTA information, etc.

## RANDOLPH WEBSITE

Randolph Elementary School information is posted at [\*\*http://wp.lps.org/randolph\*\*](http://wp.lps.org/randolph) as part of the Lincoln Public Schools web page. You will find newsletters, photos, current events, etc.

## 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 is included in each issue of “Community News”.

**Important Information Handbook at [www.lps.org](http://www.lps.org) – under the parent tab.**

## FIRE, TORNADO AND EMERGENCY DRILLS

All schools have periodic drills so that students know what to do in case of a fire, tornado or other emergencies in order to be safe. The safety of students is a top priority. Parents with specific questions should contact the office. As such, parents should not attempt to come to school during a tornado warning. School officials are not permitted to release students from the school building during a tornado warning. Parents who arrive may join the children in the designated area. Staff will not be available to meet or assist parents coming to the school during a tornado warning since they will be totally occupied with children in their respective shelter locations.

# November 2020



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

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# Randolph Elementary School & Family Compact 2020-2021

Student Name \_\_\_\_\_

This Title I School-Parent Compact has been jointly developed with parents and outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the State's high academic standards. At parent-teacher conferences, the compact shall be discussed as it relates to the individual child's achievement

## TEACHER/SCHOOL:

*It is important that students achieve. I agree to do the following:*

1. Provide high-quality curriculum and instruction in a supportive and effective learning environment to enable children to meet the challenging state academic standards.
2. Regularly communicate with parents on their child's progress.
3. Demonstrate professional behavior and positive attitude.
4. \_\_\_\_\_

Signature/Date: \_\_\_\_\_

## PARENT'S/CARING ADULT:

*I want my child to achieve; therefore I will encourage him/her by doing the following:*

1. Communicate and work with teachers and school staff on an ongoing basis to be involved and support my child's learning.
2. Support your child's learning--volunteer in their classroom; participate, as appropriate, in decisions related to their education, guide positive use of extracurricular time.
3. Make sure my child is at school every day and on time, unless he/she is ill.
4. Provide a quiet place and time to do schoolwork and encourage my child to complete schoolwork.
5. \_\_\_\_\_

Signature/Date: \_\_\_\_\_

## STUDENT:

*I know my education is important to me. It is important that I work to the best of my ability. I agree to do the following:*

1. Be at school every day and on time unless I am sick.
2. Come to school each day prepared with supplies and an attitude to learn.
3. Be responsible for my own behavior.
4. Respect and cooperate with other students and adults.
5. Return completed schoolwork on time.
6. \_\_\_\_\_

Signature/Date: \_\_\_\_\_



# December 2020



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 Day 4	2 Day 1	3 Day 2	4 Day 3	5
6	7 Day 4	8 Day 1	9 Day 2	10 Day 3	11 Day 4	12
13	14 Day 1	15 PLC Day Dismiss 80 minutes early School out 2:18 pm Day 0	16 Day 2	17 Day 3	18 Day 4 PTA Staff Appreciation Day	19
20	21 Day 1	22 Day 2	23	24	25	26
27	28	29	30	31	Schools are Closed - Winter Break	
Schools are Closed - Winter Break						
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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# RANDOLPH ELEMENTARY PARENT INVOLVEMENT POLICY

## A. POLICY INVOLVEMENT

- Parents are involved in the planning, review and improvement of the Parent Involvement Policy at our Annual Parent Meeting where they will be informed of Randolph Elementary's Title 1 participation. Translators will be provided for non-English speaking parents/guardians as necessary.
- A school-parent compact is jointly developed with parents, and reviewed annually. The compact outlines how parents, the entire school staff and students share in the responsibility for improved student achievement. The compacts are reviewed and signed by parents at the beginning of the school year and at conference meetings.
- Parents will be provided with timely information regarding curriculum, academics assessments used, and their student(s) proficiency levels through the following communications: Literacy/Math Night(s), Parent/Teacher Conferences, Quarterly Report Cards and Summative Assessment results, and any other communication deemed appropriate by administrative or teaching staff.
- We will coordinate and integrate parental involvement programs and activities at the school level with other federal, state and district programs.
- Parents will be invited to meetings that are convened to plan for their child's education. Parents may request a meeting with staff to plan for their child's educational needs. Meetings will be held before, during or after school as convenient for the parents.

## B. SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT.

- The School/Parent Compact is annually reviewed, revised and agreed upon by parents, community members, staff and students.
- It is annually distributed to all parents/students/staff in the fall and signed by all parties. The compact describes how parents, students, and the school staff, share in the responsibility for maintaining high academic achievement.

## C. BUILDING CAPACITY FOR INVOLVEMENT

To ensure effective involvement of parents, and to support a partnership among the parents, community and school to improve student achievement, we will:

- Provide materials and assistance in understanding Nebraska State Standards and Lincoln Public Schools Learning Objectives in reading, writing, math, and science. This will be done through district curriculum brochures, parent- teacher conferences, and our Annual Open House event in August.
- Student progress towards the standards will be reported to parents in the following ways: quarterly report cards, individual assessment data reports, parent-teacher conferences, student assistance team meetings and special education team meetings, parent-teacher written/oral communication logs.
- Provide opportunities for parents and their students to participate parent engagement groups to increase achievement levels of the students.
- Provide collaboration opportunities between staff and parents through various committees and organizations including, but not limited to: PTA and School Improvement Committee.
- Send information related to school and parent programs, meetings, and other activities to the parents in a format and language they can understand through teacher generated newsletters, PTA meetings, School Improvement Committee, the school/calendar handbook and the school web site.
- Provide an open door policy for parents to call, visit or schedule meetings with staff members to improve communication and planning for student learning.
- Provide a wide array of activities that promotes parental involvement including, but not limited to PTA Family Events, and parent/family education.

# January 2021



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1 Schools are Closed - Winter Break	2
3	4 Schools are Closed - Winter Break	5 Day 3	6 Day 4	7 Day 1	8 Day 2	9
10	11 Day 3	12 Day 4	13 Day 1	14 Day 2	15 Day 3	16
17	18 Schools are Closed	19 Day 4 Cunningham One-Room School - Christensen	20 Day 1 Cunningham One-Room School - Savidge	21 Day 2 Cunningham One-Room School - Harris	22 Day 3 Cunningham One-Room School - McGill	23
24	25 Day 4	26 PLC Day Dismiss 80 minutes early School out 2:18 pm Day 0	27 Day 1	28 Day 2	29 Day 3	30
31						

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## OFFICE

Please call the office 402-436-1163 to report absences. Unless the school is notified, a call will be made to your home or place of work to verify the absence.



## STUDENT USE OF PHONES

Students may use the phone in the office if necessary. Students must have permission from staff to use the phone.

## 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.

NOTES: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## BEFORE-&-AFTER SCHOOL CARE

Before-and-after school care is available to families at Randolph School for a fee through Civic Nebraska by calling (402) 904-5191. Other center-based and home daycares are located in the neighborhood. Information is available on the Lincoln-Lancaster County Health Department website or by calling (402) 441-8026.

# February 2021



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 Day 4	2 Day 1 PTA meeting 6:30 pm via Zoom	3 Day 2	4 Day 3	5 Day 4	6
7	8 Day 1	9 Day 2	10 Day 3	11 Day 4	12 Day 1 Friendship Parties 2:30-3:30 pm	13
14	15 No School for Elementary Students	16 Day 2	17 Day 3	18 Day 4	19 Day 1	20
21	22 Day 2 Parent/Teacher Conferences	23 PLC Day Dismiss 80 minutes early School out 2:18 pm Day 0 Parent/Teacher Conferences	24 Day 3	25 Day 4	26 Day 1	27
28						

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## PARENT TEACHER ASSOCIATION

The Randolph Parent Teacher Association (PTA) is a vital part of Randolph's success with children. As an organization, PTA represents parents/guardians and organizes events and projects that serve children and families. Scheduled PTA meetings are listed on the calendar. Families are encouraged to attend PTA meetings and activities. Join PTA by going to the website or attending a monthly meeting.

**Website: [randolphpta.org](http://randolphpta.org)**

**On Facebook: Randolph Elementary School**

## POSITIVE REINFORCEMENT

At Randolph Elementary School we strive to give students positive feedback frequently. Our students are recognized frequently throughout the school day with ticket incentives for doing a great job during the school day. These tickets go into drawings for weekly incentives and a larger monthly drawing in the cafeteria in front of entire grade levels.

Classrooms will earn recognition for following school expectations. The awards are named after our therapy dogs: ***Shug's Shout Out*** and ***our Roadrunner Mascot***. Our goal is to be able to recognize all students throughout a school year.

## GIFTS, TREATS AND INVITATIONS

Invitations will not be distributed during the school day. **Phone numbers and addresses cannot be distributed by any school personnel.**

Classrooms recognize birthdays in a variety of ways. Students are not allowed to bring birthday treats (edible or nonedible). Please do not send gifts, party favors, balloons or flowers. **These items will not be delivered to classrooms.**

Money cannot be collected to buy gifts for school personnel. Exceptions can be made in the case of personal misfortune, or if a special honor is being given to a student, parent/guardian or school staff member.



# March 2021



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 Day 2	2 Day 3	3 Day 4	4 Day 1	5 Day 2 PTA Staff Appreciation Day	6
7	8	9	10	11	12	13
Schools are Closed						
14	15 Day 3	16 Day 4	17 Day 1	18 Day 2	19 Day 3	20
21	22 Day 4	23 Day 1	24 Day 2	25 Day 3	26 Day 4	27
28	29 Day 1	30 PLC Day Dismiss 80 minutes early School out 2:18 pm Day 0	31 Day 2			

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# HISTORY OF RANDOLPH SCHOOL

The history of the development of Randolph School begins back in the past century with the arrival of Lyman Frost and his family in Lincoln in 1868. The first school in the present Randolph area was in the upstairs of this pioneer's home located at what is now the Northeast corner of 33rd and Randolph Streets. The farm of Lyman Frost extended from 3rd to 40th Street with Randolph Street, then just a country dirt road as its southern border. The school consisted of 8 children and was taught by an older daughter of Mr. Frost while a small building was being erected on the Southeast corner of 33rd and Randolph Streets.



This building and the larger one that followed were the centers of social life for the community until a tornado demolished it. This building was called the "Frost School." Randolph school was never rebuilt in that location. For a time it was held in an old building farther south and in a rented building on the south side of Randolph Street between 26th and 27th streets. For several years Randolph students also attended school in the old Elliott Building at 26th and O Streets until the first Randolph School was built in 1901. It was a four room brick building and was erected at 26th and Randolph Streets where a city park, American Legion Park, stands today.

Classes were held at that location until our present structure at 37th and D Streets was completed in 1926. The architect that designed the new Randolph School was Ellery Davis Sr., one of the finalists in the competition to design the new State Capitol Building. The bid was accepted in February of 1925 with a scheduled completion date of January 1926. Randolph School was built in the middle of a field. South of Randolph were cornfields and a pond which was used for fishing in the summer and ice-skating in the winter. The "Lower Playground" was not developed and was off limits to students. A creek ran through it and there were many willow trees and bushes that grew there.

Randolph School has had four additions since it was built with its latest finished in 2017. The first was in 1951 when the present Art and Music rooms along with the upstairs third grade rooms, 212 and 211 were built. As the population of the school increased there was a need for two more additions, the east wing was built in 1953 and 1955 when Randolph's enrollment reached its peak of 729 students! The most recent renovation and construction project has added a new gym, library, cafeteria, kitchen, bathrooms, classrooms and a new secured entrance.





# April 2021



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				Day 3	1 Schools are Closed	2 3
4	5 No School for Elementary Students	6 Day 4 PTA Meeting 6:30 pm via Zoom	7 Day 1	8 Day 2	9 Day 3	10
11	12 Day 4	13 Day 1	14 Day 2	15 Day 3	16 Day 4	17
18	19 Day 1	20 Day 2	21 Day 3	22 Day 4	23 Day 1	24
25	26 Day 2	27 PLC Day Dismiss 80 minutes early School out 2:18 pm Day 0	28 Day 3	29 Day 4	30 Day 1	

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Randolph Schedule 2020-2021					
Gr./Time	Special	Day 1	Day 2	Day 3	Day 4
<b>Grade 5</b>					
<b>9:45-10:35</b>	<b>Art</b>	Widdowson	Parks	Dougherty	Johnson
	<b>Music</b>	Johnson	Widdowson	Parks	Dougherty
	<b>PE</b>	Dougherty	Johnson	Widdowson	Parks
	<b>Computer</b>	Parks	Dougherty	Johnson	Widdowson
<b>Grade 3</b>					
<b>10:40-11:30</b>	<b>Art</b>	Wobig	Straub	Piccolo	Hock
	<b>Music</b>	Hock	Wobig	Straub	Piccolo
	<b>PE</b>	Piccolo	Hock	Wobig	Straub
	<b>Computer</b>	Straub	Piccolo	Hock	Wobig
<b>Grade 4</b>					
<b>11:35-12:25</b>	<b>Art</b>	Christensen	McGill	Harris	Savidge
	<b>Music</b>	Savidge	Christensen	McGill	Harris
	<b>PE</b>	Harris	Savidge	Christensen	McGill
	<b>Computer</b>	McGill	Harris	Savidge	Christensen
<b>Grade 2</b>					
<b>12:55-1:45</b>	<b>Art</b>	Perales	Doyle	Rohrs	Ryan
	<b>Music</b>	Ryan	Perales	Doyle	Rohrs
	<b>PE</b>	Rohrs	Ryan	Perales	Doyle
	<b>Computer</b>	Doyle	Rohrs	Ryan	Perales
<b>Grade K</b>					
<b>1:50-2:40</b>	<b>Art</b>	Rupp	Sheaff	Huebert	Theesen
	<b>Music</b>	Theesen	Rupp	Sheaff	Huebert
	<b>PE</b>	Huebert	Theesen	Rupp	Sheaff
	<b>Computer</b>	Sheaff	Huebert	Theesen	Rupp
<b>Grade 1</b>					
<b>2:45-3:35</b>	<b>Art</b>	McElhose	Songster	Wallin	Bell
	<b>Music</b>	Bell	McElhose	Songster	Wallin
	<b>PE</b>	Wallin	Bell	McElhose	Songster
	<b>Computer</b>	Songster	Wallin	Bell	McElhose
<b>Specialist Lunch 12:25-12:55</b>					
<b>Specialist Plan</b>					
<b>8:55-9:45</b>					

# May 2021



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2 Day 2	3 Day 3	4 Day 4	5 Day 1	6 Day 2	7 Day 3	8
9 Day 4	10 Day 1	11 Day 2	12 Day 3	13 Day 4	14 Day 1	15
16 Day 2	17 Day 3	18 Day 4	19 Day 1	20 Day 2	21 Day 3	22
23 Day 4	24 Day 1	25 Day 2	26 Day 3	27 Day 4	28 Day 1	29
30 Day 2	31 Day 3					

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# BULLYING



If you feel that your child is being bullied by peers, please contact your child's teacher or the building principal, Monica Jochum. 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.



# June 2021



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2 Summer library 9:30 am - 12:30 pm	3	4	5
6	7	8	9 Summer library 9:30 am - 12:30 pm	10	11	12
13	14	15	16 Summer library 9:30 am - 12:30 pm	17	18	19
20	21	22	23 Summer library 9:30 am - 12:30 pm	24	25	26
27	28	29	30 Summer library 9:30 am - 12:30 pm	ENJOY THE SUMMER!		

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PERMITS TO TRANSFER

If you would like to request that your child attend a different school than the one in your attendance area, you must complete an Application for Special Attendance Permit. Applications may be completed at the school in your area. You may leave the permit at the school where it will be forwarded to LPS Student Services for action. Decisions of approval or denial are based upon building capacity.

CHILD ABUSE

COMMUNITY RELATIONS, R1415, CHILD ABUSE

Any Lincoln Public Schools employee who has reasonable cause to believe that a child has been subject to abuse or neglect or observes such person being subject to conditions or circumstances which would reasonably result in abuse or neglect shall report the same to: Protective Services, Lincoln Police Department, the Department of Social Services, and Lancaster County Sheriff Department.

Abuse or neglect is defined in Nebraska Statutes as follows:

Abuse or neglect shall mean knowingly, intentionally, or negligently causing or permitting a minor child or an incompetent or disabled person to be: (a) Placed in a situation that endangers his or her life or physical or mental health; (b) cruelly confined or cruelly punished; (c) deprived of necessary food, clothing, shelter, or care; (d) left unattended in a motor vehicle, if such minor child is six years of age or younger; or (e) sexually abused. . .


In addition to reporting the alleged abuse or neglect to the proper authorities, the employee shall also inform the employee’s principal or other immediate supervisor of the alleged abuse or neglect.

PTA

Randolph School is a member of the National Parents and Teachers Association. We encourage your membership and active participation. Meetings are held on the first Tuesday of each month at 6:30 p.m.

OFFICERS FOR 2016-2017

- President ..... Deb Campos
- Vice-President ..... Janet Nuss
- Treasurer ..... Sara Swanson
- Secretary ..... Michaela Jennings
- Communications ..... Emily Heathcock
- PTA Email ..... randolphpta@gmail.com



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# July 2021



SUNDAY

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

SUMMER  
ROCKS!

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Fourth of July

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# RANDOLPH STAFF E-MAILS

(all end with @lps.org):

## Office:

Monica Jochum, Principal, mjochum  
Ryan Erickson, Asst. Principal, rericks  
Ashley Dotson, Special Ed. Coord., adotson  
Vicki Fasnacht, Executive Secretary, vfasnac  
Jane Burr, Registrar, jburr

## Support Staff:

Susie Mahoney, Counselor, smahoney  
Lana Bolles, Instructional Coach, lbolles  
Jenni Hansen, Reading Recovery, jhansen4  
Susan Johnson, Reading Recovery, srjohns  
Bethany Wood, RTI, bwood  
Carrie Erks, Social Workers, cerks  
Kristen Stanislov, Psychologist, kstanis  
Sharon Baker, Nurse, sbaker  
Amanda Juengel, Heath Technician, ajuengel  
Joyce Bennett, Cafeteria Manager, jbennet2  
Nick Thomas, Custodial Supervisor, nthomas  
Stan Minchow, Asst. Custodial Supervisor, smincho  
Brandon Prater, Behavior Technician, bprater

## ELL:

Ivy Johnson, ijohns  
Renee Bohaty, rbohaty  
Laura Bartels, lbartel

## Special Education:

Erin Indra, ewright  
Karly Boehm, kboehm  
Cassie Houser, chooser  
Amanda Hilton, ahilton2  
Sadie Hammond, shammon  
Courtney Wolf, Speech Pathologist, cwaddell

## Specialists:

Mark Weddleton, Computer and Media  
Specialist, mweddle  
Lauren Cook, Vocal Music, lcook  
Christina Dickhaut, Art, cdickha  
Mallory Nutt, PE, mnutt  
Gary Jungck, Band, gjungck  
Jennifer Bailey, Strings, jbailey2

## Kindergarten Team:

Nicole Rupp, nrupp  
Kristin Huebert, khueber  
Emmy Theesen, etheesen  
MacKenzie Sheaff, msheaff

## First Grade Team:

Katie Songster, ksongst  
Tanna Wallin, tnitzel  
Peyton Bell, pbell3  
Kelley McElhose, kmcelhoe

## Second Grade Team:

Jenna Perales, jperale  
Julie Rohrs, jrohrs  
McKenna Ryan, mryan3  
Katie Doyle, kdoyle2

## Third Grade Team:

Emma Piccolo, epiccol  
Jeanie Hock, jhock  
Sara Straub, sstraub  
Kathy Wobig, kwobig

## Fourth Grade Team:

Nicole Harris, nharris  
Trey McGill, tmcgill3  
Kristin Christensen, kchrist3  
Hanna Savidge, hsavidge

## Fifth Grade Team:

Leah Widdowson,  
lwiddows  
Susan Dougherty,  
sdoughe2  
Kelly Johnson, kjjohns  
Laura Parks, lparks

## Paraeducators:

Randy Harris, rharris  
Carolyn Clark, cclark  
Mary Harris, mharris5  
Megan Guill, mguill  
Kristin Nelson, knelson4  
Deb Saunders, dsaunde  
Renee King, rking  
Cassie Gaff, cgaff  
Toby Burger, tburger  
Stacie Arndt, sarndt



## Randolph Elementary School

Principal: Monica Jochum • [mjochum@lps.org](mailto:mjochum@lps.org)

Asst. Principal: Ryan Erickson • [rericks@lps.org](mailto:rericks@lps.org)

Special Education Coordinator: Ashley Dotson • [adotson@lps.org](mailto:adotson@lps.org)

1024 South 37th Street • Lincoln, NE 68510

Phone 402-436-1163 • Fax: 402-458-3263

Office Hours: 8:00 a.m.-4:30 p.m.

Website: <http://wp.lps.org/randolph>



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## INTENT OF STUDENT HANDBOOK

This handbook is intended to be used by students, parents, and staff as a guide to the rules, regulations, and general information about Randolph 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 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.

# Who Will Speak for the Children

This is a time of considerable conversation, of alarming headlines, of an uncertain future. In the midst of all the clamor about budget and boundaries and buses, about levies and lids and the legislature, who will speak for the children?

Who will speak for the children—for all of the children of all of the people? Who will speak for the children of this community and of this state?

Who will speak for the five-year-olds—those who enter school knowing they can do anything, and those who will enter school having already learned, from early lives of horror that we can only barely comprehend, that they can do nothing?

Who will speak for the 12-year-olds—those who on the brink of adolescence (and in their minds, adulthood) who can read and write and spell and dance and play basketball and paint and perform, and those who on the brink of adolescence (and in their minds, adulthood) who are sullen and aggressive, withdrawn and temperamental, convinced they can do nothing and they are worth nothing—and they're the same youngster, in the same body, within a 30-minute span?

Who will speak for the 17-year-olds, those in the last semester of their senior year, with scholarships, college, and the whole world before them, and those who are on the verge of dropping out of school, of family, and of life, and who believe they have nothing before them?

Will you speak for children—for all of the children of all of the people? Will you speak for Jamie and Kelsey and Danielle, whose wonderful stories I listened to just a few days ago?

Will you speak for Nick and Amanda and Joe, who have been expelled from school but are trying to learn how to do school better the next time?

Will you speak for Jacob and John and Erica and Allison, high school students who are trying to make their schools better places for all students?

Will you speak for Seth, the musician, and Amy, the athlete, and Tyler, the inventor, and Chelsea, the writer, and James, the scientist, and Claire, the painter?

I will speak for children—for all of the children of all of the people. I will speak for children from rich families and poor families. I will speak for gifted children and for children with disabilities.

I will speak for Juan and Anya and Loc and Surya, whose families have been in this country for less than a year, and who desperately want to learn to speak English and to become American citizens.

I will speak for Toby, whose gifts in math and science are so incredible most of us can't begin to understand them, and for Tony, who is still trying to speak his first word at the age of three.

I will speak for Jody and Jerrell and Becky, whose first-grade stories paint a picture of family violence that is quite simply unspeakable. I will speak for Taylor and Phyllicia and Melissa, who have had love and care and support from their families—always.

I will speak for Michael, who learned to read with great difficulty, and for Sarah, who seems to have always known how to read.

We must all speak for children—for all of the children of all of the people. We must speak for the children who laugh and the children who cry, the children who dream and the children who have nightmares.

We must speak for the children who learn easily and the children who struggle with every new task. We must speak for the children whose behavior is outrageous and for the children whose behavior is angelic.

We must speak for the children, not only because they are our future, but because they are children now. They have only one childhood, only one chance to be a kindergartner or a fifth-grader or a sophomore, only one chance to be a growing, developing, learning child.

In the conversation, the clamor, the talk of budgets and buses and buildings, of levies and lids and the legislature, children have no voice. Please, speak for the children.

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