2021-2022

School Calendar
Student & Family Handbook

Beattie Elementary School

1901 Calvert St. (68502) • Phone: 402-436-1123
Web Page: http://beattie.lps.org • Fax: 402-458-3223
Julie Lee, Principal

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

2021-2022 Student Calendar

Lincoln Public Schools
Lincoln, Nebraska

Approved 3/19

2021

JULY

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AUGUST

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SEPTEMBER

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31						

NOVEMBER

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2022

JANUARY

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FEBRUARY

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MARCH

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APRIL

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MAY

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JUNE

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Rev. 6/17/21

- First and last days of class for students
- All schools not in session
- Elementary and middle schools early dismissal (PLC day)
- Elementary school students NOT in attendance (plan days)
- Quarter start dates
- Quarter end dates

GRADUATION DATES

Thursday, May 19, 2022: Yankee Hill Education Center
Thursday, May 19, 2022: Independence Academy
Thursday, May 26, 2022: Bryan Community Focus Program

Friday, Saturday and Sunday, May 27-29, 2022
Fri: East | Sat: LHS, LSE, LNE | Sun: LSW, LNS

Calendar Options for Families: 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.

Note: Changes to the calendar may occur as a result of inclement weather or other circumstances. If sufficient school time is lost as a result of calendar changes, and it brings the total number of school hours for the year below the state minimum requirements, the Superintendent will implement a plan for making up this time, which may require additional minutes added to the day, additional days added to the calendar, days previously identified as non-student days re-scheduled as student day, or other appropriate calendar or schedule measures.

Dear Student and Families,

Welcome to Beattie Elementary School! This handbook has been prepared for all students and families to serve as a reference and source of information pertaining to policies and procedures for our school. We take pride in the fact that Beattie School is a learning community in which students, staff, and families work together to create an atmosphere that is enriching, fun, safe, and conducive to learning. Please carefully review the contents of this handbook with your child/children so that all of us are familiar with school practices and expectations. If you have any questions or concerns not covered in the handbook or have the need for additional information, please do no hesitate to call the school office.

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

Julie Lee, Principal
Becky Unterseher, Coordinator

TLC: TEACHING, LEARNING, AND CARING FOR ALL

MISSION, VISION, GOALS AND EXPECTATIONS

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

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

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

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

To allow the staff time to work in professional learning communities and further our efforts at school improvement the following dates (August 31, September 28, October 26, November 30, December 14, January 25, February 22, March 29, April 26, and May 25) will have an early dismissal (1:33 p.m.) for Beattie students.

BEATTIE SCHOOL RULES

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

School Rules: 1. Be Respectful. 2. Be Responsible. 3. Be Safe. 4. Be Your Best!

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.

PBIS Common Area Expectations

Playground:

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

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

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

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

PBIS Common Area Expectations

Arrival/Dismissal:

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

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

Be Respectful:
Hands, feet, and belongings to yourself
Level 2 voice
Electronic devices must stay in backpacks

PBIS Common Area Expectations

Hallways:

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

Be Responsible:
Be in line order
Stay to the right

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

PBIS Common Area Expectations

Cafeteria:

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

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

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

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

PBIS Common Area Expectations

Restrooms:

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

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

Be Respectful:
Volume Level 1 or 2
Respect privacy of others
Keep our walls writing free/clean

PBIS Common Area Expectations

Drinking Fountains

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

Be Responsible:
Keep Drinks to five seconds or less

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

Behavior **I**ntervention
Support **T**eam **(BIST)**
Developed by Nancy Osterhaus

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

Giving

Responsibility and

Accountability to

Children in

Education

BIST
Behavior Intervention Support Team

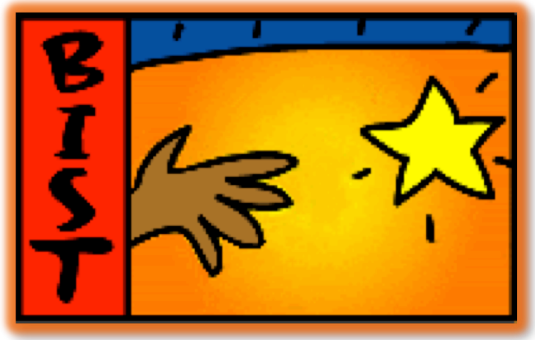
421 E. 137th Street
Kansas City, Missouri 64145

www.BIST.org

816.508.3652
816.508.3797 (fax)
bist@ozanam.org

BIST

BEHAVIOR
INTERVENTION
SUPPORT
TEAM



Goals For My Life

I Can make good choices even if I am mad.

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

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

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

GRACE

We accept:

- You
- Your problems
- Your pain
- Your needs

ACCOUNTABILITY

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

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

The BIST Model

Providing what students need:

Early Intervention (When)

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

Caring Confrontation (How)

"I see… (disruptive behavior)"
"Can you… (desired behavior)"
"Even though…(student's feeling)"

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

Protective Plan (What)

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

Outlasting the Acting Out

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

BIST Concepts

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

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

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

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

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

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

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

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

BIST
Behavior Intervention Support Team

421 E. 137th Street
Kansas City, Missouri 64145
www.BIST.org
816.508.3652
816.508.3797 (fax)
bist@ozanam.org

IMPORTANT INFORMATION NEEDED

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

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

ABSENCES:

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

PARENT TEACHER ORGANIZATION/PARENT ADVISORY COMMITTEE

The Beattie School Parent Teacher Organization is a vital part of Beattie's success with children. As an organization, they represent parents/guardians and organize events and projects that serve children and families. Monthly PTO meetings are held on Mondays at 6:30 p.m., Aug. 2, Sept. 13, Oct. 4, Nov. 1, Dec. 6, Jan. 10, Feb. 7, Mar. 7, Apr. 4, May 2, June 6, July 11. All teachers and families are encouraged to join PTO.

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

beattiebobcatspto.org
https://www.facebook.com/groups/514793158604731

BIST
Behavior Intervention Support Team

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

The two basic rules of BIST are:

- It is never okay to be disruptive
- It is never okay to be hurtful

BIST helps students work on these life goals:

- I can take good care of myself, even if I am mad
- I can be productive and follow directions even if I don't want to
- I can be okay when others are not okay

Beattie staff will partner with your child to develop skills to reach these goals.

BUS TRANSPORTATION

It is expected that all students maintain good behavior on buses at all times. The privilege of bus transportation may be provided to eligible students providing the following safety rules, regulations, and pupil responsibilities are followed: . . .

Procedures for Students Who Are Bussed To School

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

Afternoon Procedures

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

EMERGENCY CLOSING OF SCHOOL AFTER CHILDREN HAVE ARRIVED IN THE BUILDING:

We ask that you verify the school has the most up-to-date phone numbers and emergency contact number to have on file in the event of an emergency closing or any other general or individual situation that requires the immediate presence of a parent/guardian. No child will

be released from school during an emergency closing unless the parent, guardian, or emergency contact person is directly contacted. An e-mail message or message on an answering machine is not sufficient. In the event that a parent or guardian does not have such a number or cannot be contacted, if conditions allow, the child will be held in school until the normal dismissal time. If the parent or guardian has not arrived to pick up the child by the normal dismissal time, the Lincoln Police Department or the Department of Children and Youth Services will be contacted.

Additional Information

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

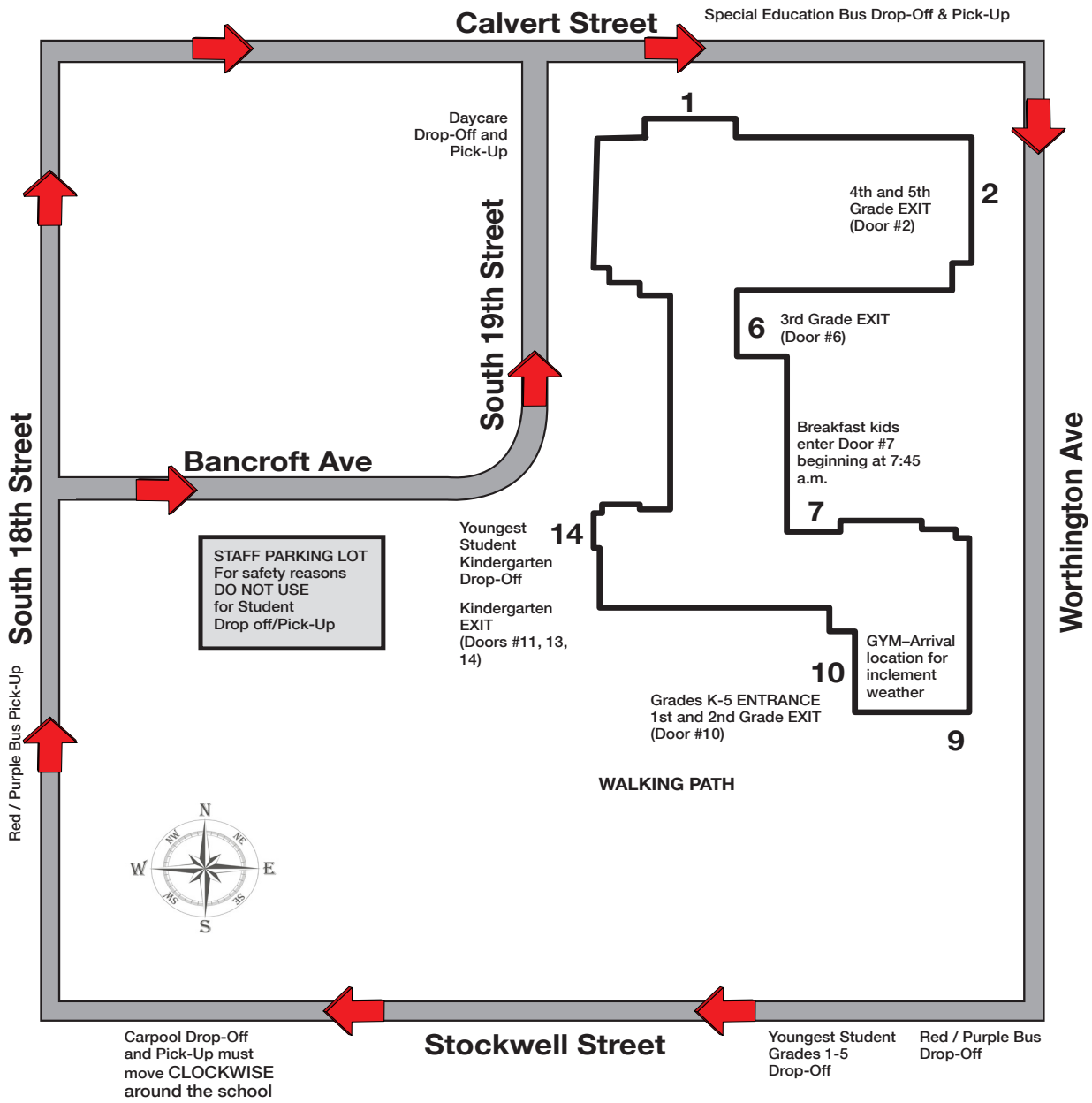
Students who leave before the end of the day are to be signed out by a parent or guardian. The schools will only release children to adults designated by the parent on the emergency contact list.

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

GETTING TO SCHOOL

LPS Transportation

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



Beattie Elementary School

Arrival and Dismissal Procedures

PLEASE NOTE: All procedures, guidelines and dates outlined in this document 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.

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

Lincoln Public Schools

Dear Parents/Guardians:

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

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

Sincerely,

Julie Lee, principal

LINCOLN 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.

Safety Entrance Monitor

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

School Hours

The first day of school is Monday, August 16th. During the first three days there will be adjusted school hours: 8:15 a.m. – 1:33 p.m.

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

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

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

Arrival/Dismissal Procedures

ARRIVAL PROCEDURES

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

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

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

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

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

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

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

DISMISSAL PROCEDURES

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

Students EXIT using the following doors:

- Classroom Doors #11, 13, 14 - Kindergarten
- Door #10 - 1st Grade
- Door #10 - 2nd Grade
- Door #6 - 3rd Grade
- Door #2 - 4th Grade
- Door #2 - 5th Grade

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

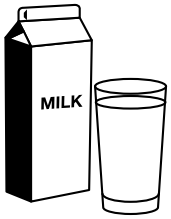
JOIN US FOR BREAKFAST OR LUNCH!

7:45 Breakfast

Students FREE 2021-2022

Adults and visitors $2.00

(subject to change)

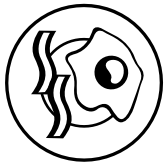


Lunch scheduled by class

Students FREE 2021-2022

Adults and visitors $3.75

(subject to change)



Milk only $ .50

Prices subject to change.

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

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.

LUNCHROOM PROCEDURES

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

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

Parents/guardians are welcome to join their child(ren) for lunch. Parent, please notify the office before 8:30 a.m. if you plan to have a school lunch. Adults and children not students in Lincoln Public Schools pay $3.75 for lunch. Please be aware that parents may take their own child out for lunch, but may not take other students with them. Your assistance in getting your child back within the allotted thirty minutes to avoid being tardy is appreciated.

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

August 2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 Beattie PTO Meeting [6:30-7:30]	3	4	5	6	7
8	9	10	11	12 Open House & Safe Ride to School Night [5:30-6:30] Family Garden Night [5:30-6:30]	13	14
15	16 **First Day of School** PLC 1:33 Student Dismissal	17 PLC 1:33 Student Dismissal	18 PLC 1:33 Student Dismissal	19	20	21
22	23	24 PTO: Kindergarten Play Day [6:00-7:00]	25	26 PTO: 1st Grade Play Day [6:00-7:00]	27	28
29	30 Beattie Family Garden Night [6:30-7:30]	31 **PLC Day, Early Dismissal** 1:33 Student Dismissal PTO: 2nd Grade Play Day [6:00-7:00]				

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

LINCOLN PUBLIC SCHOOLS • LINCOLN, NEBRASKA

***ALL SCHEDULED EVENTS ARE TENTATIVE AND SUBJECT TO CHANGE**

TLC: TEACHING, LEARNING, AND CARING FOR ALL

BREAKFAST AND LUNCH TIME

Breakfast

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

Lunch and Recess	Lunch	Recess
Grade K:	11:10 - 11:30 a.m.	11:30 - 11:50 a.m.
Grade 1:	11:20 - 11:40 a.m.	11:40 - 11:55 a.m.
Grade 2:	11:35 - 11:55 a.m.	11:55 - 12:10 p.m.
Grade 3:	11:55 - 12:15 p.m.	12:15 - 12:30 p.m.
Grade 4:	12:10 - 12:30 p.m.	11:55 - 12:10 p.m.
Grade 5:	12:25 - 12:45 p.m.	12:45 - 1:00 p.m.

STUDENT BREAKFAST AND LUNCH MEALS FREE FOR ALL STUDENTS FOR 2021-2022 SCHOOL YEAR. The cost for a student's hot lunch is $2.45 a day. The cost for breakfast is $1.30. Adult/non-student lunch price is $3.75 (subject to change) for the 2021-2022 school year. The cost for individual milk is $ .50. POS is the name of our cafeteria cash register system. With the POS cash register system a parent/guardian deposits money into an account that is accessed by the child using a lunch card in the cafeteria. If your child is returning to our school, they will use the same Meal PIN number as last year. If your child is new to Lincoln Public Schools, a Meal PIN number will be assigned. Money in an account can be transferred from one school to another if a student changes schools within Lincoln Public Schools.

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

Parents/Guardians are welcome to join their child(ren) for lunch. Please notify the office before 8:30 a.m. if you plan to have school lunch. Adults and children not students in Lincoln Public Schools pay $3.75 (subject to change) for lunch. Parents have two options:

1) Sit with their child at their assigned lunch table.
2) Sit at the guest table with their child ONLY. No friends can be invited to join. (Large groups will need to sit at the guest table).

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

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

LUNCHROOM RULES

1. Students will move in and out of the lunchroom in an orderly fashion.
2. Students will stay seated while eating.
3. Students will talk in a quiet manner to those sitting at their table.
4. Students will not throw food or objects.
5. Students will not exchange food.
6. Students will clean their area and push in their chair before returning trays.

September 2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Picture Day - September 14th **Garden & Grandparents Night - September 20th** **Field Trip: 2nd & 3rd Gr - September 24th**			1	2 PTO: 3rd Grade Play Day [6:00-7:00]	3	4
5	6 Labor Day - NO School Beattie Office Closed **Schools are Closed**	7 PTO: 4th Grade Play Day [6:00-7:00]	8	9 PTO: 5th Grade Play Day [6:00-7:00]	10	11 Patriot Day
12 National Grandparents Day National Arts in Education Week	13 Beattie PTO Meeting [6:30-7:30]	14 Lifetouch School Picture Day	15	16 Beattie PTO Fall Fun Night "Game On" [5:30-7:30]	17	18
19 Deaf Awareness Wekk	20 Beattie Garden & Grandparents Night [6:30-7:30]	21	22	23 First Day of Autumn	24 Field Trip: 2nd & 3rd Gr Plum Creek Literacy Festival	25
26 Pumpkin Run	27	28 **PLC Day, Early Dismissal** 1:33 Student Dismissal	29	30	**Dates Subject to Change ... Please Check the Beattie Website for Further Information: http://wp.lps.org/beattie/**	

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TLC: TEACHING, LEARNING, AND CARING FOR ALL

Elementary Report Card

A Guide for Elementary School Parents

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

Most Frequently Asked Questions

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

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

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

How can I support my child at home?
Your support is essential to your child's learning. There are a number of ways that you can help.

- Remain positive
- Read to and with your child everyday.
- Monitor homework and have a designated time and place to do homework.
- Take note of how your child is doing on daily work.
- As concerns arise, contact your child's teacher.

Rationale

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

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

4 – Exceeds district standards
3 – Meets district standards
2 – Approaches but does not meet district standards
1 – Does not meet district standards
• – Not taught/assessed this quarter

Information obtained from research, parents, and teachers stresses the importance of reporting a student's effort and responsibility, which is defined on the report card as "work/study habits."

If you have questions about the report card or your child's progress, contact: Your child's teacher OR Your child's principal

Marks of Work/Study Habits

4 – Exceeds district expectations
3 – Meets district expectations
2 – Approaches district expectations
1 – Does not meet district expectations

Teachers use the following indicators to determine a student's mark.

- Listens
- Follows oral and written directions
- Is on task
- Participates in class
- Strives for quality work
- Seeks help as necessary
- Completes assignments

Philosophy of Reporting to Parents

Parents and teachers share responsibility for the education of the student. Therefore, frequent and planned communication reflecting a student's progress in school needs to occur throughout the year. Communication describing a student's academic achievement and progress includes: quarterly report cards, parent-teacher conferences, evaluated projects and assignments, standardized test information, and other forms of personal correspondence between teachers and parents.

Conferences

Formal parent-teacher conferences are scheduled twice a year. During these times, parents and teachers will have an opportunity to communicate about the student's progress in class. Parents should feel free to contact teachers at any time to visit about their child's progress

October 2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Parent / Teacher Conferences: October 11th & 14th **Level III Volunteer status is a mandatory, multi-step process to attend a Field Trip with your student. If you would like to attend a Field Trip, or Volunteer in another capacity, submit your online application at LPS.org**					1	2 Custodial Worker Day
3	4 Beattie PTO Meeting [6:30-7:30]	5	6	7	8	9
10	11 Parent / Teacher Conferences [3:30-6:30]	12	13	14 Parent / Teacher Conferences [3:30-6:30]	15 End of 1st Qtr Elementary Plan Day **No School for Elementary Students**	16 Boss's Day
17 National Health Education Week	18 Fall Qtr Break No School **Schools are Closed**	19	20	21	22	23
24 Halloween 31	25 Red Ribbon Week	26 **PLC Day, Early Dismissal** 1:33 Student Dismissal Lifetouch Picture Retake Day (AM)	27	28	29 PTO Fall Classroom Parites [1:00-1:45] (1st Gr) [2:00-2:45] (K & Gr 2-5)	30

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TLC: TEACHING, LEARNING, AND CARING FOR ALL

COMMUNICATING STUDENT PROGRESS: Report Cards & Parent-Teacher Conferences

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

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

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

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

COMMUNICATION

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

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

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

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

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

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

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

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

Twitter: Follow us on Twitter at @BeattieElementa to receive tweets about Beattie School.

November 2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 Beattie PTO Meeting [6:30-7:30]	**2**	**3**	**4**	**5**	**6**
7 Daylight Savings Time Ends (clocks back)	**8** School Psychology Awareness Week	**9**	**10**	**11** Veterans Day	**12**	**13** World Kindness Day
14	**15**	**16**	**17**	**18** Substitute Educator's Day	**19**	**20** PTO: Barnes & Noble Fundraiser
21	**22**	**23**	**24** Thanksgiving Break - No School **Schools are Closed**	**25** Thanksgiving Break - No School Thanksgiving Day Beattie Office Closed **Schools are Closed**	**26** Thanksgiving Break - No School Beattie Office Closed **Schools are Closed**	**27**
28	**29** Elementary Plan Day **No School for Elementary Students**	**30** **PLC Day, Early Dismissal** 1:33 Student Dismissal				

Beattie PTO Meeting - November 2

Beattie PTO Fundraiser at Barnes & Noble - November 20

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THE STANDARD RESPONSE PROTOCOL

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

STUDENT USE OF TELEPHONE

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

GIFTS, TREATS, AND INVITATIONS

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. 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.

Invitations will not be distributed during the school day. Teachers should be notified ahead of time if a student has invitations to distribute after school. Phone numbers and addresses cannot be distributed by any school personnel.

BEFORE–&–AFTER SCHOOL CARE

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

AFTER-SCHOOL CARE

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

[This information was copied from the 2020 K-5 Common Practices extracted from the LPS Important Information Booklet, which can be found online at LPS.org.]

SCHOOL/CLASSROOM PARTIES AND CELEBRATIONS

Parties and classroom celebrations (e.g., Fall, Holiday, Valentine's) are at the discretion of the building principal aligned with LPS Guidelines. Any food that is associated with classroom parties/celebrations will be provided by the school or parent organization with the approval of the principal. Students or families should not bring food for their class for any occasion. The principal will determine the guidelines for including edible or non-edible treats in individual Valentine cards. Edible treats will be sent home and not be eaten at school due to possible allergies and food sensitivities.

[This information was copied from the 2020 K-5 Common Practices extracted from the LPS Important Information Booklet, which can be found online at LPS.org.]

AFTER SCHOOL CLUBS AND ACTIVITIES

Extended Day Academic Supports (EDAS)

Beattie school will host academic supports or clubs this upcoming school year. The academic supports will focus on both math and reading. Students and families will learn more about these opportunities at the beginning of the school year. EDAS will run from 3:00-4:00 on specific days of a week, and will be led by our certified teaching staff. Our goal is to provide additional academic supports, so all students will have an opportunity to thrive. Watch for more information regarding the possibility of PTO sponsored after school clubs and activities.

December 2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Winter Break - December 23 - January 4 Dates Subject to Change ... Please Check the Beattie Website for Further Information: http://wp.lps.org/beattie/			1	2	3	4
5	6 Beattie PTO Meeting [6:30-7:30]	7	8	9	10	11
12	13	14 **PLC Day,** **Early Dismissal** 1:33 Student Dismissal	15	16	17	18
19	20	21 First Day of Winter	22 End of 2nd Qtr	23	24 Beattie Office Closed Christmas Eve	25 Christmas Day
26	27 Beattie Office Closed	28	29	30	31 Beattie Office Closed New Year's Eve	

Schools are Closed - Winter Break

Schools are Closed - Winter Break

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TLC: TEACHING, LEARNING, AND CARING FOR ALL

BEATTIE ELEMENTARY SCHOLASTIC ACHIEVEMENT AND HOMEWORK PLAN

COMMUNICATING STUDENT PROGRESS: REPORT CARDS & PARENT-TEACHER CONFERENCES

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

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

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

HOMEWORK

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

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

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

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

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

TEACHERS

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

STUDENTS

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

PARENTS/GUARDIANS

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

At the beginning of the year, each team will send home a homework plan appropriate to the age of the students.

January 2022

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1 New Year's Day
2	**3** Beattie Office Closed Schools are Closed - Winter Break	**4**	**5** 2nd Semester Begins	**6**	**7**	**8**
9	**10** Beattie PTO Meeting [6:30-7:30]	**11** Field Trip: 4th Gr - Cunningham One-Room School House	**12** Field Trip: 4th Gr - Cunningham One-Room School House	**13** Field Trip: 4th Gr - Cunningham One-Room School House	**14**	**15**
16	**17** Martin Luther King, Jr. Day Beattie Office Closed Schools are Closed	**18**	**19**	**20**	**21**	**22**
23	**24**	**25** **PLC Day, Early Dismissal** 1:33 Dismissal	**26**	**27**	**28**	**29**
30	**31**					

Field Trip: 4th Grade - January 11, 12 or 13
Cunningham One-Room School House

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

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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, Mr. Bailey. All reported incidences of bullying/unsafe behavior will follow the protocol outlined in Lincoln Public Schools Board Policy 5482: Anti-Bullying Policy.

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

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

- Imbalance of Power: Kids who bully use their power—such as physical strength, access to embarrassing information, or popularity—to control or harm others. Power imbalances can change over time and in different situations, even if they involve the same people.
- Repetition: Bullying behaviors happen more than once or have the potential to happen more than once.
- Hurtful aggressive physical and/or verbal behavior.

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

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

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

February 2022

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
No School - February 18-21		1	2 Groundhog Day Field Trip: 4th Gr - Young People's Concert	3	4	5
6 National School Counseling Week	7 Beattie PTO Meeting [6:30-7:30]	8	9	10	11 PTO Spring Classroom Parties [1:00-1:45] (1st Gr) [2:00-2:45] (K & Gr 2-5)	12 LPS Spelling Bee
13	14 Valentine's Day	15	16	17 National PTO Founders Day	18 Elementary Plan Day **No School for Elementary Students**	19
20	21 President's Day No School **Schools are Closed**	22 **PLC Day, Early Dismissal** 1:33 Dismissal School Bus Driver's Day	23	24	25	26
27	28					

Level III Volunteer status is a mandatory, multi-step process to attend a Field Trip with your student. If you would like to attend a Field Trip, or Volunteer in another capacity, submit your online application at LPS.org

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March 2022

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Parent / Teacher Conferences March 3 & 8 **Spring Break - March 14-18**		**1** Nebraska's Birthday Nebraska Teacher Appreciation day	**2** Read Across America (Birthday of Dr. Suess)	**3** Parent / Teacher Conferences [3:30-6:30	**4**	**5**
6 National Social Worker Week	**7** Beattie PTO Meeting [6:30-7:30]	**8** Parent / Teacher Conferences [3:30-6:30]	**9**	**10** LPS District Science Fair (Zoetis-LPS-GSK)	**11** End of 3rd Qtr	**12**
13 Daylight Savings Time Begins (clocks forward)	**14** Spring Break	**15** Spring Break	**16** Spring Break	**17** Spring Break St. Patrick's Day	**18** Spring Break	**19**
			Schools are Closed			
20	**21**	**22**	**23**	**24**	**25**	**26**
27	**28**	**29** **PLC Day, Early Dismissal** 1:33 Student Dismissal	**30**	**31**	**Dates Subject to Change ... Please Check the Beattie Website for Further Information: http://wp.lps.org/beattie/**	

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April 2022

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Dates Subject to Change ... **Please Check the Beattie Website for Further Information:** **http://wp.lps.org/beattie/**					1 April Fool's Day	2 International Children's Book Day
3	4 Beattie PTO Meeting [6:30-7:30]	5	6 Paraeducator Recognition Day	7	8	9
10	11	12 National Library Workers Day	13	14	15 No School Beattie Office Closed **Schools are Closed**	16
17 Easter	18	19	20	21	22 Earth Day	23
24	25 Beattie Family Garden Night [6:30-7:30]	26 **PLC Day, Early Dismissal** 1:33 Student Dismissal	27 Administrative Professionals Day (Secretary's Day)	28 Elementary Plan Day **No School for Elementary Students**	29 National Arbor Day No School **Schools are Closed**	30

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May 2022

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1 School Principals Day May Day	2 Beattie PTO Meeting [6:30-7:30] National Teacher Appreciation Week	3	4 National Interpreter Appreciation Day National Bike to School Day	5	6 School Lunch Hero Day	7
8 Mother's Day	9	10	11 National School Nurse Day	12	13	14
15	16	17	18	19	20	21
22	23	24	25 **Last Day of School** PLC Day Early Dismissal 1:33 Student Dismissal	26	27	28
29	30 Memorial Day Beattie Office Closed	31	**Last Day of School - 1:33 Dismissal - May 25** **Dates Subject to Change ...** **Please Check the Beattie Website for Further Information:** **http://wp.lps.org/beattie/**			

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June 2022

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6 Beattie PTO Meeting [6:30-7:30]	7	8	9	10	11
12	13	14	15	16	17	18
19 Father's Day	20	21	22	23	24	25
26	27 Beattie Family Garden Night [6:30-7:30]	28	29	30	ENJOY THE SUMMER!	

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HELPFUL INFORMATION

Child's Name _____ School Attending _____ Grade _____

Teacher _____ Room # _____ Meal PIN # _____

Other _____ _____ _____

Child's Name _____ School Attending _____ Grade _____

Teacher _____ Room # _____ Meal PIN # _____

Other _____ _____ _____

Child's Name _____ School Attending _____ Grade _____

Teacher _____ Room # _____ Meal PIN # _____

Other _____ _____ _____

Beattie Elementary School

1901 Calvert St.• Lincoln, NE 68502
Phone: 402-436-1123 • Fax: 402-458-3223
Web Page: http://beattie.lps.org

Office Hours: 7:30 a.m.-4:00 p.m.
Principal: Julie Lee

INTENT OF STUDENT HANDBOOK

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

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

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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.