

- ALL IN EVERY DAY - ENGAGED HEARTS, MINDS AND COMMUNITY! •



2021-2022

School Calendar Student & Parent Handbook

Brownell Elementary School

6000 Aylesworth Avenue

Phone: 402-436-1127 • CLC Phone: 402-613-7432 • Fax: 402-458-3227

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

- ALL IN EVERY DAY - ENGAGED HEARTS, MINDS AND COMMUNITY! •



Welcome to Brownell Elementary School

STUDENT/ FAMILY INFORMATION

Mission

All In Every Day! Engaged Hearts, Minds And Community.

Vision

Where Teaching And Learning Create Hope: Feel The Energy, Hear The Excitement, See The Possibilities.

Contact Information

6000 Ayelsworth Avenue | Lincoln, Ne 68505

Phone: 402-436-1127 | **Fax:** 402-458-3227

Office Hours: 7:30 A.m.-4:30 P.m.

Principal: Kelly Apel / Kapel1@Lps.org

Coordinator: Molly Barnett / Bbarnet2@Lps.org

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.



August 2021



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 1st Grade Jumpstart	3 1st Grade Jumpstart	4	5	6	7
8	9	10	11	12 Back To School Night 6:00 PM - 7:00 PM	13	14
15 First Day of School School dismisses 2:18 PM First Quarter Begins	16	17 School dismisses 2:18 PM	18 School dismisses 2:18 PM	19 Early Childhood Starts	20	21
22	23	24	25	26	27	28
29	30	31 PLC Day, Early Dismissal School dismisses 2:18 PM No Early Childhood				

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

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

ARRIVAL AND DISMISSAL

ARRIVAL

Students should not enter school grounds until 8:45 A.M. unless eating breakfast. Supervision is not provided before this time. Students will line up with teachers at their grade level doors. Kindergarten and First Grade will line up at the main doors on the west side of the building. Second and Third grade students will line up on the upper south doors. Fourth and Fifth grade students will line up at the bottom south doors. The welcome bell will ring at 8:55. At that time students will be escorted into the building.

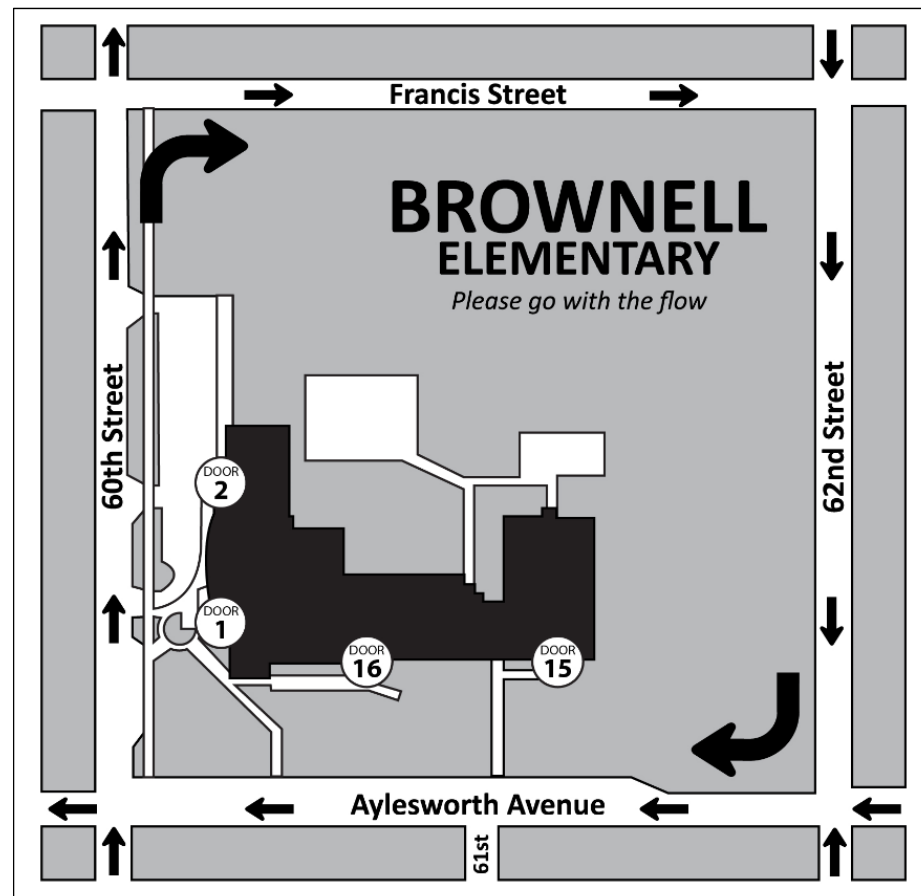
DISMISSAL

Teachers will teach until the 3:38 bell and dismiss when closure of activities are complete. To avoid unnecessary confusion at dismissal time, please plan to meet your child outside the school building. Teachers will walk students outside to meet parents and caregivers. In some situations, children will need to complete assignments, or may need additional help from a teacher. Phone calls will be made to alert parents/guardians if the child is remaining after school for more than 10 minutes.

Before and After School Plans must be completed at the time of enrollment and can be updated as needed. Parents/legal guardians may request their child(ren) walk home after dismissal but this needs to be included on the plan.

In the event the parent/guardian or designated escort does not arrive to pick up their student, the school will attempt to contact the parent/legal guardian or emergency contacts. Police may be called when students are not picked up.

The playgrounds are closed until 5:30 and reserved for our CLC services.



September 2021



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6 Schools are Closed	7 1st Quarter Clubs Start	8	9	10	11
12	13	14	15	16	17 Brownell Carnival 6:00 PM	18
19	20	21	22	23	24	25
26	27	28 PLC Day, Early Dismissal School dismisses 2:18 PM No Early Childhood	29	30		

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COMMON AREA EXPECTATIONS

BROWNELL ELEMENTARY SCHOOL

Becoming Part of the Brownell Buffalo HERD

STUDENTS

	Hallways	Restrooms	Arrival	Dismissal	Cafeteria	Outside Recess	Inside Recess
H onest	Walk in line order Make sure a teacher knows where you're going	Be accountable for your own actions Use the restroom only when you need to	Go directly to your grade level line Follow rules for special situations (SOC, band, strings)	Follow your plan for dismissal	Stay in line order Sit at assigned table	Be accountable for your own actions. Work together to solve problems	Be accountable for your own actions. Work together to solve problems
E xpress Respect	Greet others respectfully TAPS and Buckles Walk on the right side of the hallway/stairs	Honor the privacy of others Ask for permission	Use kind words Be respectful to all Leave toys/objects and at home Phones away	Use kind words Be respectful to all Make sure you have all materials with you	Enter with TAPS and Buckles from hall Dismiss by table, clean up, compost line, and wait in line order by Buffalo	Follow adult directions. Play in your area	Follow adult directions right away. Play in your area
R esponsible	Walk facing forward Keep hands buckled, feet, and objects to self Line Order	Keep restrooms clean for others Keep hands, feet, and objects to self Wash your hands TAPS	Walk using sidewalks and crosswalks Sit in your line with the adult Use a level 3 voice	Stay in line with the adult until goodbye signal is given. Walk using sidewalks and crosswalks	Keep personal space. Hands, feet, objects to self	Walk to playground Follow playground rules. Come inside in line order, TAPS and Buckles, within a countdown of 5	Walk to assigned area with TAPS and Buckles Listen to adult directions for activity. Line order, TAPS when leaving
D etermined	Walk directly to the next location	Go directly to and from the restroom	Breakfast @ 8:30 Outside @ 8:45 Special Situations: Band/Strings/SOC according to teacher	After goodbye signal is given to teacher leave school grounds	Talk in a Level 3 Voice	Be an active participant in an assigned area	Be an active participant in the assigned activity

October 2021



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5	6 Picture Day	7	8	9
10 Parent Teacher Conference 4:00 PM - 7:30 PM	11	12	13	14 Parent Teacher Conference 4:00 PM - 7:30 PM	15 PLC Day No Early Childhood End of 1st Quarter No School for Elementary Students	16
17	18 Schools are Closed	19 Start 2nd Quarter	20	21	22	23
24	25	26 PLC Day, Early Dismissal School dismisses 2:18 PM No Early Childhood	27	28	29	30
31						

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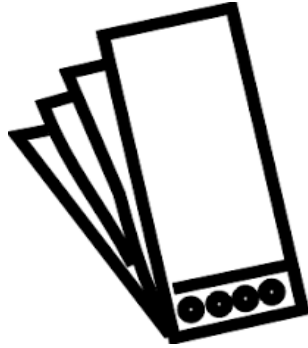


POSITIVE SUPPORTS



BROWNELL ELEMENTARY SCHOOL

HERD TICKETS



WHAT ARE HERD TICKETS?

Herd Tickets are earned when students follow our HERD expectations of being honest, expressing respect, responsible, and determined. How many can your student earn?

FUN IDEA!

Set a goal in your household to earn a certain amount of tickets in a day, week, or month.

BROWNELL BUZZ



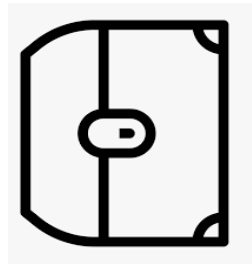
WHAT IS THE BROWNELL BUZZ?

The Brownell Buzz is Brownell's morning video announcements via Zoom. The Buzz is led by our Buffaladers, Administration Team, and Technology teacher.

WHEN & WHAT?

Every morning at 9:00am students will watch The Brownell Buzz in their classrooms. It includes lunch choice, pledge of allegiance, reminders, and Recognizing birthdays and acts of kindness.

PLINKO FRIDAY



WHAT IS PLINKO FRIDAY?

Every Friday the Administration team selects a HERD ticket from each homeroom teacher. The student who is selected is recognized on the Brownell Buzz and gets the opportunity to play PLINKO in the office and win a prize. By the end of the year, every student will play PLINKO at least twice. Earn those HERD tickets, students!



November 2021



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17 Picture Retake Day	18	19	20
21	22	23	24	25	26	27
28	29 No School for Elementary Students	30 PLC Day, Early Dismissal School Dismissal 2:18 PM No Early Childhood	Schools are Closed			

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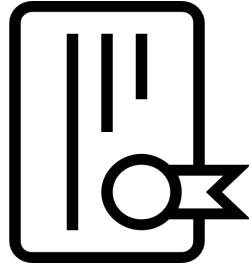


POSITIVE SUPPORTS



BROWNELL ELEMENTARY SCHOOL

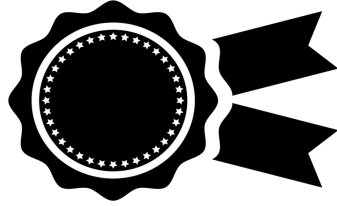
SUPER SUB CERTIFICATE



WHAT IS A SUPER SUB CERTIFICATE?

At Brownell, following HERD expectations is so important that we even include our guest teachers. We recognize that when your son or daughters classroom teacher is absent, it can feel different. Guest teachers are encouraged to look for students following HERD expectations and recognize their efforts by giving 'Super Sub Certificates'.

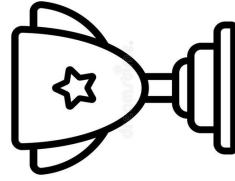
BENTLEY BADGES



WHAT IS A BENTLEY BADGE?

Special recognition is given to students who are role models following HERD expectations. Quarterly, each classroom teacher, resource team, and specialist team nominate one student to receive a Bentley Badge. The students are recognized on The Brownell Buzz and receive a special certificate and button. They also get to take their picture with our life size stuffed buffalo, named Bentley.

WINNING WEDNESDAY



WHAT IS WINNING WEDNESDAY?

Every other Monday on The Brownell Buzz, a school wide expectation challenge is announced. Adults throughout the building watch for the class that consistently demonstrates exemplary efforts in following the school wide expectation. The following Wednesday, the administration team surprises 'The Winning Wednesday Class' by visiting their room during The Brownell Buzz. They also receive a prize.



December 2021



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6	7	8	9	10	11
12	13	PLC Day, Early Dismissal School dismisses 2:18 PM No Early Childhood	14	15	16	17
				Music Concert 6:30 PM		18
19	20	21	22	23	24	25
			End of 2nd Quarter	Schools are Closed - Winter Break		
26	27	28	29	30	31	
Schools are Closed - Winter Break						

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LEVEL CALLS



BROWNELL ELEMENTARY SCHOOL

WHAT ARE LEVEL CALLS?

Relationships and preventative practices are a top priority at Brownell. Before teachers involve administration with a student behavior many strategies are tried. Some examples of these strategies include proximity, private redirects, non verbal cues, triage, change of location, choices, and calm down time/break.

However, when staff members have used all the tools in their teacher toolbox and a student continues to be disruptive or hurtful, teachers can make a level call to request administrative assistance.

LEVEL 1



EXAMPLES:

Swearing towards peers/adults, offensive language, screaming, yelling, throwing items, overturning desk/chairs, hitting, punching, kicking, fighting, repeated misuse of technology, damage to Chromebook, leaving the classroom without permission, threats, etc.

LEVEL 2



EXAMPLES:

Major safety threat: violence, weapons, fire.

WHAT HAPPENS AFTER A LEVEL CALL?

Restorative practices are also a top priority at Brownell. Therefore, punishment is not the "go to" response. Restorative practices include, problem solving, peer mediation (if needed), writing letters of apology (if needed), and processing with the teacher. Parents are notified if disruptive and/or hurtful behavior becomes chronic.



BROWNELL STUDENT **BEHAVIOR** MANAGEMENT PROCESS



January 2022



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4	5 3rd Quarter Starts	6	7	8
	Schools are Closed - Winter Break					
9	10	11	12	13	14	15
16	17	18	19	20	21	22
	Schools are Closed					
23	24	25 PLC Day, Early Dismissal School dismisses 2:18 PM	26	27	28	29
30	31 No Early Childhood					

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BULLYING

If you feel that peers are bullying your child, please contact your child's teacher or the building principal, Kelly Apel. 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.

Everyone at Brownell Elementary School is committed to making our school a safe and caring place for all students. We will treat each other with respect, and we will refuse to tolerate bullying in any form at our school.

Staff at our school will do the following to prevent bullying and help students feel safe at school:

- Closely supervise students in all areas
- Watch for signs of bullying and stop it when it happens
- Teach Bully Prevention to all students
- Take bully concerns reported seriously and investigate

Students at our school will do the following to prevent bullying:

- We will not bully others
- We will help others who are bullied
- We will not laugh or join in when someone is being bullied
- We will include everyone and not leave anyone out
- Report bullying to an adult

Brownell reinforce behaviors against bullying:

- Rules against bullying will be discussed
- Rules will be posted throughout the building
- Strategies will be taught to students using 2nd Steps and in team meetings
- Staff members will look for students displaying building expectations: Honest, Express Respect, Responsible and Determined. HERD tickets will be used to reinforce.
- Drawings will be monthly at Stampede Assemblies



February 2022



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15 Parent Teacher Conference 4:00 PM - 7:30 PM	16	17 Parent Teacher Conference 4:00 PM - 7:30 PM	18 No Early Childhood No School for Elementary Students	19
20	21 Schools are Closed	22 PLC Day, Early Dismissal School dismisses 2:18 PM No Early Childhood	23	24	25	26
27	28					

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COMMUNICATION



BROWNELL ELEMENTARY SCHOOL

HOW TO STAY UP TO DATE ON BROWNELL INFO?

Listed below are Brownell's top forms of family communication systems to inform families about events, reminders, and policies at our school.



COMMUNITY NEWS

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

SCHOOL WEBSITE

- Information is regularly updated on our website: <http://wp.lps.org/brownell>

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 @ brownellelementaryschool



STAY CONNECTED.

STAY #BUFFALOSTRONG



March 2022



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7	8	9	10	11 End of 3rd Quarter	12
13	14	15	16	17	18	19
Schools are Closed						
20 Start of 4th Quarter	21	22	23	24	25	26
27	28	29 PLC Day, Early Dismissal School Dismisses 2:18 PM No Early Childhood	30	31		

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April 2022



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

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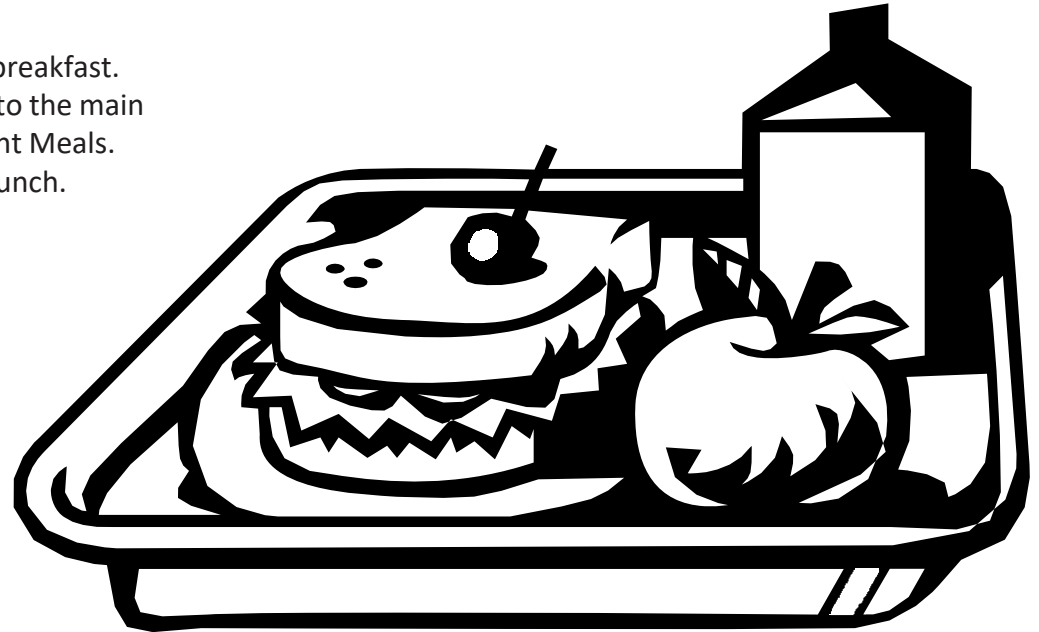
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LUNCH AND BREAKFAST

Parents/Guardians are welcome to join their child(ren) for lunch or breakfast. Parents can pay for their child(ren) lunches by sending a check/cash to the main office or go to www.lps.org and under popular pages click Buy Student Meals. Please notify the office before 10:00 a.m. if you plan to have school lunch. Breakfast is from 8:30 a.m. to 8:55 a.m.

Lunch Times:

GRADE	RECESS	LUNCH
K	11:05 - 11:20	11:20 - 11:45
1	11:30 - 11:45	11:45 - 12:05
2	11:45 - 12:00	12:00 - 12:20
4	12:00 - 12:15	12:15 - 12:35
3	12:15 - 12:30	12:30 - 12:50
5	12:30 - 12:45	12:45 - 1:05



CLC (COMMUNITY LEARNING CENTER)

The Community Learning Center at Brownell Elementary is a partnership between school and Northeast Family Center providing the resources necessary for children and youth to be successful.

- The primary goals of the Community Learning Center are to:
- Improve student learning and youth development
- Strengthen and support families
- Strengthen and engage neighborhoods

By serving the needs of Brownell students, their families and the community through various programs, including before and after school activities, academic enrichment, social development and family support services, these goals can be met.

The before and after school program will run from 7:00 AM to 9:00 AM and 3:30 PM to 6:00 PM. Club opportunities will also be offered during these hours.



May 2022



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5 Music Concert 6:30 PM	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24 Last Day of Afternoon Early Childhood	25 Last Day of School Last Day of 4th Quarter Last Day of Morning Early Childhood	26	27	28
29	30	31				

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GRADUATION DATES

Thursday
May 20, 2021
Bryan Community
Focus Program
(at East)

Sunday
May 23, 2020
LHS/LSW/LNS
(at Pinnacle)
LNE/LSE/East
(at Devaney)

2022-2023 Student Calendar



Lincoln Public Schools
Lincoln, Nebraska



Approved 4/28

JULY 2022

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

JANUARY 2023

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

AUGUST 2022

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

FEBRUARY 2023

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

SEPTEMBER 2022

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

MARCH 2023

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

OCTOBER 2022

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

APRIL 2023

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

NOVEMBER 2022

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

MAY 2023

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

DECEMBER 2022

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

JUNE 2023

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

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

GRADUATION DATES

Friday, May 12, 2023: Yankee Hill Program
Wednesday, May 17, 2023: Independence Academy
Thursday, May 18, 2023: Bryan Community Focus Program
Friday, Saturday and Sunday, May 26-28, 2023
 Fri: LHS | Sat: LSE/LNE/LSW | Sun: LNS/East

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.

June 2022



SUNDAY

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	ENJOY THE SUMMER!	

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

*ALL SCHEDULED EVENTS ARE TENTATIVE AND SUBJECT TO CHANGE.

HELPFUL INFORMATION FOR PARENTS

Parent/Guardian—Please fill in this page to keep as a handy reference when working with the school office.

Child's Name _____	School Attending _____	Grade _____
Teacher _____	Room # _____	Lunch SNAP # _____
Other _____	_____	_____

Child's Name _____	School Attending _____	Grade _____
Teacher _____	Room # _____	Lunch SNAP # _____
Other _____	_____	_____

Child's Name _____	School Attending _____	Grade _____
Teacher _____	Room # _____	Lunch SNAP # _____
Other _____	_____	_____

Child's Name _____	School Attending _____	Grade _____
Teacher _____	Room # _____	Lunch SNAP # _____
Other _____	_____	_____

Brownell Elementary School

6000 Aylesworth Avenue
Lincoln, NE 68505

Phone 402-436-1127 • Fax: 402-458-3227

Office Hours: 7:30 a.m.-4:30 p.m.

Principal: Kelly Apel

Coordinator: Molly Barnett

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

