



2023-2024

School Calendar and Handbook

KLOEFKORN ELEMENTARY SCHOOL
6601 Glass Ridge Drive • Lincoln, NE 68526
Phone: 402.436.1148 • **Fax:** 402.458.3248
Web Page: <http://kloefkorn.lps.org>
Shayna Cook, Principal

Honor the Past. Achieve Excellence in the Present. Inspire Leaders for the Future.

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
9	10	11	12	13	14	15
16	17	18	19	20	21	22
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30	31					

JANUARY 2024

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AUGUST 2023

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FEBRUARY 2024

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SEPTEMBER 2023

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MARCH 2024

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OCTOBER 2023

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APRIL 2024

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NOVEMBER 2023

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MAY 2024

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30	31					

DECEMBER 2023

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JUNE 2024

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30						

- 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. 6/5/23

GRADUATION DATES

Friday, May 17, 2024: Yankee Hill & Independence Academy

Thursday, May 23, 2024: Bryan Community Focus Program

Friday, Saturday and Sunday, May 24-26, 2024

Fri: LSW

Sat: LNS/East/LHS/LNW Sun: LSE/LNE

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 Kloefkorn Elementary School Families,

This handbook has been prepared in hopes that it will be helpful in answering questions you may have about the policies and practices of our school. The “Important Information” booklet provided by Lincoln Public Schools also gives critical parent/student information.

Note that dates of school events are subject to change. You may find changes communicated on our website and monthly newsletters. If you have questions or concerns regarding these publications, please do not hesitate to call the school office at 402.436.1148.

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

Warmest regards,





Shayna Cook, Principal

Lisa Swiatek, Assistant Principal



Honor the Past. Achieve
Excellence in the Present.
Inspire Leaders for the Future.

ALL PROCEDURES, GUIDELINES AND DATES OUTLINED IN THIS DOCUMENT ARE SUBJECT TO CHANGE, BASED ON RECOMMENDATIONS AND DIRECTIVES ISSUED BY THE NEBRASKA DEPARTMENT OF EDUCATION, THE LINCOLN LANCASTER COUNTY HEALTH DEPARTMENT (LLCHD), OR OTHER GOVERNING BODY.

<div>August 2023</div> <div><div></div><div></div><div></div><div></div></div>		SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3	4	5
		6	7	8	9	10 Open House 5:00pm - 6:00pm	11	12 Bill Kloefkorn's Birthday
		13	14 First Day of School Early Dismissal 1:33pm DISMISSAL	15 Early Dismissal 1:33pm DISMISSAL	16 Early Dismissal 1:33pm DISMISSAL	17 First Day of Preschool	18	19
		20	21 PTO General Meeting 7:00pm	22	23	24	25	26
27	28	29 PLC Day, Early Dismissal 1:33pm DISMISSAL	30	31				
LINCOLN PUBLIC SCHOOLS • LINCOLN, NEBRASKA								

Creating Success Through Partnership

Students are responsible with the support of our staff, to conduct themselves in a manner that will create a safe learning environment at Kloefkorn Elementary School. All appropriate behaviors are included in Kloefkorn's three simple guidelines for success. We will work together to help our children to:

Be Safe We help everyone feel physically and emotionally secure.

Be Respectful We value and are considerate of others.

Be Responsible We are accountable for all of our actions.



Important Information Needed



Parents and guardians will verify their child(ren)'s enrollment information through the online parent portal, ParentVUE. **For the safety of your child,** it is necessary to provide an emergency contact name and phone number while verifying your child's enrollment information online, in case you cannot be reached.

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

Attendance

Student achievement is impacted by frequent absences and tardies. It is our goal to have every student in school as many days as possible, and to work with parents and guardians to help students understand the importance of being in school. Students may be excused for illness, or if by parent request, the student may miss school for a family emergency or special family need, including a religious observance. Students may also be excused from school to participate in a school-approved activity. Students attending Kloefkorn School on permit are reminded that punctual attendance is necessary to maintain permit status.





Medical/Dental Appointments on School Time

In order for an absence to be School Excused the parent/guardian must provide the school with documentation to demonstrate that the absence was beyond the control of the parent or child. Please follow-up with Office Staff with questions. Students must check in the office upon departure for the appointment and on return to school. A computerized record is kept when the student is out of the building. It is necessary that the child check in and out through the office. Please send an email or call the office the previous day.

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. Please call the school in the morning to request homework to be picked up after school.

September 2023	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1	2
	3	4 Schools are Closed	5 Chorus Rehearsal 7:20am	6	7	8	9
	10	11	12 Chorus Rehearsal 7:20am	13	14	15	16
	17	18	19 Chorus Rehearsal 7:20am	20	21	22	23
	24	25	26 PLC Day, Early Dismissal Chorus Rehearsal 7:20am 1:33pm DISMISSAL PTO Walk-A-Thon	27 Picture Day	28	29	30
							
							
							

Arrival at School

Students are expected to arrive at school between 8:00 a.m. and 8:10 a.m. There is no supervision available prior to that time and students are under the responsibility of their guardians or daycare providers. Students who arrive after 8:15 a.m. must check in with the Office Staff at Door #1.

When students arrive at school, they will enter the building through doors 1 or 5.

Student Entrances:

Door 1 (main entrance, east side) and Door 5 (south side).

Once students enter the building, they will walk to their assigned space to line up until the 8:10 bell rings. At 8:10, classes are dismissed to their classrooms and are welcomed by their teacher to begin learning for the day. Students arriving after 8:10 will go directly to their classrooms. Supervising staff members will direct them as they enter the building.

Arrival Times

- Earliest arrival is 8:00 a.m. unless participating in breakfast, band, chorus, or before-school childcare.
- Students can arrive at Kloefkorn at 8:10 a.m. and will walk directly to their coat hooks and wait quietly for the 8:15 a.m. bell.
- Classes begin at 8:15 a.m.
- After 8:15 a.m., all students use Door #1 and check in with the Office Staff.
- Breakfast is available 7:45 - 8:10 a.m. through Door #1 (east side).
- Before School Childcare is available between 7:00 a.m. and 8:15 a.m. Preregistration is required through Family Service, 402-441-7949.

Dismissal From School

For safety purposes, students will not be allowed to play on the playground while waiting for rides after school.

Dismissal Times

- All students are dismissed from the building at 2:53 p.m.
- All students must go directly home or to a school sanctioned after-school activity.
- Teachers will escort students out their designated exit door.

Dismissal Areas

- Students enrolled in after-school activities will be escorted to the appropriate area.
- Brothers and sisters meet inside the building.
- Parents arrange to pick up their children at the same place each day.

After School Clubs/Activities

- School's Out childcare is available after school until 6:00 p.m. Pre-registration is required through Family Service, 441-7949.

Late Pick Up





- Parents/guardians must come to door #1 to sign out students not picked up by 3:00 p.m. Children will not be allowed to wait outside after school or to leave the building without a parent/guardian signature after this time.

Releasing Student Early

Kloefkorn school hours are 8:15 a.m. - 2:53 p.m.

Students who leave before the end of the day are to be signed out by a parent or guardian. The school will only release children to adults designated by the parent during online enrollment verification or parent/guardian must call the office prior to release.

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

October 2023	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3 Chorus Rehearsal 7:20am	4	5	6	7
	8 Pumpkin Run (Canopy Street, Railyard)	9	10 Chorus Rehearsal 7:20am Parent / Teacher Conferences 3:00pm - 7:00pm	11	12 Parent / Teacher Conferences 3:00pm - 7:00pm	13 Last Day of 1st Quarter No School for Elementary Students	14
	15	16 Schools are Closed	17	18 First Day of 2nd Quarter	19	20 PTO Food Truck Night	21
	22	23	24 Chorus Rehearsal 7:20am	25	26	27	28
	29	30	31 PLC Day, Early Dismissal Chorus Rehearsal 7:20am 1:33pm DISMISSAL				
							
							
							

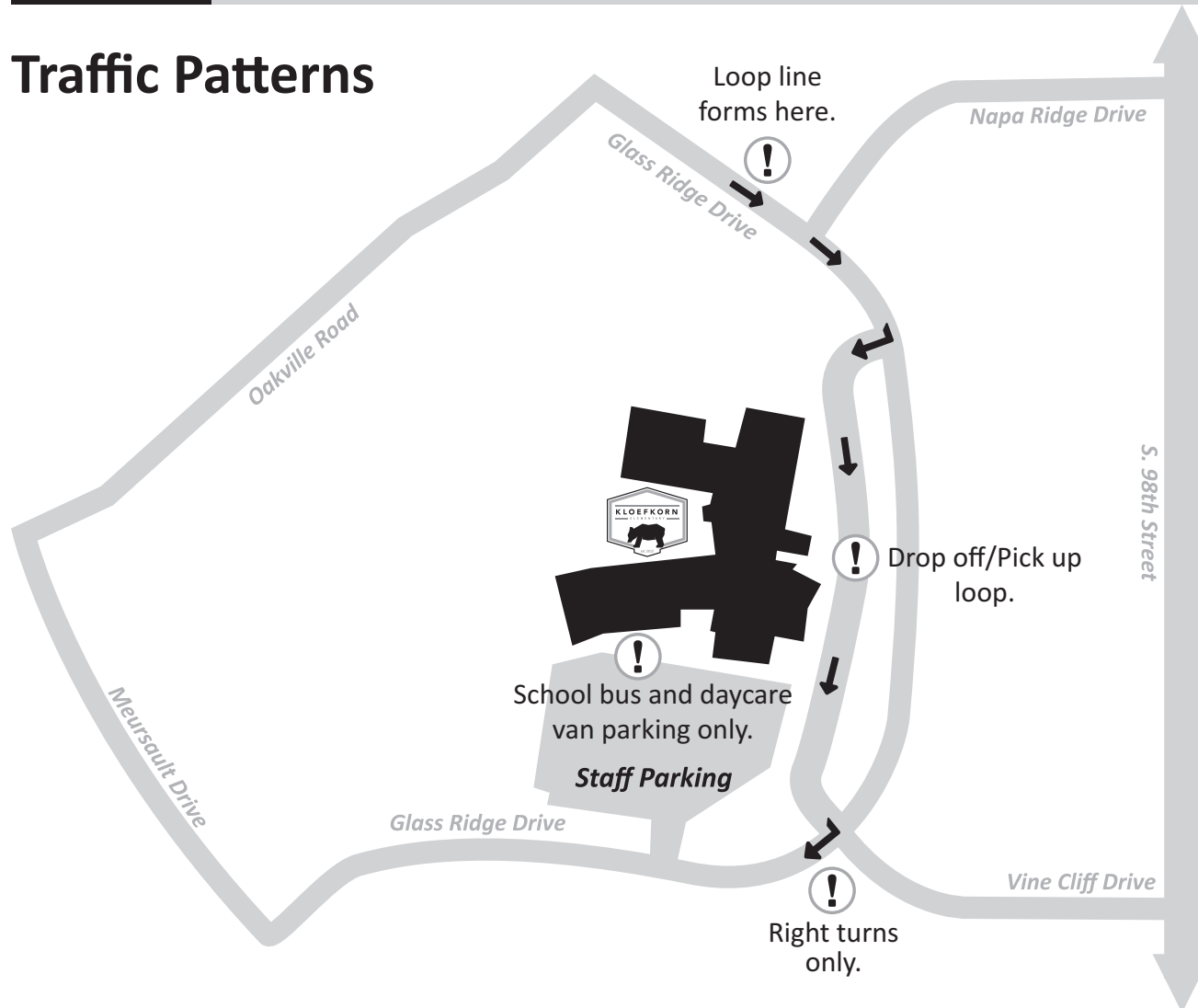


Important Information Needed

Arrival and Dismissal Plan

In August a form is emailed home for families to complete notifying the school of a child's plan for arrival and dismissal. If there is a temporary or long-term change, it is the responsibility of the parents to notify the school office by a written note or email and communicate with their child of the change.

Traffic Patterns



Rules of the Road

It is important that we all do our part in keeping students safe during busy traffic times.

If using the front drive thru loop, please be sure to pull all the way forward and remain in the car. Students should exit from the passenger side of the car.





Staff will guide students into the school building and will help students locate their car in the loop.

Be cautious of the many cross walks around the school property.

The back parking lot is designated for busing transportation. This is not a space for curbside drop off/pick up. To help maintain safety with restricted visibility, if dropping/picking students up from door 5, please walk your child to and from the supervised crosswalk.

If parking on the street or waiting for the loop, be courteous of keeping neighboring driveways open and unblocked.

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November 2023	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3	4
	5	6 PTO General Meeting 7:00pm	7 Chorus Rehearsal 7:20am	8 Retake Picture Day	9	10	11
	12	13	14 Chorus Rehearsal 7:20am	15	16	17	18
	19	20	21 Chorus Rehearsal 7:20am Fall Room Parties	22	23	24	25
	Schools are Closed						
	26	27 No School for Elementary Students	28 PLC Day, Early Dismissal Chorus Rehearsal 7:20am 1:33pm DISMISSAL Chorus Winter Concert 6:00pm	29	30		
							
							

Pick Up/Lunch

A student can only be picked up or eat lunch with someone if they are listed as a contact during online enrollment verification. If they are not, you must contact the Kloefkorn office and give them the person's name who will be picking them up or eating lunch with them.

Personal Electronic Devices

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.

Student Use of Telephone

Students will be permitted to call home regarding school matters, upon obtaining permission from the classroom teacher. Calls by students must be kept to a minimum, as there are a very limited number of phone lines in and out of school. Students are asked to make arrangements for participating in after-school activities or going home with a friend before leaving home in the morning. Students will not be allowed to use cell phones in the classroom. Cell phones are to be turned off and kept in students' backpacks during the school day.

Breakfast Program

- Breakfast is served between 7:45 and 8:15 a.m. on each school day.
- All students will be released as they finish eating to join classmates at their designated arrival area.
- Any students left in the cafeteria will be escorted to their rooms at 8:15 a.m.

Lunch Time

- Only 5th Grade students are permitted to buy seconds at lunch when available.
- To purchase meals, seconds (5th) or a milk, families must deposit money into their account by using our web-based meal prepayment system-MySchoolBucks-available on the LPS website. If your child is coming to Kloefkorn School from another LPS school, they will use the same number as last year. If your child is new to Lincoln Public Schools, a number will be assigned.
- If your child received free/reduced lunch last year, your application is valid for the first 30 days of school this year. A new 'Free/Reduced Lunch' application MUST be completed each new school year for each child. Applications are now online, and may be accessed on our school's home page under 'Meal Links.' Call the school office for assistance applying online. Eligibility for the free/reduced lunch program is determined by federal guidelines.
- In case of allergies, notify the school and work with the school team to develop a plan to accommodate the child's needs throughout the school day.
- No food may be brought in to treat for birthday parties, class rewards, or class parties.
- Parents may not bring in food for more than their child.



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

December 2023	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1	2
	3	4	5	6	7	8	9
	10	11	12 PLC Day, Early Dismissal 1:33pm DISMISSAL PTO Cookie Exchange	13	14	15	16
	17	18	19	20	21	22 Last Day of 2nd Quarter	23
	24	25	26	27	28	29	30
31	Schools are Closed - Winter Break						



Communicating Student Progress

Report Cards & Parent-Teacher Conferences

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

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

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

Methods of Communication

Kloefkorn Chronicle: The “Kloefkorn Chronicle” contains announcements, information, school events, etc. This newsletter is sent monthly via email and is posted on our school website.

Communication Envelopes: Typically, school news will be sent home via re-sealable envelopes. Please return the envelope the next school day including any notes to your child’s teacher. General information will be sent with the oldest child in the family attending Kloefkorn 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: Kloefkorn.lps.org.

ParentVue: Parents may access communications, attendance information, grades and more for their child through ParentVue. To activate your ParentVue account or if you have any questions, please call the Kloefkorn office. A link to ParentVue can be found on our school website.

SchoolMessenger: 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.

Treats & Invitations

Classrooms recognize birthdays in a variety of ways. Students are not allowed to bring birthday treats (edible or nonedible).

Please do not send gifts, party favors, balloons, or flowers. These items will not be delivered to classrooms.

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



STAY CONNECTED





Follow Kloefkorn Elementary on facebook, instagram, and twitter for what is happening at school!



Kloefkorn Elementary School



@KloefkornElementary

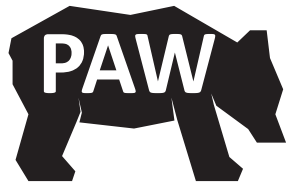
January 2024	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5	6
		Schools are Closed - Winter Break					
	7	8 First Day of 3rd Quarter	9	10	11	12	13
	14	15 Schools are Closed	16	17	18	19	20
	21	22	23	24	25	26 Eloise Kloefkorn's Birthday PTO Movie Night	27
	28	29	30 PLC Day, Early Dismissal Chorus Rehearsal 7:20am 1:33pm DISMISSAL	31			
							
							

Visiting the Building

All visitors will be asked to “check in” with the office. Individuals wishing to check students out of school should sign them out in the Kloefkorn office. The office will contact the teacher to send the student to the office.

Safety, Fire and Tornado Drills

All schools have periodic drills so students know what to do in case of emergency, fire, or tornado in order to be safe. The safety of students is a top priority. All schools cooperate with the fire department to make sure the most effective safety procedures are followed.



Positive Reinforcers

Kloefkorn uses PAW (Positive Actions and Words) Awards, Morning Shout Outs, Weekly PAW Pencils, and Quarterly Celebrations to recognize positive behaviors for our cubs!

Bullying

If you feel that peers are bullying your child, please contact your child’s teacher or the building principal, Shayna Cook. 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 who the adults are in the building 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.

Mental and Behavioral Health Point of Contact



Your student’s mental health is important to their academic success. If you have concerns about your student’s mental or behavioral health, you can contact the social worker at your student’s school/program. LPS social workers are licensed mental health practitioners and can help connect you to appropriate mental health or behavioral supports.

February 2024	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2	3
	4	5 PTO General Meeting 7:00pm	6 Chorus Rehearsal 7:20am	7	8	9 Spring Room Parties (4th)	10
	11	12	13 Chorus Rehearsal 7:20am	14 Spring Room Parties	15	16 No School for Elementary Students	17
	18	19 Schools are Closed	20 Chorus Rehearsal 7:20am Parent / Teacher Conferences 3:00pm - 7:00pm	21	22 Parent / Teacher Conferences 3:00pm - 7:00pm	23	24
	25	26	27 PLC Day, Early Dismissal Chorus Rehearsal 7:20am 1:33pm DISMISSAL Science Fair 6:00pm - 7:00pm	28	29		
							
							
							



Normal School Hours

Grades K-5:

School Starts: 8:15 a.m. Dismissal: 2:53 p.m.

AM Preschool:

Starts: 8:00 a.m.

Dismissal: 11:30 a.m.

PM Preschool:

Starts: 12:00 p.m.

Dismissal: 3:30 p.m.

August 14, 15, 16, 2023 (Grades K-5):

School Starts: 8:15 a.m. Dismissal: 1:33 p.m.

Professional Learning Communities (PLC) Early Release Days

The following school days are designated as Professional Learning Communities “Early Release Days” for students:

2023: August 14-16, August 29, September 26, October 31, November 28, December 12.

2024: January 30, February 27, March 26, April 23, May 23.

Students in grades K-5 will dismiss 1 hour and 20 minutes earlier than the normal schedule:
8:15 a.m.-1:33 p.m.

Kloefkorn Volunteers

If you want to be a volunteer at Kloefkorn, go to LPS.org and type in “volunteer” in the upper right search box. Fill out the online volunteer form and click “apply” to be a Level 2 volunteer. To become a Level 3 volunteer, you must contact the Kloefkorn office after completing the online Level 2 application. Additional information will be requested in order to run a background check to become a Level 3 volunteer.

Level 2 – Can work in the classroom with students, but under direct supervision of the teacher. This includes but is not limited to: Room Parent, Classroom readers, Friday folder helpers, etc.

Level 3 – Can work with students, but may not be under the direct supervision of the teacher. This includes but is not limited to: FIELD TRIPS, helping students in the hall, etc. **If you plan to attend any field trip(s), you must be a level 3 volunteer prior to the trip date. Applications are good for 3 years.**

Parent Teacher Organization

The purpose of the Kloefkorn PTO is to enhance and support the educational experience at Kloefkorn School, to develop a closer connection between school and home by encouraging family involvement, and to enrich the environment at Kloefkorn School through volunteer and financial support.

All teachers and families are encouraged to join the Kloefkorn PTO. Check the Kloefkorn PTO web site – kloefkornpto.ptboard.com/home or the school website for membership information, PTO events and General Membership Meeting dates. Fill out a short form and submit your payment at:





<https://kloefkorn.org/membership>.

Good communication is a key to success. The PTO has a Facebook page, website and sends notices home in Friday Folders. We contribute to the Kloefkorn Chronicle and send email updates. Our website is kloefkornpto.ptboard.com/home. Don’t forget to “like” us on Facebook at Kloefkorn Elementary PTO.



Parent/Teacher Conferences

Tuesday, October 10; Thursday, October 12, 2023;
Tuesday, February 20; and Thursday, February 22, 2024.

March 2024	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1	2
	3	4	5 Chorus Rehearsal 7:20am	6	7	8 Last Day of 3rd Quarter	9
	10	11	12	13	14	15	16
		Schools are Closed					
	17	18 First Day of 4th Quarter	19 Chorus Rehearsal 7:20am	20	21	22	23
	24	25	26 PLC Day, Early Dismissal Chorus Rehearsal 7:20am 1:33pm DISMISSAL	27	28 PTO Art Night & Book Fair 5:00pm - 7:00pm	29	30
	31		PTO Book Fair 1:30pm - 2:30pm			Schools are Closed	
							

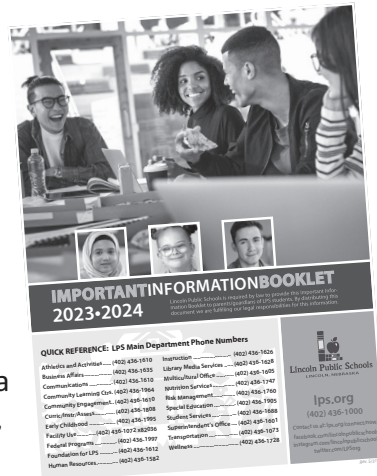
Important Information Handbook

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

COMMUNICATIONS

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

CURRICULUM, INSTRUCTION, & ASSESS.

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

DEPARTMENT OF EARLY CHILDHOOD

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

HEALTH SERVICES

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

INSTRUCTION, DIVISION OF

Instruction Student Fees Policy.....	16
Instr. Student Fees Policy Appendix.....	19

MULTICULTURAL OFFICE

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

NUTRITION SERVICES

School Cafeteria Accounts	21
Free + Reduced Meal Benefits	22
Frequently Asked Questions	23
Contact Information	24

SPECIAL EDUCATION

Special Education Identification	
and Placement Procedure	25

STUDENT SERVICES

Parental Involvement.....	27
Birth Certificate Requirements	27
Goals for Students.....	27
Application for	
Special Attendance Permit.....	28
Educational Equity	28
Guidelines for Religious Holidays	28
Rights and Responsibilities of Students..	29
Notice of Nondiscrimination/Contacts....	31
Law Enforcement.....	31
Dating Violence Policy	32
Anti-Bullying Policy.....	32
Child Abuse.....	32
Technology Resources Use	32
Nuisance Items	35
Student Attendance	35
Care of Property	36
Student Rights	36
Rights of Divorced Parents.....	41
Safe and Drug-Free Schools	42
Student Photo ID Cards.....	43
Visitors and Volunteers.....	43





COMMON PRACTICES..... 44

Communicating Grades	44
Elementary School Common Practices ...	44
Middle School Common Practices	46
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

April 2024	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 PTO General Meeting 7:00pm	2 Chorus Rehearsal 7:20am	3	4	5	6
	7	8	9 Chorus Rehearsal 7:20am	10	11	12	13
	14	15	16 Chorus Rehearsal 7:20am	17	18	19	20
	21	22	23 PLC Day, Early Dismissal Chorus Rehearsal 7:20am 1:33pm DISMISSAL	24	25 PTO Earth Day Event	26 No School for Elementary Students	27
   	28	29	30 Chorus Rehearsal 7:20am Chorus Spring Concert 6:00pm				

School/ Classroom Parties and Celebrations

Parties and classroom celebrations (e.g., Fall, Holiday, Valentine's) are at the discretion of the building principal aligned with LPS Guidelines.

Any food that is associated with classroom parties/celebrations will be provided by the school or parent organization with the approval of the principal. Students or families should not bring food for their class for any occasion.

We request that only non-edible treats are included in Valentine cards. Edible treats will be sent home and will not be eaten at school due to possible allergies and food sensitivities.

Please Note:

All procedures, guidelines and dates outlined in this document are subject to change, based on recommendations and directives issued by the Nebraska Department of Education, the Lincoln Lancaster County Health Department (LLCHD), or other governing body.



Field Trips





Parents acting as volunteers on field trips, may not bring other children so their full attention can be given to active supervision.

Parents/Guardians who are not volunteers are strongly discouraged from bringing younger siblings on a school sponsored field trip. Field trips are connected to the LPS curriculum and are intended for the students at that grade level to have a focused learning experience.





If the educational experience is disrupted by younger siblings or parents not acting as volunteers, they may be asked to leave the field trip.

The school determines the number of adult volunteers needed for a field trip and may need to limit adult participation due to cost, supervision, space, security and other considerations.

ALL PROCEDURES, GUIDELINES AND DATES OUTLINED IN THIS DOCUMENT ARE SUBJECT TO CHANGE, BASED ON RECOMMENDATIONS AND DIRECTIVES ISSUED BY THE NEBRASKA DEPARTMENT OF EDUCATION, THE LINCOLN LANCASTER COUNTY HEALTH DEPARTMENT (LLCHD), OR OTHER GOVERNING BODY.

May 2024	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3	4
	5	6 Staff Appreciation Week	7 Staff Appreciation Week	8 Staff Appreciation Week	9 Staff Appreciation Week	10 Staff Appreciation Week	11
	12	13	14	15	16	17	18
	19	20 Kloefkoracopia Parade 2:00pm	21	22 Field Day	23 Last Day of School Last Day of 4th Quarter 1:33pm DISMISSAL	24	25
	26	27	28	29	30	31	
							
							
							
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June 2024	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						
							
							
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July 2024

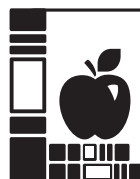


SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
SUMMER ROCKS!	1	2	3	4	5	6
	7	8	9	10	11	12
	13	14	15	16	17	18
	19	20	21	22	23	24
	25	26	27	28	29	30
31						

KLOEFKORN ELEMENTARY SCHOOL STAFF

Principal Shayna Cookscook2
 Assistant Principal Lisa Swiatek lswiate
 Executive Secretary Leticia Atkinson latkins
 Registrar Rose Salazar White rsalazar
 Nurse Kelsey Jaacks kjaacks
 Preschool AM Christa Smith csmit10
 Preschool PM Kim Sudbeck ksudbeck
 ECSE Resource Kylie Church kchurch1
 SLP Peggy Ozaki pozaki
 Kindergarten Heidi Butler hbeck
 Kelly Hartman khartman
 LeKeisha Howe lhowe
 1st Grade Tiffany Geis tgeis
 Jodi Jones jjones5
 Samantha Wahl swahl
 2nd Grade Kaitlyn Biester kbiester
 Stephanie Schulz sschulz2
 Alexis VonEssen avonesse
 3rd Grade Joanna Fineran jfinera
 Kari Lau klau
 Alyssa Preston apreston
 4th Grade Maya Arrigo marrigo
 Michael Rader mrader2
 Lydia Troyer ltroyer
 5th Grade Grace Halstead ghalstea
 Jordyn Hoxworth jhoxwort
 Kyndra Pfingsten kpfig
 Kristen Riley kriley2
 Specialist - Art Audrey Jurek ajurek
 Specialist - Comp./Media... Lisa Mason-D'Croz lbartz
 Specialist - Music Melissa Moates mmoates

Specialist - P.E. Mark Schmeeckle mschmee
 Specialist - Band Megan Burkle mburkle2
 Specialist - Strings Sara Miller smiller8
 Counselor Kate Jones kjones5
 Gifted Facilitator Rachel Johnson rjohnso5
 Interventionist Kristy Kennedy kkenne2
 Interventionist Shelly Longoria mlongor
 Psychologist Nicki Rosenquist nrosenq
 Resource Anna Fett afett
 Resource Rachel Scofield rscofie
 Social Worker Tori White vwhite2
 Speech Lauren Newman lnewman
 Liz Juiliano ejuilia
 Paraeducator Riley Epley repley
 Shari Freeman sfreeman
 Melanie Friend mfriend
 Tammy Plock tplock
 Tina Poulsen
 Maya Stout mstout
 Debra White dwhite3
 Family Service 402-441-7949 familyservicelincn.org
 Nutrition Services Sam Brous sbrous
 Tiffany Johnson tjohns10
 Joelyn Tucker jtucker3
 Gail Zimmerman gzimmerm
 Custodial Jacob Gormley jgormley
 Mark Luebbe mluebbe
 Mike Reed mreed2



LINCOLN BOARD OF EDUCATION

5905 O Street • Lincoln, NE 68510

The Lincoln Public School District does not discriminate on the basis of race, color, national origin, religion, sex, marital status, sexual orientation, disability, age, pregnancy, childbirth or related medical condition, genetic information, citizenship status or economic status in its programs, activities and employment.