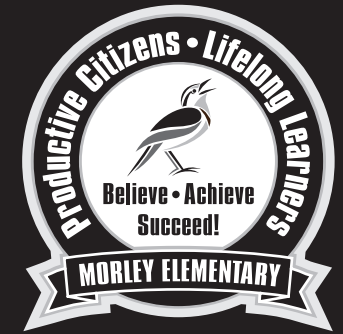


2021-2022

Morley Elementary School

Student Handbook



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

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





Welcome From Morley

Dear Students and Families,

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

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

Stephanie Drake, Principal
Kasey Briones, Assistant Principal




Intent Of Handbook

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

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


This handbook does not create a "contract". The administration reserves the right to make decisions and rule revisions at any time to implement the educational program and to assure the well being of all students. The administration will be responsible for interpreting the rules contained in the handbook. Should the situation or circumstance arise that is not specifically covered in the handbook, the administration will make a decisions based on all applicable school district policies and state and federal statutes and regulations.

2021-2022 Student Calendar



Lincoln Public Schools

Lincoln, Nebraska



Approved 3/19

2021

JULY

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						

2022

JANUARY

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

AUGUST

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

FEBRUARY

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

SEPTEMBER

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

MARCH

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

OCTOBER

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

APRIL

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

NOVEMBER

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

MAY

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

DECEMBER

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

JUNE

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

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.

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.



2021-2022 Morley School Staff

2

Office

Principal..... Mrs. Stephanie Drake sdrake2@lps.org
Assistant Principal Ms. Kasey Briones..... kbriones@lps.org
Exec. Secretary Mrs. Dawn Vogt... dvogt@lps.org
Registrar Ms. Tonia Ehlers..... tehlers@lps.org
SEM Ms. Karen Draper... kdraper@lps.org
Nurse Mrs. Trio Springer..... tspringe@lps.org

Support Teachers

Band Mr. Frank Stroup fstroup@lps.org
Strings..... Ms. Ella Ricker..... ericker@lps.org
Gifted Facilitator Mrs. Tara Zuspan tzuspan@lps.org
Interventionist Mrs. Lennea Lacey lacey@lps.org
Interventionist Mrs. Karen Hankins..... khankin@lps.org
Resource Mrs. Kayla Oman..... koman@lps.org
Resource Mrs. Alyssa Wasmund. awasmund@lps.org
Resource Mrs. Jenny Brauch jhosek@lps.org
Psychologist..... Ms. Megan Conley... mconley@lps.org
Social Worker Mrs. Ann Lough..... alough2@lps.org
Speech Pathologist Ms. Lorilee Schrader lschrad@lps.org

Specialist Teachers

Art..... Mrs. Regina Downey.... rdowney2@lps.org
Computer Science Mr. Ron Schinkel rschink@lps.org
Library Mrs. Stephanie Kinnaman... skinnam@lps.org
Music..... Mrs. Sheri Fraley sfraley@lps.org
PE..... Mrs. Laurel Heidbrink lheidbr@lps.org

Classroom Teachers

Kindergarten..... Ms. Jamie Gerber... jgerber2@lps.org
Kindergarten..... Mrs. Carol Jozsa cjozsa@lps.org
Kindergarten..... Mrs. Lisa Nielsen..... lnielsen@lps.org

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

Grade 2 Ms. Julie Metteer... jmetteer@lps.org
Grade 2 Ms. Cortney Townsley..... ctowns@lps.org
Grade 2 Mrs. Michele Eggett..... meggett@lps.org

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

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

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

Paraeducators

Mr. James Bennett
Mrs. Heidi Case
Mrs. Andrea Dickey
Ms. Sherri Ernst
Mrs. Melissa Hoelscher
Mrs. Erin Putnam
Ms. Blow
Mrs. Dickinson
Mrs. Everts

Food Service

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

Custodians

Shane Makovicka, Supervisor
Dave McMahon, Asst. Supervisor
Shannon Hansen
Ilene Barrick

Productive Citizens • Lifelong Learners!





School Philosophy and Organization

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

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

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



Lincoln Public Schools

Lincoln Public Schools Vision

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

2017-2022 LPS Strategic Plan

Future ready global citizens
Support academic success for all students
Support for educators
Family and community partnerships
Growth ready facilities

For more information visit
<https://home.lps.org/strategicplan/>



Vision of Morley Elementary School

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

Mission of Morley Elementary School

The Morley community believes, achieves and succeeds.

Morley's School Improvement Goals

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



Productive Citizens • Lifelong Learners!



August 2021



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6	7
8	9	10	11	12 Open House 5:00-6:00 p.m.	13	14
15	16 First Day of School School Out at 2:18 p.m.	17 School Out at 2:18 p.m.	18 School Out at 2:18 p.m.	19 Regular Dismissal 3:38 p.m.	20 Regular Dismissal 3:38 p.m.	21
22	23	24	25	26	27 Morley Spirit Wear Day	28
29	30	31 PLC Day, Early Dismissal School Out at 2:18 p.m.				

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.**

Methods of Communication

District-Wide School Messenger

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

School Newsletter: The Morley Messenger

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

Weekly Communication Friday Folders

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

Community News

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



School Website

Information is regularly updated on our website:

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

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

ParentVue

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

Facebook

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



September 2021



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6 Schools are Closed	7	8	9	10	11
12	13 PTO Meeting- 6:30 p.m.	14 Picture Day	15	16	17	18
19	20	21	22	23	24 Morley Spirit Wear Day	25
26	27	28 PLC Day, Early Dismissal School Out at 2:18 p.m.	29	30		

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

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

Arrival/Dismissal Procedures

Arrival Procedures

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

Dismissal Procedures

- All students are dismissed from the building at 3:38 p.m.
- All students must go directly home or to a school sanctioned after school activity.
- Teachers will escort students out their designated exit door
- School Campus (including the playground) is closed until 6:00 p.m. except for use by school childcare and clubs. Reservations for rooms/ playground should be entered in the district Archibus system.

Schedules

Grade Recess/Lunch Times Specials Times

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



October 2021



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4 PTO Meeting 6:30 p.m.	5	6	7	8	9
10	11	12 Parent-Teacher Conferences 4:00-7:00 p.m.	13	14 Parent-Teacher Conferences 4:00-7:00 p.m.	15 No School for Elementary Students	16
17	18 Fall Break Schools are Closed	19	20	21	22 Morley Spirit Wear Day	23
24	25	26 PLC Day, Early Dismissal School Out at 2:18 p.m. Picture Re-take Day	27	28	29	30
31						

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

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

Lunch Procedures

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

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

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

Breakfast and Lunch

BREAKFAST

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

Students Free - Adult/Non-Student TBD
Extra Milk 50¢

LUNCH

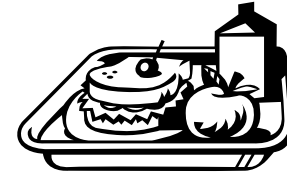
Students Free - Adult/Non-Student TBD Reduced 40¢ - Extra Milk 50¢ -
Second Lunch TBD Exact Change Appreciated

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

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

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

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



November 2021



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5	6
7	8 PTO Meeting 6:30 p.m.	9	10	11	12	13
14	15	16	17	18	19 Morley Spirit Wear Day	20
21	22	23	24	25	26	27
28	29 No School for Elementary Students	30 PLC Day, Early Dismissal School Out at 2:18 p.m.	Schools are Closed			

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.**

Homework

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

Make-up Work

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

Parent-Teacher Conferences

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



December 2021



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5 PTO Meeting 6:30 p.m.	6	7	8	9	10	11
12	13 PLC Day, Early Dismissal School Out at 2:18 p.m.	14	15	16	17 Morley Spirit Wear Day	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
Schools are Closed - Winter Break						

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

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Before/After-School Care

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

Day Cares Who Transport to Morley

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

Cell Phone/Personal Electronic Device

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

Animals on School Property

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



January 2022



SUNDAY

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

						1
2	3	4	5 Welcome Back Students 3rd Quarter Begins	6	7	8
	Schools are Closed - Winter Break					
9	10 PTO Meeting 6:30 p.m.	11	12	13	14	15
16	17	18	19	20	21	22
	Schools are Closed					
23	24	25 PLC Day, Early Dismissal School Out at 2:18 p.m.	26	27	28 Morley Spirit Wear Day	29
30	31					

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

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

Rights And Responsibilities

LPS Rights and Responsibilities

The Lincoln Public Schools has established rights and responsibilities of students. They are printed in the Important Information booklet. Lincoln Public Schools provides physically safe and emotionally secure environments for all students and staff.

Positive behaviors (non-violence, cooperation, teamwork, understanding and acceptance of others) are encouraged in the educational program and are required of all staff. Inappropriate behaviors, including but not limited to bullying, intimidation and harassment, must be avoided by all students and staff.

Strategies and practices are implemented to reinforce positive behaviors and to discourage and protect others from inappropriate behaviors. Please review the rights and responsibilities with your child.

Attendance

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

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



February 2022



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7	8 Parent-Teacher Conferences 4:00-7:00 p.m.	9	10 Parent-Teacher Conferences 4:00-7:00 p.m.	11	12
13 PTO Meeting 6:30 p.m.	14	15	16	17	18 No School for Elementary Students	19
20	21 Schools are Closed	22 PLC Day, Early Dismissal School Out at 2:18 p.m.	23	24	25 Morley Spirit Wear Day	26
27	28					

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

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

Morley School-Wide Expectations

18

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

Productive Citizens • Lifelong Learners!



March 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
Schools are Closed						
20	21	22	23	24	25	26
PTO Meeting 6:30 p.m.					Morley Spirit Wear Day	
27	28	29	30	31		
		PLC Day, Early Dismissal School Out at 2:18 p.m.				

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.**

Morley Student Management Flow Chart



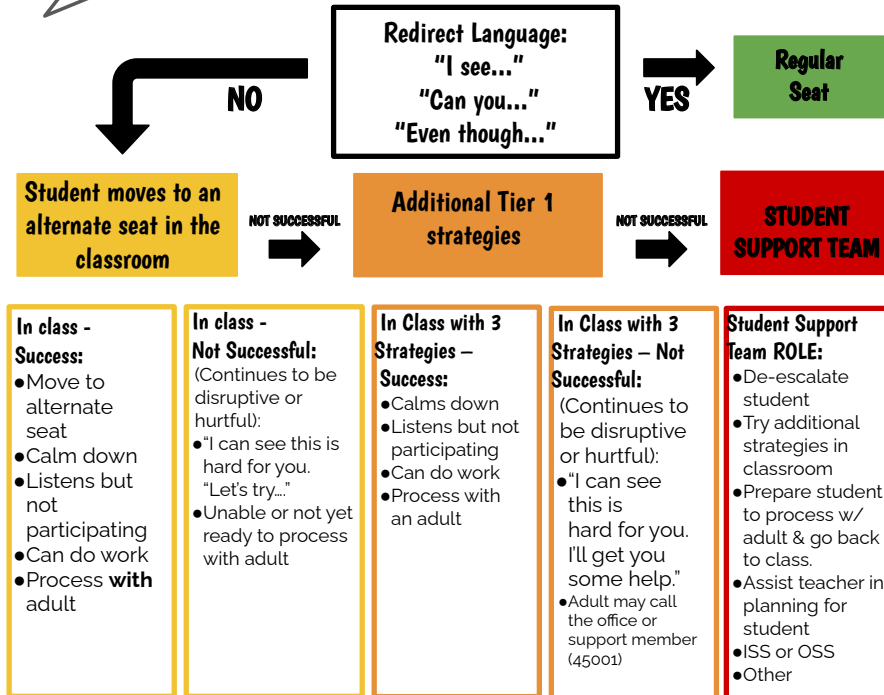
5 THINGS TO DO BEFORE EACH NEW ACTIVITY

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

Office Managed Behaviors

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

Response to Behavior



Additional Tier 1 Strategies to Consider:

- Proximity
- Wait Time/break
- Choices
- Distractors/Sensory Tools
- Praise/Positive Feedback (find something good!)

When a student begins to work with another adult, the sending teacher/adult is responsible for contacting parents and documenting the minor behavior in Synergy the day of the incident. Three in class movements per week = parent contact.

April 2022



SUNDAY

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

						1	2
3	4	5	6	7	8	9	
10	11 PTO Meeting 6:30 p.m.	12	13	14	15 Schools are Closed	16	
17	18	19	20	21	22 Morley Spirit Wear Day	23	
24	25	26 PLC Day, Early Dismissal School Out at 2:18 p.m.	27	28 No School for Elementary Students	29 Schools are Closed	30	

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MTSS-B

(Multi-Tiered System of Support for Behavior)

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

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

Teachers also use a variety of rewards in the classroom to encourage and recognize students doing the right thing. Some examples are: sitting in the teacher's chair or being first in line for lunch. Positive feedback is given to students to encourage a growth mindset. Students are recognized quarterly at assemblies and in our newsletters for their character and effort.

Lincoln Public Schools provides a physically safe and emotionally secure environment for all students and staff. Positive behaviors (non-violence, cooperation, teamwork, understanding, and acceptance of others are encouraged in the educational program and are required of all staff. Inappropriate behaviors, including, but not limited to bullying, intimidation and harassment, must be avoided by all students and staff.

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

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

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

Succeed - as learners and caring community members.

Bullying

If you feel that peers are bullying your child, please contact your child's teacher or the building principal, Stephanie Drake. All reported incidences of bullying/unsafe

behavior will follow the protocol outlined in Lincoln Public Schools Board Policy 5482: Anti-Bullying Policy.

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

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

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

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

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

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



May 2022



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6	7
8	9 PTO Meeting 6:30 p.m.	10	11	12	13	14
15	16	17	18	19	20 Morley Spirit Wear Day	21
22	23 Morley Field Day	24	25 Last Day of School 5th Grade Recognition	26	27	28
29	30	31				

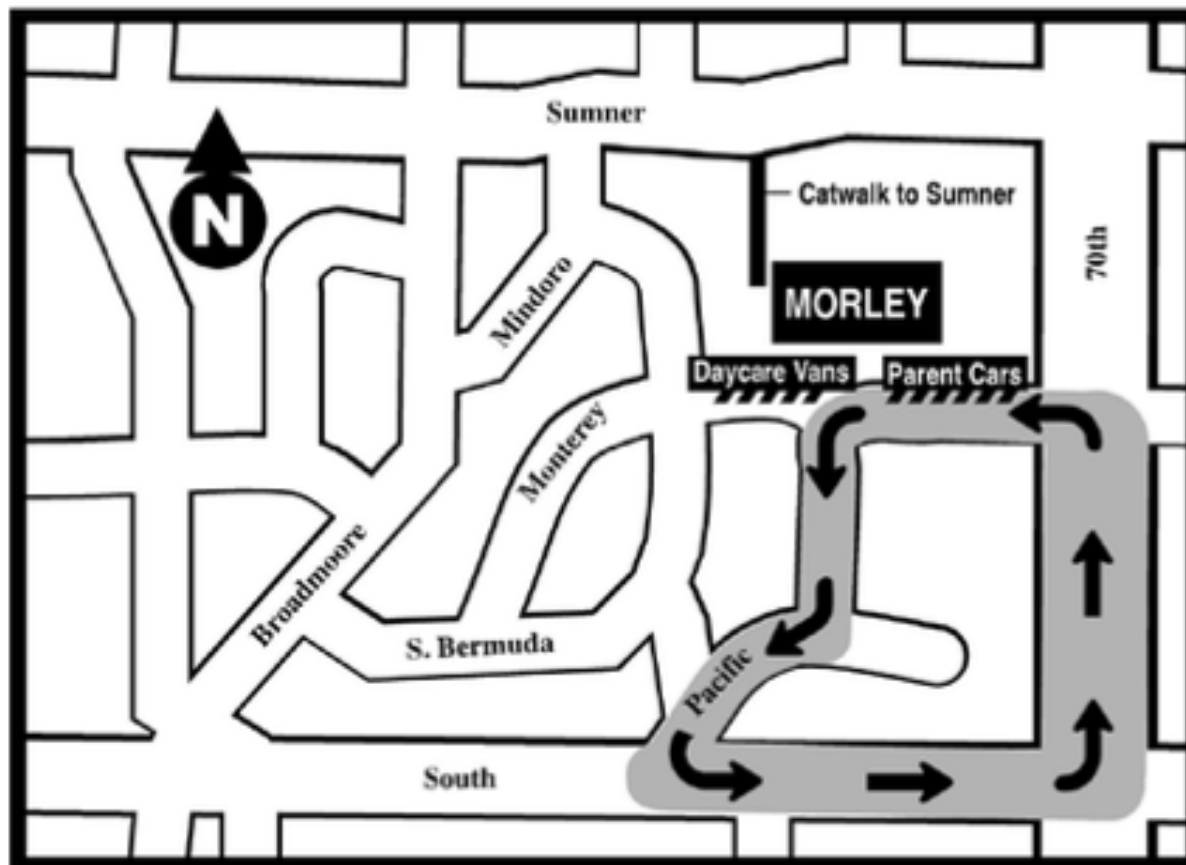
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Traffic At Morley

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

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



June 2022



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Happy Summer!			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!	

Student Ambassadors

Pointing the way for our new students

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

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

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

The Student Ambassador is trained and does the following:

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

Flock Friends Building Community

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

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

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

Parent Teacher Organization

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

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

The 2021-2022 PTO President is Lauren Boswell and the president-elect is Lauren Boswell. You may email the PTO at president@morley.lps.org.



July 2022



SUNDAY

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

SUMMER
ROCKS!

3

School Office Closed

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

2022-2023 Student Calendar



Lincoln Public Schools
Lincoln, Nebraska



Approved 4/28

<

- 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

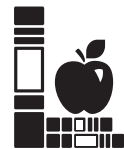
GRADUATION DATES

Friday, May 12, 2023: Yankee Hill Program
Wednesday, May 17, 2023: Independence Adacemy
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.





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