



Meadow Lane Elementary School

2 7200 Vine Street

2 402-436-1151

http://meadow-lane.lps.org402-458-3251

😐 Daniele Schulzkump, Principal



Dear Student and Families,

Welcome to Meadow Lane 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 402-436-1151.

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

Daniele Schulzkump, Principal



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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.

MEADOW LANE MISSION STATEMENT

Educate, Engage & Enrich, Every Child, Every Day

MEADOW LANE SCHOOL IMPROVEMENT GOALS

1 All students will improve their ability to read.

2 All students will increase their number sense fluency.

3 All students will increase their perception of learning.



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VISION STATEMENT

Our Meadow Lane Community will promote a dynamic learning environment where students of all ability levels see their own value and value of others as they move forward to meet the challenges of education, work, or life.

Meadow Lane students will strive to be:

- a. Innovative thinkers and problem solvers
- b. Self-sufficient, confident, and capable students
- c. Global learners and caring, responsible citizens



2023-24 Meadow Lane Elementary Student Handbook and Calendar

	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
23				1 2	3	4	5
August 2023	6	7		8 9	0 Open House 5:30 pm PreK - KG 6:00 pm 1st - 5th	11	12
Au	13	First Day of School 1 Early Dismissal 2:18 pm	4 Early Dismissal 2:18 pm	15 Early Dismissal 1 2:18 pm	First Day of Preschool	18	19
	20	2		22 23	3 24	25	26
	27 C O L N	2 PUBL1	2:18 pm	29 <u>3</u>	D 31		ASKA

MEADOW LANE HISTORY

Meadow Lane Elementary School celebrated its 60th anniversary in the fall of 2016. Meadow Lane was not built until 1957; however, the school actually began in 1955 in ten houses purchased by the Lincoln Public Schools.

By 1957 the Meadow Lane building was finished and the houses were sold.

The name of the school matches the subdivision of the area.



Additions to the original structure were made in 1961, bringing student capacity to 880, an increase of 220. In 1964, 12 classrooms were added, bringing student capacity to 1,200. This included the use of annex housing within the neighborhood, making Meadow Lane the largest elementary school in Lincoln at that time.

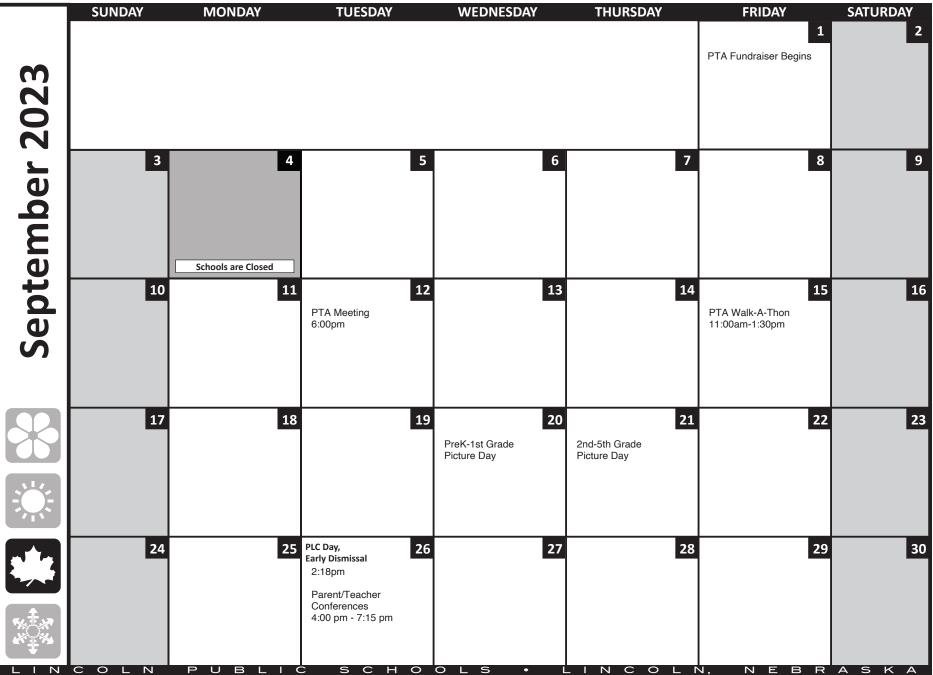
Enrollment hit its highest point—1,497 students, in 1968-69 making it the largest elementary school in the state.

Renovations and a third addition were completed in 2006 that included a gym/multipurpose room nearly twice the size of the original. An addition of a new media center, 6 classrooms, and a 5th courtyard opened in 2016.

Meadow Lane currently houses approximately 549 students, pre-kindergarten through fifth grade.



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Important Information Needed

Parent Vue is a great way for you to see important information about your student. Having a Parent Vue account allows you access to report cards, attendance records, and enter absences for your student. Starting July 17, Parent Vue allows you to go into your student's record and verify and/ or change any information. After September 5, you can no longer make changes through Parent Vue. The office will make any changes for you. It is very important to have a current address, phone number , and emergency contact on file. If you need to activate a new account or need assistance accessing your current account, please call the office.

Student use of telephone

We encourage families to make arrangements for your child outside of the school day. Student use of the telephone should be for immediate need only. We thank you in advance for assisting our staff in protecting instructional time for students.



PRESCHOOL HOURS

Morning: 8:15-11:45 a.m. | Afternoon: 12:15-3:45 p.m. Professional Learning Communities (PLC) No Preschool Last Tuesday of Each Month

Family Services Schools Out

Child care services are available between 7:00-9:00 a.m. and after school until 5:45 p.m. on school days.

Pre-registration is required.

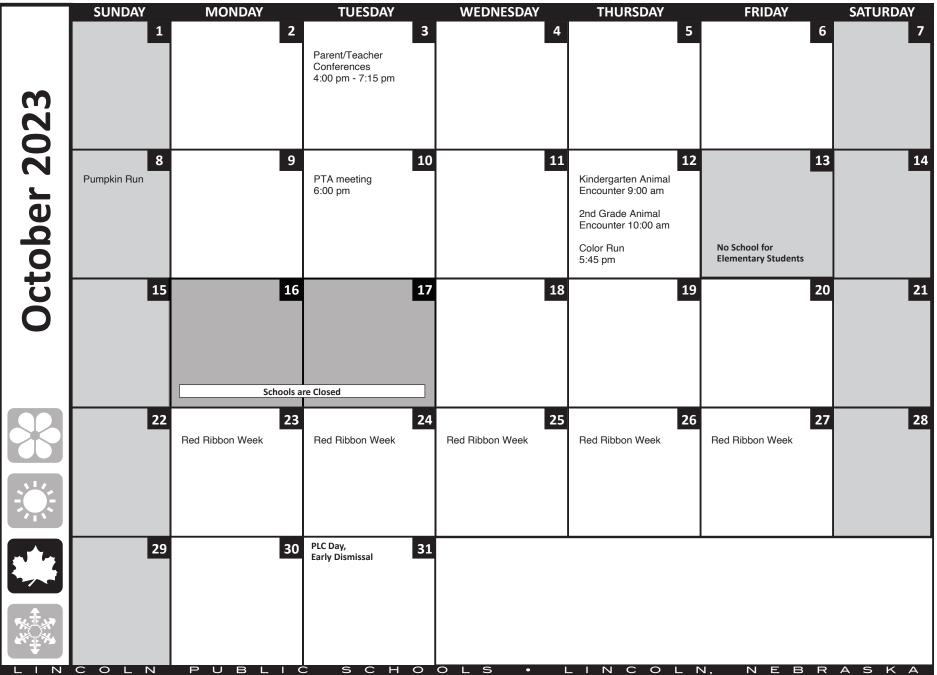
402-441-7949

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2023-24 Meadow Lane Elementary Student Handbook and Calendar





Classrooms will be escorted to the lunchroom where they will choose their lunch and check out with the cashier. If they have a home lunch, they may enter the lunchroom to find their seat.

Students will have assigned seating that will change at times throughout the year. If your child has a food allergy, please let the kitchen and teacher know. We will adjust their seating for safety.

At the conclusion of lunch, students will be dismissed by an adult. Students will take their tray and follow the composting expectations. Students line up at the door to prepare for their brain break. Students are allowed to stay for the full 30 minutes.



Lunch Schedule

11:00 Kindergarten 11.30 1st Grade 11:50 2nd Grade 12:10 4th Grade 12:30 3rd Grade 12:50 5th Grade



Visitors for Lunch

All visitors for lunch must check in with the office. Visitors must be approved by the parent or guardian of the student. Visitors may bring in lunch for their student only. Due to limited space in the lunchroom, visitors and their student may sit at our designated visitors tables.



	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3	4
					Picture Re-Take Day		
m							
Ö							
November 2023							
	5	6	7	8	9	10	11
		Meadow Lane Food	Meadow Lane Food	Meadow Lane Food	Meadow Lane Food	Meadow Lane Food	
W		Bank Drive & Donation	Bank Drive & Donation	Bank Drive & Donation	Bank Drive & Donation	Bank Drive & Donation	
þ							
3							
Ň	12	13	14	15	16	17	18
5	_	_	PTA Meeting	_	_	Pancake Man & Game	
			6:00 pm			Night 5:30-7:30 pm	
	19	20	21	22	23	24	25
	19	20	21		4	24	25
					Schools are Closed		
			PLC Day, 28				
2 T 7-3	26	27	PLC Day, 28 Early Dismissal	29	30		
× ×							
~~ <u>+</u> ~%		No School for Elementary Students					
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Arrival

The Meadow Lane campus is closed until 8:45 a.m. for the safety of students.

Arrival Times

- Breakfast-Served between 8:30-8:55 a.m. Enter main entrance.
- Students arriving for breakfast should not arrive before 8:30 a.m., as there is no supervision until that time.
- Students will meet their teachers at 8:55.
- School begins at 9:00 a.m. After 9:00 a.m., all students use the main entrance and must check in with the office. All other doors will lock at this time.
- All grades will enter the main entrance, Door #1.

Guidelines

It is our number one job to keep students safe. We need your support in getting this done. Here is how you can help!

- Use crosswalks at all times.
- To keep students out of traffic, pick up on the passenger side of the vehicle.
- Follow the flow of traffic by pulling forward.
- Only use the parking lot to park and walk up.
- Older students should walk to meet the younger students at their designated pick up area.
- Do not leave your car unattended. Use a parking stall or the neighborhood if you plan to walk up.
- No pets on property.

Dismissal

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.
- Meadow Lane School (including the playground) is closed until 6:00 p.m. except for use by school childcare and clubs. Reservations for rooms/ playgrounds should be entered in the district Archibus system.
- Last Tuesday of the month 2:18 p.m. dismissal.



Mental and Behavioral Health Point of Contact

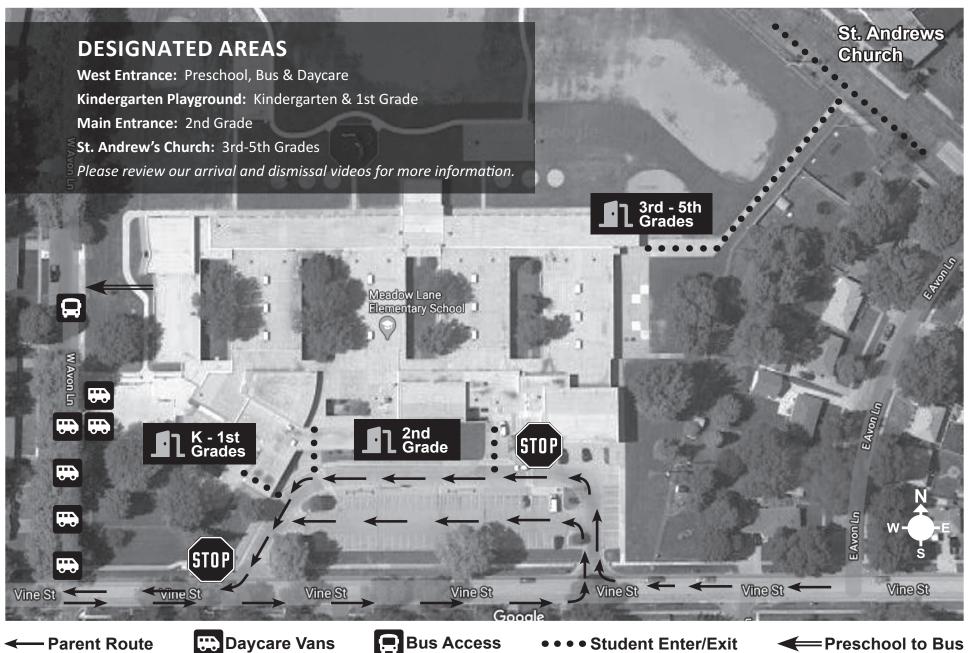
Your student's mental health is important to their academic success. If you have concerns about your student's mental or behavioral health, you can contact the social worker at your student's school/program. LPS social workers are licensed mental health practitioners and can help connect you to appropriate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

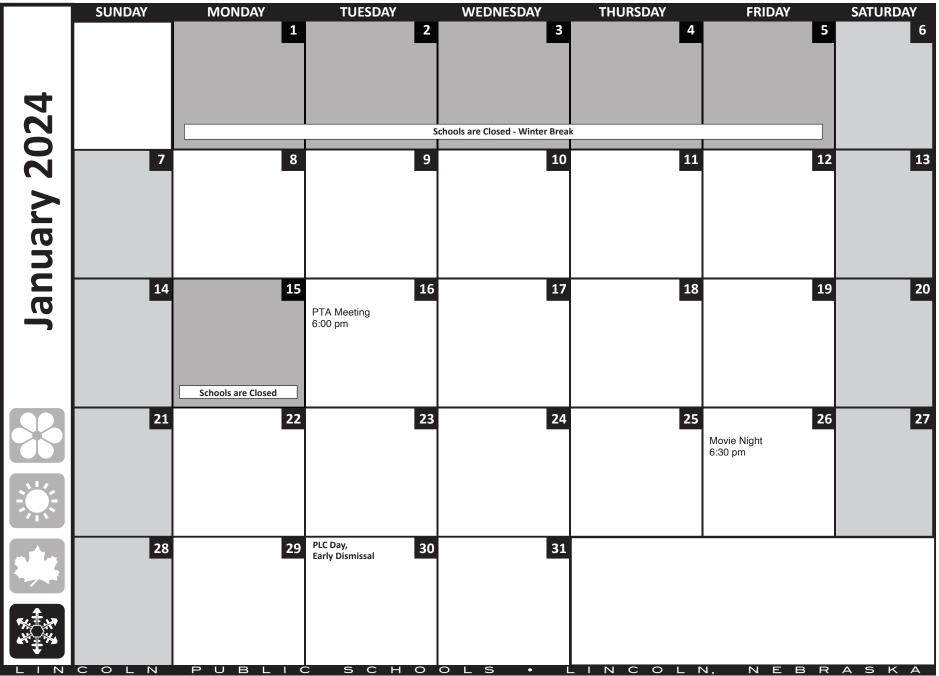


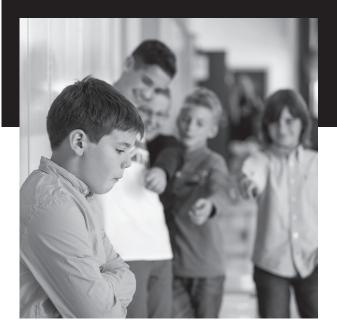


	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
							1 2
m							
ecember 2023	3	4	5	6	7		3 9
	_		PTA Meeting 6:00 pm			_	Barnes & Noble
							Event 10am - 9pm
U U							
	10	11 Band/Strings Concert	PLC Day, Early Dismissal 2:18 pm	13	14	1	5 16
e e		5:45 pm	2.10 pm				
		Chorus Concert 6:45 pm					
		o					
	17	18	19	20	21	2	2 23
		4th Grade to One Room School House	4th Grade to One Room School House	4th Grade to One Room School House	4th Grade to One Room School House	Holiday Celebration & Snack	
			Kindergarten Winter			Holiday Sing	
1			Program 2:15 pm			2:30p pm	
	24	25	26	27	28	2	9 30
	24	4	26	21	28	2	9 30
	31						
				Schools are Closed - Winter Brea			
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ARRIVAL AND DISMISSAL AREAS







If you feel that your child is being bullied by peers, please contact your child's teacher or the building principal, Daniele Schulzkump. All reported incidences of bullying/unsafe behavior will follow the protocol outlined in Lincoln Public Schools Board Policy 5482: Anti-Bullying Policy.



Bullying

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.

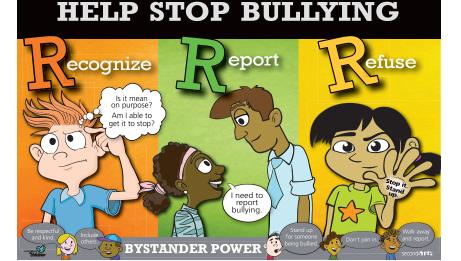
In order to be considered bullying, the behavior must include:

- 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.

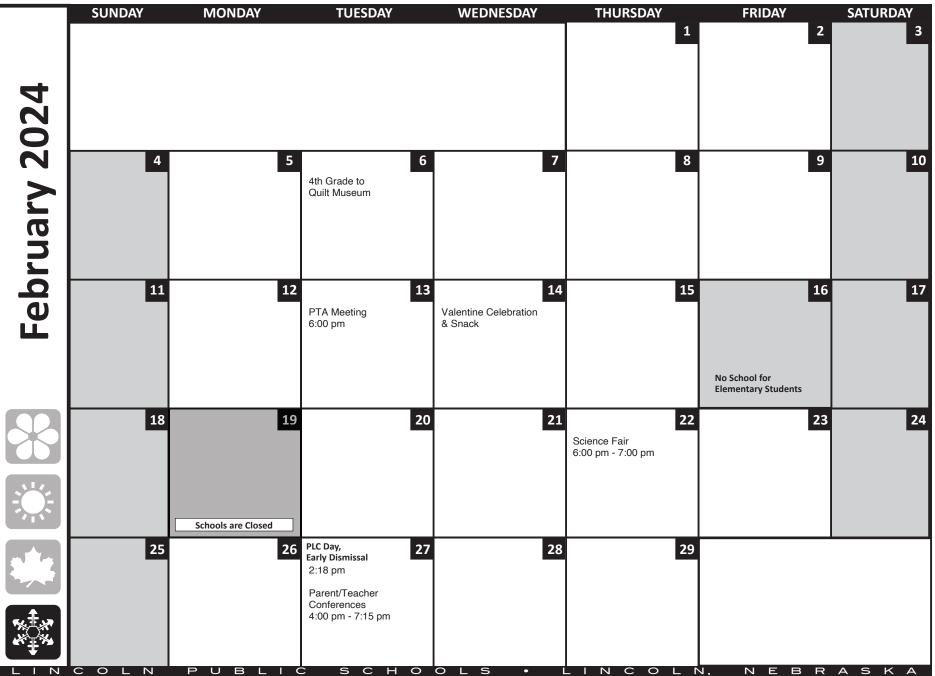
Students are taught about what bullying looks like and sounds like, along with how to advocate for themselves through the District's Second Step program.



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Methods of Communication

MEADOW LANE MESSENGER NEWSLETTER:

The Meadow Lane Messenger contains announcements,

information, school events, etc. This newsletter is sent weekly through School Messenger, unless a paper copy is requested.

WEEKLY COMMUNICATION FOLDERS: Typically, school news will be sent home via Wednesday 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 **Meadow Lane 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/meadow-lane/. Also, grade level information can be found here. All grade level information will begin in August.

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. All absences can be reported by logging into ParentVue to select your child's attendance. If your child is going to be absent, please mark their attendance this way. The system then directly reports the absence to the teacher through their TeacherVue.

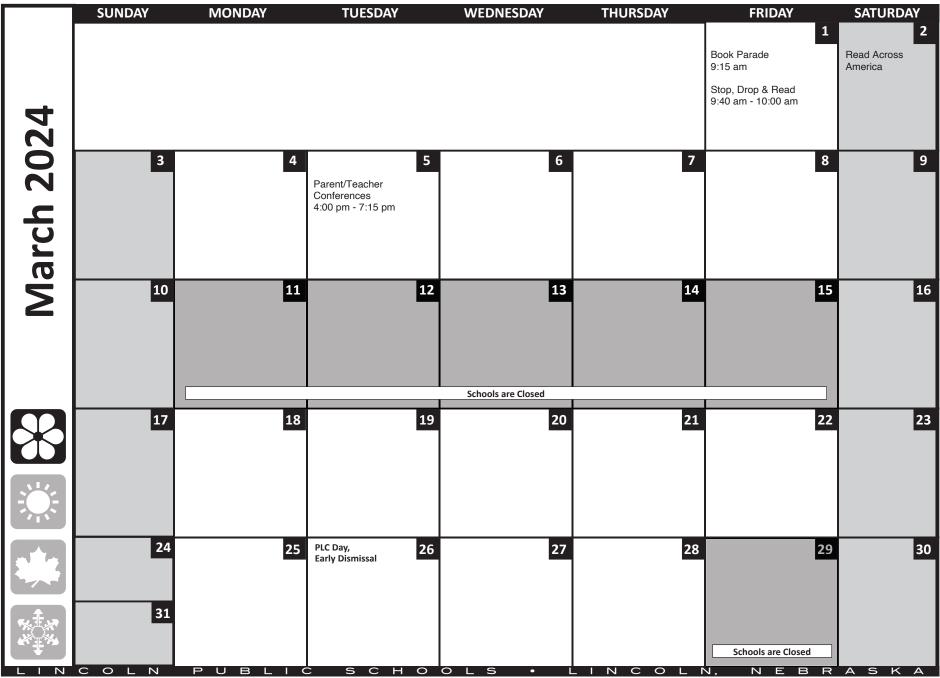
SCHOOL MESSENGER: This district-wide communication system sends school and district emails, texts, and phone calls to families with important information. Please be sure the school has your updated phone number and email address.

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

GRADE LEVEL COMMUNICATION: Monthly grade level newsletters will be sent through synergy to your email. This newsletter provides you with updated classroom information for your child.







Support & Join Meadow Lane PTA!

PTA supports

- Facility items such as outdoor trash cans, benches, and tables
- Teacher requests for items for their classrooms (iPads, etc.)
- Teacher meals for Parent Teacher Conferences
- Field Trips
- Holiday Snacks
- Playground Equipment
- Walking Track
- Science Fair
- Yearbooks
- Student Directory
- Pumpkin Walk
- Color Run
- Movie Night



Please feel free to contact Meadow Lane PTA to see how you can help. Your support can be in the form of fundraising, making a food dish, or assisting at a family fun night.

meadowlane.pta.lincoln@gmail.com

President Alicia Cariotto

Co-Vice Presidents Nikki O'Connor Joselyn Luedtke Treasurer

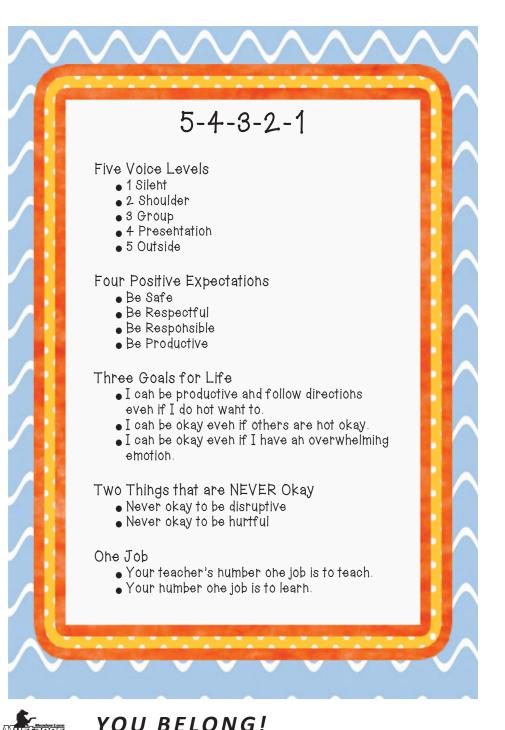
- Valeri Craig
- Secretary

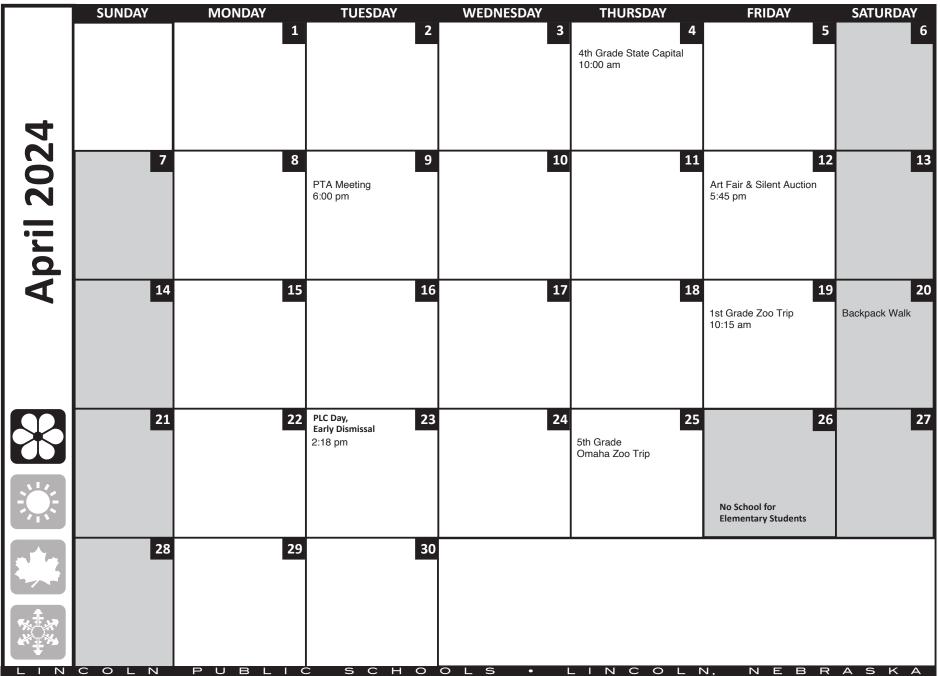
Melissa Fuchs

Social Media Coordinator Rhonda Rogers

Friend us at Meadow Lane PTA







Visitors

Parents/guardians and community members are encouraged to visit school. Children not enrolled at Meadow Lane 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, they need to check in with security personnel and wear a name tag provided for you. Wearing this name tag will assure all staff that approval has been given by the office to visit. Meadow Lane will need prior approval from a parent for anyone to eat lunch with your student that is not listed as an emergency contact.



Inclement Weather

Students are encouraged to dress appropriately for the weather. During wet, snowy weather, students not adequately dressed for the conditions (outdoor boots, snow pants, etc.) will be asked to remain on the concrete play area for recess. Indoor recess will be scheduled when the windchill or temperature is 10° or below or 90° or above. This can depend on length of time outside.

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.

Copyright and Fair Use Policy

It is the intent of the Lincoln Public Schools to adhere to the provisions of the U.S. Copyright Law (Title 17). All students and staff are prohibited from copying or transmitting materials not specifically allowed by fair use, copyright law, licenses or contractual agreements or permission. The Lincoln Public Schools disapproves of unauthorized duplication in any form. Anyone who willfully disregards copyright policy is in violation and assumes all responsibility.

After School Clubs and Activities

Throughout the school year, a variety of interest clubs and activities may be sponsored by Meadow Lane and our PTA. Club and registration information will be sent home with students when available. Additional activities available to students (some for only designated grade levels) include: Chorus, Band, and Strings. Other clubs and activities may be organized to address special interests of students and staff.







	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3	4
					5th Grade to Sheldon Art Muesum		Mayor's Run
					Sheldon Art Muesum		
							
	5	6	7	8	9	10	11
		Staff Appreciation Week	Staff Appreciation Week	Staff Appreciation Week	Staff Appreciation Week	Staff Appreciation Week	
			Teacher Appreciation Day				
ש							
May 2024	12	12	14	15	16	17	10
	12	13 Band/String Concert	14	15	10	17	18
		5:45 pm					
		Chorus Concert					
		6:45 pm					
	19	20	21	22	Last Day of School 23	24	25
				KG - 4th Grade	2:18 Dismissal		
				Field Day	5th Grade Park		
					Celebration 10:00 am Picnic Lunch		
					11:00-1:00 5th Grade Tunnel Walk		
					2:00 pm		
	26	27	28	29	30	31	
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Meadow Lane staff have studied the author, Carol Dweck, and her book Mindset. In this book, she talks about the power of YET. We want students to learn the power of making mistakes. Making mistakes is one of the best ways your brain learns and grows! The harder you try without giving up, the more you will learn. We believe in trying, we ask children for effort, and we foster resiliency. We know learning means we are just not there YET but we can get there. Here are ways you can partner when growing children with a growth mindset.

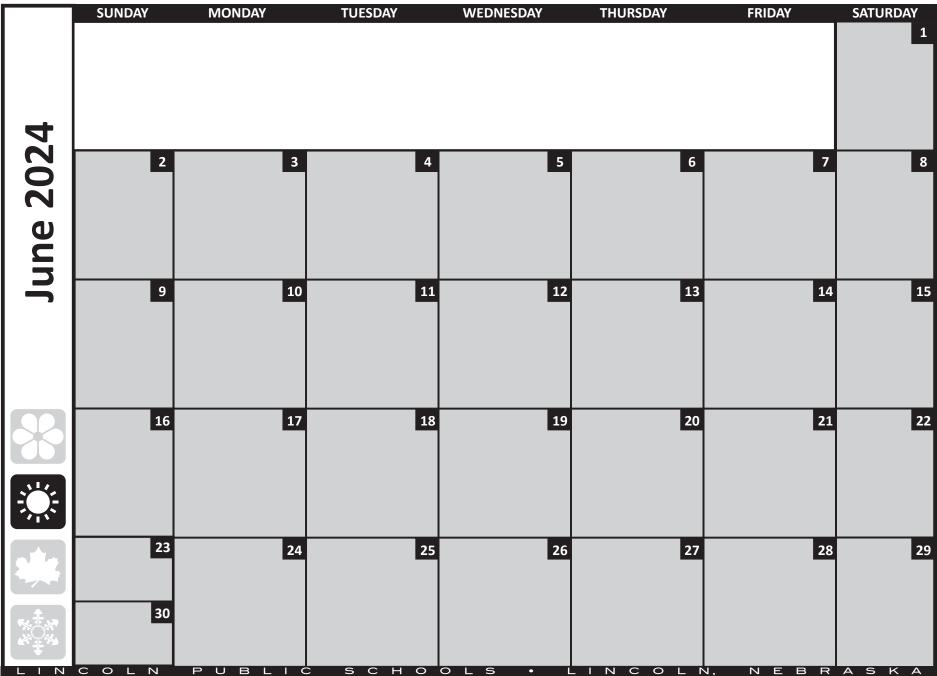


Child	Adult
I'm not good at this.	What are you missing?
l give up.	Try using a different strategy.
This is too hard.	This may take some time to learn.
l just can't do this.	You can train your brain.
I'll never be that smart.	I will learn how to do this.
My friend can do it.	You can learn from them.





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Lincoln Public Schools Volunteer Program

We encourage families to fill out the volunteer form on the district website at the beginning of the year if there is any intention on working in the school or traveling on field trips. Signing up should not take much time, however, waiting for approval may. Please do not hesitate to begin this process. The volunteer information can be found at https://wapp.lps.org/gold/volunteeroverview.cfm. Please call the office with any questions.

Level I Volunteers

Are in a highly public setting with minimal direct student contact and are under the supervision of LPS personnel. Level I Volunteers are not required to complete a volunteer application form. Contact the school office directly.

Examples

- Helping in the front office with a mailing
- Shredding paper
- Stapling forms
- Counting flyers for teacher homerooms
- Shelving books in the media center
- Decorating in the classroom

Level II Volunteers

Have frequent and indirect student contact under the supervision of LPS staff. Level II Volunteers must complete a volunteer application form.

Examples

- Room parent
- Classroom readers
- Book Fair
- Classroom Parties
- Friday Folders
- Back to School Checkout



Level III Volunteers

Have extended contact with students on or off campus, without another LPS employee. Level III Volunteers must complete a volunteer application form and submit information for a national background check. Note: Social Security Number and date of birth are required to conduct background check.

Examples

- Field Trip Assistants
- Chaperoning an overnight band, or cheer trip
- Sponsoring a school club
- Driving for school or club events
- School Activity outside of the school building that driving or an overnight stay is involved

Coach Volunteers

Have extended contact with student athletes. Coach Volunteers must contact the school directly, complete the coach volunteer application, and submit information for a national background check. Note: Social Security Number and date of birth are required to conduct the background check.

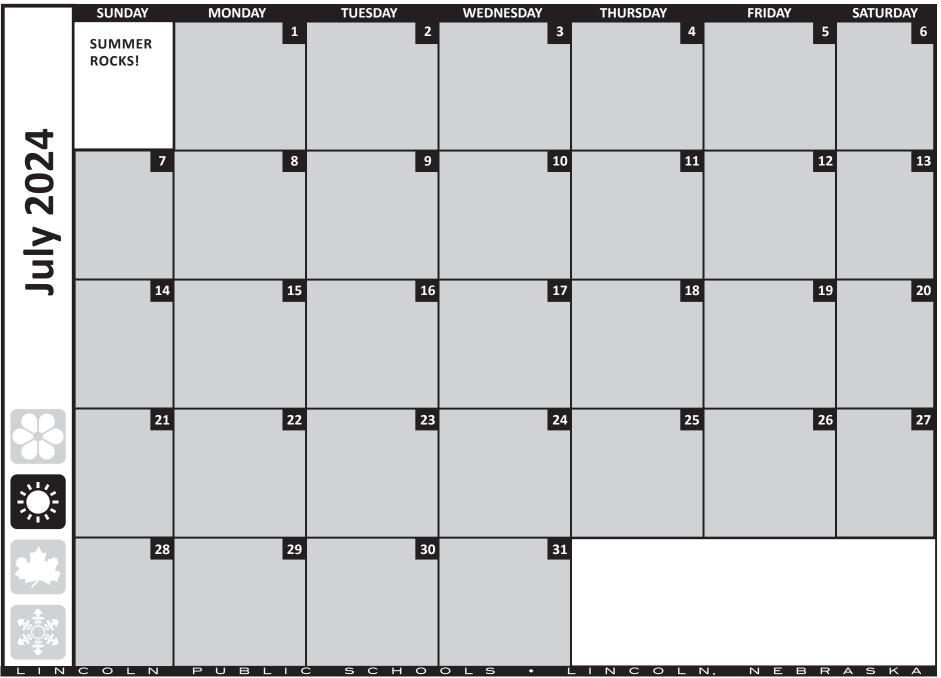
Examples

- Practices and events with students outside of the school day including weekends
- Traveling with students during the day, evening and weekends
- Participate in travel that may include overnight stay with students





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BIST BEHAVIOR INTERVENTION SUPPORT TEAM The mission of BIST is to create a positive change toward a safe and productive learning environment for all.

Goals for My Life:

*I Can make good choices even if I am mad. *I Can be okay, even if others are not okay. *I Can do something even if I don't want to.

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

GRACE

We accept: You Your problems Your pain Your needs

ACCOUNTABILITY

Guiding students to look at what problems the behaviors create in the student's life. There are five levels to Accountability: *I did it *I'm sorry *It's part of a problem in my life *I accept consequences *I accept and need help

The BIST Model

Providing what students need:

Early Intervention (When)

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

Caring Confrontation (How)

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

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

Protective Plan (What)

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

Outlasting the Acting

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

BIST Concepts

Reset Seat: A seat in the classroom away from a stimulus where learning can continue and students can reflect on behavior.

Buddy Room: A seat in another teachers' classroom to help a student regroup so they may return to the reset seat. This also allows learning to continue.

Support Center or Office: A place where students can go to stop acting out, calm down, prepare an apology and create a plan to be successful.

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

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

Class Meeting: Meetings that occur throughout the month facilitated by the adult to help students solve problems, build relationships and maintain a positive classroom community.



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🛃 🛛 Lincoln Pu	udent Calendar	
Enteoni,	Nebraska	
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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	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 2023	EEBRUARY 202	
1 2 3 4 5	1 2 3	
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	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 24	
3 4 5 6 7 8 9	3 4 5 6 7 8 9	
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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	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	
SECEMBER 2023	SMTWTFS	
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	2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	
First and last days of class f	or students	
All schools not in session		
	y, check school building schedule s NOT in attendance (plan days)	
Quarter start dates	Quarter end dates	
	TION DATES	
	e Hill & Independence Academy yan Community Focus Program	
Friday, Saturday and S	unday, May 24-26, 2024	
	LSW	
Calendar Options for Families: The L	incoln 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 an	y schoolwork missed. ur as a result of inclement weather or other	
circumstances. If sufficient school time it brings the total number of school ho requirements, the Superintendent will i	is lost as a result of calendar changes, and urs for the year below the state minimum mplement a plan for making up this time, ded to the day, additional days added to the n-student days re-scheduled as student day	

Meadow Lane Staff

Office

Daniele Schulzkump, Principal	.dschul2@lps.org
Kathi Meradith, Asst. Principal	kdrahota@lps.org
Megan Heiser, SPED Coord	.mheiser@lps.org
Nancy Scheuler, Secretary III	.nscheul@lps.org
Pamela Kilgore, Secretary II	.pkilgore@lps.org
Karlie Jepson, R.N.	.kjepson@lps.org

Kindergarten Teachers

Caela Evans cevans@lps.org	
Cyndi Tylerctyler2@lps.org	
Liza Bakerlchriste@lps.org	
Melanie McMillan mmcmilla@lps.org	
First Grade Teachers	

Chelsey Schuessler	cschuess@lps.org
Laura McLeod	.lmcleod@lps.org
Courtney Weyers	.cweyers@lps.org
Abigail Crouch	.acrouch@lps.org

Second Grade Teachers

Aprille Johnson	.ajohnso9@lps.org
Megan Gildersleeve	mgilder@lps.org
Lindsey Markowski	lmarkows@lps.org
Mandy Freeman	msnyder2@lps.org

Third Grade Teachers

Sharon Brening sbrening@lps.org
Ashley Reinersareiners@lps.org
Paula Opiela popiela@lps.org

Fourth Grade Teachers

Katie Osmundson	.kosmunds@lps.org
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Fifth Grade Teachers

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Specialists

Special Education Teachers

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ELL Teachers

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Early Childhood Teachers

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Early Childhood Special Ed Teachers

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Psychologist

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School Counselor	
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Social Worker

Carrie Erks	cerks@lps.org
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Academic Support

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Notes	

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 Meadow Lane 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.

