

# **PARK PANTHERS**

## **STUDENT HANDBOOK**

### **2024-2025**



Home of the graduating classes of  
2029, 2030, & 2031

**Cultivating a Community of Lifelong Learners  
Empowered to Build a Better World.**

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 and Park Middle School. 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.

# Lincoln Public Schools

## STUDENT CALENDAR | 2024-2025

Approved 2/27/24

### JULY 2024

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			

### JANUARY 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 2024

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

### FEBRUARY 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	

### SEPTEMBER 2024

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					

### MARCH 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					

### OCTOBER 2024

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		

### APRIL 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			

### NOVEMBER 2024

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

### MAY 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

### DECEMBER 2024

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				

### JUNE 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					

● First and Last Days of Class for Students

Rev. 4/24

■ All Schools Not in Session

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

➤ Quarter Start Dates      ◁ Quarter End Dates

## Park Mission Statement

At Park Middle School we are dedicated to fostering a safe and supportive learning community by providing innovative instruction, building meaningful relationships, and encouraging dynamic collaboration in order to embrace our diversity and propel our citizens toward becoming confident, contributing members of the global community.

## Park School Improvement Goal

We will improve achievement in reading and math for all students while decreasing any opportunity gap.

## Park Student Expectations

**Be Respectful**

**Be Responsible**

**Be Safe**



# Important Contact Information

## School Phone Number: 436-1212

- Extension 1: Attendance
- Extension 2: Main office
- Extension 3: Registrar/Counselor
- Extension 4: Health Office
- Extension 5: Kitchen
- Extension 6: Custodial
- Extension 7: Boys & Girls Club or 477-4134

## Administration

Principal	Charlotte Everts - <a href="mailto:ceverts@lps.org">ceverts@lps.org</a>
Associate Principal	Alyssa Martin- <a href="mailto:amartin6@lps.org">amartin6@lps.org</a>
Student Services Coordinator	Stacy Schleusener- <a href="mailto:sschleu@lps.org">sschleu@lps.org</a>
Instruct. Coordinator	Daniel Martinez Jr.- <a href="mailto:dmartin3@lps.org">dmartin3@lps.org</a>
SPED Coordinators	Ben Davis- <a href="mailto:bdavis@lps.org">bdavis@lps.org</a>
	Miranda Otte- <a href="mailto:lotte2@lps.org">lotte2@lps.org</a>

## Counselors/Specialists

Counselor	Stephanie Clifford - <a href="mailto:sccliffo@lps.org">sccliffo@lps.org</a>
Counselor	Dallas Metter- <a href="mailto:dmettle2@lps.org">dmettle2@lps.org</a>
Counselor	Rebecca Henning - <a href="mailto:rhenni@lps.org">rhenni@lps.org</a>
School Psychologist	Kenzie Callen- <a href="mailto:mcallen@lps.org">mcallen@lps.org</a>
Social Worker	Demarion Mapp- <a href="mailto:dmapp@lps.org">dmapp@lps.org</a>
MTSS-A/B Support	Shelly Dowding- <a href="mailto:rdowding@lps.org">rdowding@lps.org</a>
Instructional Coach	Stacie Earhart- <a href="mailto:searhart@lps.org">searhart@lps.org</a>
Speech Pathologists	Katlin Cunningham - <a href="mailto:kcunnin@lps.org">kcunnin@lps.org</a>
	Shannon McLain- <a href="mailto:smclain@lps.org">smclain@lps.org</a>

## Main Office

Executive Secretary	Nora Wentzlaff- <a href="mailto:nwentzla@lps.org">nwentzla@lps.org</a>
Attendance Secretary	Mellissa Bailey - <a href="mailto:mbailey2@lps.org">mbailey2@lps.org</a>
Registrar	Lori Schwarting- <a href="mailto:lschwar@lps.org">lschwar@lps.org</a>
SEM/Secretary	Marwa Alassaadi- <a href="mailto:malassaa@lps.org">malassaa@lps.org</a>

## Media

Media Specialist	Sena Adelman - <a href="mailto:simus@lps.org">simus@lps.org</a>
Media Secretary	Kelly Jack- <a href="mailto:kjack@lps.org">kjack@lps.org</a>

## Health Office

Nurse	Elissa Rush- <a href="mailto:erush@lps.org">erush@lps.org</a>
Health Office Tech	Marty Remmenga - <a href="mailto:mremmen@lps.org">mremmen@lps.org</a>

## Athletic Director

Bruce Wachowski- [bwachows@lps.org](mailto:bwachows@lps.org)

## Certificated Staff

Jacqueline Albers	Mara Hjermstad	Kerry Paup
Dave Beatty	Lance Kassebaum	Claudia Perales-Garcia
Laura Book	Christianna Kellner	Tricia Ramaekers
Valerie Brown	Heidi Krieger	Camí Ramirez
Laura Brouillette	Jason Krueger	Lucas Rencher
Allix Catlett	Slade Lane	Rachel Rencher
McKayla Clark	Grace Larson	Sarah Ribeiro
Ben Czaplá	Rachael Leeper	Christian Schmohr
Alicia Daniel	Laura Lindgren	Megan Shoemaker
Ben Davis	Shelly Long	Vicki Sommerich
Jennifer Delka	Matt Macoubrie	Katie Stauffer
Deb Dettmer	JT McLaughlin	Alfred Steele
Madison Dosek	Martae Mitchell	Megan Stump
Stacie Earhart	Keith Miller	Nissa Sturgeon
Olivia Fox	Jean Nabity	Patrick Swift
Steve Fusco	Tyler Nelson	Kelsey Toomey
Heidi Genung	Jordan Neukirch	Rachel Tommy
Sara Gist	Jonathan Northouse	Bruce Wachowski
Bethany Green	Patricia Ostiguin	Donte Warren
Holly Gustafson	Miranda Otte	Jaylessa Wilerson
Logan Hammond	Sam Otte	Jamie Wilson
Danielle Havekost	Griffin Overbeck	Jason Wunderlich
Meredith Hovis	Kyle Parker	

## Mental and Behavioral Health Point of Contact

<https://home.lps.org/socialworkers/mental-behavioral-health-points-of-contact/>

# RESPONSIBILITIES OF STUDENTS



## LINCOLN PUBLIC SCHOOLS

5905 O Street, Lincoln, NE 68510

In order to function properly, public school education must provide an equal learning opportunity for all students. In addition to the regular curriculum, good citizenship must be taught and demonstrated. This includes an appreciation for the rights of others.

### **I. Establishment of Policies, Rules and Regulations**

The Board of Education has established written policies, rules and regulations of general application governing student conduct in all schools. In addition, principals, within their schools, may establish written rules and regulations not inconsistent with those established by the Board.

### **II. Areas of Prohibited Student Conduct**

Students are not to engage in conduct which causes or which creates a reasonable likelihood that it will cause a substantial disruption in or material interference with any school, function, activity or purpose or interfere with the health, safety, well-being or the rights of other students, staff or visitors.

The following conduct has been determined by the Board of Education to have the potential to seriously affect the health, safety or welfare of students, staff and other persons or to otherwise seriously interfere with the educational process. Such conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment. A student who engages in the conduct may be suspended and referred to the Department of Student Services for a conference to determine whether a long-term suspension, expulsion, or mandatory reassignment is appropriate. The conduct is covered by the school rules where it occurs on school grounds, in a vehicle owned, leased, or contracted by the school and being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or an employee's designee, or at a school-sponsored activity or athletic event:

- A. Willfully disobeying any reasonable written or oral request of a school staff member, or the voicing of disrespect to those in authority.
- B. Use of violence, force, coercion, threat, intimidation, harassment or other conduct done in a manner that constitutes a substantial interference with school purposes or making any communication that a reasonable recipient would interpret as a serious expression of intent to harm or cause injury to another.
- C. Willfully causing or attempting to cause substantial damage to property, including the setting of a fire of any magnitude, stealing or attempting to steal property of substantial value, or repeated damage or theft involving property.
- D. Knowingly and intentionally engaging in bullying. Bullying is defined as any ongoing pattern of unwanted, aggressive behavior which may include physical, verbal or electronic abuse on school grounds, in a vehicle owned, leased or contracted by the school being used for a school purpose by a school employee or designee, or at school-sponsored activities or school-sponsored athletic events. (Lincoln Public Schools Policy 5482)
- E. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon economic status, race, ethnic background, culture, gender, sexual orientation, religion, age or ability.
- F. Causing or attempting to cause personal injury to any person, including, without limitation, any school employee, school volunteer, or student.
- G. Knowingly and intentionally using force in causing or attempting to cause personal injury to a school employee, school volunteer, or a student, except if caused by accident, self-defense, or on the reasonable belief that the force used was necessary to protect some other person and the extent of force used was reasonably believed to be necessary. This conduct shall result in an expulsion for the semester in which it occurred, and the next semester.
- H. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon or that has the appearance of a weapon or bringing or possessing any explosive device, including fireworks.



I. Knowingly and intentionally possessing, using, or transmitting a dangerous weapon other than a firearm. This conduct shall result in an expulsion for the semester in which it occurred, and the next semester.

J. Knowingly and intentionally possessing, using, or transmitting a firearm on school grounds, in a school-owned or utilized vehicle, or during an educational function or event off school grounds, or at a school-sponsored activity or athletic event. This conduct shall result in an expulsion for one calendar year. "Firearm" means a firearm as defined in 18 U.S.C. 921, as that statute existed on January 1, 1995. That statute includes the following statement: "The term 'firearm' means

(a) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive;

(b) the frame or receiver of any such weapon; (c) any firearm muffler or firearm silencer; or (d) any destructive device."

K. Public indecency or sexual conduct.

L. Sexually assaulting or attempting to sexually assault any person. This conduct may result in an expulsion regardless of the time or location of the offense, if a complaint alleging such conduct is filed in a court of competent jurisdiction.

M. Dressing or grooming in a manner wherein such dress is dangerous to the student's health and safety or to the health and safety of others or repeated violations of the student dress and grooming standards; dressing, grooming, or engaging in speech that is lewd or indecent, vulgar, or plainly offensive; dressing, grooming, or engaging in speech that school officials reasonably conclude will materially and substantially disrupt the work and discipline of the school; or dressing, grooming, or engaging in speech that a reasonable observer would interpret as advocating illegal drug use.

N. Engaging in the selling, using, possessing or dispensing of alcohol, tobacco, narcotics, drugs, controlled substance, imitation controlled substance, e-cigarette vapor products, inhalant or being under the influence of any of the above; or possession of drug paraphernalia. Use of a controlled substance in the manner prescribed for the student by the student's physician is not a violation. The term "under the influence" has a less strict meaning than it does under criminal law. For school purposes, the term means any level of impairment and includes even the odor of alcohol or illegal substances on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant.

O. Violation of technology guidelines.

P. Plagiarism or copyright infringement by students is considered academic dishonesty, is prohibited and may result in disciplinary action including expulsion from school.

Q. Recording the image or voice of another person with an electronic device, without the express permission of the person recorded or the failure to promptly delete such a recording following the request of the person recorded.

R. Willfully violating the behavioral expectations for those students riding Lincoln Public Schools buses.

S. Truancy or failure to attend assigned classes or assigned activities.

T. Tardiness to school, assigned classes or assigned activities.

U. Engaging in any unlawful activity which constitutes a danger to other students or interferes with school purposes.

V. Repeated violation of any of the rules adopted by the School District or the school.

Students may also be suspended from school for up to five school days by the building administration for conduct constituting grounds for expulsion or other violations of rules and standards of behavior adopted by the Board of Education or the administrative or teaching staff which occur on or off school grounds if such conduct interferes with school purposes or there is a connection between such conduct and school.

In addition, administrators and teachers may also take actions regarding student behavior, other than removal of students from school, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include counseling of students, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, in-school suspensions, or restriction of extracurricular activity. Students are responsible for complying with such disciplinary measures and may be further disciplined for a failure to serve such assigned discipline as directed.

# Health Office Information

**STUDENT HEALTH POLICIES – PLEASE KEEP THE SCHOOL UPDATED WITH YOUR CURRENT TELEPHONE NUMBER(S) SO WE MAY CONTACT YOU OR OTHER FAMILY / FRIENDS IN CASE OF AN EMERGENCY.**

**HEALTH OFFICE** – The health office is staffed daily by a Registered Nurse and a Health Tech trained in first aid, CPR, medication administration, and school health.

**STUDENT MEDICATIONS** – A signed parental consent form must be received by the health office for all medications administered at school. The Medication Administration Parent Consent form may be found under the Parent Center/ Student Services/Health Services/Medication Administration/consent forms on the Homepage of the LPS website.

All medications must be in the original, labeled packaging from the pharmacy. A physician's prescription is required for all medications provided to students, with the single exception of the “formulary” products described below.

**FORMULARY MEDICATIONS** – This allows the health office to give limited doses (no more than 5 doses in 30 days) of acetaminophen (Tylenol) or ibuprofen (Advil or Motrin) to your student. This requires a signed parent/guardian consent form only (no doctor's prescription required). These forms will be sent in the summer packet or may be obtained from the health office. They may also be found following the same prompts as described for the parent/guardian consent forms noted above.

**IMMUNIZATIONS AND PHYSICAL EXAMINATIONS** – Nebraska law requires a Kindergarten and 7<sup>th</sup> grade physical. Immunizations are required for school entry:

Every student is required to provide evidence of the following immunizations with the proper intervals for best immunity:

- 3 doses of DTP, DtaP, or Td vaccine; a 10 year Tdap is required for 7<sup>th</sup> graders
- 3 doses of polio vaccine
- 2 doses of MMR (measles, Mumps, rubella) vaccine
- 3 doses of Hepatitis B vaccine
- 2 doses of Varicella 2 doses if the first dose is given after age 13

## Park Handbook Information

The Park staff believes that an orderly school promotes student achievement. A team effort between school staff and parents/guardians can help students abide by the following guidelines, contribute to a positive school environment, and increase student achievement.

**BEFORE SCHOOL** – Students are welcomed onto school grounds at 7:30 am. Students are required to enter at their designated entrance door when arriving at school. Students arriving prior to 7:30 am will be required to go to the Boys and Girls Club room which opens at 7:00 am each day. During inclement weather, students will be allowed to enter the building early.

**AFTER SCHOOL-** The grounds are closed to students between 3:10 and 5:00 pm unless they are involved in after school activities. This means that students should be on their way home, in a club/activity, or with a teacher by 3:10. Students are only allowed to remain on school grounds in a designated area after 3:10 pm if they are waiting for a ride. If students are still waiting for rides by 3:30, they will be taken to the main office to make phone calls home. Parents/guardians of these students will be contacted to review alternatives to remaining on campus.

**AFTER SCHOOL ACTIVITIES** – We encourage all students to become involved in school sponsored activities. These activities include clubs, intramurals (7<sup>th</sup> & 8<sup>th</sup> graders), tutoring, supervised study time with teachers, and Boys & Girls Club programming. Students may participate in activities between 3:10 – 4:15 pm. There is a late bus at 4:25 pm for those students who are bused to and from school by LPS. Most Intramural contests with other schools take place on Saturday mornings. Our Boys & Girls Club has additional programming for members that runs until 7:00 pm every weekday.

**BREAKFAST PROGRAM** – Students may enter the building at 7:30 am to eat breakfast. Students eating breakfast must enter through Door 3.

**CLOSED CAMPUS** – Campus is closed before 7:30 am and after 3:10, unless students are with a teacher, in intramurals or in BGC programming. Students are expected to stay on school grounds once they arrive at Park except by approval from the office and parent/guardian. If students leave without approval, they will be regarded as truant.

**PARENTS/GUARDIANS VISITING THE LUNCHROOM** – Parents/guardians are welcome to have lunch at school. Parents may bring lunch or purchase a school lunch. If outside food is to be brought and made available for students, arrangements will be made for everyone involved to eat in a separate room.

**ATTENDANCE** – If students have to miss school they are expected to make up their schoolwork. If the absence is a school approved student activity, they are to have their homework completed in advance of that activity. It is the student's responsibility to talk with teachers regarding make-up work. If students are absent, the parent/guardian(s) are asked to call the office each day at 436-1212 to report the absence or enter the absence into ParentVue. If no call is received, the school will call to confirm the absence. If no contact is made, students should bring a written note to the office the day they return to school. All unexcused absences are recorded as truant until excused by a parent. Students with frequent attendance issues may be subject to disciplinary action and/or referral to the County Attorney.

**HOMEWORK REQUEST** – Parents are encouraged to ask for assignments for their students when their students miss school. If a student is gone more than two days, we encourage parents to call the school office to request assignments. It is requested that students/parents ask for homework at least one day in advance.

**WEATHER AND SCHOOL CLOSING** – The LPS.org web page, radio stations KFOR (1240) and KLIN (1400), and television stations Channel 8 and 10/11 will carry all school closing announcements due to inclement weather or other emergencies by 10:30 pm or after 5:30 am. School Board policy states that students not be dismissed to parents during a tornado warning.

**TARDY TO SCHOOL** – Tardies are not excused. It is very important that all students arrive at school on time so that they are not losing instructional time. Students who arrive between 8:00-8:15 will receive a pass to get into their first period class. If they are later than 8:15, they are required to check in at the front desk.

**PASSES** – Students are required to obtain a pass when they are out of class during class time, prior to entering the building at 7:30 am (except for morning Boys and Girls Club members), or to be in the building after 3:10 pm.

**TELEPHONES** – A phone is available at the main office for students to use.

**VALUABLES** – Lincoln Public Schools does not provide insurance for personal items and is not responsible for lost or stolen articles. Please do not bring large amounts of money or other valuable items to school.

**LOST AND FOUND** – Many articles that are lost are turned into the office. Please label all articles if possible with the student's name. If you know that your student has lost something, please contact the Main Office so that we can help you locate the lost item. Students should not bring valuable items to school, as the school is not responsible for lost, stolen, or damaged items.

**COMPUTER USE GUIDELINES** – Computer use is for classroom or legitimate and appropriate outside classroom use only.

- Students will not intentionally access information that may be obscene, profane, or offensive toward any other individuals, nor place any such information on the network or Internet.
- Students are not to attempt to gain unauthorized access to system program(s), computer systems, or another person's files.
- Students may have their computer privileges suspended if they use computers inappropriately.

**CONSEQUENCES FOR SCHOOL RULE VIOLATIONS** – Students may be assigned to a reset, detention, In School Supervision (ISS) or an Out of School Suspension as a consequence for violations of school or classroom rules. During the time students are assigned to reset, detention or ISS, they will complete homework and learn about appropriate school behaviors. In School Supervision (ISS) begins at 8:00 am and ends at 3:00 pm. During the time period a student is assigned to ISS, the student may still participate in after school or extracurricular activities but playing time for that week may be impacted. Individual teacher detention times may vary, but seldom will these detentions last beyond 3:15 pm. Students who are assigned by administrators to detention will begin at 3:00 pm and remain until 4:00 pm unless other arrangements have been discussed.

**RESPECTFUL BEHAVIORS AND LANGUAGE** – Park staff emphasizes treating one another respectfully and building a respectful and safe community. Staff members at Park attempt to help students use only language that is appropriate in a school setting. The use of profanity or racially derogatory language is not allowed nor tolerated. Some words that are used and acceptable in other settings may not be appropriate at school. Depending upon the circumstances, use of profanity or other inappropriate language or gestures may result in disciplinary consequences. Profane or abusive language or conduct includes, but is not limited to that which is commonly understood and intended to be derogatory toward a group or individual.

**SEXUAL HARASSMENT** – Sexual harassment has been defined as unwelcome sexual advances, requests for sexual favors, or unwelcome verbal and physical conduct of a sexual nature. This will not be tolerated.

**DISPLAY OF AFFECTION** – Interaction between students is a part of adolescence, however, hugging and kissing, etc. are inappropriate in school.

**FIGHTING-** Fighting among students can have a broad range of causes and effects, but is always inappropriate. At school, striking back is not considered an appropriate response to another student’s attack. Students are expected to walk away from the situation and seek adult help. If students are involved in any physical aggression regardless of who began the aggression, all involved students will receive consequences. Students who assist in inciting others to fight may suffer the same consequences as those who actually fight. Students who record an altercation will also have consequences. Students fighting off school grounds are subject to school consequences. The police may be contacted and students may be cited for disturbing the peace and/or assault.

**PARK/DISTRICT DRESS CODE** – Clothing must be appropriate for school settings in order to provide a safe and orderly environment for all students to learn. The responsibility for the dress and grooming of a student rests primarily with the student and their parents or guardians, although the school administration maintains the right to determine the appropriateness or suitability of any student attire.

**Allowable Dress & Grooming**

- Students must wear clothing including both a shirt with pants or skirt, or the equivalent and shoes. Students may not wear slippers to school.
  
- Shirts and dresses must have fabric in the front, back, and on the sides.
  
- Clothing must cover undergarments and all private parts.
  - All tops must have straps.
  - All tops must meet the top of the pants.
  
- Headwear is allowable as long as it follows other areas of the dress code and the student is easily identifiable.
  
- Students may not wear sunglasses inside the building.
  
- Clothing must be suitable for all scheduled classroom activities including physical education, science labs, wood shop, and other activities where unique hazards exist. Specialized courses may require specialized attire such as sports uniforms or safety gear.

**NOTE:** Schools may communicate additional information on dress code expectations to students and parents/guardians.

## **Non-Allowable Dress & Grooming**

- Clothing may not depict, advertise or advocate the use of alcohol, tobacco, marijuana or other controlled substances nor should there be inappropriate innuendos.

- Wearing pants below the waistline is not allowed.

- Students may wear hoodies, but must keep the hood off their heads. Considerations will be made for students who wear special clothing as required by religious beliefs, disability, or convey a particular message protected by law.

- Dressing, grooming, or engaging in speech that is lewd or indecent, vulgar, or plainly offensive is not allowed.

- Clothing may not use or depict hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation or any other protected groups. This also includes words or depicted graphically that have derogatory, hate or offensive images.

- Clothing, including gang identifiers, must not threaten the health or safety of any other student or staff. (examples include bandanas, gang signs..)

- Clothing with words, pictures, or phrases that depicts violence or intimidation may not be worn. (examples include images of guns, knives, and any other items considered to be a weapon).

- If the student's attire or grooming threatens the health or safety of any other person, then discipline for dress or grooming violations should be consistent with discipline policies for similar violations.

### **Students who are in violation of the school dress code will:**

1. Be educated on the reason this clothing is not allowed in a school setting, and when possible be given the opportunity to remove the item(s).

2. Be given the opportunity to change into school issued clothing or call home for different clothing in order to find items that are appropriate to wear.

4. Repeated violations could result in school consequences.

5. Students will not return to classes until they are in compliance with the school dress code.



## **CELL PHONES/ELECTRONIC DEVICES –**

The use of cell phones, headphones/earbuds, smartwatches, and any other personal electronic devices by students is not allowed during the school day. All personal electronic devices must be powered off and out of sight at all times during the school day. If each student has their own school locker, the personal electronic device should be turned off and stored in the locker prior to the start of the school day.

If a student is accessing a personal electronic device during the school day the following sequence of consequences will be applied. Compliance at any step will ***prevent*** movement to the next step.

**Step 1:** The teacher will ask the student to put their electronic device in the designated storage location in the classroom. (Does not count as an electronic device infraction if the student complies with the teacher's request).

***Compliance at any step will prevent movement to the next step.***

**Step 2:** The teacher will contact the office and the device will be collected and held in the main office for the remainder of the day. The incident will be logged as an electronic device infraction. If the student refuses to turn over the device, they will be removed from the classroom and escorted to the office or designated problem-solving location.

If a student needs to leave class on a pass, the personal electronic device will be placed in the cell phone holder. If a student is accessing a personal electronic device in the **hallway during the instructional period**, the student will be returned to their classroom and asked to put their device in the classroom holder.

## **Electronic Device Infractions Per Semester**

**1st Offense:** Returned to the student at the end of the school day. Offense logged.

**2nd Offense:** Returned to the student at the end of the school day. Offense logged. Parent/guardian notified.

**3rd Offense:** Return to the student at the end of the school day and a building-level in-school corrective plan developed. Parent/guardian notified. Offense logged.

If habitual non-compliance with personal electronic device restrictions leads to frequent disruptions to learning, the teacher will write a referral and the student's administrator will work with the student and family to determine a personalized plan to meet the expectation.

Recording the image or voice of another person with an electronic device, without the express permission of the person recorded, or the failure to promptly delete such a recording following the request of the person recorded violates the LPS Responsibilities of Students (Policy 5480).

If a student brings their personal device to class, they do so at their own risk and, in doing so, specifically agree to hold Lincoln Public Schools harmless from all liability, damages, claims, costs, expenses, or other charges of any kind or nature whatsoever resulting from bringing their device to class.

**LOCKERS, LOCKS AND LOCKER SECURITY** – Office staff will assign lockers to students. Students are responsible for any damage to the locker itself (for example, physical damage or use of tape, magic markers, etc., on or inside the locker). Students will use their locker to store their coats and cold lunches. Due to sharing, students will not decorate their locker or keep other things in it. All food/drink brought to school must be in some sort of lunch bag and must be eaten during lunch. Students will use their locker at the start and end of the day and if they need to get their lunch. The locker and lock are the property of the school district. A locker may be opened for inspection any time there is a question as to improper use of the locker. This will be done in the presence of two staff members. Any inappropriate items found in a locker are considered to be in possession of the person(s) assigned to that locker and disciplinary actions may occur. These guidelines also apply to lockers assigned in locker rooms. Lincoln Public Schools does not provide insurance for personal items. Please do not bring large amounts of money or other valuable items to school. Be sure to lock your locker and never give out your locker combination. Lincoln Public Schools is not responsible for lost, stolen or damaged articles. See Student Padlock page for further information.

**COATS** – Coats are to be stored in lockers during the day.

**BOOK BAGS** – Students must place backpacks in lockers upon arriving at school. All students have a Chromebook bag with a pocket and are given a pencil pouch to store necessary daily supplies, therefore most students don't need to use a backpack. Notebooks and materials used by students must be small enough to fit under student desks/tables.

**SPRAYS/PERFUMES-** Students should use these items before coming into the building and should not bring them to school. These items pose a health risk for persons with allergies or breathing issues.

**BICYCLES, SCOOTERS AND SKATEBOARDS** – Bike racks are provided on the south side of the building. Students should use the bike rack to secure all bikes. Students are expected to walk their bikes, scooters and skateboards while on school grounds. Scooters and skateboards must be stored in the main office during school hours.

**FOOD AND BEVERAGES** – No food or open container drinks are allowed during the school day. Students may carry a water bottle with them to classes. This bottle should only be used for water. Students should not bring large bags of chips, candy, etc. to school to eat/share. If students have these items, they will be held in the office until after school.

**NUISANCE ITEMS** – Only items considered to be school supplies should be brought to school (i.e. pencils, notebooks, markers, etc.) The possession of articles that disrupt the learning environment shall be considered nuisance items. Nuisance items may be confiscated and later returned to either the student or parent/guardian. Students should not bring or wear blankets to school. If they have one, it will be held in the office until after school. Students should not bring water guns or toys that depict violence. These items could result in consequences.

**VALUABLES-** Please do not bring large amounts of money or other valuable items to school. Lincoln Public Schools is not responsible for lost or stolen articles. Valuables such as iPods, cell phones, airpods, hand-held game systems, expensive jewelry, etc. are not necessary at school. While specific school rules do not prohibit such devices, we strongly encourage parents to ensure these items are left at home. Park is not responsible for the loss, theft or damage of such items and will not investigate the loss or theft. Lincoln Public Schools does not provide insurance for personal items.

**BUILDING CARE-** Care and maintenance of a building that accommodates over 800 students is a major job. All of us at Park share this responsibility by taking care of the property we use and by helping keep the building clean. Students making a mess will be expected to clean up the mess. Students, who intentionally or through horseplay damage any of Park property, will pay for that damage. Students defacing property by writing will be subject to disciplinary consequences.

**GRADING SCALE** – Traditional A-F marks will be used as a grading scale for core academic courses and 8<sup>th</sup> grade elective courses. Following is the Park grading scale:

90 - 100	A	75 - 79	C+	60- 64	D
85 - 89	B+	70 - 74	C	59 - below	F
80 - 84	B	65 - 69	D+		

## Padlock Information

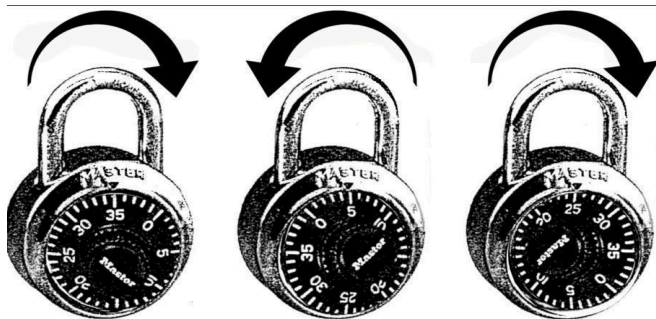
All Park Middle School students are provided a hall locker and combination padlock. Only school padlocks are allowed to be used on school lockers. There is a \$5.00 replacement fee assessed for any padlock that is lost, stolen, or destroyed.

Students should keep their lock on their locker at all times. Please do not leave it inside of the locker.

Students are responsible for keeping the padlock combination confidential. *(Remember students, the only way another student will know your combination is if you tell what it is.)*

### HOW TO OPEN YOUR COMBINATION PADLOCK

Sample combination 35 – 5 – 25



#### **To open:**

- RIGHT 3 times and stop at the first number (35)
- Turn LEFT one full turn passing the 1<sup>st</sup> number to stop at the 2<sup>nd</sup> number (5)
- Turn RIGHT and stop at the 3<sup>rd</sup> number (25)
- Pull the shackle to open the padlock

**ALWAYS** push your padlock completely shut and turn the cylinder around once to lock your padlock and keep your books and belongings secure.

# Boys & Girls Club

402-477-4134

[www.lincolnbgc.org](http://www.lincolnbgc.org)

Boys & Girls Club is Park Middle School's CLC partner and is available for use each school day and on days school is not in session. During the school year, the Boys & Girls Club offers programming both before and after school. Participation requires a completed Membership Information On-line Application. It is the primary goal of the Boys & Girls Club to meet the wide range of social and recreational needs of the young people who attend Park Middle School.

The Boys & Girls Club ensures a safe, supervised environment where students can be involved in positive activities. The Boys & Girls Club's rules and expectations are consistent with those of Park Middle School. Students who participate in Boys & Girls Club programs are expected to be safe, respectful and responsible. Rule infractions and misbehavior may result in removal of privileges and possible expulsion of participants from the Boys & Girls Club. Boys & Girls Club staff follow due process in disciplinary situations; however, the Boys & Girls Club maintains a zero tolerance policy toward physical aggression, bullying and verbal abuse.

Once students leave the Boys & Girls Club, they are not allowed to re-enter until the following day. Upon exiting, students must leave school grounds and will not be allowed to loiter outside the Boys & Girls Club or be unsupervised in Cooper Park. If a parent is picking up a student, they are to pick them up inside the Boys & Girls Club so that the student is not in violation of this policy.

The Boys & Girls Club is open until 7:00 pm Monday – Friday during the school year. Center staff will begin to close the Center at 6:45 pm and all students must exit the facility by 7:00 pm. At that time, students who are still in the Center are expected to begin making their way home or to the "F" Street Community Center, located at 1225 "F" Street. In the event a student is left at the Boys & Girls Club past 7:00 pm and a parent/guardian cannot be reached, the Lincoln Police Department will be contacted.

### **Traffic Activity**

With everyone's help we can make this a SAFE and QUICK system. Our systems will help you get in and out as quickly as possible, but SAFETY will always be our first priority. Please follow all safety signs.

### **Morning Drop Off**

- If you are driving South on 8<sup>th</sup> Street, please use the cut out right in front of the building to drop off your student.
- If you are driving North on 8th Street, please drop your student off and direct them to the East side of the street where a crosswalk supervisor will help them cross safely.
- Families may use the parking lot to pick up and drop off their students. Please drive North on 6th Street to enter the parking lot.
- Have students exit the vehicle on the curb side only-never on the street side.
- If you are waiting in line several cars back from the crosswalks, please have your student exit the vehicle and walk up to the crosswalk area. Stopping right at the crosswalk or corner slows traffic tremendously.
- Students are to cross the street at the crosswalk areas only, never crossing in the middle of the block.

### **Afternoon Pick Up**

- Students should enter your vehicle on the curb side only.
- Please do not stop in the traffic lane to wait for your student. This blocks and slows traffic. Pull over to the curb side or go around the block if your student is not out front yet.
- Please do not park in front of any crosswalks. This makes it very difficult for students to cross the street safely.

### **General Safety Tip**

Most of the time middle school students do a great job of following safety procedures for crossing a street. HOWEVER, they are easily distracted and can often cross without looking or thinking. Please be extra cautious any time you are near the school.

Please Note:

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

# Park Middle School

Lincoln Public Schools • 855 S 8<sup>th</sup> ST • Lincoln NE 68508 • (402) 436-1212



## School-Parent Compact 2024/2025 School Year

*This Title I School-Parent Compact has been jointly developed with parent/students and outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the State's high academic standards. At parent-teacher conferences, the compact shall be discussed as it relates to the individual child's achievement.*

### Teacher/School:

*It is important that students achieve. I agree to do the following:*

1. Provide high-quality curriculum and instruction in a supportive and effective learning environment to enable children to meet the challenging state academic standards.
2. Regularly communicate with parents on their child's progress.
3. Demonstrate professional behavior and positive attitude.
4. Check in daily and ensure that all students feel safe, comfortable, and protected.
5. Maintain a positive/respectful attitude
6. Create an environment where students' opinions are valued
7. Foster, model and respect cultural diversity.

### Parent / Caring Adult:

*I want my child to achieve; therefore I will encourage him/her by doing the following:*

1. Communicate and work with teachers and school staff on an ongoing basis to be involved and support my child's learning.
2. Support my child's learning--volunteer in their classroom; participate, as appropriate, in decisions related to their education, guide positive use of extracurricular time.
3. Make sure my child is at school every day and on time, unless he/she is ill.
4. Check in daily and ensure that my child feels safe, comfortable, and protected.
5. Provide a quiet place and time to do schoolwork and encourage my child to complete schoolwork.
6. Maintain a positive attitude and make time to listen to my child's opinions and needs.
7. Respect cultural diversity.

Parent Signature \_\_\_\_\_

### Student:

*I know my education is important to me. It is important that I work to the best of my ability. I agree to do the following:*

1. Be at school every day and on time unless I am sick.
2. Come to school each day prepared with supplies and an attitude to learn.
3. Be responsible for my own behavior and follow all expectations.
4. Respect and cooperate with other students and all adults.
5. Return completed school work on time.
6. Maintain a positive/respectful attitude and value other people's opinions
7. Respect cultural diversity.

Student Signature \_\_\_\_\_

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Park Middle School is dedicated to cultivating a community of lifelong learners  
empowered to build a better world.

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# Title I Parent and Family Engagement Policy

## Park Middle School

### 2024/2025 School Year

Park Middle School intends to follow the Title I Parent and Family Engagement Policy guidelines in accordance with federal law, Section 1116(a -f) ESSA, (Every Student Succeeds Act) of 2015.

In General,

Park Middle School shall jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed on by such parents, that shall describe the means for carrying out the requirements. Parents shall be notified of the policy in an understandable and uniform format and, to the extent, practicable, provided in a language the parents can understand. The policy shall be made available to the local community and updated to meet the changing needs of parents and the school.

Specifically,

- Park Middle School shall provide opportunities for the participation of parents and family members including those with migratory children, limited English proficiency, or have disabilities. Parent shall be notified of the Parent and Family Engagement Policy, information related to school and parent programs, meetings, and other activities in an understandable and uniform format and to the extent practicable provided in a language the parents can understand.
  - Back to School Night
  - Park Family Engagement Night
  - Annual Parent Meeting
  - Parent Teacher Conferences
  - BGC/Park Joint Family Event
  - SNAC Meetings
- Convene an annual parent meeting scheduled at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved.
- Involve parents in an organized, ongoing, and timely way, in the planning, review, and improvement of the school Parent and Family Engagement Policy.
  - Climate Survey
  - Annual parent meeting
  - Committee meetings
  - Advisory Board
  - Development of the School Improvement Plan
- Provide opportunities for parents and family members to participate in decisions relating to the education of their children. The school shall provide other reasonable support for parental involvement activities.
- Provide parents of participating children timely information about programs under this part, a description and explanation of the curriculum in use, the forms of academic assessment used to measure student progress and the achievement levels of the challenging State academic standards. The school will provide assistance, opportunities, and/or materials and training to help parents work with their children to improve their children's academic achievement in a format, and when feasible, in a language the parents and family members can understand.
  - Park Student Handbook
  - Curriculum Night
  - Parent-Teacher Conferences
  - Standardized Tests results
  - Progress reports & report card
- Educate teachers, specialized instructional support personnel, principals, and other school leaders, with the assistance of parents in the value and utility of contributions of parents, how to reach out to, communicate with and work with parents as equal partners.

- Coordinate and integrate parental involvement programs and activities with other Federal, State and local programs, including preschool programs that encourage and support parents in more fully participating in the education of their children.

- Summer School Programming
- EL Summer Programming



PARK MIDDLE SCHOOL  
855 SOUTH 8<sup>TH</sup> STREET  
LINCOLN, NE 68508  
(402) 436-1212  
[park.lps.org](http://park.lps.org)