



**2022-2023**

**Student & Parent School Handbook Calendar**

# **Pershing Elementary School**

**6402 Judson Street • Phone 402-436-1160**

**Website: [pershing.lps.org](http://pershing.lps.org) • Fax: 402-436-1471**

**Annette Bushaw, Principal**

**Pershing Elementary is a community working together to educate life-long learners.**

## 2022-2023 Student Calendar



Lincoln Public Schools  
Lincoln, Nebraska



Approved 4/20

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						

AUGUST 2022						
S	M	T	W	T	F	S
		1	2	3	4	5
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			

SEPTEMBER 2022						
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OCTOBER 2022						
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NOVEMBER 2022						
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31						

DECEMBER 2022						
S	M	T	W	T	F	S
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JANUARY 2023						
S	M	T	W	T	F	S
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FEBRUARY 2023						
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MARCH 2023						
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APRIL 2023						
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MAY 2023						
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JUNE 2023						
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24	25	26	27	28	29	30
31						

- First and last days of class for students
- All schools not in session
- All schools will dismiss early, check school building schedule
- Elementary school students NOT in attendance (plan days)
- Quarter start dates
- Quarter end dates

Rev. 4/8/22

### GRADUATION DATES

**Thursday, May 18, 2023:** Yankee Hill Program  
**Thursday, May 18, 2023:** Independence Academy  
**Thursday, May 25, 2023:** Bryan Community Focus Program  
**Friday, Saturday and Sunday, May 26-28, 2023**  
 Fri: LNS | Sat: East/LHS/LSE | Sun: LNE/LSW

**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 Pershing Elementary School! This handbook has been prepared for all students and parents/guardians in hopes that it will be helpful in answering questions you might have about the policies and practices of our school. Please carefully review the contents with your child. The "Important Information" booklet provided by Lincoln Public Schools also gives critical parent/student information. Note that dates for school events are subject to change. If you have questions or concerns regarding these publications, please do not hesitate to call the school office at 402-436-1160.

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

**Annette Bushaw Principal and Pershing Staff**

**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.



## 2023-2024 Student Calendar



Lincoln Public Schools  
Lincoln, Nebraska



Approved 2/23/21

JULY 2023						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
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30	31					

AUGUST 2023						
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31						

SEPTEMBER 2023						
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31						

OCTOBER 2023						
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NOVEMBER 2023						
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DECEMBER 2023						
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- First and last days of class for students
- All schools not in session
- All schools will dismiss early, check school building schedule
- Elementary school students NOT in attendance (plan days)
- Quarter start dates
- Quarter end dates

Rev. 6/7/22

### GRADUATION DATES

**Monday, May 20, 2024:** Yankee Hill, Independence Academy  
**Thursday, May 23, 2024:** Bryan Community Focus Program  
**Friday, Saturday and Sunday, May 24-26, 2024**  
 Fri: Schools TBA | Sat: Schools TBA | Sun: Schools TBA

**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.

# August 2022



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2 Office Newsletter by Email	3	4	5	6
7	8	9	10	11 Safe Walk to School Night 5:30 - 6:30 pm	12	13
14	15 First Day of School 1 PLC Day Early Dismissal 1:33	16 2 PLC Day Early Dismissal 1:33	17 3 PLC Day Early Dismissal 1:33	18 4 First Day of Early Childhood	19 1	20
21	22 2	23 3	24 4	25 1	26 2	27
28	29 3	30 PLC Day, Early Dismissal 1:33 pm Day 0 No Early Childhood	31 4			

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**

*Pershing Elementary School 2022-2023 Student Handbook Calendar*



6402 Judson Street, Lincoln, NE 68505

Phone: (402) 436-1160

Fax: (402) 436-1471

**Principal**

Annette Bushaw  
abushaw@lps.org

**Assistant Principal**

Anna Salomons  
asalom@lps.org

**Coordinator**

Jaime Olson  
jolson4@lps.org

**Secretary**

Lynette Berry  
lberry@lps.org,

**Registrar**

Melissa Beaudette  
mbeaudet@lps.org.

**Office Hours**

7:30 a.m. - 4:00 p.m.

## HELPFUL INFORMATION

Child's Name: \_\_\_\_\_ Grade: \_\_\_\_\_

School Attending: \_\_\_\_\_ Lunch POS: \_\_\_\_\_

Teacher: \_\_\_\_\_ Room Number: \_\_\_\_\_

Other: \_\_\_\_\_

Child's Name: \_\_\_\_\_ Grade: \_\_\_\_\_

School Attending: \_\_\_\_\_ Lunch POS: \_\_\_\_\_

Teacher: \_\_\_\_\_ Room Number: \_\_\_\_\_

Other: \_\_\_\_\_

Child's Name: \_\_\_\_\_ Grade: \_\_\_\_\_

School Attending: \_\_\_\_\_ Lunch POS: \_\_\_\_\_

Teacher: \_\_\_\_\_ Room Number: \_\_\_\_\_

Other: \_\_\_\_\_

Child's Name: \_\_\_\_\_ Grade: \_\_\_\_\_

School Attending: \_\_\_\_\_ Lunch POS: \_\_\_\_\_

Teacher: \_\_\_\_\_ Room Number: \_\_\_\_\_

Other: \_\_\_\_\_

# September 2022



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2 Office Newsletter by Email	3
4	5 Labor Day  Schools are Closed	6 3 PPTO Meeting 6:00 pm	7 4	8 1	9 2	10
11 3	12	13 4	14 1	15 2	16 3	17
18	19 0 Day Picture Day	20 4	21 1	22 2	23 3	24
25 Pumpkin Run	26 4	27 PLC Day, Early Dismissal  1:33 pm Day 0  No Early Childhood	28 1	29 2	30 3	

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**

*Pershing Elementary School 2022-2023 Student Handbook Calendar*

## 2022-2023 Specialist Rotation Schedule (K-5th Grades)

# PERSHING ELEMENTARY SCHOOL

- ① Rotation Days    ● First and last days of class for students    ■ All schools not in session    □ All schools will dismiss early  
 ■ Elementary school students NOT in attendance (*plan days*)    ◻ Quarter start dates    ◻ Quarter end dates

### AUGUST 2022

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

### DECEMBER 2022

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

### APRIL 2023

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

### SEPTEMBER 2022

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

### JANUARY 2023

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

### MAY 2023

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

### OCTOBER 2022

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

### FEBRUARY 2023

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

### 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	

### NOVEMBER 2022

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

### MARCH 2023

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



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

Pershing Elementary School 2022-2023 Student Handbook Calendar

# October 2022



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Red Ribbon Week October 24th -- October 28th						1
2	3 4 Office Newsletter by Email	4 1	5 2	6 3	7 4	8
9	10 1 No CLC clubs Parent/Teacher Conferences 3:15 - 6:45	11 2 No CLC Clubs	12 3 No CLC Clubs	13 4 No CLC Clubs Parent Teacher Conferences 3:15 - 6:45	14 Last day of 1st Q  No School for Elementary Students	15
16	17 Schools are Closed	18	19 1 First Day of 2nd Q	20 2	21 3	22
23	24 4 Red Ribbon Week Sock it to Drugs: Wear crazy socks	25 PLC Day, Early Dismissal 1:33 pm Day 0  No Early Childhood Red Ribbon Week Wear Red	26 1 Red Ribbon Week Pershing Says No to Drugs: Wear Pershing Shirt or Purple	27 2 Red Ribbon Week Team up Against Drugs: Wear favorite team clothing	28 3 Fall Festival at Pershing 6:30 - 8:00 pm Superhero. Be Brave Against Drugs: Wear your favorite superhero.	29
30	31 4 Picture Re-take Day					

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

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

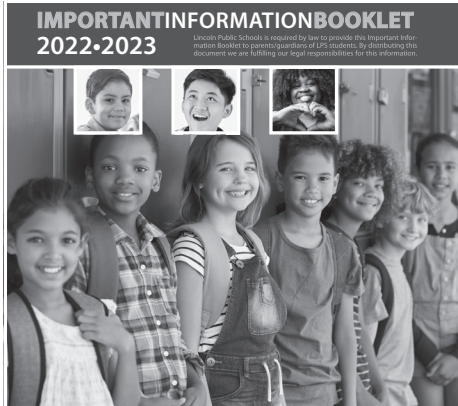
Pershing Elementary School 2022-2023 Student Handbook Calendar



# Important Information Handbook

**QUICK REFERENCE: LPS Main Department Phone Numbers**

Athletics and Activities..... (402) 436-1610	Instruction..... (402) 436-1626
Business Affairs..... (402) 436-1635	Library Media Services..... (402) 436-1628
Communication Services..... (402) 436-1610	Multicultural Office..... (402) 436-1605
Community Learning Ctrs. (402) 436-1964	Nutrition Services..... (402) 436-1747
Community Engagement..... (402) 436-1610	Risk Management..... (402) 436-1760
Curriculum..... (402) 436-1608	Special Education..... (402) 436-1989
Early Childhood..... (402) 436-1995	Student Services..... (402) 436-1688
Facility Use..... (402) 436-1072 x82036	Superintendent's Office..... (402) 436-1601
Federal Programs..... (402) 436-1997	Transportation..... (402) 436-1073
Foundation for LPS..... (402) 436-1612	Wellness..... (402) 436-1728
Human Resources..... (402) 436-1582	



Lincoln Public Schools has developed an important information handbook intended to be used by students, parents and staff as a guide to the rules, regulations, and general information about Lincoln Public Schools. Each student is responsible for becoming familiar with the handbook and knowing the information contained in it. Parents are encouraged to use this handbook as a

resource and to assist their child in following the rules contained in this handbook.

Although the information found in this handbook is detailed and specific on many 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. This handbook does not create a “contract.” The administration reserves the right to make decisions and make 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 a 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. The information provided in this book is subject to change without notice. On the right you will find the table of contents from this informative handbook.

## GENERAL INFORMATION

Student Calendar.....	1
Letter to Parents .....	1
Lincoln Board of Education.....	2
District Board Boundary Map .....	3
Communicating Concerns .....	3
District Map .....	4
School Directory .....	5
School Start and End Times .....	6

## ATHLETICS AND ACTIVITIES

Intramural and Interscholastic	
Athletic Participation Guidelines .....	6
Interscholastic Athletic/Activity	
Participation .....	8

## COMMUNICATION SERVICES

Communications .....	9
Smoke-Free Environment.....	9
Severe Weather Policy.....	9
Copyright and Fair Use Policy.....	10
LPDO Frequently Called Numbers .....	10

## CURRICULUM

Gifted Program.....	12
---------------------	----

## DEPARTMENT OF EARLY CHILDHOOD

Early Childhood.....	12
----------------------	----

## HEALTH SERVICES

Student Health Information .....	13
----------------------------------	----

## INSTRUCTION, DIVISION OF

Student Fees Policy.....	16
Student Fees Policy Appendix.....	19

## MULTICULTURAL OFFICE

Multicultural Advisory Committee.....	21
---------------------------------------	----

## NUTRITION SERVICES

School Cafeteria Accounts .....	22
Free + Reduced Meal Benefits .....	23
Frequently Asked Questions .....	23
Contact Information .....	25

## SPECIAL EDUCATION

Special Education Identification	
and Placement Procedure .....	26

## STUDENT SERVICES

Parental Involvement.....	28
Birth Certificate Requirements .....	28
Goals for Students.....	28
Application for	
Special Attendance Permit.....	29
Educational Equity .....	29
Guidelines for Religious Holidays .....	29
Rights and Responsibilities of Students..	30
Notice of Nondiscrimination/Contacts....	32
Law Enforcement.....	32
Dating Violence Policy.....	33
Anti-Bullying Policy.....	33
Child Abuse.....	33
Technology Resources Use .....	33
Nuisance Items .....	36
Student Attendance.....	36
Care of Property .....	37
Student Rights .....	37
Rights of Divorced Parents.....	42
Safe and Drug-Free Schools .....	43
Student Photo ID Cards.....	44
Visitors and Volunteers.....	44

## COMMON PRACTICES..... 45

Communicating Grades .....	46
Elementary School Common Practices ...	46
Middle School Common Practices .....	47
High School Common Practices.....	48

## THREAT ASSESSMENT

Threat Assessment Program .....	50
School Safety.....	51
Searches of Students and Property.....	51
Video Surveillance.....	51

## TRANSPORTATION..... 52



# November 2022



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 Office Newsletter by Email PPTO Meeting 6:00 pm	2	3	4	5
6	7 1	8 2	9 3	10 4	11 1 Grandparent/ Veteran's Day	12
13	14 2	15 3	16 4	17 1 Holiday Meal	18 2	19
20	21 3	22 4	23	24	25	26
		Schools are Closed				
27	28 No School for Elementary Students	29 PLC Day, Early Dismissal 1:33 pm Day 0 No Early Childhood	30 1			

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Pershing Elementary School 2022-2023 Student Handbook Calendar

## ParentVUE

Synergy ParentVUE is a component of the LPS Student Information portal that allows parents/guardians and students secure access to grades, assignments, attendance information, and much more. Assignments and student performance can be viewed as soon as entries are made by teachers into their electronic grade books. ParentVUE is not intended to replace direct communication between students/parents/teachers or other school staff members. If you have questions, please discuss the information with your student first. Students are strongly encouraged to discuss class progress directly with their teachers. If further clarification is needed, parents should contact the teacher directly.

### Information available via ParentVUE includes:

- Communications from teachers
- Attendance
- Student Schedules
- Class Websites
- Course History
- Progress Grades
- Assignment Calendars
- Immunization Summary
- Report Card (current year)

This secured access requires a confidential username and password that you create to log in to see your student's information. This resource will help you stay informed about your child's progress. Please read the following information carefully.

## School Improvement Goal

The goal for continuous school improvement at Pershing Elementary School is to increase academic achievement for all Pre-K through 5th grade students. K-2 students will focus on oral reading fluency and 3rd-5th grade students will focus on reading comprehension.



# December 2022



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1 Office Newsletter by email	2	3
4	5	6	7	8 3 Music Concert 1:30 pm 6:00 pm	9	10
11	12 PLC Day, Early Dismissal 1:33 pm Day 0 No Early Childhood	13	14	15	16	17
18	19	20	21	22 4 Last Day of Q2 Classroom Winter Parties @2:15 pm	23	24
25	26	27	28	29	30	31
Schools are Closed - Winter Break						

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Pershing Elementary School 2022-2023 Student Handbook Calendar



## Join us for Breakfast or Lunch!

### 7:45 Breakfast

Students \$ 1.30

Reduced Price \$ .30

### Lunch scheduled by class

Students \$2.50

Reduced Price \$0.40

(Ask for an application in our office).

Milk only \$0.50

Adult \$4.00

Prices subject to change.

### Recess and Lunch Times

	Lunch	Recess
Kindergarten	10:45 - 11:10	11:10 - 11:25
2nd Grade	11:10 - 11:30	11:30 - 11:45
1st Grade	11:30 - 11:50	11:50 - 12:05
3rd Grade	11:50 - 12:10	12:10 - 12:25
5th Grade	12:10 - 12:30	12:30 - 12:45
4th Grade	12:30 - 12:50	12:50 - 1:05



## Lunchroom Procedures

**POS** is the name of our cafeteria cash register system. With the POS cash register system a parent/guardian deposits money into an account. Students will access funds by using the finger scanner. Money in an account can be transferred from one school to another if a student changes schools within Lincoln Public Schools.

### Negative Account Balances

Students who do not have sufficient funds to pay for lunch will receive a call from the district when the negative balance is \$10.

### Free/Reduced Lunch and Breakfast

If your child received free/reduced lunch and breakfast **last** year, your application is valid for the first 30 days of school **this** year. **All families must complete a new application online.** Eligibility for the free/reduced lunch program is determined by federal guidelines.

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). No Food may be brought in as treats for class rewards, or class parties one half hour prior to the serving periods. **Also, parents may not bring in food for children other than their own.**

## Arrival

### Arrival Times

The Pershing campus will be closed until 8:00 a.m. for the safety of students.

- **Breakfast**—Served between 7:45-8:00 a.m. Enter at Door #2.
- Early Childhood a.m. and p.m. will enter through Door #10.
- Earliest arrival (unless entering breakfast, instrumental music, or before-school CLC services) is signaled by the bell at 8:00 a.m.
- **Students not eating breakfast will enter the building between 8:00-8:10 a.m. through Door #2.**
- Students will go to their classrooms through the building at 8:10 a.m.
- School begins at 8:15 a.m. After 8:10 a.m., all students use the main entrance and must check in with the SEM para. Once the school day begins, please use the main entrance. All other doors will be locked.

L	I	N	C	O	L	N	P	U	B	L	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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Pershing Elementary School 2022-2023 Student Handbook Calendar

# Dismissal

## Dismissal Times

- Teachers will escort all students out their designated exit door at 2:53 p.m. (See Exceptions)
- All students must go directly home, to daycare, or to a school sanctioned activity after dismissal.
- **Campus (including playground) is closed until 6:00 p.m. except for use with school activities or CLC services.**

## Dismissal Areas

- Students participating in CLC will meet staff in the classroom hallway.
- Participants in school sponsored activities will meet their supervisor at a designated door.
- Parents should arrange to pick up their child(ren) outside at the same location each day.
- Students staying after school must exit with the class and return with their teacher.
- Students staying after school for longer than 10 minutes will notify parents by phone.
- Students will not be allowed to play on the playground while waiting for rides after school.

## Drop Off and Pick Up

- **USE CROSSWALKS AT ALL TIMES.**
- To ensure children do not cross in the street, pick up and drop off your child(ren) on the passenger side of the car.
- Follow flow of traffic when dropping off and picking up your child(ren). (See map insert)
- Do not use the parking lot or the bus loading zone to drop off or pick up your child(ren).
- Students plan to meet each other **outside the building**.
- Older students go to meet younger siblings at their designated door.

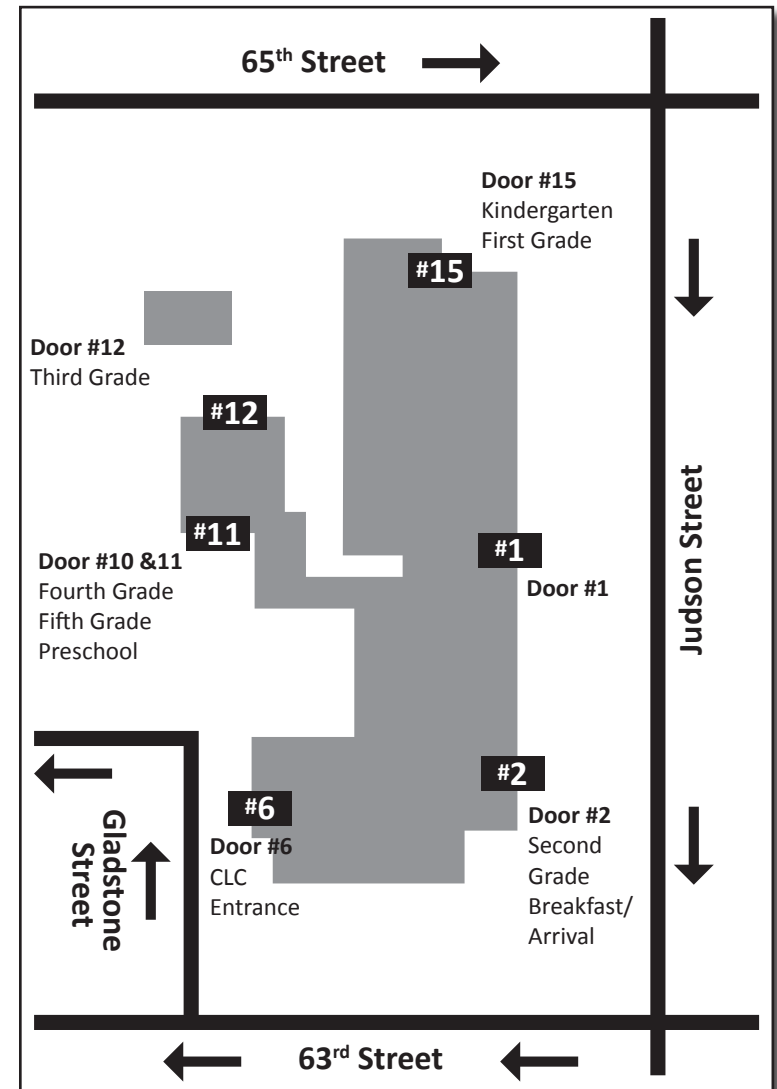
## Exceptions

### Early Childhood

Morning 8:00 a.m.-11:30 a.m.  
Afternoon 11:45 a.m.-3:15 p.m.

## Student Use of Telephone

Students will be permitted to call home regarding school matters after getting 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 arriving at school. Cell phones and other electronic devices have been found to be disruptive to learning. If a student brings them to school they must remain in the child's backpack. If the student takes an electronic device out during the school day, it will be kept in the office until a parent/guardian can pick it up. Most students check their phones in at the office for safe keeping during the day.



# February 2023



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 Office Newsletter by Email	2	3	4
5	6	7	8	9	10	11
12	13	14 4 Friendship Parties @ 2:15 PM	15	16	17 No School for Elementary Students	18
19	20 Schools are Closed	21	22	23	24	25
26	27 PLC Day, Early Dismissal 1:33 pm Day 0 No Early Childhood	28				

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Pershing Elementary School 2022-2023 Student Handbook Calendar



## Methods of Communication

### School Newsletter

The Pershing newsletter contains announcements, information, school events, etc. This newsletter is sent monthly through (SchoolMessenger email).

### Weekly

### Communication Folders

Typically, school news will be sent home via Thursday 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 Pershing 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: [pershing.lps.org](http://pershing.lps.org).

### 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.

## Visitors

Parents/guardians and community members are encouraged to visit school. Children not enrolled at Pershing may not visit unless accompanied by an adult. It is recommended that visitors limit their visit to 30 minutes. When visitors do come to school, we ask that they come to the office, sign in using the computer and wear the badge provided for you. Wearing this badge will assure all staff that approval has been given by the office to visit. This is an important step in our security plan.

## Pets at School

Pets are an important part of many students' lives and can provide many good learning experiences. The teacher or principal must approve a visit by a pet in advance. **During arrival and dismissal no pets are allowed on school grounds.**

## Reporting Absences

If your child is unable to attend school, call the office at (402) 436-1160. If the school has not been notified, a call will be made to your home or work. If you can't be reached, emergency contacts will be called.

## 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.

## Parent Teacher Organization

The Pershing Parent Teacher Organization (PPTO) is a vital part of Pershing's success with children. As an organization, they represent parents/guardians and organize events and projects that serve children and families. Scheduled PPTO meetings are listed on the calendar. All teachers and families are encouraged to attend PPTO meetings and activities.

# March 2023



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 Office Newsletter by Email	2	3	4
5	6 3 No CLC clubs	7 4 PPTO Meeting at 6:00 PM Parent Teacher Conferences 3:15 - 6:45 pm No CLC Clubs	8 1 No CLC clubs	9 2 Parent Teacher Conferences 3:15 - 6:45 pm No CLC Clubs	10 3 Last Day of Q3 No CLC Clubs	11
12	13	14	15	16	17	18
Schools are Closed						
19	20 4 First Day of Q4	21 1	22 2	23 3	24 4	25
26	27 1	28 PLC Day, Early Dismissal 1:33 pm Day 0 No Early Childhood	29 2	30 3 Around the World in 80 minutes 6:00 - 7:20 pm	31 4	

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

Pershing Elementary School 2022-2023 Student Handbook Calendar

## Bullying

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



## Before & After School Care

Before-and-after school care is available to families at Pershing School through the Pershing Community Learning Center (CLC). CLC provides before-and-after school care for kindergarten through fifth grade students. Please call 402-434-9262 for registration and fee schedule.

## Community Learning Center (CLC)–YMCA

CLC services are available between 7:00-8:10 a.m. and after school until 5:30 p.m. on school days. Pre-registration is required, call: 402-434-9262.

## After School Clubs and Activities

Throughout the school year, a variety of interest clubs and activities are sponsored by the Pershing Community Learning Center. Club and registration information will be sent home with students. Additional activities available to students (some for only designated grade levels) include: Chorus, Band, and Orchestra. Other clubs and activities may be organized to address special interests of students and staff.

# April 2023



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3 1	4 2	5 3	6 4	7 Schools are Closed	8
9	10 Schools are Closed	11 1	12 2	13 3	14 4	15
16	17 1	18 2	19 3	20 4 Music Concert 1:30 PM 6:00 PM	21 1	22
23	24 2	25 PLC Day, Early Dismissal 1:33 pm Day 0  No Early Childhood	26 3	27 No School for Elementary Students	28 Schools are Closed	29
30						

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

Pershing Elementary School 2022-2023 Student Handbook Calendar

## **Pershing Elementary School Title I Parent and Family Engagement Policy 2022-2023 School Year**

Pershing Elementary intends to follow the Title I Parent and Family Engagement Policy guidelines in accordance with federal law, Section 1116(a -f) ESSA, (Every Student Succeeds Act) of 2015.

### **In General,**

Pershing Elementary shall jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed on by such parents, that shall describe the means for carrying out the requirements. Parents shall be notified of the policy in an understandable and uniform format and, to the extent, practicable, provided in a language the parents can understand. The policy shall be made available to the local community and updated to meet the changing needs of parents and the school.

### **Specifically,**

- Pershing Elementary shall provide opportunities for the participation of parents and family members including those with migratory children, limited English proficiency, or have disabilities. Parent shall be notified of this Parent and Family Engagement Policy, information related to school and parent programs, meetings, and other activities in an understandable and uniform format and to the extent practicable provided in a language the parents can understand;
- Pershing Elementary shall convene an annual parent meeting scheduled at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of Pershing Elementary participation under this part and to explain the requirements of this part, and the right of the parents to be involved;
- Pershing Elementary shall involve parents in an organized, ongoing, and timely way, in the planning, review, and improvement of this Parent and Family Engagement Policy;
- Pershing Elementary shall provide opportunities for parents and family members to participate in decisions relating to the education of their children. Pershing Elementary shall provide other reasonable support for parental involvement activities;
- Pershing Elementary shall provide parents of participating children timely information about programs under this part, a description and explanation of the curriculum in use, the forms of academic assessment used to measure student progress and the achievement levels of the challenging State academic standards. Pershing Elementary will provide assistance, opportunities, and/or materials and training to help parents work with their children to improve their children's academic achievement in a format, and when feasible, in a language the parents and family members can understand;
- Pershing Elementary shall educate teachers, specialized instructional support personnel, principals, and other school leaders, with the assistance of parents in the value and utility of contributions of parents, how to reach out to, communicate with and work with parents as equal partners;
- Pershing Elementary shall coordinate and integrate parental involvement programs and activities with other Federal, State and local programs, including preschool programs that encourage and support parents in more fully participating in the education of their children.



# May 2023



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 Office Newsletter by Email	2 PPTO Meeting at 6:00 pm	3	4	5	6 Mayor's Run
7	8 1	9 2	10 3	11 4	12 1	13 Color Run @ 10:00 am
14	15 2	16 3	17 4	18 1	19 2	20
21	22 3 All School Picnic	23 4	24 1 Field Day Last Day for AM Early Childhood	25 Last Day of School PLC Early Dismissal 1:33 Day 0 5th Grade Recognition @ 12:30 pm Last Day of School Last Day for PM Early Childhood	26	27
28	29	30	31			

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Pershing Elementary School 2022-2023 Student Handbook Calendar

## Pershing Elementary School School-Parent Compact 2022-2023 School Year

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

### Teacher/School:

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

1. Provide high-quality curriculum and instruction in a supportive and effective learning environment to enable children to meet and exceed the challenging state academic standards.
2. Regularly communicate with parents on their child's progress and identify needs.
3. Demonstrate professional behavior and positive attitude.
4. Participate and provide information for family learning events to encourage student and family attendance.
5. Help to identify needs (academic, behavioral, and social emotional) and work with families and school personnel to develop an action plan.

---

Teacher Signature

### Parent / Caring Adult:

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

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

---

Parent Signature

### Student:

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

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

---

Student Signature





## Intent of Student Handbook

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

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



Pershing students benefit from participating in Junior Achievement.

# PERSHING STAFF 2022-2023

## Kindergarten

Julie Steffen Rm. 103  
Bella Zeljko Rm. 105  
Marilyn Cruz Rm. 107

## 1st Grade

Terra Obrecht Rm. 106  
Abby Sullivan Rm. 108  
Kaylee Pro Rm. 110

## 2nd Grade

Caitlin Bartsch Rm. 131  
Ashley Rutt Rm. 133  
Ashley Thiesfeld Rm. 135

## 3rd Grade

Nikki Westwood Rm. 127  
Amy Emanuel Rm. 128  
Gwen Prockish Rm. 129

## 4th Grade

Deidre Bergman Rm. 120  
Jichelle Sorensen Rm. 122  
Alexis Abebe Rm. 124

## 5th Grade

Nolan Grint Rm. 121  
Karrissa Karg Rm. 126  
Kasey Dils Rm. 123

## ELL

Monica Steele Rm. 114  
Heidi Reinke Rm. 138  
Hien Trinh Rm. 136  
Chelsey Igo-Boggs Portable South  
(Team Leader)

## Specialist Team

Dana Wendelin - PE Gym  
Matthew Manning - Vocal/CS Rm. 130  
Sarah Hoyer - Art Rm. 119  
Ashley Dorcey - Media/CS Rm. 142E  
Ashley Cyper - Instrum. Rm. 130A  
Sam Packard - Strings Rm. 130A

## Early Childhood

Kristin Latham Rm. 102  
Heather Morse Rm. 102  
Holly Meyer - SLP Rm. 102

## Special Education Team

Hannah Jacobs Rm. 134  
McKenna Machal Rm. 125  
Baily Holmes Rm. 125  
Morgan Donald Rms. 113/111  
Sidney Delozier - SLP Rm. 115

## Interventionists

Emily Gray Portable North  
Kelli Gibbs Portable North  
Chelsey Meyer Rm. 181

## Support Staff

Anna Tussing - Psychologist  
Stephanie Fowler - Instructional Coach  
Melissa Sellon - Counselor

## Office

Melissa Beaudette - Registrar  
Lynette Berry - Secretary

## Health Office

Nicole Fuller - Nurse  
Nicole Delong - Health Tech

## Pershing Elementary School

6402 Judson Street | Phone 402-436-1160

Lincoln, NE 68507 | Website: <http://pershing.lps.org>



## LINCOLN BOARD OF EDUCATION

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