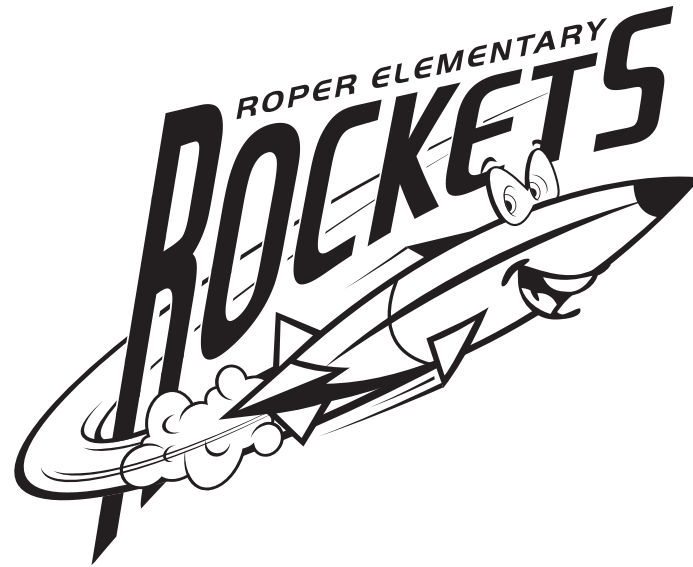



Rocketing Students Toward Success!

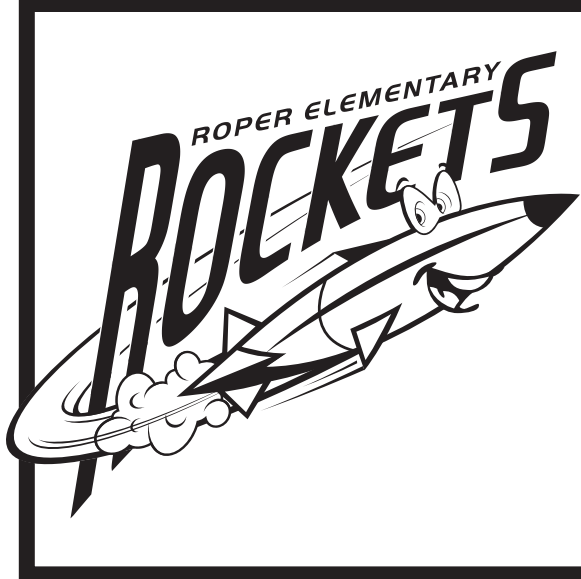
2023-2024 Student & Parent Handbook Calendar



Roper Elementary School

 2323 S. Coddington Avenue  402-436-1170  <http://roper.lps.org>  402-458-3270

 *Lynn Fuller, Principal (lfuller@lps.org)*



Roper Elementary

Mission Statement

Rocketing Students Toward Success

Realizing potential

Opportunities for all

Parents, educators, children, community working together

Encouraging each other

Respecting differences

Roper School Improvement Goals:

Students at each grade level will demonstrate growth in Fluency and Number Sense, working to be on track for the next grade level.

For the most up-to-date information log on to

Roper website: <https://roper.lps.org/>

LPS web site: <https://lps.org/>

Office Hours

7:30 am – 4:15 pm

Phone: 402-436-1170



2023-2024 Student Calendar



Approved 2/23/21

JULY 2023							JANUARY 2024						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1	7	8	9	10	11	12	13
2	3	4	5	6	7	8	14	15	16	17	18	19	20
9	10	11	12	13	14	15	21	22	23	24	25	26	27
16	17	18	19	20	21	22	28	29	30	31			
23	24	25	26	27	28	29							
30	31												

AUGUST 2023							FEBRUARY 2024						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	4	5	6	7	8	9	10
6	7	8	9	10	11	12	11	12	13	14	15	16	17
13	14	15	16	17	18	19	18	19	20	21	22	23	24
20	21	22	23	24	25	26	25	26	27	28	29		
27	28	29	30	31									

SEPTEMBER 2023							MARCH 2024						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1							1
3	4	5	6	7	8	9	3	4	5	6	7	8	9
10	11	12	13	14	15	16	10	11	12	13	14	15	16
17	18	19	20	21	22	23	17	18	19	20	21	22	23
24	25	26	27	28	29	30	24	25	26	27	28	29	30
							31						

OCTOBER 2023							APRIL 2024						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30					

NOVEMBER 2023							MAY 2024						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1	5	6	7	8	9	10	11
5	6	7	8	9	10	11	12	13	14	15	16	17	18
12	13	14	15	16	17	18	19	20	21	22	23	24	25
19	20	21	22	23	24	25	26	27	28	29	30	31	
26	27	28	29	30									

DECEMBER 2023							JUNE 2024						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1							1
3	4	5	6	7	8	9	2	3	4	5	6	7	8
10	11	12	13	14	15	16	9	10	11	12	13	14	15
17	18	19	20	21	22	23	16	17	18	19	20	21	22
24	25	26	27	28	29	30	23	24	25	26	27	28	29
31							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.

A Message from Principal Lynn Fuller

It is a great privilege to be the Principal at Roper Elementary School. For more than twenty five years, Roper has been an important part of the West A Community. We appreciate the close relationship we have with the community and are continually humbled by your generosity and support.

The dedication of the staff at Roper is inspiring. Teachers care deeply for students and work hard to help them succeed. Our priority is on student learning, insuring every student is challenged to achieve or exceed grade level, district and state expectations. We accept no limits on the learning potential of any child.

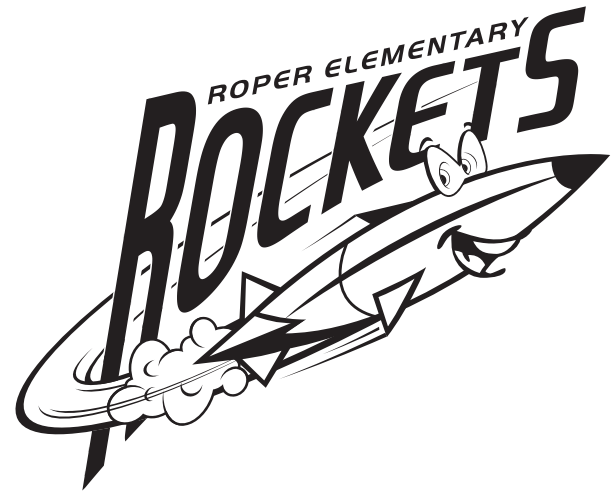
At Roper, we provide a safe, orderly and respectful environment, which promotes high levels of student engagement. We honor the diversity and unique talents of all of our students, embracing the different cultures and backgrounds that represent our community.

We are excited to offer students daily experiences in art, computer science, library media, music, physical education and wellness. These enriching opportunities extend the learning that students are provided in the classroom and often inspire lifelong pursuits. This is just part of our commitment to serving your child's unique academic, behavioral, social and emotional needs.

We look forward to partnering with you in the year ahead. Working together, we can provide your child(ren) with exactly what they need to be successful this school year and for years to come. If you have questions about your child at any time, please don't hesitate to contact your student's teacher or myself at 402-436-1170.

Sincerely,
 Dr. Lynn Fuller, Principal
 Roper Elementary School

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.



Office

Lynn Fuller , Principal lf Fuller@lps.org
Maggie Picou, Assistant Principal mpicou@lps.org
Jamie Thavenent, Sp Educ Coord jthavene@lps.org
Rachel Schrunck, Secretary III rschrun@lps.org
Nikki Bernt, Secretary II nbernt@lps.org
Deb Kendle, Secretary II dkendle@lps.org
Renee King, School Social Worker rking4@lps.org
Pete Cummings, School Psych. pcumming@lps.org
Tristen Colclasure, School Counselor tcolclas@lps.org
Allison Kuta, School Nurse..... akuta@lps.org
Michelle Ball, Health Technician..... mball2@lps.org

Specialists

Peggy Dynek, Media mdynek@lps.org
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Chelsea Rolofson, PE crolofs@lps.org
Tyler Johnson, Wellness/Computer tjohnso7@lps.org
Marli Kulhanek, Art mkulhane@lps.org
Julie Ruppelt, Music jruppelt@lps.org
Shelly Jones, Gifted sjones4@lps.org
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Kindergarten Teachers

Jerri Graham jschinc@lps.org
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Katelynn Huskey khuskey@lps.org

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Colbi Larkins clarkins@lps.org
Robyn Robinson..... rrobins@lps.org
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Emma Gordon egordon@lps.org
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Amy Broeker abroeker@lps.org
Lacey West lwest2@lps.org
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Michelle Estrada mestrad@lps.org

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Nikky French nfrench@lps.org
Lacey Lane llane@lps.org
Jennifer Reinboth jreinbot@lps.org
Alejandro Gonzalez..... agonzale@lps.org
Sarah Carlson..... sberry@lps.org

Fourth Grade Teachers

Jerry Dittenber..... jditten2@lps.org
Christine Genrich..... cmckinn@lps.org
Tori Hupf..... thupf@lps.org
Lacey Palmer lpalmer2@lps.org
Alexys Pryor lpryor2@lps.org

Fifth Grade Teachers

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Samone Tate state@lps.org
Tonia Rudnick trudnic@lps.org
Aubrey Fangmeier afangmei@lps.org

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Megan Danielson..... mdaniel@lps.org
Hayley Schell.....
Hannah Phillips..... hphillip@lps.org
Kati Prokop kwobig2@lps.org
Kim Gruber kgruber@lps.org
Christine Brugger..... cbrugger@lps.org

Speech/Language Pathologists

Karen Linderman klinder@lps.org
Brooke Stohs..... bstohs@lps.org

ELL Teachers

Pam Piechota..... ppiech@lps.org
Ann Schmer aschmer@lps.org
Kaysha Brady kbrazy2@lps.org
Viviana Christensen vchriste@lps.org

Intervention

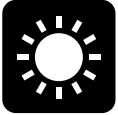
Kelli Joe..... kjoe@lps.org
Terry Ough..... tough@lps.org
Krista Van Pelt..... kvanpel@lps.org
Courtney Fitzgerald-Stevens..... cfitzge@lps.org

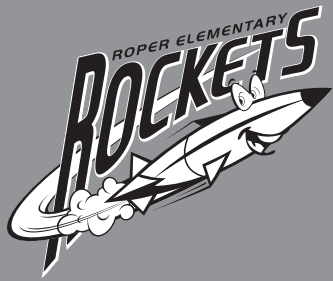
Preschool/Early Childhood Teacher

Mariah Miller (AM)..... mmille19@lps.org
Pam Harrell (AM)..... pharrell@lps.org
Linda Gregory (PM) lgregory@lps.org
Taylor Tiefenthaler (PM)..... ttiefent@lps.org
Abby Stogdill (ECSE) astogdil@lps.org
Sydney Girmus (ECSE)..... sgirmus@lps.org

	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 9-11am Kindergarten Jump Start & Parent Tours	2	3	4	5
	6	7	8	9 Classroom Assignments viewable in Synergy	10 2:30pm Food Bank Distribution in Parking Lot 5:00 Open House/Safe Walk to School Night	11	12
	13	14 First Day of School Early Dismissal 1:33 Dismissal	15 Early Dismissal 1:33 Dismissal	16 Early Dismissal 1:33 Dismissal	17	18	19
	20	21	22	23	24	25	26
	27	28	29 PLC Day, Early Dismissal 1:33 Dismissal	30	31		

August 2023





School Improvement Goal

Students at each grade level will demonstrate growth in Fluency and Number Sense, working to be on track for the next grade level.

Welcome to Roper Elementary School!

Our priority at Roper is to focus on student learning, ensuring every student is challenged to achieve or exceed grade level district and state expectations. We accept no limits on the learning potential of any child. Roper is organized into grade level instructional teams: Preschool through fifth grade. Staff works closely with parents, as we know that a strong parent, school relationship is critical to ensure student success.



Intent of Student Handbook





This handbook is intended for students, parents, and staff as a guide to the rules, regulations, and general information about Roper Elementary. Each family is responsible for becoming familiar with the handbook and knowing the information contained within.

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 circumstances 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.

As A Professional Learning Community, We Envision A School In Which Staff...

- Collaborates, shares and accepts responsibility for stakeholders
- Adapts, changes, grows, provides leadership and learns together
- Sets high expectations for all students and staff
- Partners with community to meet educational and emotional needs of all students
- Implements instructional practices that are data-driven and research-based
- Is reflective and strategic about providing an equitable experience for all students
- Celebrates accomplishments, growth and success

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.

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

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

Hello Roper Families!

A big welcome back to our returning families and a warm welcome to new families joining our community. The Roper Elementary PTO looks forward to a successful 2023-2024 school year with you. The PTO's goal is to support school staff in creating a safe and fun learning environment for all students as they "rocket toward success." There are many PTO sponsored events and activities throughout the year that help meet this goal:

- Buses for field trips
- School library support (book fairs, Read to Succeed Incentives)
- Teacher appreciation (conference meals, Teacher Appreciation Week, end of year luncheon)
- Social events (family fun nights)
- Educational materials for students
- And the list goes on!

For the last few years we have been raising funds to make our playgrounds more inclusive and accessible for all students. Your hard work and fundraising is paying off! The district is in the process of ordering some pieces of inclusive play equipment. We will continue to work on playground improvements and expand our focus to include:

1. Creating a fund to help students with food insecurity.
2. Supporting school and classroom enhancements.

We need your help. The PTO is powered by parents and we can't achieve our goals without the support of Roper families. Every family is unique, with its own priorities, needs, talents and time constraints. That's why, throughout the year we'll have many different ways for parents and families to be involved in the PTO and support our school. Get Involved Today! Join PTBoard to stay up to date on all PTO activities.

- Go to <https://roper.ptboard.com>
- Click "Sign Up" link to sign up

Follow us on Facebook: [facebook.com/ROPERPTO](https://www.facebook.com/ROPERPTO)
Or E-mail us: roperpto@gmail.com

Quarterly Public Meetings:

August 22
October 23
January 29
March 25



Get Involved Today





Facebook: [facebook.com/ROPERPTO](https://www.facebook.com/ROPERPTO)

E-mail: roperpto@gmail.com

Website: roper.ptboard.com



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	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
October 2023    	1	2 School Picture Day	3	4	5	6	7	
	8	9	10	11	12	13 No School for Elementary Students	14	
	15	16	17	18 Quarter 2 Begins	19	20	21	
	Schools are Closed		22	23	24	25	26	27
	28	29	30 PLC Day, Early Dismissal 1:33 Dismissal	31				

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

Arrival and Dismissal Plan

ARRIVAL PROCEDURES

- The Roper Elementary School campus is closed until 7:30 a.m.
- Students arriving for breakfast should not arrive before 7:30 a.m., as there is no supervision until that time.

ARRIVAL

7:30 Breakfast—Enter through Door 1 – east

7:55 Supervision will be provided at designated entry doors (if there is inclement weather, students will enter the designated door and wait inside).

Entry Doors

Kindergarten - Doors 25 or 27 – Dependent on Classroom Assignment

1st Grade - Doors 2

2nd Grade - Door 3

3rd Grade - Door 3

4th Grade - Door 17

5th Grade - Door 16

8:10 School Begins. Students meet teachers at designated entry doors.

8:15 – Tardy Bell

- Students may enter either of the main entrances, Door 1 or 16 if it is raining or snowing.

Temperature Guidance - Arrival

Arrival

<20* Students wait inside the arrival doors starting at 7:55. Willard will keep their students until 8:00 and will walk them through the building to get to their arrival areas.

Reminder - students arriving before 7:55 need to go to breakfast through Door 1. That is the only place where we have supervision at that time.



DISMISSAL PROCEDURES

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.
- School Campus (including the playground) is closed until 4:30 p.m. except for use by school childcare and clubs. Reservations for rooms/playground should be entered in the district Archibus system.

DISMISSAL

2:53 - Students are learning in classrooms until the bell rings. Clean up begins at the bell. Students will be escorted outside by a teacher. All students must go directly home, to daycare, or an on-site afterschool program. Our campus is closed after dismissal until 4:30 PM, including the playground, except for use with school related activities or the Willard Community Center's School's Out program.

Dismissal Doors

Kindergarten – Door 25 or 27 – Dependent on Classroom Assignment

1st Grade – Door 2

2nd Grade – Door 6

3rd Grade – Door 9

4th Grade – Door 17

5th Grade – Door 16

Students attending Willard after school program will be picked up inside the building by Willard staff.

Students going to daycare or riding LPS transportation will be escorted through the building to Door 25 (east office) in time for daycare or LPS transportation to leave the building BY 2:53.

Students in 1st-3rd Grades who are walking home will exit Door 1. Typically they meet siblings by the bike rack at the north end of the Coddington Loop.

Students should be picked up no later than 3:15. At this time, students will be escorted to the office. Parents/guardians will need to come in to the Main Office (Door 1) to pick up students. You will be asked to sign them out.

In the event that students are not picked up by 3:30 PM, and the office is unable to contact a parent or another adult listed as an emergency contact, for your safety, and the safety of your children, the police may be notified.

	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
November 2023				1	2 Quarter 1 Report Cards Viewable in Synergy	3	4
	5	6 3-7:00pm Parent/Teacher Conferences	7	8	9	10	11
	12	13 3-7:00pm Parent/Teacher Conferences	14 4th Grade Class at Cunningham One Room Schoolhouse	15 4th Grade Class at Cunningham One Room Schoolhouse	16 4th Grade Class at Cunningham One Room Schoolhouse	17 4th Grade Class at Cunningham One Room Schoolhouse	18
	19	20 4th Grade Class at Cunningham One Room Schoolhouse	21	22	23	24	25
	26	27 No School for Elementary Students	28 PLC Day, Early Dismissal 1:33 Dismissal	29	30 6pm Chorus Concert		



Schools are Closed

BUS TRANSPORTATION

Lincoln Public Schools provides limited bussing based on student needs. Bus service is a privilege. Students are expected to maintain good behavior and follow safety rules at all times on the bus. If you have questions about qualifying for bus eligibility, please ask one of the administrators listed below.

- Students are to walk to their assigned grade level waiting area or breakfast upon arrival. Teachers will meet them there.
- Some students will be escorted from the bus to their classrooms.
- At the end of the day, students will be escorted to their bus by teachers.
- If a student will not be riding the bus home, they must have a signed note from parents/guardians.

TRAFFIC FLOW/PARKING

Parents are asked to show extra caution in and around the school when dropping-off or picking up a child. Finding a parking space at Roper during the busy arrival and dismissal times can be difficult. Please follow these directives to alleviate traffic congestion at these busy times:

- Utilize the designated traffic loop for your child's grade level.
- Consider drop-off or pick-up points away from Roper in surrounding neighborhoods. The crosswalk to the east of Roper's main entrance will be supervised during busy arrival and dismissal times. If you choose to park in the neighborhood to walk your child to the school, please be courteous to our neighbors. Do not block driveways or mailboxes.
- If you choose to park in the school's parking lot, please do not block cars that are parked in parking stalls and leave your vehicle. Once you find a legal place to park, please walk your child to the building for their safety.
- Do not double-park in the loops. Do not encourage students to pass between cars when being picked up or dropped off. Always pull over to the curb before allowing your child out of the car in a designated student loading zone.
- Do not park in a handicap parking space unless you have a registered parking permit or license plate. Always follow parking and traffic laws.

Together we can make student drop-off and pick-up safe and efficient.

LATE ARRIVAL/EARLY DISMISSAL

Students who arrive any time after 8:10 AM must use Door #1 - east (Pre-K-3rd) or Door #16 – west (4th-5th). They should report directly to the east or west office to check in.

Students who leave before the end of the day will need to be signed out by a parent or guardian.

- Parents are asked to walk up to the building to pick up their child.
- Students will be called to the office upon parent arrival. Our priority is to provide the maximum classroom time with minimum disruptions. It is not possible to know exactly when parents will arrive to pick students up for appointments. Please plan accordingly.
- For safety reasons, please do not ask for your child to wait outside to be picked up early.
- We will only release children to adults that have been designated by parents or guardians. If someone other than a parent or guardian will pick up your child, please provide something in writing to the school office or call the office to provide the name of the person picking the child up.
- If someone other than a parent or guardian is picking a child up, even with written notice or a phone call from the parent or guardian, they may be asked for identification. Please ask them to be patient as this is only for the safety of the student.
- Please note that before 8:30 and after 2:30 are busy times in the office. It would be best to call between the hours of 8:30 and 2:30 to notify the office of an appointment.

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

ABSENCES

In the event of a student absence, please call our school office at 402-436-1170 or enter the absence on ParentVue (before 8:10). This not only helps us know who will be part of our learning community for the day, but also serves as an extra safety precaution for you and your child. A parent will be called if a student is counted absent by the classroom teacher and an absence has not been called in by a parent or guardian. Absences can also be submitted on the ParentVue Portal.

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





Attendance and School Schedule

It is important to a student's success in school that the habit of regular and punctual attendance be formed. Please do not send your child to school if he/she is ill. The health of our children is important. We also understand that family emergencies may occur and families may need to be out of town.

Please remember to contact the office when your child is not going to be at school i.e. vacation plans, illness, appointments. This information is for attendance purposes. **Even if you have informed the teacher you will still need to contact the office.**

PHONE NUMBER: 402-436-1170

An answering machine is provided for your 24-hour convenience. If a student cannot be accounted for, a phone call from office staff to the parent/guardian will occur.

Please Note: Persons listed as emergency contacts will be called to verify a student's absence if a parent/guardian cannot be reached. Truancies will be subject to disciplinary action at the discretion of the principal.

The LPS attendance policy requires that schools notify parents of their child's absences at various intervals

- A letter will be sent home if a student has missed 5 school days.
- A letter will be sent home when a student has missed 10 or more days of school.
- If a student misses more than 15 days of school, a Stage 3 letter will be sent home.

Based on School Board Policy (Reg.5140.1), the school may report to the county attorney when a collaborative plan involving the school, guardian, and student to reduce barriers to improve regular attendance has not been successful, and the student has accumulated more than twenty (20) absences per year. Absence codes that make up the excessive absences include:

- IL - Illness
- PA - Parent Acknowledged
- TR - Truant

Fire and Tornado Drills

The school has a plan to provide for the safety of each student in the event of a fire or tornado. Drills are held periodically during the year to insure speed and efficiency in getting the students to the assigned places of safety.

Security Procedures

Secure is implemented when there is a threat or hazard outside of the building.

Lockdown is called when there is a threat or hazard inside the school building.

Hold is used when we need to keep the hallways clear.

Evacuate is an action we use for fire drills. It could be used for other situations that may warrant an evacuation.

Shelter is used in response to severe weather. It may also be used for other environmental incidents.

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	3	4	5	6
	Schools are Closed - Winter Break						
	7	8	9	10	11	12	13
		2nd Quarter Begins					
	14	15	16	17	18	19	20
		Schools are Closed			Quarter 2 Report Cards are viewable in Synergy		
	21	22	23	24	25	26	27
	28	29	30	31			
			PLC Day, Early Dismissal 1:33 Dismissal				

January 2024



Bullying

If you feel your child is being bullied by peers, please contact your child's teacher or the building principal, Lynn Fuller. 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 they are being bullied or are in an unsafe situation. These people may include, but are not limited to, their teacher, an 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.



Communication Methods

Weekly Communication Folders

Typically, school news will be sent home electronically on Thursdays. Some items will be sent home via paper copies in the Thursday Folder. 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 Roper Elementary 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://roper.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.

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 Roper Elementary School

	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
February 2024    						1	2	3
	4	3-7:00pm Parent/Teacher Conferences	6	7	8	9	10	
	11	3-7:00pm Parent/Teacher Conferences	13	14	15	16	17	
	18	Schools are Closed	20	21	22	23	24	
	25	26	PLC Day, Early Dismissal 1:33 Dismissal	27	28	29		

Safety Practices To and From School

In order to provide safety for walkers and riders, the following rules need to be followed. Parents are encouraged to plan with their children the shortest and safest route to school.

- Students should cross streets using the proper crosswalks as indicated by double white lines on the pavement.
- Parents should instruct their children to cross at corners or areas where school crossing signs are erected.
- Parents may park on the north side of the crosswalk or south of the drop-off zone in the Coddington traffic loop to walk students into the building.
- The parking lot is not a place for students to walk.

Language

Students at Roper Elementary are expected to show respect to one another. Disciplinary action will be taken if a student uses inappropriate language at school.

Trips or Excursions

All students will be transported by bus or walk if a field trip is in the surrounding neighborhood. A field trip parent/guardian approval form is located on the back of the census form. Each student will receive a census form in the LPS Important Information Packet before school starts. This form will need to be signed and returned the first day of school.

ParentVue

ParentVue is a secure, private website through Lincoln Public Schools that allows access to your child's real-time information. ParentVue allows you to track attendance, see class websites, view report cards and access Special Education documents. Please call to set up your ParentVue access today.

Optional 4th and 5th Grade Instrumental Music

Students who enroll will receive a 30 minute lesson on their instrument once a week during school hours. There will also be a rehearsal after school from 3:00 to 3:50 once a week. Attendance at lessons, rehearsals and concerts is required. The school provides books and music, however the instruments are not provided.

School Messenger

School Messenger is a district-wide network used for communicating with parents. If there is a need for parents to get information immediately, I will send out a School Messenger. This may come to you via a phone call, an email, or through a text. You may designate which mode works best for your family.

Parking or Waiting

Please **do not** force children into an unsafe situation.



Student Use of Telephone

Students are discouraged from bringing cell phones to school.





Cell phones seen or heard can be considered nuisance items and confiscated.

Students may use the telephone in either office in case of an emergency or to communicate important information as determined by the office staff or the principal. Students will not be allowed to use the phone to arrange afterschool play dates or to change afterschool plans without permission to do so.



Telephone Messages

Telephone messages for your child will be relayed to your child only if an emergency exists. Classroom instruction is a priority. Parents needing to speak with their child's teacher may leave a message.

	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
March 2024    						1	2	
	3	4	5	6	7	8	9	
	10	11	12	13	14	15	16	
	Schools are Closed							
	17	18	19	20	21	22	23	
	24	25	26	27	28	29	30	
31						Schools are Closed		

Schools are Closed

Quarter 3 Begins

PLC Day,
Early Dismissal
1:33 Dismissal

Quarter 3 Report Cards
Viewable in Synergy

Schools are Closed

Items from Home to School

Please leave play items and items that may distract from learning at home. Only school supplies, forms to be returned to school, and schoolwork should be brought to school.

ELL (English Language Learners)

ELL services provide assistance to students with limited English skills to function in the regular English-speaking classroom, to develop proficiency in reading, writing, speaking, and listening in English, and to develop knowledge about the customs and culture of the school, community, and nation.

Textbook and Material Fines

It is the responsibility of each student to give proper care to instructional equipment, materials and supplies. Where carelessness leads to destruction or loss of equipment or materials beyond normal use, the student and parent should make appropriate payments.

Releasing Students

For the safety of students, parents/guardians must come to the Security Entrance Monitor's desk when picking up their child before the regular dismissal time. Office staff will contact the classroom teacher and the student will be sent to the Security Entrance Monitor's desk after parents/guardians have arrived. If someone other than a parent or guardian will pick up your child, please call the office to provide the name of the person picking up your child. If this office does not receive a phone call, we will need to reach out to the parent or guardian before releasing the student.

Recess Temperature Guidance

<10* temperature or wind chill = Inside Recess
Rain/Snow = Inside Recess

LPS Parent Center

Welcome to the Lincoln Public Schools Parent Center. Check it out!

<http://www.lps.org/parents/>

This selection of information is designed to meet the needs of LPS families, providing current information about services, resources, data and news of interest to parents.

Communicating Student Progress

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. Please consult the Roper 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



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	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
			PLC Day, Early Dismissal 1:33 Dismissal		6:00pm Chorus Concert	No School for Elementary Students	
	28	29	30				
			6:00pm Strings Concert				

April 2024



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Important Information Needed

For the safety of your child, it is necessary to give the school the name of a person to contact in case you cannot be reached. Please note: Persons listed as emergency contacts will be called to verify a student's absence if a parent/guardian cannot be reached.

It is very important that parents/guardian notify the school of any change in address and/or telephone number. The office must have a current telephone number on file in case we need to contact you for any emergency that could arise.

Guidelines for the Dismissal of Students with Health Concerns

- The student with a temperature of 100 degrees or more
- The student with an undiagnosed rash. (Exception: If the student is taken to a physician, he/she may be readmitted with the doctor's written permission stating the rash is not contagious.)
- Other conditions, which may warrant a student being sent home, include: inflamed red eyes and/or drainage, vomiting and/or diarrhea, frequent persistent coughs, earache and/or drainage from the ear, questionable illness or injuries which may require evaluation by a physician, sores that appear infected or are draining, and any other possible communicable condition.

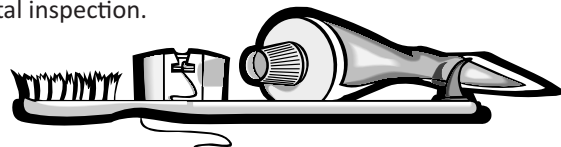
No Student will be sent home until a parent or emergency contact has been notified.

Medical and Dental Appointments on School Time

Students are granted approved absences from school in order to keep medical and dental appointments during school hours. However, with Roper's early dismissal we encourage these appointments be made after school hours.

Dental Inspections

Dentists recommended by the Lincoln District Dental Society and approved by the board of education perform dental inspections in the school. Students presenting a dental report form signed by their own dentist will be excused from the annual dental inspection.



Before & After School Child Care at Roper Elementary School

Currently, Willard Community Center has a year-round licensed preschool, as well as before and after school programs for elementary school children.

This state licensed child care program is available from 6:30 a.m. until the beginning of the school day and resumes again right after school until 6:00 p.m.

The Roper school site offers a snack after school and a wide variety of activities, ranging from daily scheduled events to large group games to homework time.

Non-School day care is available at the Willard Community Center.

Contact Information below:

Willard Community Center

Phone: (402) 475-0805

1245 S Folsom St.
Lincoln, NE 68522

Monday-Friday

The office is open from 9 to 5.



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	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
May 2024				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	



Last Day of School
 1:33 Dismissal
 Quarter 4 Report Cards
 Viewable in Synergy

Fund-A-Need

Fund-A-Need – is an award winning online program designed to help students and staff in Lincoln Public Schools. The program allows teachers and schools the avenue to post innovative educational ideas and classroom needs as a “proposal” for the community to view.

Proposals are approved by principals, submitted to the Foundation, and posted online. Donors may choose from the online list and make a tax-deductible donation to fund these classroom needs. Individuals who support a proposal will receive information about the activity from the teacher and students touched by the gift and a receipt from the Foundation as a record for the IRS.

Log on to
www.foundationforlps.org

or call
(402) 436-1612

FUND-A-NEED®



Lunch Time Visitors

We ask for your patience as we continue to follow safe protocols for the lunchroom. Please also be patient at the entrance desk. Our Secured Entrance Monitors may not recognize you the first couple of times you come. Please be cooperative as they check you in and be mindful that we prefer to be overly cautious about letting visitors in the building. Student safety is always our first priority.

We do not have a lot of extra space available for visitors in the lunchroom. We will ask that you limit visitors to one family member at a time.

If possible, we will have you sit next to your child at their assigned table in the lunchroom.

If there is not enough room at your child’s regularly assigned table, we will try to find another table nearby so that you can sit together.

If you bring food from outside of the school, we may ask you to sit at separate table to insure the safety of children with food allergies.

When the weather warms up, we have moved the picnic tables to the back of the building and you would be welcome to enjoy a picnic lunch with your child outside.

2022–2023 Lunch Schedule

Grade	Lunch/Recess
Kindergarten	11:35 - 12:15
1st Grade	10:50 - 11:30
2nd Grade	10:50 - 11:30
3rd Grade	12:20 - 1:00
4th Grade	11:35 - 12:15
5th Grade	12:20 - 1:00

Some students will have lunch first then recess, others will have recess first then lunch. Lunch and Recess times are 20 minutes each.

Meal Payment

It is still possible to maintain a balance in a student’s individual account for an additional entree or milk only. Meal payments and balance notifications can be found in My School Bucks at:

<https://home.lps.org/ns/prices-payment/>

Free/Reduced Lunch Applications

Families of students who may be eligible for free or reduced price school meals must submit a new application each new school year to determine eligibility. On-line application link can be found at:

<https://home.lps.org/ns/free-reduced/>



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	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
June 2024							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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Early Release Schedule

Monday, August 14th, Tuesday, August 15th and Wednesday, August 16th. School starts at the same time, 8:10 AM and ends at the early release time, 1:33 PM. This is also the dismissal time for the last Tuesday of each month for teacher Professional Learning Communities. Early Release PLC Dates are: August 29th, September 26th, October 31th, November 28th, December 12th, January 30st, February 27th, March 26th, April 23th, May 23rd.

Student Materials

Lincoln Public Schools provides all of the materials students require for learning in the classroom. It is helpful for students to have a backpack to carry homework and other items to and from school. If you need assistance obtaining a backpack for your child, please contact us.

Food, Presents, Parties





LPS Elementary School Common Practices Document

Due to food allergies/sensitivities and cultural considerations, no food may be brought for birthday parties, class rewards, or class parties. Party invitations are not allowed to be distributed at school or during school hours. Student birthdays and other celebrations or life events, will be recognized by teachers and classmates at school.



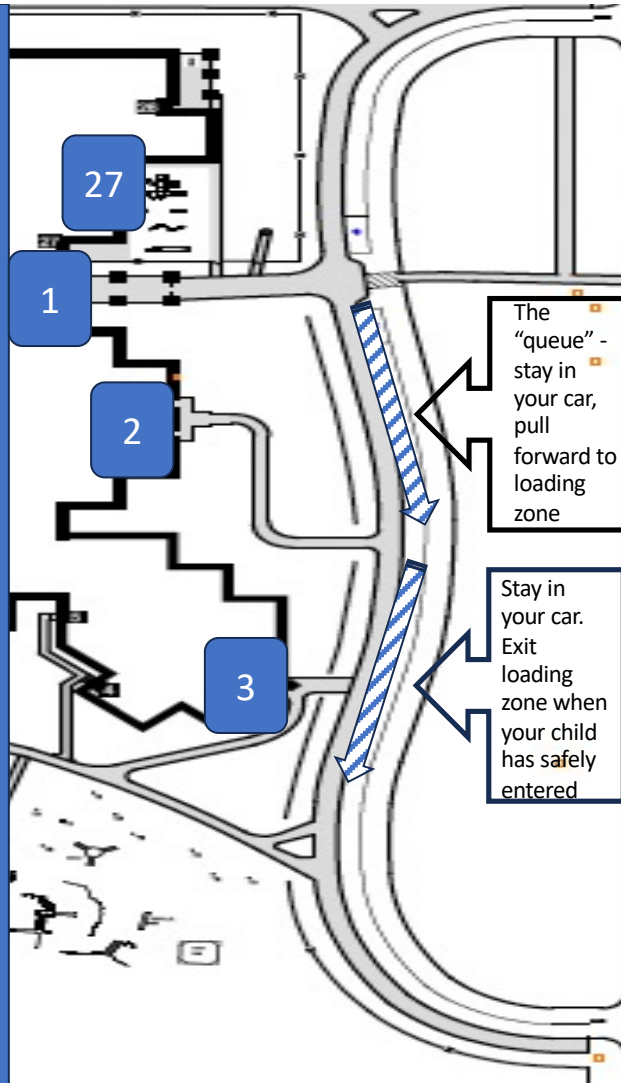
PLEASE NOTE: All procedures, guidelines and dates outlined in these documents are subject to change, based on recommendations and directives issued by the Nebraska Department of Education, the Lincoln Lancaster County Health Department (LLCHD), or other governing body.

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	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
July 2024    	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			

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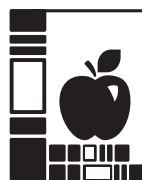
Coddington Traffic Loop



No Parking
Student-Safe
Drop Off/Pick Up and Go!
7:45-8:15
and
2:45-3:15

Student-Safe Drop Off/Pick Up and Go!
Stay in your vehicle. Always pull over to the curb before allowing your child to enter/exit the vehicle.
*Stay in line and advance in **the "queue"** until you get to the student-safe loading zone.*

Limited parking is available on a first-come, first-serve basis outside of the student-safe zone. Do not block traffic in the lane.



LINCOLN BOARD OF EDUCATION

5905 O Street • Lincoln, NE 68510

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