

COMMUNITY-LOVING-OPPORTUNITIES-FAMILY-ACHIEVEMENT-GOALS-LEARNING-INVITING

SUPPORTIVE - SAFETY - HARD WORKING - DEDICATED - PASSION

2025




2026

ZEMAN ELEMENTARY



Student Handbook & Calendar

4900 S. 52nd Street | 402-436-1169 | Zeman.LPS.org | Office Hours: 7:30 a.m. – 4:00 p.m.
Rudi Wolfe, Principal | Melissa Cochrane, Coordinator |  Zeman Elementary School



Lincoln
PUBLIC SCHOOLS

COMMUNICATION-WELCOMING-CARING-REFLECTION-GROWTH

CONSISTENT-FRIENDLY-CHALLENGING-GENUINE-INCLUSIVE-COLLABORATION-TRADITION

Welcome to the 2025-2026 school year!

Go ZEBRAS!

The Zeman staff is excited to work with families to help all scholars learn and grow. At Zeman, we believe communication is a vital component that bridges home-to-school learning, growth, continuous connections, and experiences for scholars' future. We will work to provide you with information through a variety of communication tools. The Zeman Student Handbook is one tool we use to serve as a guide for school staff, scholars, and families as we work to create a culture where scholars can learn at high levels, happily, and safely. Please carefully review the content. Note that dates for school events are subject to change.

If you ever have concerns or questions, please do not hesitate to call the school office at 403-436-1169. It is our honor and privilege to partner and work with the Zeman scholars, families, and community.



Mrs. Rudi Wolfe, Principal
Zeman Elementary
rwolfe3@LPS.org

In case of emergency, please ensure we can reach you by making sure the office has your most updated name and phone number, as well as an emergency contact if you cannot be reached.

School Mission

Our mission at Zeman, in partnership with our community, is to help students develop the knowledge and skills needed to be successful in our diverse society.

At Zeman, our vision is to eradicate disproportionality.

We Have Integrity:

- We seek accountability.
- We own our values in the classroom, in meetings, and in the parking lot.
- We amplify the truth with ourselves and with each other.

We Are Inclusive:

- We seek diversity of thought and experiences through our students, staff, and community.
- We own the disproportionality that exists.
- We amplify student voices from all cultures.

We Have High Expectations:

- We seek to make it hard for students to fail.
- We own the discomfort of productive struggle.
- We amplify our commitment to closing the achievement gap.

We Are Collaborative:

- We seek to learn new things, accept criticism, reflect, and be uncomfortable.
- We own collective responsibility for student outcomes.

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For Bilingual Liaisons:

Arabic: 402-436-1715

Russian: Если вам требуются услуги переводчика пожалуйста позвоните по телефону: 402-436-1942

Español: Por favor llame a este número de teléfono si necesita servicios de intérpretes: 402-436-1938

Vietnamese: Xin vui lòng gọi về số này nếu quý vị cần có dịch vụ thông dịch: 402-436-1939

Ukrainian: Будь ласка, зателефонуйте за цим номером, якщо вам потрібні послуги перекладу: 402-436-1786

Karen: ဝံသးစူကီးလိတဲစိနိုဝ်အဲအံ့ဖဲနမ့ၢ်လိၣ်ဘၣ်ပုၤကတိၤကျိးထံတၢ်အတၢ်ဆိၣ်ထွဲမၤစၢၤ 402-436-1769



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.



LPS Student Calendar



2025-26

Graduation Dates

Tuesday, May 19, 2026

Yankee Hill

Wednesday, May 20, 2026

Independence Academy

Thursday, May 21, 2026

Bryan Community Focus Program

At Pinnacle Bank Arena May 22-24, 2026

Fri: LSE Sat: LNE, LSW, LNW, LNS Sun: EHS, LHS, LSB

☉ First Day for K, 6, & 9th Grades

☉ First Day for 1-5, 7-8, & 10-12th Grades

● Last Day for Students

■ All Schools Not in Session

□ Schools Not in Session (Professional Learning/Planning Day)

➤ Quarter Start Dates

➤ Quarter End Dates

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.

JULY 2025

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

AUGUST 2025

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

SEPTEMBER 2025

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28	29	30				

OCTOBER 2025

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26	27	28	29	30	31	

NOVEMBER 2025

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DECEMBER 2025

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28	29	30	31			

JANUARY 2026

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25	26	27	28	29	30	31

FEBRUARY 2026

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MARCH 2026

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29	30	31				

APRIL 2026

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MAY 2026

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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JUNE 2026

S	M	T	W	T	F	S
	1	2	3	4	5	6
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Overview

The following are practices that will be followed at Zeman Elementary School. This handbook is meant to be a quick-reference guide of common practices and guidelines for Zeman students and families. A complete LPS Important Information Book and list of Elementary Common Practices is available online at www.LPS.org/about/important/index.html.

Parent Teacher Conferences:

Oct. 7 & Oct. 9 from 3:45-6:45 p.m.

Feb. 2 & Feb. 4 from 3:45-6:45 p.m.

Office Phone: 402-436-1169



Intent of Handbook

This handbook is 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.

Common Area Expectations



	BE SAFE	BE RESPECTFUL	BE RESPONSIBLE
CLASSROOM	<ul style="list-style-type: none"> Keep hands, feet, and objects to self Walk from place to place appropriately Sit properly in chairs Stay in assigned area 	<ul style="list-style-type: none"> Listen for voice level given by adult Follow classroom expectations Speak/respond when it's your turn Be polite to one another Respect personal property and equipment 	<ul style="list-style-type: none"> Ask questions when needed Keep learning materials organized Complete all assigned work during allotted time Leave classroom with adult permission and come back in a timely manner Give your best effort Be an active participant
LUNCHROOM	<ul style="list-style-type: none"> Keep hands, feet, and objects to self Let adult know when there is a spill Both hands on the tray when walking Keep all food to yourself Remain seated Square up to the table Walk to trash station 	<ul style="list-style-type: none"> Use voice level '1' or '2' Wait patiently in line Say "please" and "thank you" Chew with mouth closed and use napkin Swallow food before talking or moving to the trash station 	<ul style="list-style-type: none"> Clean up all trash before leaving table Sort your tray-recycle and compost Put your silverware in your hand before leaving the table Push in your chair Stack trays like a puzzle
PLAYGROUND & RECESS	<ul style="list-style-type: none"> Stay within designated boundaries Keep hands, feet, and objects to self 	<ul style="list-style-type: none"> Include everyone in games and activities Use kind words and actions Follow adult directions Play by the rules Have good sportsmanship 	<ul style="list-style-type: none"> One lap around the track before playing Put away equipment after recess Line up in line order at your assigned location when signaled
HALLWAYS	<ul style="list-style-type: none"> Walk in line facing forward Use line order Use right side of the hallway Keep hands, feet, and objects to self 	<ul style="list-style-type: none"> Use voice level '0' Follow adult directions 	<ul style="list-style-type: none"> Walk directly to your next location
RESTROOMS	<ul style="list-style-type: none"> Keep water in sink Keep hands, feet, and objects to self Keep floors and sink areas dry and clean 	<ul style="list-style-type: none"> Use voice level '0' Give others privacy Wait patiently 	<ul style="list-style-type: none"> Leave all classroom materials in the room Flush the toilet after use Use 1 pump of soap Use 1-2 paper towels Throw away paper towels in the trash can Return to class or line quickly
ARRIVAL & DISMISSAL	<ul style="list-style-type: none"> Keep hands, feet, and objects to self Only use crosswalks to cross street Remain on sidewalk Walk at all times facing forward Walk bicycles on school property Be aware of vehicles at all times 	<ul style="list-style-type: none"> Walk on the right side Follow adult directions 	<ul style="list-style-type: none"> Be aware of others around you Arrive and leave on time Go directly to designated area
OFFICE & HEALTH OFFICE	<ul style="list-style-type: none"> Keep hands, feet, and objects to self Walk Sit on chairs appropriately 	<ul style="list-style-type: none"> Use appropriate voice level Wait patiently, until an adult addresses you Use polite manners, say please & thank you, greet others Follow adult directions 	<ul style="list-style-type: none"> State your purpose (know why you are there) Wait quietly for your turn

August 2025

Lincoln Public Schools

» Important Dates

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
"As we begin a new year of molding brains and inspiring futures, remember that your devotion sows the seeds of excellence in each student. Embrace the adventure, spark curiosity, and watch the classroom blossom with limitless possibilities." – Alfred Melvin Soliva					1	2
3	4	5	6	7 Safe Walk, Open House & Kona Ice 6-7PM Zeman Gear Sales Starts	8	9
10	11	12 First Day for K, 6, and 9th Grades Start: 8:15AM Dismissal: 2:53PM	13 First Day for 1-5, 7-8 and 10-12th Grades Start: 8:15AM Dismissal: 2:53PM Runza Dine-Out 5-8PM	14	15	16
17	18	19 National Aviation Day	20	21 PTO Meeting Media Center 6:30PM	22	23
24	25	26 5th Grade Field Trip- Sheldon Museum	27	28	29	30
31						

Thursday, August 7th
Safe Walk, Open House and
Kona Ice - 6PM-7PM

August 7th-August 28th
Zeman Gear Sales
Visit PTO Website/Facebook

Tuesday, August 12th
First Day for
Kindergarten ONLY
Start: 8:15AM
Dismissal: 2:53PM

Wednesday, August 13th
First day for 1st-5th Grade
Start: 8:15AM
Dismissal: 2:53PM

Wednesday, August 13th
PTO Dine-Out
Runza 5PM-8PM
Visit PTO Site

Thursday, August 21st
PTO Meeting in Media
Center - 6:30PM

Tuesday, August 26th
5th Grade Field Trip-
Sheldon Museum

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.

Traffic Flow & Safety Tips

See the Zeman traffic map located on page 8 and 10 and on our website for more information.

To ensure the safety of children at Zeman, please adhere to the following safety procedures as you drop off and pick up your children. Please discuss these rules with your children. Please also share this information with any grandparents or neighbors who may pick your child up throughout the year. **It is imperative that we all work together to maintain a safe environment for our students as they arrive and leave school each day.**

Please approach the school coming from the south. Please do NOT park your car in the cutout in front of the school between the hours of 7:45 a.m. – 8:15 a.m. and 2:45 p.m. – 3:00 p.m. **The cutout is reserved for the school bus and daycare vans during arrival and dismissal.** During the day (8:15 a.m. – 2:30 p.m.) you can park in the cut-outs to pick up and/or if you are coming for lunch.

- **During the school hours of 8:15 a.m. – 2:50 p.m., please do not drive through the staff parking lot due to school, recess, and PE activities.**
- If you wish to walk your child up to the building, please park on a side street.
- Do not use your cell phone during arrival and dismissal.
- Obey all traffic laws including:
 - Do not park in front of driveways
 - Park on the right hand side of the street
- Do not park in the bus-loading zone at the far north end of the cutout.
- Do not double or triple-park. Students should exit and enter their vehicle on the passenger side so they do not cross traffic.
- Students should exit their vehicle at the curb – NOT in the middle of the street.
- Children and adults must use the crosswalk in front of the school.



September 2025

Lincoln Public Schools

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 Labor Day	2	3	4	5 Picture Day	6
	SCHOOLS CLOSED	SCHOOLS CLOSED				
7 National Grandparents Day	8 National Suicide Prevention Week	9	10 PTO Dine Out Dairy Queen Visit PTO Website /Facebook 5PM-8PM	11 National Day of Service	12	13
14 National Arts in Education Week	15 2nd Grade Fieldtrip-Lincoln Children's Zoo	16	17 PTO Catalog Fundraiser-STARTS Constitution Day	18 PTO Meeting Media Center 6:30PM	19	20
21	22 First Day of Fall	23	24 4th Grade-Cunningham One Room Schoolhouse	25 4th Grade-Cunningham One Room Schoolhouse	26 4th Grade-Cunningham One Room Schoolhouse	27
28 Pumpkin Run at the Railyard 10AM	29 PTO Dine Out Freddy's Visit PTO Website /Facebook	30	"It only takes one moment, one memory, or one experience to change the way we see and interact with the world, so make each one count!" – Mr Preuss			

» Important Dates

**Monday-Tuesday
September 1st-2nd**
Schools Closed

Friday, September 5th
Picture Day

Wednesday, September 10th
PTO Dine Out Dairy Queen
Visit PTO Website/Facebook
5PM-8PM

Thursday, September 11th
National Day of Service

September 17th-October 1st
PTO Catalog Fundraiser
Visit PTO Website/Facebook

Monday, September 15th
2nd Grade Fieldtrip-
Lincoln Children's Zoo

Wednesday, September 17th
Constitution Day

Thursday, September 18th
PTO Meeting in Media Center
6:30PM

**Wednesday-Friday
September 24th-26th**
4th Grade Cunningham
One Room Schoolhouse
Field Trip

Sunday, September 28th
Pumpkin Run at the
Railyard - 10AM

Monday, September 29th
PTO Dine Out Freddy's
Visit PTO Website/Facebook
5PM-9PM

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Arrival at Zeman

LPS Bus and Daycare Vans arrival and dismissal will drop-off and pick-up at the cut-outs right in front of Zeman. If you prefer to park and walk your child up to school, please park further down on South 52nd Street or Bellhaven Dr. This allows us to keep the Zeman Cut-outs open for transportation and daycare vans.

7:45-8:10 a.m. Breakfast Traffic Flow:

- We do not have supervision until 8:00 a.m. for student scholars not receiving breakfast. Student scholars need to stay in their vehicle or off school property until 8:00 a.m. if they are not eating breakfast. If your child will be waiting in the car until 8:00, please do not pull up to door #1, but pull around to door #18 to ensure cars bringing student scholars for breakfast can drop them off safely.
- If your child wants breakfast, please have them **arrive at 7:45 or later** and enter through door #1. Supervision is provided only for student scholars eating breakfast in the cafeteria.
- Any student arriving before 8:00 a.m. will be required to purchase breakfast. No outside food or drink is allowed in the Cafeteria.

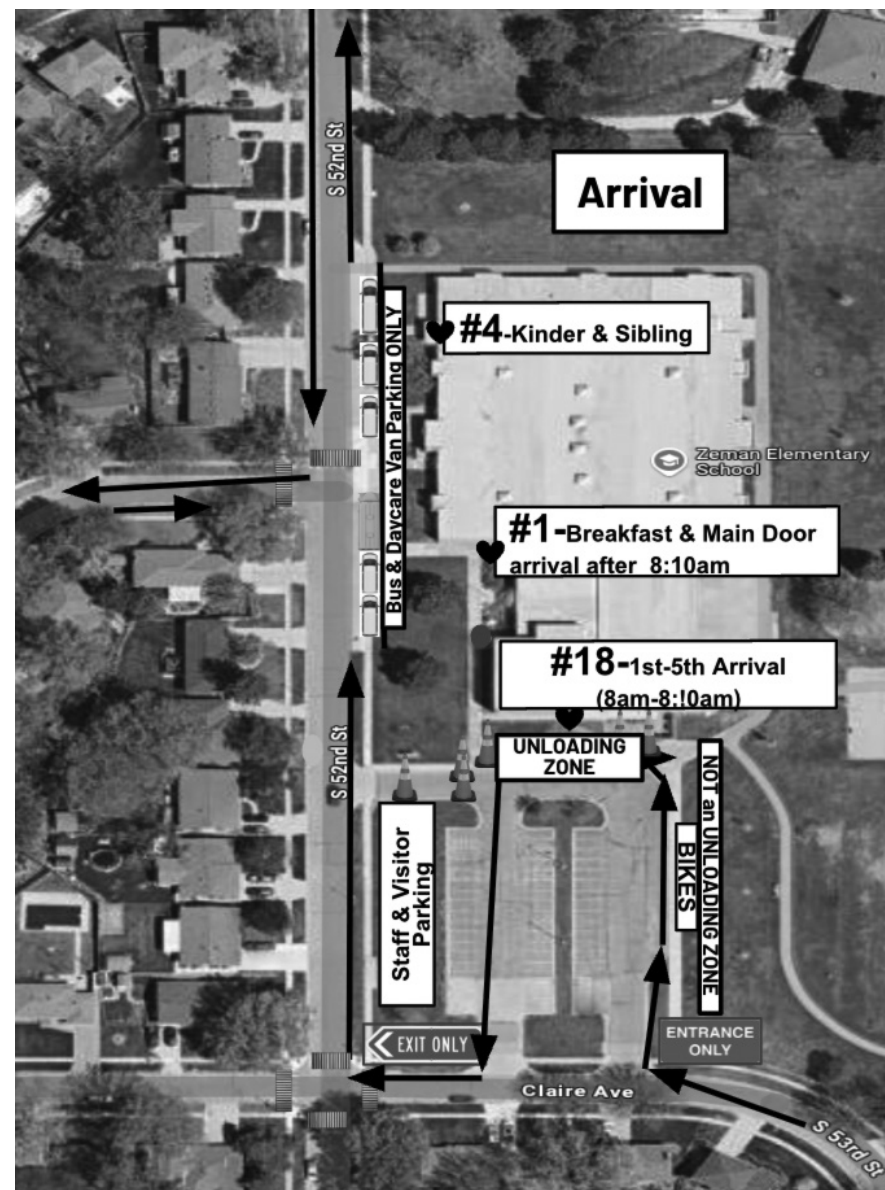
8:00-8:15 a.m. Traffic Flow:

- When pulling into Zeman from Claire Avenue, there will only be one lane. Please do not get out of your vehicle, but continue to pull all the way forward to the unloading zone, paying attention to the traffic signs. Then, you may drop your child off.
- Student scholars must exit the passenger side onto the curb for safety purposes.
- Please do not stop before or at the bike racks to drop off your child.
- Please do not stop/park or let children out of the car in a crosswalk area, in the middle of the street/ parking lot, or near the bike rack.
- **Right turn only out of the staff parking lot onto Claire Avenue.**

8:00-8:10 a.m. Arrival Doors:

****We will no longer have outside lines. Indoor arrival daily.*

- **Kindergarten** will enter through door # 4 and sit supervised by their classroom until 8:08 a.m. in the hallway.
 - **Older siblings will be dropped off and picked up with their Kinder sibling. Then they will appropriately, safely, and quickly head to door #18 to the gym.*



- **1st-5th-grade** student scholars will get out of their cars and enter through door 18. **After 8:10 a.m., there will be no supervisors at door #18 and the door will be locked.** Kindergarten-5th-grade student scholars will enter through door #1 to head to class.

October 2025

Lincoln Public Schools

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
"Don't doubt the power of your potential." – Joelien C. Elibado			1 PTO Catalog Fundraiser-ENDS Visit PTO Website/ Facebook	2 4th Grade Music Program 6:30PM National School Custodial Day	3	4
5 World Teachers Day	6 Book Fair 3PM-5PM Fire Prevention Day	7 Parent/Teacher Conferences 3:45PM-6:45PM Book Fair 3PM-7PM	8 Book Fair 3PM-5PM	9 Parent/Teacher Conferences 3:45PM-6:45PM Book Fair 3PM-7PM	10 End of 1st Quarter World Mental Health Day	11
12 National School Lunch Week	13 Nebraska Indigenous Peoples Day	14	15 Start of 2nd Quarter	16 PTO Meeting Media Center 6:30PM	17	18
	SCHOOLS CLOSED	SCHOOLS CLOSED				
19 National Health Education & School Bus Safety Week	20 PTO Sponsored Virtual Pumpkin Carving Contest STARTS	21 PTO Dine Out Slim Chicken Visit PTO Website /Facebook 4PM-9PM	22	23	24 Q1 Report Cards Posted in ParentVue	25
26	27 Red Ribbon & Spirit Week	28	29	30	31 PTO Sponsored Virtual Pumpkin Carving Contest ENDS Halloween	

» Important Dates

September 17th-October 1st
 PTO Catalog Fundraiser
 Visit PTO Website/Facebook

Thursday, October 2nd
 4th Grade Music Program 6:30PM

Monday, October 6th
 Book Fair 3PM-5PM

Tuesday, October 7th
 Parent/Teacher Conferences 3:45PM-6:45PM
 Book Fair 3PM-7PM

Wednesday, October 8th
 Book Fair 3PM-5PM

Thursday, October 9th
 Parent/Teacher Conferences 3:45PM-6:45PM
 Book Fair 3PM-5PM

Monday-Tuesday October 13th-14th
 Schools Closed

Thursday, October 16th
 PTO Meeting in Media Center 6:30PM

October 20th-31st
 PTO Sponsored-Virtual Pumpkin Carving Contest
 Visit PTO Website/Facebook

October 27th-31st
 Red Ribbon & Spirit Week
 Visit Zeman Facebook for Details

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.

Dismissal at Zeman

Please note: YMCA is an external organization that provides after-school care in our building.

If you would like your child to participate, please contact the YMCA directly, as Zeman does not oversee their program. Hours of operation after school are: 2:53 pm-5:45 pm.

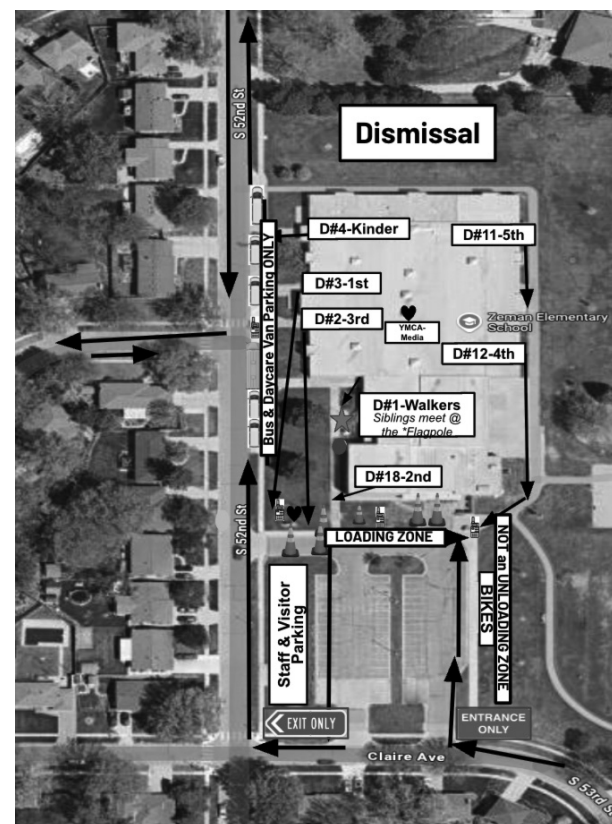
2:53 p.m. Dismissal for the Day:

- Kindergarten student scholars will exit the building with their classroom teacher from door #4.
 - Older siblings will be picked up with their Kinder sibling.*
 - If your kindergartener is walking, they will be released once their adult is identified.
- 1st, 3rd grades** will walk out their side doors #3 and #2 and head south towards the parking lot and stand next to the Zeman Sign/Marquee. Waiting for their name to be called on the radio for their ride. **Walkers can start walking home, or siblings can meet at the flagpole.**
- Walkers in 2nd/4th/5th** will walk out of **Door #1** with a **grade level teacher** and start walking home, and/or meet a sibling at the flag pole.
- 2nd grade** will walk out of door #18 and will head south towards the stairs near the parking lot and wait for their name to be called.
- 4th grade** will come out of door #12 on the East side of the building and walk south towards the parking lot and wait for their name to be called.

- 5th grade** will come out of door #11 on the East side of the building and walk south towards the parking lot and wait for their name to be called.
- If your child is walking, they will identify the adult or scholar they are walking with (**flag pole meet up**) and be dismissed by the teacher.
- If you would like to walk and pick up your child from the teacher, you can park on the side street of South 52nd or Bellhaven Dr., but not in the cutouts, as this is for the bus and daycare vans.
- If you want to avoid driving through the Zeman parking lot, it may be beneficial to identify a location and park so your child can walk to your vehicle. Please park further down on South 52nd Street or Bellhaven Drive to avoid causing traffic concerns for cars using the parking lot traffic plan. **Please DO NOT park in neighborhood driveways.**

2:53 p.m. Traffic Flow:

- Kindergarten student scholars will exit the building with their classroom teacher from door #4.
 - Older siblings will be picked up with their Kinder sibling.*
 - The adult can park further down on South 52nd Street or Bellhaven Dr. and walk to get their child.
- Grades 1st-5th:** When pulling into Zeman from Claire Ave, there will only be one lane.
- While in the pick-up lane:
 - Please do not stop/park or let children into the car near the bike rack, in a crosswalk area, or the middle of the street/parking lot.



- Please do not get out of your vehicle, but continue to pull all the way forward to the **LOADING ZONE**. There will be no need to “jump” cars or weave in and out.
- We will have staff with radios calling your child’s last name as identified by the name sign in your car (*provided at Open House or upon enrollment throughout the year*).
- When you get to the designated pick-up zone (**LOADING ZONE**), staff or scholars who are capable will open doors, and scholars will load on the passenger side/curbside.
- Right turn only** out of the parking lot onto Claire Avenue.

November 2025

Lincoln Public Schools

» Important Dates

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
"Gratitude can transform common days into thanksgivings, turn routine jobs into joy, and change ordinary opportunities into blessings." – William Arthur Ward						1
2 Daylight Savings Time Ends	3 School Psychologist Week	4	5	6 Fundraiser Product Pickup 3PM-6PM	7 Picture Retake	8
9	10	11 Veterans Day 3rd Grade Field trip- Morrill Hall	12	13 2nd Grade Music Program 6:30PM World Kindness Day	14 PTO Sponsored-Glow Party @Zeman Gym 6:30PM-8PM	15
16	17	18	19	20 PTO Meeting Media Center 6:30PM	21 Substitute Educators' Day	22
23	24 National Family Week	25	26	27 Office Closed Thanksgiving	28 Office Closed	29
30						
			SCHOOLS CLOSED	SCHOOLS CLOSED	SCHOOLS CLOSED	

Friday, November 7th
Picture Retake

Thursday, November 13th
2nd Grade Music Program 6:30PM

Tuesday, November 11th
3rd Grade Field trip- Morrill Hall

Friday, November 14th
PTO Sponsored-Glow Party Zeman Gym - 6:30PM-8PM
Visit PTO Website/Facebook

Thursday, November 20th
PTO Meeting in Media Center - 6:30PM

Wednesday-Friday November 26th-Dec 1st
School Closed

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.



Arrival & Dismissal

School Hours: 8:15 a.m. – 2:53 p.m.

Breakfast: 7:45 a.m. – 8:10 a.m.

Welcome Bell: 8:10 a.m.

Start (tardy) Bell: 8:15 a.m.

Dismissal Bell: 2:53 p.m.

Children may start arriving on school grounds at 7:45 a.m. if eating breakfast. If not eating breakfast, children may arrive after 8:00 a.m.

Starting at 8:00 a.m., student scholars not eating breakfast can enter the school through Door #4 (Kindergarten) or Door #18 (1st-5th grades) and go directly to their assigned grade level sit spots.

At 8:08 a.m. we will start a staggered release with teachers escorting their class to start the school day.

After 8:10 a.m. and until 2:53 p.m., students will need to enter through the main entrance, Door 1. All other doors will be locked.

On pages 8 and 10 and on our website you will find more information about our **NEW** traffic plan, as well as the arrival and dismissal plan.

Grade Level Dismissal Doors

Dismissal for each grade level should be the following:

Kindergarten: Door #4

Dismissal – Oldest sibling go to the youngest sibling.

1st Grade: Door #3

2nd Grade: Door #18

3rd Grade: Door #2

4th Grade: Door #12

5th Grade: Door #11

Walkers for Grades 2nd, 4th, & 5th: Door #1

Siblings meet at the flag pole.

Students are dismissed from school at 2:53 p.m. from their assigned doors. All students must go directly home or to a school sanctioned after school activity. If a child is not picked up by 3:00 p.m. the child will be escorted back into the building and parents/guardian will be called by the office staff. **The Zeman School Campus (including the playground) is closed until 5:45 p.m. except for use by the YMCA Adventure Club and by school clubs.**

Some children wish to ride their bicycle to school. We encourage parents to ensure children are capable of following all safety rules independently before being allowed to ride their bicycle to school. All bikes must be parked at our bike rack on the south end of the building. Use of a bike lock is recommended. Zeman School is not responsible for lost or stolen bikes.

December 2025

Lincoln Public Schools

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 SCHOOLS CLOSED	2 National Special Education Day	3	4	5 International Volunteer Day Movie Night 6:30PM	6
7	8 Holiday Shop	9 Holiday Shop Band & Orchestra Concert @Zeman 6:30PM	10 Holiday Shop Human Rights Day	11 Holiday Shop	12 Holiday Shop	13
14	15	16	17	18	19 End of 2nd Quarter Karen New Year	20
21 First Day of Winter	22 SCHOOLS CLOSED WINTER BREAK	23 SCHOOLS CLOSED WINTER BREAK	24 Office Closed SCHOOLS CLOSED WINTER BREAK	25 Christmas Day Office Closed SCHOOLS CLOSED WINTER BREAK	26 Kwanzaa SCHOOLS CLOSED WINTER BREAK	27
28	29 SCHOOLS CLOSED WINTER BREAK	30 SCHOOLS CLOSED WINTER BREAK	31 Office Closed SCHOOLS CLOSED WINTER BREAK			

» Important Dates

Monday, December 1st
Schools Closed

Friday, December 5th
PTO Sponsored Movie Night
6:30PM
Visit PTO Website/ Facebook

Tuesday, December 9th
Band & Orchestra Concert
6:30PM

**Monday-Friday
December 8th-12th**
PTO Sponsored
Penguin Patch Holiday Shop
Visit PTO Website/ Facebook

Thursday, December 18th
PTO Meeting in Media
Center - 6:30PM

Friday, December 19th
End of 2nd Quarter

**Monday-Friday
December 22nd-26th
December 29th-January 2nd**
Schools Closed Winter Break

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Breakfast & Lunch

Breakfast begins at 7:45 a.m. each morning through Door #1 only. No reservation or notice is necessary if your child is going to come to school for breakfast. Supervision for breakfast students starts at 7:45 a.m. Do not have your child arrive at school before 7:45 a.m. We do not have adult supervision available to ensure student safety before 7:45 a.m.

Lunch Schedule

Kindergarten	11:10 a.m. – 11:30 a.m.
5th Grade	11:30 a.m. – 11:50 a.m.
1st Grade	11:45 a.m. – 12:05 p.m.
4th Grade	12:00 p.m. – 12:20 p.m.
3rd Grade	12:15 p.m. – 12:35 p.m.
2nd Grade	12:30 p.m. – 12:50 p.m.

Lunch Information

- Please label lunchboxes with your child's name.
- Parents(s)/Guardian(s) are welcome to eat lunch with students at school. If you plan to be a guest at lunch with a student(s) and you are not the parent/guardian of the student, please ensure the parent/guardian has communicated with the office prior to your arrival. If this has not been done, the office staff will have to contact the parent/guardian before you can be a guest in our lunchroom with a student.
- We have a calm, silent entrance and exit practice that we do everyday. Lights will be off for students, but guests may continue to visit with their student. Please enjoy this time with your student only, other students will not be allowed to join.
- If you would like to view the meal menus or put money in your student(s) account please go to the Zeman home page and look under the Meals section:
 - Click on "View Menus" to view the breakfast and lunch menus or click on "Purchase Meals" to add money to your account



Breakfast & Lunch Area Meal Prices:

Elementary School Lunch

Full price \$2.50
 Reduced \$0.40
 Adult/non-student \$4.80
 Second lunch \$4.80
 À la carte \$0.60

Breakfast

Elementary full price \$1.30
 Reduced \$0.30
 Adult/non-student \$2.80
 Second breakfast \$2.80
 À la carte \$0.60



January 2026

Lincoln Public Schools

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
"Instead of saying 'I have to do this,' say 'I get to do this.' Appreciate the opportunity to do great things in the world by first changing your mindset." – Del Rasouli				1 New Year's Day Office Closed	2	3
				SCHOOLS CLOSED WINTER BREAK	SCHOOLS CLOSED WINTER BREAK	
4	5 Start of 3rd Quarter	6	7	8	9	10
11	12	13	14	15 Q2 Report Cards in ParentVue PTO Meeting Media Center 6:30PM	16	17
18	19 Office Closed Martin Luther King Jr. Day SCHOOLS CLOSED	20	21	22	23 PTO Sponsored Art Show and Cultural Cuisine 5:30PM-7:30PM	24
25	26	27	28	29	30	31

» Important Dates

**Thursday-Friday
January 1st-2nd**
School Closed for
Winter Break

Monday, January 5th
Start of 3rd Quarter

Thursday, January 15th
PTO Meeting in Media
Center - 6:30PM

Thursday, January 15th
Q2 Report Cards Posted in
ParentVue

Monday, January 19th
School Closed

Friday, January 23th
PTO Sponsored
Art Show and Cultural
Cuisine - 5:30PM-7:30PM
Visit PTO Website for Details

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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. Please note school starts at 8:15am everyday. This means scholars should be in the building and in their classroom ready for announcements and learning at 8:15 am. If scholars are walking into the school building at 8:15 am or after, they will be marked tardy. 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 Zeman Elementary on permit are reminded that punctual attendance is necessary to maintain permit status.

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*

When a student is absent from class for any reason, it becomes more difficult for the student to master the content of the course. Therefore, it is important that absences be eliminated or kept to a minimum. Equivalent experiences for students who miss class are difficult and sometime impossible to recreate. It is the responsibility of the student to make up work which has been missed because of any absence. The school staff will support the student's initiative to make up work missed. If your child is unable to attend school, a telephone call to the school office is requested. A note from home is appreciated when your child returns to school. An absence which neither the parent nor the school condones, or is not called in, will be recorded as truancy. This will be subject to disciplinary action at the discretion of the principal. If a student is excessively absent, 5+ days, an administrator will send a written notice home. If a student is absent 10 days a second notice will be sent and staff member will call home to discuss a plan to improve attendance. If a student is absent 15 days a third notice will be sent and an administrator will call to schedule a meeting. If absences exceed 20 days the administrator will file a report with the county attorney. Students are considered tardy if they are not in the building at the 8:15 a.m. bell.



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 at 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.

February 2026

Lincoln Public Schools

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 Parent/Teacher Conferences 3:45PM-6:45PM National School Counseling Week	3	4 Parent/Teacher Conferences 3:45PM-6:45PM	5	6 National Wear Red Day (Support of Heart Health)	7
8	9	10	11	12	13 PTO Sponsored Talent Show 6:30PM	14 Valentine's Day
15	16 Presidents' Day	17 Ramadan Starts	18	19 PTO Meeting Media Center 6:30PM	20	21
	SCHOOLS CLOSED	SCHOOLS CLOSED				
22	23	24	25	26 3rd Grade Music Program 6:30PM	27 International Stand Up to Bullying Day	28 School Bus Driver Appreciation Day

» Important Dates

Monday, February 2nd
Parent/Teacher Conferences
3:45PM-6:45PM

Wednesday, February 4th
Parent/Teacher Conferences
3:45PM-6:45PM

Friday, February 13th
PTO Sponsored Talent Show
6:30PM
Visit PTO Website for Details

**Monday-Tuesday
February 16th-17th**
Schools Closed

Thursday, February 19th
PTO Meeting in Media Center - 6:30PM

Thursday, February 26th
3rd Grade Music Program
6:30PM

Health Information

Please notify the Health Office of any important health related information you feel is important for your child's success/safety in the classroom.

Exclusion for Health Reasons

- Temperature of 100 degrees or higher
- Undiagnosed rash/skin lesion (exception: if student is taken to 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 or drainage; vomiting; diarrhea; persistent cough; earache or drainage from ear; questionable illness' injury which may require medical evaluation; sore that appears infected/draining.

Absences

If your child is absent 3 or more days due to communicable disease, or if injured, the student should be readmitted through the Health Office.

In questionable cases, a statement from the physician may be requested by the school nurse. Student Medications School personnel can administer medication to a student with a doctor's written prescription and signed permission from the student's parent or guardian.

Medications

Medication must be brought to school in the prescription container with a label stating the student's name, physician's name, and directions for administering the medication. Over-the-counter medication will be given with a written order from the doctor. Cough drops are considered medications but can be administered with only signed parent permission.

School-provided Formulary medication (ibuprofen or acetaminophen) can be administered to students with signed parent permission.



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.

March 2026

Lincoln Public Schools

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1 National School Social Worker Week	2 Read Across America Week National School Breakfast Week	3 Kindergarten Field Trip- Lincoln Children's Museum	4	5	6 End of 3rd Quarter	7
8 International Women's Day Daylight Savings Time Begin	9	10	11	12	13	14
	SCHOOLS CLOSED	SCHOOLS CLOSED	SCHOOLS CLOSED	SCHOOLS CLOSED	SCHOOLS CLOSED	
15 Neurodiversity Celebration Week	16 Start of 4th Quarter	17 St. Patrick Day	18	19 PTO Meeting Media Center 6:30PM Eid Al-Fitr	20 First Day of Spring	21 World Down Syndrome Day
22 World Water Day	23	24	25	26 Q3 Report Cards in ParentVue 1st Grade Music Program 6:30PM	27	28
29	30	31 1st Grade Field Trip-Pioneers Park Nature Center	"The real competition is between what you do and what you are capable of doing. Measure yourself against yourself and not anyone else." – Muna Salem Ali Al-Bulushi			

» Important Dates

**Monday-Friday,
March 2nd-6th**
Read Across America Week

Tuesday, March 3rd
Kindergarten's Field Trip-
Lincoln Children's Museum

Friday, March 6th
End of 3rd Quarter

Monday, March 16th
Start of 4th Quarter

**Monday-Friday,
March 9th-13th**
Schools Closed

Thursday, March 19th
PTO Meeting in Media
Center - 6:30PM

Thursday, March 26th
1st Grade Music Program
6:30PM

Thursday, March 26th
Q3 Report Cards Posted in
ParentVue

Tuesday, March 31st
1st Grade Field Trip-
Pioneers Park Nature Center

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Communication

ZEMAN GAZETTE: School Newsletter

The ZEMAN GAZETTE contains announcements, school information, school events, our lunch menu, important dates, and much, much more! The Zeman Gazette for the following month is sent on the last school day of each month via email through our school messenger service. If your family does not have access to email or the internet, please contact the school office to receive a paper copy of our school newsletter each month.

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. Please ensure to keep your contact information updated regularly with the school so we can contact you when necessary.

WEDNESDAY FOLDERS:

Weekly Communication Folder

Typically, school news and informational fliers 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 Zeman School.

COMMUNITY NEWS

"Community News" is a newspaper distributed by Lincoln Public Schools. It is free to all elementary students the first week of every month from September through May. "Community News" replaces most informational fliers 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."

ZEMAN WEBSITE

Information is regularly updated on our website: Zeman.LPS.org

- School Calendar with Lunch Menu
- Lunch Times
- School and Staff Contact Information
- PTO Information
- Music Program Information
- Latest News
- Much, much more!

PARENTVUE

Parents may access communication, attendance, grade information, Special Education reports, and more for their child through ParentVue. A 'button' linking you to ParentVue can be found on our school website. You will need to activate your account. Please contact Ms. Cheryl Harriman in the office if you need help to gain access to Synergy for your child.

ZEMAN FACEBOOK

'Like' us on Facebook! Just search for ZEMAN ELEMENTARY SCHOOL! You will find pictures and posts about exciting events happening at Zeman!

April 2026

Lincoln Public Schools

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
"Education is one thing no one can take away from you." —Elin Nordegren			1 Paraeducators Appreciation Day	2 World Autism Awareness Day	3 SCHOOLS CLOSED	4 National School Librarian Day
5 Easter	6 National Public Health Week SCHOOLS CLOSED	7 World Health Day	8 Coordinator Celebration Day	9	10	11
12 Drop Everything & Read Day (D.E.A.R.)	13	14	15 World Art Day	16 PTO Meeting Media Center 6:30PM	17	18
19 National Administrative Professionals Week	20	21 Band & Orchestra Concert @Zeman 6:30PM	22 National Administrative Professionals Day	23	24 Arbor Day PTO Sponsored Block Party 6PM-8PM	25
26	27 School Nutrition Employee Week	28	29	30 Kindergarten Music Program 6:30PM		

» Important Dates

**Friday-Monday
April 3rd-6th**
Schools Closed

Thursday, April 16th
PTO Meeting in Media Center - 6:30PM

Tuesday, April 21st
Band & Orchestra Concert @Zeman 6:30PM

Friday, April 24th
PTO Sponsored Block Party 6PM-8PM
Visit PTO Website/Facebook (Rain Out Date May 1st)

Thursday, April 30th
Kindergarten Music Program 6:30PM

April 1st-30th
PTO Sponsored Fundraiser Rocket Wash
Visit PTO Website for Details

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Bullying Information

If you feel that your child is being bullied, please get in touch with your child's teacher or the building principal, Mrs. Wolfe (rwolfe3@LPS.org). 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 remind your child that if they feel they are being bullied or in an unsafe situation, they need to tell ANY adult right away.*** These people may include, but are not limited to, their teacher, principal, coordinator, 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 what bullying looks like and sounds like, along with how to advocate for themselves through the Lincoln Public School'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. Go to home.LPS.org/socialworkers/mental-behavioral-health-points-of-contact or scan the QR code for more information.



May 2026

Lincoln Public Schools

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
"Celebrate your successes. It's important to stop and appreciate everything you have achieved." – Emam Abd Al Wahid Mohamed					1 National School Principals Day School Nutrition Heroes Day	2 Mayor's Run
3 Chalk the Walk@Zeman 1PM-5PM Screen Free Week	4 Teacher Appreciation Week	5 Nebraska Teacher Appreciation Day	6 National School Nurse Day	7 PTO Meeting Media Center 6:30PM	8	9
10 Mother's Day	11	12	13 PTO Dine-Out Dairy Queens 5PM-8PM Visit PTO Website /Facebook	14 5th Grade Music Program 6:30PM	15	16
17	18 Fun in the Sun National Speech Pathologist Day	19 5th Grade Salt Dogs Game	20 Zeman Marathon	21 Last Day of School 5th Grade Graduation 2PM	22 Q4 Report Cards in ParentVue Last Day for Teachers	23
24 31	25 Memorial Day Office Closed	26 Have a Wonderful Summer!	27	28	29	30

» Important Dates

Monday-Friday, May 4th-8th
Teacher Appreciation Week

Thursday, May 7th
PTO Meeting in Media Center - 6:30PM

Wednesday, May 13th
PTO Dine-Out Dairy Queens 5PM-8PM
Visit PTO Website/Facebook

Thursday, May 15th
5th Grade Music Program 6:30PM

LAST WEEK OF SCHOOL IS SUBJECTED TO CHANGE DUE TO THE 5TH GRADE SALTDog GAME FIELD TRIP SCHEDULING

Monday, May 18th
Fun In the Sun

Tuesday, May 19th
5th Grade Salt Dogs Game

Wednesday, May 20th
Zeman Marathon in the morning

Thursday, May 21st
5th Grade Graduation 2PM

Friday, May 22nd
Q4 Report Cards Posted in ParentVue

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.

Parent Teacher Organization

The Zeman Parent Teacher Organization is a vital part of Zeman's success with children. As an organization, they represent parents and guardians, and organize events and projects that serve children and families. Monthly PTO meetings are held on the third Thursday of the month at 6:30 p.m. (Please check the Zeman website calendar for exceptions.) All teachers and families are considered members of the Zeman PTO and are encouraged to participate in the fun! Visit the PTO website here: zeman.ptboard.com or by visiting the Zeman School Website and clicking the PTO tab!

PTO Events/School Activities:

- Fundraising Events
- Zeman Gear
- Zeman Dine Outs
- Holiday Activities
- Book Fair
- Zeman Color Run
- Movie Nights
- Talent Show
- Zeman Block Party
- Zeman Staff Gifts
- Classroom Activities
- Kindergarten Jumpstart



Zeman Volunteers

If you want to be a volunteer at Zeman you can go to Zeman's homepage and click on the "volunteer application" link under quick links or, 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 Zeman office after completing the online 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 and parties, book fair, classroom tasks, back to school checkout, 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. Please communicate your desire to be a Field Trip Chaperone with your child's teacher regarding their specific field trips.

**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.*

June 2026

Lincoln Public Schools

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5	6
7	8	9	10	11	12 Loving Day	13 Family Health and Fitness Day
14 Flag Day World Blood Donor Day	15	16	17	18	19 Juneteenth Office Closed	20 First Day of Summer
21 Father's Day	22	23	24	25	26	27
28	29	30	"Give a man a fish and you feed him for a day; teach a man to fish and you feed him for a lifetime." —Maimonides			

» Important Dates

June 14th
Flag Day

June 19th
Juneteenth
Office Closed

June 21st
Father's Day

Summer Library Dates and Times to Be Announced
— See Zeman Website for Details

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.

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 Zeman office. The office will contact the teacher to send the student to the office. **We will not call students to the office until a parent/guardian is here to sign them out as we want to limit instructional minutes lost.**

Safety, Fire and Tornado Drills

All schools have periodic drills so student scholars 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.

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.

Birthdays/Parties/Invitations

Teachers recognize birthdays in a variety of ways. Student scholars are not allowed to bring birthday treats (edible or non-edible). Please do not send gifts, party favors, balloons, or flowers. These items will not be delivered to classrooms.

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

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.

Positive Reinforcers

Zeman uses Zebra Tickets, Golden Tickets, Manners Matters, Golden Trash Can, and other Awards to recognize positive behaviors for our scholars!

July 2026

Lincoln Public Schools

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
"Life is a succession of lessons which must be lived to be understood." – Helen Keller			1	2	3 Office Closed for Holiday	4 Independence Day
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25 World Drowning Prevention Day
26	27	28	29	30 International Day of Friendship	31	

» Important Dates

July 3rd
Office Closed for Holiday

July 4th
Independence Day

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Miscellaneous Information

Student Scholar Phone Use

Students will be permitted to use the office phone to call home regarding school matters upon obtaining permission from the classroom teacher. Calls by student scholars must be kept to a minimum in order to maximize learning time. Student scholars are asked to make arrangements for participating in after-school activities or going home with a friend before leaving home in the morning.

Cell Phone / Personal Electronic Device Use

Cell phones, smart watches, and other personal electronic devices are considered nuisance items if heard or used during the school day. If students bring a personal electronic device to school, it should be kept in their backpack, or location designated by school staff during the school day and not used. 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.

YMCA After School Care

After school care is available to families at Zeman School through the YMCA Adventure Club. They serve students in grades K-5. Hours are 2:53 p.m. – 5:45 p.m. Please contact the YMCA at 402-434-9252 for registration information and fee schedule.

Will your child be absent from school? Contact the Office!

It is important to us that we keep all students safe. Please enter absences in ParentVue or contact the office if your child is going to be absent from school for any reason. Our office line has voicemail, so calls after school hours can be accepted. Please enter absences in ParentVue or call our office if your child is going to be absent. (402-436-1169)

Does your child need to leave for an appointment?

Contact the Office!

If you will be picking your child up early from school for an appointment, please contact the office to let us know. When you arrive to pick up your child, we will call the classroom and have your child come to the office to meet you. ***We will not have your child come to the office until you arrive.***

Lost and Found

The Zeman Lost and Found is located in the cafeteria. Whenever possible, please label your child's belongings. Encourage your child to periodically check for lost items. Items not claimed will be donated to a local charity on the last day of Quarter 2 and one week after the last day of school.

Custodial/Non-Custodial Parents:

It is Lincoln Public Schools policy to foster and facilitate parental information about, and involvement in, the education of their children. Divorced and separated parents maintain all parental rights with their children unless altered by a court order. If parental rights have been changed, the school office must have access to a copy of the court order stipulating those changes. School officials will follow the directives stated in the order and in other directives regarding access to the child as provided by the parent having legal custody.

Pets on School Grounds

For the safety of students and families, we ask that parents not bring pets onto school grounds. This request includes arrival during the day and dismissal times. Signs are posted on the school grounds, reminding community members that pets are not allowed on Zeman School property.

2025-2026 Zeman Elementary School Staff

Principal.....Rudi Wolferwolfe3@LPS.org
 Coordinator.....Melissa Cochranemcochran@LPS.org

Kindergarten.....Heather Hansen.....hhansen@LPS.org
 Kindergarten.....Emma Magsamenemagsame@LPS.org

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 1st Grade.....Kati Robinson.....krobins3@LPS.org
 1st Grade.....Eileen Schmeichel.....eschmei@LPS.org

2nd Grade.....Tara Lundy.....tlundy@LPS.org
 2nd Grade.....Gina Nelson.....gnelson1@LPS.org
 2nd Grade.....Chelley Peterson.....petersc@LPS.org

3rd Grade.....Amy Kelly.....akelly@LPS.org
 3rd Grade.....Claire Thomas.....cthomas@LPS.org
 3rd Grade.....Allison Ward.....award@LPS.org

4th Grade.....Jennifer Acklie.....jacklie@LPS.org
 4th Grade.....Taylee Nelson.....tdecker@LPS.org
 4th Grade.....Marisa Springman.....mspring3@LPS.org

5th Grade.....Courtney Cheever (Edelmaier).cedelmai@LPS.org
 5th Grade.....Machaela McMullin.....matkinso@LPS.org
 5th Grade.....Hailey Ortiz.....hortiz@LPS.org

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 Library/Computer.....Sherri Day.....sday@LPS.org
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 PE.....Vanessa D. Meloche.....vdmeloch@LPS.org

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 Resource.....Stephanie Morrissey.....smorriss@LPS.org

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 Strings Instructor.....Ian Wright.....iwright@LPS.org

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 School Social Worker.....Kathryn Hull.....khull@LPS.org

Nurse.....Ashley Wunibald.....awunibal@LPS.org
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5/25

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