



**2018-19**

**Student & Parent School Handbook Calendar**

# **Pershing Elementary School**

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

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

**Jamie Cook, Principal**

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

## 2018-2019 Student Calendar



Lincoln Public Schools  
Lincoln, Nebraska



Approved 5/17

2018 JULY							2019 JANUARY						
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
8	9	10	11	12	13	14	6	7	8	9	10	11	12
15	16	17	18	19	20	21	13	14	15	16	17	18	19
22	23	24	25	26	27	28	20	21	22	23	24	25	26
29	30	31					27	28	29	30	31		

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

SEPTEMBER							MARCH						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
						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													

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

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

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

- First and last days of class for students
- PLC days-early dismissal (*Plan Days and PLC Days are subject to change*)
- Schools not in session
- Students in elementary schools NOT in attendance (Plan Days)

### Graduation Dates

Thursday, May 23, 2019

Bryan Community Focus Program (at East)

Sunday, May 26, 2019

East, LSE, LNE (at Devaney) | LNS, LHS, LSW (at Pinnacle)

## Dear Student and Families,

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

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

**Jamie Cook, Principal and Pershing Staff**



## 2019-2020 Student Calendar



Lincoln Public Schools  
Lincoln, Nebraska



Approved 5/17

2019 JULY							2020 JANUARY						
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
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30	31	

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

SEPTEMBER							MARCH						
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						29	30	31				

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

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

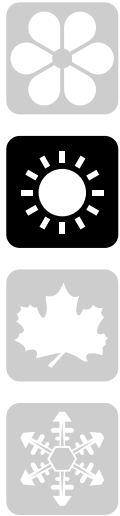
  

DECEMBER							JUNE						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1	2	3	4	5	6	7	8
2	3	4	5	6	7	8	9	10	11	12	13	14	15
9	10	11	12	13	14	15	16	17	18	19	20	21	22
16	17	18	19	20	21	22	23	24	25	26	27	28	29
23	24	25	26	27	28	29	30	31					
30	31												

- First and last days of class for students
- Schools not in session
- Quarter start dates
- Quarter end dates

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.

# August 2018



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
MAP Testing Window August 20-31 (Grades 3 & 5)			1	2	3	4
5	6	7 4:30-6:00: Sneak Peek to Kindergarten Enter @ Door #2 Pick up @ Door #15	8	9 5:30-6:30: Safe Walk to School Night	10	11
12	13 First Day of School 1/A K-5 Early Release @ 1:33 p.m. No Preschool	14 2/B K-5 Early Release @ 1:33 p.m. No Preschool	15 3/C K-5 Early Release @ 1:33 p.m. No Preschool	16 4/D First Day for Preschool	17 5/A	18
19	20 1/B	21 2/C	22 3/D	23 4/A 8:10: PPTO Fundraiser Kickoff 1st Qt. Enrollment for CLC Clubs	24 5/B 1st Qt. Enrollment for CLC Clubs	25
26	27 1/C 1st Qt. Enrollment for CLC Clubs	28 PLC Day Dismiss 80 minutes early 2/D K-5 Early Dismissal @ 1:33 p.m. No Preschool 1st Qt. Enrollment for CLC Clubs	29 3/A 1st Qt. Enrollment for CLC Clubs	30 4/B 1st Qt. Enrollment for CLC Clubs	31 5/C	

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

\*Dates subject to change.

# 2018-2019 Specialist Day 5 Rotation Schedule (3rd & 5th Grades)

## Pershing Elementary School



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

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

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

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

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

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

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

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

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

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

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

JULY						
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				

### KEY

- ① Rotation Days
- First and last days of class for students
- All schools will dismiss one hour early
- Schools not in session
- Elementary students NOT in attendance

# September 2018



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1st Qt. CLC Clubs: September 4th - October 12th (No clubs on Tuesdays)						1
2	3 Schools are Closed	4 1/D Office Newsletter by email 1st Qt. CLC Clubs begin 6:00: PPTO	5 2/A	6 3/B Fundraiser orders due	7 4/C	8
9	10 5/D	11 1/A	12 2/B	13 3/C	14 4/D	15
16	17 5/A Student & Staff Pictures	18 1/B	19 2/C	20 3/D	21 4/A	22
23	24 5/B	25 PLC Day Dismiss 80 minutes early 1/C K-5 Early Dismissal @ 1:33 p.m. No Preschool	26 2/D	27 3/A	28 4/B	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

\*Dates subject to change.

# 2018-2019 Specialist ABCD Rotation Schedule (K-2nd & 4th Grades)

## Pershing Elementary School



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

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

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

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

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

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

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

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

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

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

JUNE						
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						

JULY						
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				

### KEY

- <sup>A</sup> Rotation Days
- First and last days of class for students
- All schools will dismiss one hour early
- Schools not in session
- Elementary students NOT in attendance

# October 2018

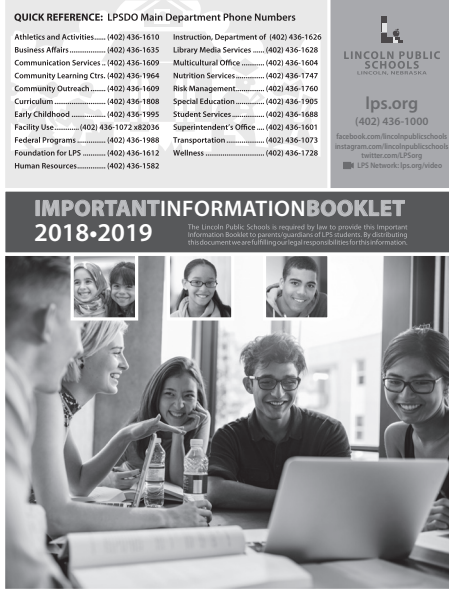


SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 5/C Office Newsletter by email	2 1/D	3 2/A Benson's class to Heritage School	4 3/B 3:00: Fundraiser Pick Up Scheffler's class to Heritage School	5 4/C Bergman's class to Heritage School	6 Pumpkin Run
7	8 5/D 3:15-6:45: Parent-Teacher Conferences Sorenson's class to Heritage School No CLC Clubs	9 1/A	10 2/B 3:15-6:45: Parent-Teacher Conferences No CLC Clubs	11 3/C Last Day of CLC Clubs	12 End of Qt. 1  No School for Elementary Students	13
14	15  <div>Schools are Closed</div>	16	17 4/D	18 5/A	19 1/B	20
21	22 2/C Picture Retakes Sock it to Drugs: Wear crazy socks	23 3/D Pershing Says No to Drugs: Wear Pershing shirts or purple  10:30 a.m.-12:00: Grade 5 to Sheldon Museum	24 4/A Team Up Against Drugs: Wear sweats	25 5/B Team up Against Drugs: Wear favorite team clothing 2nd Qt. Enrollment for CLC Clubs	26 1/C Run Away from Drugs: Wear red Red Ribbon Run 2nd Qt. Enrollment for CLC Clubs 6:30-8:00: Fall Festival	27
28	29 2/D 2nd Qt. Enrollment for CLC Clubs	30 PLC Day Dismiss 80 minutes early 3/A K-5 Early Dismissal @ 1:33 p.m. No Preschool 2nd Qt. Enrollment for CLC Clubs	31 4/B 2nd Qt. Enrollment for CLC Clubs	1st Qt. CLC Clubs: September 4th- October 11th (No clubs on Tuesdays or Night of Parent/Teacher Conferences) Red Ribbon Week: October 22nd-26th		

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\*Dates subject to change.

# Important Information Handbook



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

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

Although the information found in this handbook is detailed and specific on many topics, the handbook is not intended to be all encompassing so as to cover every situation a that may arise during any school day, or school year. This handbook does not create a “contract.” The administration reserves the right to make decisions and make rule revisions at any time to implement the educational program and to assure the well being of all students. The administration will be responsible for interpreting the rules contained in the handbook. Should a situation or circumstance arise that is not specifically covered in this handbook, the administration will make a decision based upon all applicable School District policies, and state and federal statutes and regulations. The information provided in this book is subject to change without notice. On the right you will find the table of contents from this informative handbook.

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# November 2018



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
2nd Qt. CLC Clubs: November 5th - December 14th (No clubs on Tuesdays)				1 5/C Office Newsletter by email Report Cards go home 2nd Qt. Enrollment for CLC Clubs	2 1/D 2nd Qt. Enrollment for CLC Clubs	3
4	5 2/A 2nd Qt. CLC Clubs begin	6 3/B 6:00: PPTO	7 4/C	8 5/D	9 1/A Grandparents'/Veterans' Day	10
11	12 2/B	13 3/C	14 4/D	15 5/A Holiday Meal @ Pershing	16 1/B	17
18	19 2/C	20 3/D	21	22	23	24
Schools are Closed						
25	26 No School for Elementary Students	27 PLC Day Dismiss 80 minutes early 4/A K-5 Early Dismissal @ 1:33 p.m. No Preschool	28 5/B	29 1/C	30 2/D	

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

\*Dates subject to change.

Pershing Elementary School 2017-18 Student Handbook Calendar



## Important Information Needed

Families will receive the LPS Important Information Booklet before school starts. The Census form will be available to complete on Safe Walk to School night. **For the safety of your child**, it is necessary to give the school the name of a person to contact in case you can not be reached.

It is very important that parents/guardians 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 must contact you in the event of an emergency.**

## Creating Success Through Partnership

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

### BE SAFE

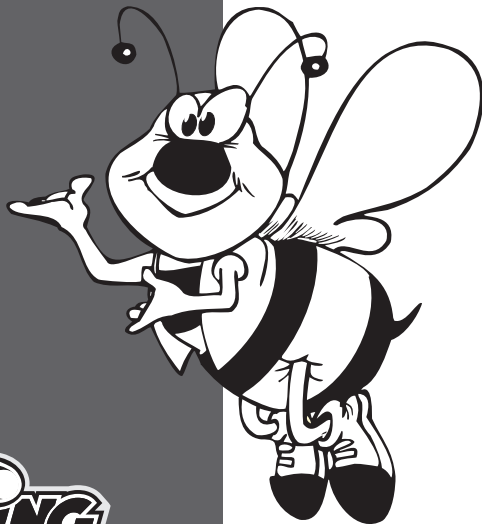
We help everyone feel physically and emotionally secure.

### BE RESPECTFUL

We value and are considerate of others.

### BE RESPONSIBLE

We are accountable for all of our actions.



## School Improvement Goal

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



# December 2018



SUNDAY

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

2nd Qt. CLC Clubs: November 5th - December 14th (No clubs on Tuesdays)

2

3/A  
Office Newsletter by email

3

4/B

4

5/C

5

1/D

6

2/A  
6:30 p.m.: Movie Night

7

8

9

3/B  
Instrumental & Music  
Concert: 1:30 & 6:00

10

4/C

11

5/D

12

1/A

13

2/B  
Last Day of CLC Clubs

14

15

16

3/C

17

PLC Day Dismiss  
80 minutes early  
4/D  
K-5 Early Dismissal @  
1:33 p.m.  
No Preschool

18

5/A

19

1/B  
End of Qt. 2  
Classroom Winter  
Parties @ 2:15

20

Schools are Closed-  
Winter Break

21

22

23

Schools are Closed -  
Winter Break

24

25

26

27

28

29

30

31

Schools are Closed - Winter Break

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

\*Dates subject to change.



## Join us for Breakfast or Lunch!

### 7:45 Breakfast

Students \$ 1.30  
Reduced Price \$ .30  
Adults and visitors \$2.10

### Lunch scheduled by class

Students \$2.45  
Reduced Price \$ .40  
(Ask for an application in our office).  
Milk only \$ .50

Prices subject to change.

### Recess and Lunch Times

Kindergarten	10:40 - 11:15
1st Grade	11:40 - 12:15
2nd Grade	11:20 - 11:55
3rd Grade	11:00 - 11:35
4th Grade	12:20 - 12:55
5th Grade	12:1500 - 12:35



## Lunchroom Procedures

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

### Negative Account Balances

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

### Free/Reduced Lunch and Breakfast

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

The United States' Department of Agriculture and the Nebraska Department of Education competitive Foods Policy states that "no food may be sold or served that competes with the national School Lunch and/or Breakfast programs one half hour prior to the serving period." This means that no food may be sold (i.e. pop, snack machines, fund raisers). No Food may be brought in as treats for class rewards, or class parties one half hour prior to the serving periods. **Also, parents may not bring in food for children other than their own.**

## Arrival

### Arrival Times

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

- **Breakfast**—Served between 7:45-8:00 a.m. Enter at Door #2.
- Early Childhood a.m. will enter Door #10 and Early Childhood p.m. will enter Door #1.
- Earliest arrival (unless entering breakfast, instrumental music, or before-school CLC services) is signaled by the bell at 8:00 a.m.
- **Students not eating breakfast will enter the building between 8:00-8:10 a.m. at door #2 and will wait in the gym until 8:10 a.m.**
- Students will go to their classrooms through the building at 8:10 a.m.
- School begins at 8:15 a.m. After 8:10 a.m., all students use the main entrance and must check in with the SEM para. Once the school day begins, please use the main entrance. All other doors will be locked.

# January 2019



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<b>MAP Testing Window: January 14-25 (Grades 3 &amp; 5)</b>  <b>3rd Qt. CLC Clubs: January 22nd- March 1st (NO Clubs on Tuesdays)</b>		1	2	3	4	5
	Schools are Closed - Winter Break					
6	7 2/C Office Newsletter by email	8 3/D 6:00 PPTO	9 4/A	10 5/B 3rd Qt. Enrollment for CLC Clubs	11 1/C 3rd Qt. Enrollment for CLC Clubs	12
13	14 2/D 3rd Qt. Enrollment for CLC Clubs	15 3/A 3rd Qt. Enrollment for CLC Clubs	16 4/B 3rd Qt. Enrollment for CLC Clubs	17 5/C Report Cards go home 3rd Qt. Enrollment for CLC Clubs	18 1/D 3rd Qt. Enrollment for CLC Clubs	19
20	21 Schools are Closed	22 2/A 3rd Qt. CLC Clubs begin	23 3/B	24 4/C 6:30-7:30 Nature Learning Night	25 5/D	26
27	28 1/A	29 PLC Day Dismiss 80 minutes early 2/B K-5 Early Dismissal @ 1:33 p.m. No Preschool	30 3/C	31 4/D		

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\*Dates subject to change.

# Dismissal

## Dismissal Times

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

## Dismissal Areas

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

## Drop Off and Pick Up

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

## Exceptions

### Early Childhood

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

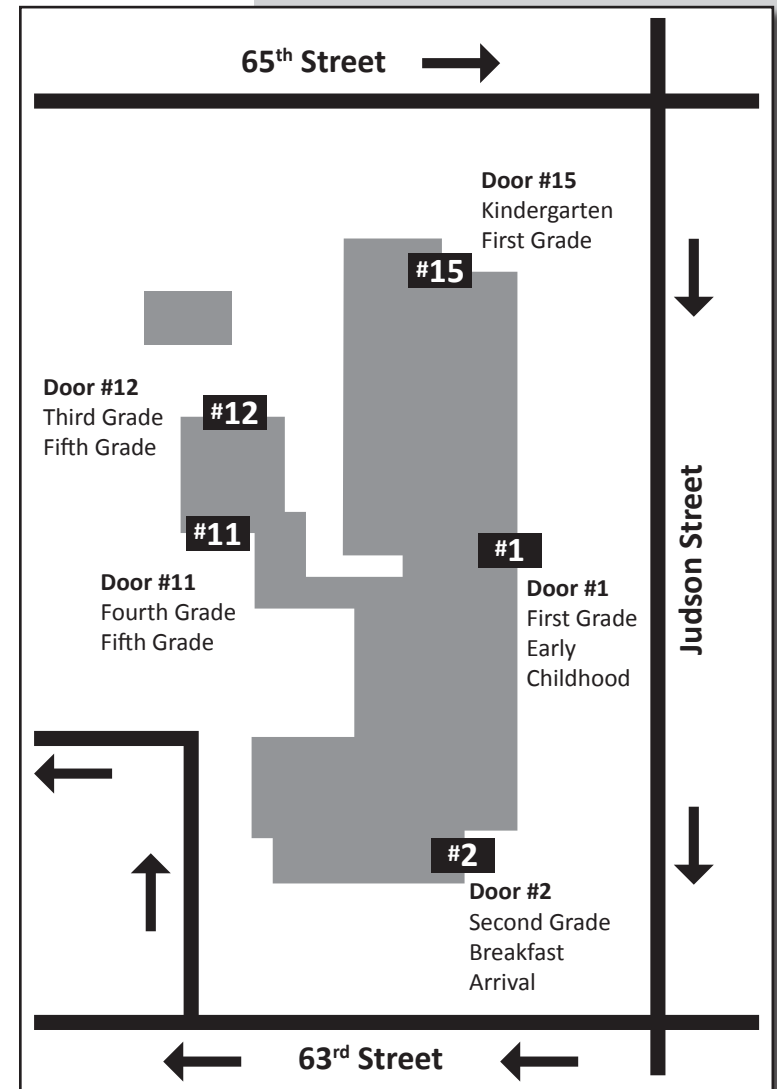
## Student Use of Telephone

Students will be permitted to call home regarding school matters after getting permission from the classroom teacher. Calls by students must be kept to a minimum, as there are a very limited number of phone lines in and out of school. Students are asked to make arrangements for participating in after-school activities or going home with a friend before arriving at school. Cell phones and other electronic devices have been found to be disruptive to learning. If a student brings them to school they must remain in the child's backpack. If the student takes an electronic device out during the school day, it will be kept in the office until a parent/guardian can pick it up. Most students check their phones in at the office for safe keeping during the day.

## Dismissal Areas

Depending on their teacher:

First Graders will dismiss out doors 2 or 15.  
Fifth Graders will dismiss out doors 11 or 12.



# February 2019



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
3rd Qt. CLC Clubs: January 22nd - March 1st (No clubs on Tuesdays) ELPA 21 Assessment window: February 4 - March 1					5/A Office Newsletter by email	
	1/B	2/C Grade 4 Young People's Concert	3/D 11:00 a.m-11:45 a.m. Grade 4 to The Quilt Museum	4/A	5/B 6:30: Movie Night	
1/C		2/D	3/A	4/B Friendship Parties	5/C	
		1/D	2/A	3/B	4/C	
	No School for Elementary Students					
	5/D	PLC Day Dismiss 80 minutes early 1/A K-5 Early Dismissal @ 1:33 p.m. No Preschool	2/B	3/C District Science Fair		

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\*Dates subject to change.



## Methods of Communication

### School Newsletter

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

### Weekly

#### Communication Folders

Typically, school news will be sent home via Thursday folders. Please return the folder the next day including any notes to your child's teacher. General information will be sent with the oldest child in the family attending Pershing School.

### Community News

"Community News" is a newspaper distributed by Lincoln Public Schools, free to all elementary students the first week of every month from September through May. "Community News" replaces most informational flyers and can be used as a guide to community activities for students. The monthly school lunch menu is included in each issue of "Community News."

### School Website

Information is regularly updated on our website: [pershing.lps.org](http://pershing.lps.org).

### ParentVue

Parents may access communications, attendance information and more for their child through ParentVue. A "button" linking you to ParentVue can be found on our school website.

## Visitors

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

## Pets at School

Pets are an important part of many students' lives and can provide many good learning experiences. The teacher or principal must approve a visit by a pet in advance. Pets should be brought for a school visit by a parent or guardian and in suitable carriers. The staff will ask for verification that the pet is up to date on vaccinations. **During arrival and dismissal no pets are allowed on school grounds.**

## Reporting Absences

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

## Make-Up Work

We appreciate parent/guardians' conscientious regard for picking up homework for their child.

- If your child will be absent only one day, work may be made up or taken home upon return to school.
- If your child will be absent for an extended period of time, please contact the classroom teacher to plan for completion of work and notify the office.

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

## Parent Teacher Organization

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



# March 2019



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
NSCAS Testing window March 18- April 26 (Grades 3-5):					1 4/D Office Newsletter by email Last day of Qt. 3 CLC Clubs	2
3	4 5/A 3:15-6:45 Parent-Teacher Conferences No CLC Clubs	5 1/B 6:00: PPTO	6 2/C 3:15-6:45 Parent-Teacher Conferences No CLC Clubs	7 3/D	8 4/A End of Qt. 3	9
10	11	12	13	14	15	16
Schools are Closed						
17	18 5/B	19 1/C	20 2/D	21 3/A 4th Qt. Enrollment for CLC Clubs	22 4/B 4th Qt. Enrollment for CLC Clubs	23
24	25 5/C 4th Qt. Enrollment for CLC Clubs	26 PLC Day Dismiss 80 minutes early 1/D K-5 Early Dismissal @ 1:33 p.m. No Preschool 4th Qt. Enrollment for CLC Clubs	27 2/A 4th Qt. Enrollment for CLC Clubs	28 3/B Report Cards go home 6:00-7:20: Around the World in 80 Minutes 4th Qt. Enrollment for CLC Clubs	29 4/C 4th Qt. Enrollment for CLC Clubs	30
31						

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\*Dates subject to change.

## Bullying

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

Bullying is unwanted, aggressive behavior among school aged children that involves a real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time.

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

- Imbalance of Power: Kids who bully use their power—such as physical strength, access to embarrassing information, or popularity—to control or harm others. Power imbalances can change over time and in different situations, even if they involve the same people.
- Repetition: Bullying behaviors happen more than once or have the potential to happen more than once.
- Hurtful aggressive physical and/or verbal behavior.

Bullying includes actions such as making threats, spreading rumors, attacking someone physically or verbally, and excluding someone from a group on purpose.

As an added prevention piece, please discuss with your child adults in the building who they can talk to if they feel that they are being bullied or are in an unsafe situation. These people may include, but are not limited to, their teacher, the administrator, school counselor, school psychologist, school social worker or any other adult in the building that they have built a positive relationship with.

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



## Before & After School Care

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

## Community Learning Center (CLC)–YMCA

CLC services are available between 6:45-8:10 a.m. and after school until 5:30 p.m. on school days. Pre-registration is required, call: 402-434-9262.

## After School Clubs and Activities

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

# April 2019



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 5/D Office Newsletter by email Qt. 4 CLC Clubs begin	2 1/A	3 2/B	4 3/C	5 4/D	6
7	8 5/A	9 1/B	10 2/C	11 3/D	12 4/A	13
14	15 5/B Instrumental & Music Concert: 1:30 & 6:00	16 1/C	17 2/D	18 3/A	19 Schools are Closed	20
21	22 No School for Elementary Students	23 4/B	24 5/C	25 1/D	26 2/A	27
28	29 3/B	30 PLC Day Dismiss 80 minutes early 4/C K-5 Early Dismissal @ 1:33 p.m. No Preschool	4th Qt. CLC Clubs: April 1st - May 10th (No clubs on Tuesdays) NSCAS Testing window: March 18- April 26 (Grades 3-5)			

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

\*Dates subject to change.

# Pershing Elementary Title 1 School Parent Involvement Policy

## Communication with Parents

- Parent and family events are offered at a variety of times. For example, parent/teacher conferences are offered before, during, and after school, when both the staff and parent are available.
- Parents will receive general information about the Title 1 program through parent meetings and school newsletters.
- Specific information is provided to parents about their child's participation in Title 1 services through letters notifying them that their child's qualifies for the services and a descriptor of the services provided. Updates on progress are provided at parent/teacher conferences, written communication, and/or personal contacts.
- Curriculum events are scheduled by each grade level to give families the opportunity to become familiar with grade level curriculum and expectations. Links to curriculum supports are on the Pershing website.
- Family Learning Nights are scheduled during the school year to provide parents with skills in parenting, technology, and academic support. Some events provide guidance for parent/child interaction in an academic task, and some provide separate opportunities for parent and child as appropriate.
- Written notification of assessments and School Messenger calls are used to inform parents of specific assessment such as the State Writing Exam and NeSA. Parents are mailed results of these standardized assessments that include an explanation of the child's score. Quarterly report cards give parents cumulative grades in all subject areas. Current levels of performance are noted on report cards based on rubrics to determine if proficiency has been met. Parent/teacher conferences provide time to review progress and explain to parents what is required for proficiency at that grade level.
- Newsletters, events, and school news also appear on the Pershing website. Translated documents are provided to families as needed and bi-lingual liaisons assist with this communication.
- Student Assistance Teams (SAT) include parents, teachers, and other parties directly involved with a student meet to develop plans for student success. These plans are shared with staff supporting that student. Progress is closely monitored and the team meets periodically to determine next steps. This support can be initiated by either the parents or school staff.
- Parents are involved in the planning, review, and improvement of the Parent Involvement Policy and the Family/Student/Pershing Staff Compact at our Annual Parent Meeting where they will be informed of the Building's Title I participation.

A minimum of 1% of Pershing Title 1 funds are set aside to support parent engagement in school sponsored events including childcare, meals, and transportation when reasonable and necessary needs arise.

Parents of students participating in Title 1 interventions will receive updates regarding their child's progress after each session is completed.



# May 2019



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 5/D Office Newsletter by email	2 1/A	3 2/B	4 Mayor's Run
5	6 3/C	7 4/D 6:00: PPTO	8 5/A	9 1/B	10 2/C Last day of Qt. 4 CLC Clubs	11 Color Run @ 10:00
12	13 3/D	14 4/A	15 5/B	16 1/C	17 2/D	18
19	20 3/A	21 4/B All School Picnic	22 5/C Field Day	23 Last Day of School 1/D 12:45: Move up Day 1:45: 5th Grade Recognition Report Cards go home	24	25
26	27	28	29	30	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

\*Dates subject to change.

## Pershing Family Compact

### Student's Pledge

#### I WILL

- Give my best **effort** and expect to learn everyday by working hard.
- Be at school each day, **ready to learn**, with an adequate amount of sleep (9-12 hrs) and needed materials.
- Complete my work and return **homework**.
- **Ask for help** from my teacher and family if I am having trouble doing my work.
- **Read** on my own and with my family for 15-30 minutes every day.
- Learn, practice, and carry out the **three guidelines for success**:
  - Be Safe.
  - Be Respectful.
  - Be Responsible.
- Remind my parents about the **family learning events** and attend with them.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### Parent's/Caring Adult's Pledge

#### I WILL

- Encourage and expect my child to give their best **effort** to learn everyday.
- Bring my child to school each day on time and **ready to learn**, with an adequate amount of sleep (9-12 hrs).
- Provide a place and time to do **homework** each day.
- **Monitor my child's progress** and let the teacher know right away if I notice any problems with their schoolwork.
- **Read** to/with my child or monitor independent reading for 15-30 minutes every day.
- Teach, model, and provide practice for my child to carry out the **three guidelines for success**:
  - Be Safe.
  - Be Respectful.
  - Be Responsible.
- Participate in **family learning events** such as parent teacher conferences, Safe Walk to School, Literacy and Technology Nights.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### Staff's Pledge

#### I WILL

- Encourage and expect all students to give their best **effort** to learn everyday.
- Welcome students and families to school each day and expect students to be **ready to learn**.
- Provide adequate **homework** instructions for families and students.
- **Keep family informed** of their student's progress and needs with their schoolwork.
- Teach students how to choose a "Just Right Book" and teach **reading** strategies to parents and students.
- Hold students accountable to the **three guidelines for success** by teaching, modeling, and providing practice.
  - Be Safe.
  - Be Respectful.
  - Be Responsible.
- Participate and provide information for **family learning events** to encourage student and family attendance.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## Intent of Student Handbook

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

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



Pershing students benefit from participating in Junior Achievement.



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**Pershing Elementary School**  
 6402 Judson Street  
 Lincoln, NE 68507  
 Phone 402-436-1160  
 Website: <http://pershing.lps.org>

