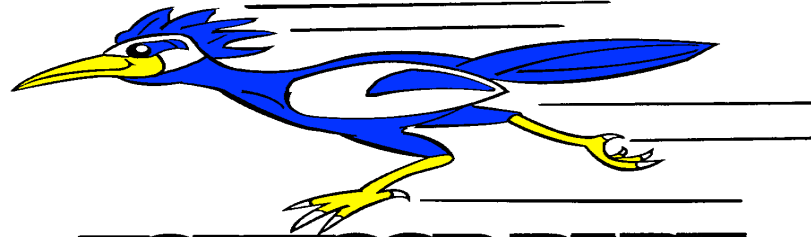


# Norwood Park



**NORWOOD PARK**  
**ROADRUNNERS**

2016-2017

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## SCHOOL CALENDAR STUDENT & PARENT HANDBOOK

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NORWOOD PARK ELEMENTARY SCHOOL

4710 N. 72<sup>nd</sup> Street • Phone 402-436-1155

Website: [wp.lps.org/norwoodpark/](http://wp.lps.org/norwoodpark/) • FAX: 402-458-3255

Mrs. Pam Hale, Principal

Office Hours: 7:30 a.m. – 4:30 p.m.

K-5 School Hours: 8:55 a.m. – 3:38 p.m.

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## Welcome Letter

Dear Norwood Park Families,

Welcome to the 2016-2017 school year at Norwood Park Elementary! We are thrilled to have you join us for a great year of growing and learning together as a school community. This school handbook has been prepared to help you stay connected to school activities and to provide you with specific Norwood Park information you may need. Additional LPS and Elementary information and policies that apply to all school sites is available online on our website. The handbooks are designed to answer questions you have about the policy, standard practices and expectations in Lincoln Public Schools. If you have questions you can refer to these handbooks or call your child’s teacher, the school office or administration.

We look forward to working together this year to create a meaningful and productive learning experience for your child(ren). We appreciate your trust, involvement and partnership in educating them.

Sincerely,

Mrs. Pam Hale, Principal

Mr. Ryan Erickson, Coordinator



## NORWOOD PARK MISSION STATEMENT

At Norwood Park Elementary School we promote continuous, active learning in a friendly, caring, and safe environment by:

- Keeping the learning needs of the children first;
- Striving for excellence;
- Working in partnerships with families and the community;
- Providing children with opportunities; and
- Expecting success.

## NORWOOD PARK SCHOOL IMPROVEMENT GOALS

1. Our goal is to increase the literacy skills of all students.
2. Our goal is to improve the ability of all students to solve mathematical problems.
3. We will increase family engagement through school activities, family education and parent voice.
4. We will strengthen connections with our community via partnerships that enhance learning for all.



## BULLYING

If you feel that your child is being bullied by peers, please contact your child's teacher or the building principal, Mrs. Pam Hale. 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.



## NORWOOD PARK SCHOOL RULES

- Be Safe
- Be Respectful
- Be Responsible

### CONTACTING YOUR CHILD'S TEACHER

Parents/guardians are encouraged to call their child's classroom teacher to address questions or concerns. The best time to reach a teacher by phone is before the student day begins (8:15 a.m. to 8:45 a.m.) or after school (3:40 p.m.). During instructional time, phone messages will be taken for teachers. For significant concerns such as student assessment, curriculum concerns, and school policy, a parent-teacher meeting is strongly encouraged.

# WE'RE GLAD YOU'RE HERE!

## INFORMATION ABOUT LUNCH

Students at Norwood Park have 30 minutes for their lunch break each day. During this time students will get their lunch, eat and use the restroom. Students have the option to order a hot lunch from the cafeteria or bring a cold lunch from home.

Parents/Guardians are welcome to join their child(ren) for lunch. Please notify the school office before 10 a.m. if you plan on eating lunch at school. Adults, and children who are not students in LPS can order a lunch for \$3.40. You may bring lunch in for your student, but not for other students nor can food be shared. You are invited to sit with your child at the guest table or you may join the grade level table for your dining experience. All visitors will check in at the SEM desk and receive a visitor pass prior to coming to the lunch area.

**Please Note:** Students are not to bring pop or candy as part of their lunch. We encourage you to send nutritious and healthy food items for lunch. As part of our Fuel Up To Play 60 program we encourage our students to eat a lot of fruit and vegetables, healthy grains, dairy and protein to energize their bodies for learning!



### JOIN US FOR BREAKFAST OR LUNCH

8:30-8:50 Breakfast

Students \$1.30

Adults/Non-student \$2.05

Reduced Price \$.30

### LUNCH SCHEDULED BY CLASS

Students \$2.35

Adults/Non-student \$3.40

Reduced Price \$.40

Milk only \$.50

Free/Reduced Lunch applications can  
be completed online at [lps.org](http://lps.org)



# Norwood Park *Specials* Schedule 2016-17



<b>Day</b>	<b>12:50-1:40 (2<sup>nd</sup> &amp; 3<sup>rd</sup>)</b>		<b>1:45-2:35 (4<sup>th</sup> &amp; 5<sup>th</sup>)</b>		<b>2:40-3:30 (K &amp; 1<sup>st</sup>)</b>	
<b>"A" Day</b>	Music (106)	Rhein	Zellweger	Hershey		
	PE (103)	Iburg	Gerlach	Sisel		
	Art (107)	Bredehoft	Morris	Santo		
	Media/Tech (113)	Jacoby	PM preschool	Potthoff		
<b>"B" Day</b>	Music (106)	Jacoby	SAIG Group	Potthoff		
	PE (103)	Rhein	Zellweger	Hershey		
	Art (107)	Iburg	Gerlach	Sisel		
	Media/Tech (113)	Bredehoft	Morris	Santo		
<b>"C" Day</b>	Music (106)	Bredehoft	Morris	Santo		
	PE (103)	Jacoby	SAIG Group	Potthoff		
	Art (107)	Rhein	Zellweger	Hershey		
	Media/Tech (113)	Iburg	Gerlach	Sisel		
<b>"D" Day</b>	Music (106)	Iburg	Gerlach	Sisel		
	PE (103)	Bredehoft	Morris	Santo		
	Art (107)	Jacoby	SAIG Group	Potthoff		
	Media/Tech (113)	Rhein	Zellweger	Hershey		

	<b>LUNCH SCHEDULE</b>	<b>Recess</b>	<b>Lunch</b>		
	Early Childhood (Wrhel & Saddler)		11:00-11:30 (Wrhel)	12:00-12:30 (Saddler)	
<b>"B" Lunch</b>	Kindergarten (Hershey & Sisel)	12:10-12:25	11:40-12:10	<b>"B" Lunch Supervisors: 11:35-12:20</b>	
<b>"B" Lunch</b>	1 <sup>st</sup> Grade (Potthoff & Santo)	12:15-12:30	11:45-12:15	Erickson	Lyons
<b>"B" Lunch</b>	2 <sup>nd</sup> Grade (Bredehoft & Jacoby)	11:35-11:50	11:50-12:20	Mohr	Tegtmeier
<b>"A" Lunch</b>	3 <sup>rd</sup> Grade (Iburg & Rhein)	10:45-11:00	11:00-11:30	<b>"A" Lunch Supervisors: 10:55-11:40</b>	
<b>"A" Lunch</b>	4 <sup>th</sup> Grade (Morris)	11:35-11:50	11:05-11:35	tba	Hale
<b>"A" Lunch</b>	5 <sup>th</sup> Grade (Gerlach & Zellweger)	10:40-10:55	10:55-11:25	Jacox	Wiegars

PLC day schedule on reverse

rev. 7-25-16

## ARRIVAL

AM Preschool – 8:15 a.m.–11:45 a.m.

PM Preschool – 12:00 p.m.-3:30 p.m.

Kindergarten-5th Grade 8:55 a.m. – 3:38 p.m.

## BREAKFAST

Breakfast is served between 8:30 a.m. and 8:50 a.m.

Students eating breakfast at school should arrive during this time period.

## WALKING CLUB

Students may arrive as early as 8:40 a.m. to participate in our daily walking club. During inclement weather the walking club will be in the school gym.

## MORNING OPENING

All students are to arrive by 8:55 a.m. for school.

Our day begins with a school wide morning opening. Children who eat breakfast will be dismissed when they are done and be expected to join in the morning opening.

## LATE ARRIVALS (TARDY)

Children K-5th grade, arriving after 9:00 a.m., are tardy and must report to the main office for a classroom admittance slip. A tardy counts towards the daily absence rate.

## DISMISSAL

Children are dismissed on regular school days at 3:38 p.m. and on PLC days at 2:18 p.m. Our preschool dismisses at Door #10; AM class at 11:45 a.m. and our PM class at 3:30 p.m.

## WALKING HOME

Students that walk home are expected to walk home directly after the bell rings to report to their caretakers. Students are not to loiter or alter from their expected dismissal plan without advance notification from their parents.

## PICKED UP BY PARENTS/ GUARDIANS

Children who are being picked up by a parent/guardian will wait under the canopy, along the front sidewalk or in a predetermined “family” location there is also a “loading zone” in front of the school that you may pull through for your child to get into the car (this is not a parking area) and then leave. Students and parents are expected to use the crosswalk at all times. Given the amount of traffic it is not safe for anyone to cross the street between cars. A crosswalk is available directly in front of the school. Staff will be available to assist students and families. Please use the crosswalk to ensure safety for all and model appropriate street crossing behavior for our students.

## RIDING THE BUS

Children who are “bus riders” line up in the “bus loading” zone prior to boarding the bus. Bus supervision staff will check off each student as they enter the bus. If your child will not be riding the bus on a particular day please notify the school office before 3:00 p.m.

## COMMUNITY LEARNING CENTER

Students who are scheduled to attend CLC clubs or core programming will report directly to the school gym to check in with CLC staff.

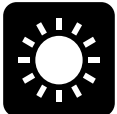
At the beginning of the year parents/guardians are asked to complete a arrival/dismissal notification form for the school office. Please update this information as often as necessary. Any changes to the regular plan require a call to notify the school office. This helps us monitor students and keep them safe after dismissal.

## NORWOOD PARK PTO

Our Parent/Teacher Organization is very active in providing engaging family events on a regular basis. We need your voice and support! Active participation in the PTO is encouraged and always welcome. Meetings are held the first Tuesday of each month during the school year from 5:45 p.m. to 7:00 p.m. Childcare is provided free of charge. To find out more about the PTO go to their FB Norwood Park PTO (Lincoln NE) page or our school website.



# August 2016



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2 Welcome Back PTO Picnic 5:45 pm Dinner 6:00 pm Meeting Childcare provided	3	4	5	6
7	8	9	10	11 Open House & Safe Ride to School Night for Families 6:00 pm to 7:00 pm	12	13
14	15 First Day of School 8:30 am Breakfast 8:40 am Walking Club 8:55 am First Bell 9:00 am Parent Welcome Coffee & Pastries PLC Day Schedule 9:00 am to 2:18 pm A	16 PLC Day Schedule 9:00 am to 2:18 pm B	17 PLC Day Schedule 9:00 am to 2:18 pm C	18 First Day of Early Childhood Classes 8:15 am AM Session 12:00 pm PM Session D	19 A	20
21	22 B	23 C	24 5th Grade Salt Dogs Baseball Game 9:15 am to 2:30 pm D	25 Meet & Greet Curriculum Night & Picnic 5:45 pm to 7:15 pm  Title 1 Meeting & Sessions w/ teachers Childcare provided A	26 NP Spirit Day! "Roadrunner Rally Day" Wear your NP Blues! B	27
28 CLC Week 1 Aug 29 - Oct 7	29 First Day of CLC Clubs C	30 PLC Day Dismiss 80 minutes early Dismissal at 2:18 pm  No Early Childhood Classes in Session D	31 A			

# METHODS COMMUNICATION

## SCHOOL NEWSLETTER: THE BEEP

The Beep contains announcements, information, school events, etc. This newsletter is sent on Mondays through the Monday Messenger folders.

## WEEKLY COMMUNICATION FOLDERS:

Typically, school news will be sent home via Monday 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 Norwood Park Elementary School.

## COMMUNITY NEWS:

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

## SCHOOL WEBSITE:

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

## PARENTVUE:

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

## SCHOOL MESSENGER:

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

## FACEBOOK:

Check out school happenings on our Facebook Page! ("Like" us at [www.facebook.com/Norwood-Park-Elementary-School](http://www.facebook.com/Norwood-Park-Elementary-School))





# September 2016



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1 Food Backpack Program Begins Today	2 3
4 CLC Week 2	5 Schools are Closed	6 Parent/Teacher Conferences 4:00 pm to 7:00 pm PTO Meeting 5:45 pm Dinner 6:00 pm Meeting Childcare provided	7	8 Parent/Teacher Conferences 4:00 pm to 7:00 pm	9	10
11 CLC Week 3	12	13	14	15	16 Fall Box Tops Collection Contest Begins Health & Wellness Mtg 8:00 am PTO Family Game Night 6:30 pm to 8:30 pm	17
18 CLC Week 4	19	20	21	22 First Day of Autumn Morrell Hall - 3rd Grade 9:15 am to 11:30 am	23 School Picture Day (AM) by Lifetouch Photos Morrell Hall - 5th Grade 9:15 am to 11:30 am Last day for Pumpkin Run early registration	24 4th Annual Havelock Harvest Festival @ Havelock Park 11 am to 2 pm
25 CLC Week 5	26 Fall Fundraiser Kick-off Chip Shoppe	27 PLC Day Dismiss 80 minutes early Dismissal at 2:18 pm No Early Childhood Classes in Session	28 Heritage School for 4th Grade Students	29 Community Council 5:00 pm to 6:00 pm	30 NP Spirit Day! "Husker Homecoming" Wear red or N gear! Power Family Night @ Anderson Library 6:30 pm to 7:30 pm	



## FUEL UP TO PLAY 60 PLEDGE

**Fuel:** I will energize my body and mind by eating healthy.

**Play:** I will be active for 60 minutes each day.

**Fuel Up to Play 60:** I will eat healthy, be active and have fun with my friends to help make my school an even better place.



Students, staff and families in the Norwood Park community believe in eating right and participating in physical exercise to keep fit and healthy. Students learn about the importance of eating nutritious foods and the “My Plate” recommendations for eating a balanced diet. Physical exercise is incorporated into many aspects of the school day including our morning and lunch walking/running clubs, PE classes, recess and daily brain breaks in the classroom. Our student health ambassadors help plan activities and challenges throughout the year to keep our attention focused on health and wellness. Please join us in our effort to teach life long healthy eating and exercise habits.



## COMMUNITY LEARNING CENTER

The Community Learning Center at Norwood Park Elementary is a partnership between our school community and Northeast Family Center. This program is designed to provide opportunities and resources necessary for children and youth to be successful.

The primary goals of the Community Learning Center are to:

- Improve student learning and youth development.
- Strengthen and support families.
- Strengthen and engage neighborhoods.

By serving the needs of Norwood Park students, their families and the community through various programs including before and after school activities, academic enrichment, social development and family support services these goals can be met.

The before and after school program will run 7:00 a.m. to 8:55 a.m. and 3:38 p.m. to 6:00 p.m. Core and After School Club opportunities are offered during these hours. Information and parent handbooks are available in the CLC office. Please contact the CLC staff for more details at (402) 525-5711.



## AFTER SCHOOL CLUBS AND ACTIVITIES

Throughout the school year, a variety of interest clubs and activities are sponsored by Norwood Park. Club and registration information will be sent home with students in the Monday Messenger. 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.

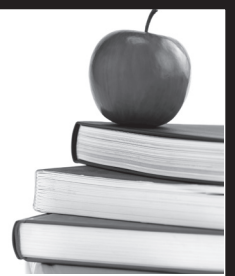
## CLC CLUB SESSION DATES

Quarter 1: August 29th-October 7th

Quarter 2: October 24th-December 9th

Quarter 3: January 23rd-March 10th

Quarter 4: March 27th-May 5th



# October 2016



**SUNDAY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY**

**Character Counts Celebration Day - October 20th. Students are encouraged to wear their "grade-level color" listed below:**

PK = White      1st = Orange      3rd = Green      5th = Purple  
 KG = Red      2nd = Yellow      4th = Blue

**Red Ribbon Week Oct 23-31 Theme: "YOLO - You Only Live Once!"**

**1st Quarter Report Cards sent home on Monday, October 31st**

							1
2 CLC Week 6 (Last week for Session 1 Clubs)	3 C	4 D	5 A	6 B	7 C	8 Pumpkin Run Pioneers Park 8:30 am  No on-site entries.	
9	10 D	11 A	12 B	13 C	14 End of 1st Quarter  No School for Elementary Students	15	
16 Character Counts Week!	17 Schools are Closed	18	19 D	20 A	21 B	22	
23 CLC Week 1 Oct 24 - Dec 9	24 C First Day of CLC Clubs Red Ribbon Week	25 D PLC Day Dismiss 80 minutes early  Dismissal at 2:18 pm  No Early Childhood Classes in Session	26 A	27 B	28 C NP Spirit Day! "YOLO - You Only Live Once!" Wear red to show your spirit.	29	
30 CLC Week 2	31 D Trunk or Treat Family Event 6 pm to 7:30 pm						

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

# NORWOOD PARK ELEMENTARY SCHOOL COMPACT 2016-2017



## **PARENTS AGREE TO:**

1. Maintain and foster high standards of academic achievement for my child.
2. Provide and maintain current contact information for the teacher and school office.
3. Ensure my child receives adequate sleep, nutrition and attends school daily with on time arrival by 8:55 a.m. to Norwood Park.
4. Communicate with and involve myself daily with my child by taking time to talk to and listen to them about what they are learning at school.
5. Provide a quiet place for my child to do homework with support as needed.
6. Support my child by attending conferences, communicating with the school on a regular basis, volunteering when possible and attending special events with my child.

## **STAFF AGREES TO:**

1. Set high expectations, believing all children can learn and achieve.
2. Treat all children with courtesy and respect to foster a safe, positive learning environment that recognizes and supports the students' diverse backgrounds and individual needs.
3. Be available to help children with academic, behavioral and social needs to ensure individual student success.
4. Provide high-quality curriculum and instruction in a supportive, effective learning environment that enables participating children to meet the State's student academic achievement standards.
5. Communicate expectations and necessary information regarding academic, social, and behavioral well-being with students and parents.
6. Identify and utilize parent, school, district, and community resources to support student learning.

## **STUDENT AGREES TO:**

1. Be safe, respectful, and responsible at school every day.
2. Be at school on time ready to learn, be productive and focused on doing my best work.
3. Pay attention in class, ask questions, and focus on learning and work hard to complete my daily assignments and homework.
4. Talk to my parents about what I am learning each day at school.
5. Use kind words and actions towards others to create a positive learning environment.

# November 2016



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
		<b>1</b> PTO Meeting 5:45 pm Dinner 6:00 pm Meeting Childcare provided A	<b>2</b> Family Movie Night @ The Joyo 6:00 pm to 8:30 pm B	<b>3</b> C	<b>4</b> School Picture Retakes by Lifetouch Photos 8 am to 12 pm Return photos for retakes or send \$ for photos D		
<b>6</b> Daylight Savings Time Ends (Turn clocks back 1 hour) CLC Week 3	<b>7</b> A	<b>8</b> B	<b>9</b> C	<b>10</b> Family Night at the Lincoln Children's Museum 5:00 pm to 7:00 pm D	<b>11</b> A		
<b>13</b> CLC Week 4	<b>14</b> B	<b>15</b> C	<b>16</b> Chip Shoppe Delivery 3:30 pm to 6:00 pm D	<b>17</b> Community Council 5:00 pm to 6:00 pm A	<b>18</b> NP Spirit Day! "FUTP60 Day" Wear fitness clothes! Health & Wellness Mtg 8:00 am B		
<b>20</b> No CLC Clubs this week!!!	<b>21</b> No CLC Clubs Power Family Night "Color Our World" Art Night 6:00 pm to 7:30 pm C	<b>22</b> No CLC Clubs Sheldon Art Museum 4th and 5th Grades 9:50 am to 11:20 am D	<b>Schools are Closed</b>			<b>25</b> B	<b>26</b>
<b>27</b> CLC Week 5	<b>28</b> No School for Elementary Students	<b>29</b> PLC Day Dismiss 80 minutes early Dismissal at 2:18 pm No Early Childhood Classes in Session A	<b>30</b> B				

# December 2016



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
				C	D	
4 CLC Week 6 (Last week for Session 2 Clubs)	5	6 PTO Meeting 5:45 pm Dinner 6:00 pm Meeting Childcare provided	7	8	9 CLC's Got Talent! 6:00 pm to 7:00 pm	10
	A	B	C	D	A	
11	12	13 Winter Music Concert 6:30 pm to 7:30 pm	14	15	16 Health & Wellness Mtg 8:00 am	17
	B	C	D	A	B	
18	19 PLC Day Dismiss 80 minutes early Dismissal at 2:18 pm  No Early Childhood Classes in Session	20	21 First Day of Winter	22 NP Spirit Day! "Ugly Sweater Day"  Holiday Family Sing 2:30 pm to 3:20 pm End of 2nd Quarter	23	24
	C	D	A	B	Schools are Closed - Winter Break	
25	26	27	28	29	30	31
	Schools are Closed - Winter Break					

# January 2017



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4 First Day Back in 2017!	5	6 Spring Box Tops Collection Contest Begins	7
	Schools are Closed - Winter Break		C	D	A	
8	9	10 PTO Meeting 5:45 pm Dinner 6:00 pm Meeting Childcare provided	11	12 Roadrunner Classic 6:00 pm to 8:00 pm	13	14
	B	C	D	A	B	
15	16	17 2nd Quarter Report Cards sent home today	18	19	20 Health & Wellness Mtg 8:00 am	21
	Schools are Closed		C	D	A	B
22 CLC Week 1 Jan 23 - Mar 10	23 First Day of CLC Clubs  Power Family Night "Super Science Night" 6:00 pm to 7:30 pm	24	25	26 Community Council 5:00 pm to 6:00 pm	27	28
	C	D	A	B	C	
29 CLC Week 2	30	31 PLC Day Dismiss 80 minutes early  Dismissal at 2:18 pm  No Early Childhood Classes in Session				
	D	A				

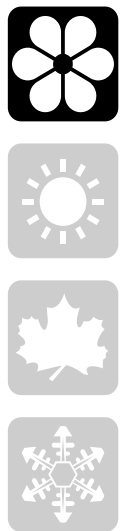
# February 2017



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3 PTO Family Movie Night 6:30 pm to 8:30 pm	4
5 CLC Week 3	6 Young People's Concert for 4th Grade	7	8	9	10 Health & Wellness Mtg 8:00 am	11
12 CLC Week 4	13	14	15	16 CLC's Got Talent! 6:00 pm to 7:00 pm	17 No School for Elementary Students	18
19 No CLC Clubs this week!!!	20 Schools are Closed	21 Parent/Teacher Conferences 4:00 pm to 7:00 pm  Scholastic Book Fair 4:00 pm to 7:00 pm	22 Scholastic Book Fair 4:00 pm to 7:00 pm	23 Parent/Teacher Conferences 4:00 pm to 7:00 pm  Scholastic Book Fair 4:00 pm to 7:00 pm	24 NP Spirit Day! "Pajama Day"  Spring Box Tops Collection Contest Ends  Scholastic Book Fair 3:30 pm to 4:30 pm	25
26 Read Across America Week  CLC Week 5	27	28 PLC Day Dismiss 80 minutes early  Dismissal at 2:18 pm No Early Childhood Classes in Session  NP K-5 Science Fair 6:00 pm to 7:30 pm Preview: 1 pm-2 pm	29	30	31	



# March 2017



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2 Read Across America Day  GSK Science Fair 5:00 pm to 8:00 pm Great, fun event & it's free! Lancaster Event Center	3	4
5 CLC Week 6 (Last week for Session 3 Clubs)	6	7 PTO Meeting 5:45 pm Dinner 6:00 pm Meeting Childcare provided	8 2017-2018 Kindergarten Registration 8:00 am to 6:00 pm	9 2017-2018 Kindergarten Registration 8:00 am to 4:30 pm	10 CLC's Got Talent! 6:00 pm to 7:00 pm  End of 3rd Quarter	11
12 Daylight Savings Time Begins (Turn clocks ahead 1 hour)	13	14	15	16	17	18
Schools are Closed						
19	20 First Day of Spring	21 PTO Family Skate Night 6:00 pm to 8:00 pm	22	23	24 Health & Wellness Mtg 8:00 am	25
26 CLC Week 1 Mar 27 - May 5	27	28 PLC Day Dismiss 80 minutes early  Dismissal at 2:18 pm  No Early Childhood Classes in Session	29	30 Community Council 5:00 pm to 6:00 pm	31 NP Spirit Day! "Twin Day" Find a friend and dress like twins today!	

# April 2017



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
NOTES:						1
2 CLC Week 2	3 3rd Quarter Report Cards sent home today B	4 PTO Meeting 5:45 pm Dinner 6:00 pm Meeting Childcare provided C	5 D	6 A	7 B	8
9 CLC Week 3	10 Power Family Night "Math Mania" 6:00 pm to 7:30 pm C	11 D	12 A	13 B	14 Schools are Closed	15
16 CLC Week 4	17 Schools are Closed	18 C	19 D	20 A	21 Health & Wellness Mtg 8:00 am B	22
23 CLC Week 5	24	25 PLC Day Dismiss 80 minutes early Dismissal at 2:18 pm No Early Childhood Classes in Session Spring Music Concert 6:30 pm to 7:30 pm C	26 D	27 NP Spirit Day! Wear a Fun & Funky Hat today! A	28 B	29 No School for Elementary Students
30 CLC Week 6						

# May 2017



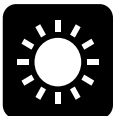
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	<b>1</b> CLC Week 6 (Last week for Session 4 Clubs)  Teacher Appreciation Week  C	<b>2</b> 5th Gr Middle School Visits (Mickle & Dawes) 9:30 am to 11:30 am  PTO Meeting 5:45 pm Dinner 6:00 pm Meeting Childcare provided  D	<b>3</b> 5th Gr Middle School Visits (Culler) 9:30 am to 11:30 am  A	<b>4</b>	<b>5</b> Annual School Picnic (during lunch sessions)  CLC's Got Talent! 6:00 pm to 7:00 pm  C	<b>6</b> Mayor's Run 8 am to 9:30 am
<b>7</b>	<b>8</b> D	<b>9</b> A	<b>10</b> B	<b>11</b> C	<b>12</b> Food Backpack Program Ends Today  PTO "Welcome Summer" Block Party at Norwood Park 6:00 pm to 8:00 pm  D	<b>13</b>
<b>14</b>	<b>15</b> Backpack Rewards 2:15 pm  Kindergarten Orientation & Family Picnic 5:30 pm to 7:00 pm  A	<b>16</b> B	<b>17</b> C	<b>18</b> D	<b>19</b> NP Spirit Day! "Beach Day" Wear your flip flops, sunglasses & shorts.  A	<b>20</b>
<b>21</b>	<b>22</b> B	<b>23</b> Step-Up Day for Students 2:15 pm to 3:00 pm  C	<b>24</b> Last Day of School  School Wide Field Day 9:45 am to 11:00 am  5th Grade Promotion 2:00 pm to 3:30 pm  End of 4th Quarter  D	<b>25</b>	<b>26</b>	<b>27</b>
<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>			

# June 2017

SUNDAY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY

ENJOY THE SUMMER!

				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 2017

SUNDAY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY

SUMMER  
ROCKS!

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					



# NORWOOD PARK -- PARENT INVOLVEMENT POLICY

May 2016

## A. POLICY INVOLVEMENT

- Parents are involved in the planning, review and improvement of the Parent Involvement Policy at our Annual Parent Meeting where they will be informed of Norwood Park's Title 1 participation. Translators will be provided for non-English speaking parents/guardians as necessary.
- A school-parent compact is jointly developed with parents, and reviewed annually. The compact outlines how parents, the entire school staff, and students share in the responsibility for improved student achievement. The compacts are reviewed and signed by parents at the beginning of the school year and at conference meetings.
- The Community Council, which includes parents, students, community, and staff members, meets regularly to review Title 1 programs and activities including after school programming and Community Learning Center programming. This includes, but is not limited to Parent Involvement Policy, School Compact, and components of the Title 1 Plan.
- Parents will be provided with timely information regarding curriculum, academic assessments used, and their student(s) proficiency levels through the following communications: Curriculum Night (August), Parent/Teacher Conferences (Fall/Winter), The Beep (school newsletter), Quarterly Report Cards and Summative Assessment results, and any other communication deemed appropriate by administrative or teaching staff.
- We will coordinate and integrate parental involvement programs and activities at the school level with other federal, state and district programs.
- Parents will be invited to meetings that are convened to plan for their child's education (i.e. SAT, MDT, IEP or 504) Parents may request a meeting with staff to plan for their child's educational needs.

## B. SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

- The School/Parent Compact is annually reviewed, revised, and agreed upon by parents, community members, staff, and students.
- Our compact is annually distributed to all parents/students/staff in the fall and signed by all parties. It describes how parents, students, and the school staff, share in the responsibility for maintaining high academic achievement.

## C. BUILDING CAPACITY FOR INVOLVEMENT

- To ensure effective involvement of parents, and to support a partnership among the parents, community and school to improve student achievement, we will:
- Provide materials and assistance in understanding Nebraska State Standards and Lincoln Public Schools Learning Objectives in reading, writing, math, and content areas. This will be done through district curriculum brochures, parent-teacher conferences, Curriculum Night , Annual Open House Event in August, newsletter articles and parent education opportunities at school.
- Student progress towards the standards will be reported to parents in the following ways: quarterly report cards, individual assessment data reports, parent-teacher conferences, student assistance team meetings and special education team meetings, parent-teacher written/oral communication logs.
- Provide opportunities for parents and their students to participate in family clubs and parent education courses to increase achievement levels of the students.
- Provide collaboration opportunities between staff and parents through various committees and organizations including, but not limited to: PTO, Community Council, School Improvement Committee, and the PBIS Committee.
- Send information related to school and parent programs, meetings, and other activities to the parents in a format and language they can understand through teacher generated newsletters, PTO meetings, School Improvement Committee, Community Council, the school/calendar handbook and the school web site.
- Provide an open door policy for parents to call, visit, or schedule meetings with staff members to improve communication and planning for student learning.
- Provide a wide array of activities that promotes parental involvement including, but not limited to PTO Family Events, parent, and family education through the Community Learning Center.

## D. ACCESSIBILITY

- Parents will be provided opportunities for participation in their child's educational experiences. Parents, including limited English speaking, parents with disabilities, and those of migratory children.
- We will to the extent possible provide information and school reports in a format and in a language that parents can easily understand.

# INSTRUCTION

## POLICY 6443

### PARENTAL INVOLVEMENT

Lincoln Public Schools welcomes parental involvement in the education of their children. We recognize that parental involvement increases student success. It is Lincoln Public Schools' policy to foster and facilitate, to the extent appropriate and in their primary language, parental information about, and involvement in, the education of their children. Policies and regulations are established to protect the emotional, physical and social well-being of all students.

- A. Parental involvement is a part of the ongoing and timely planning, review and improvement of district and building programs.
  - B. Parents are encouraged to support the implementation of District policies and regulations.
  - C. Parents are encouraged to monitor their student's progress by reviewing materials sent home from school by school staff, online student information and quarterly report cards and attending parent-teacher conferences.
  - D. Textbooks, tests and other curriculum materials used in the District are available for review by parents upon request.
  - E. Parents are provided access to records of students according to law and school policy.
  - F. Parents are encouraged to attend courses, assemblies, counseling sessions and other instructional activities with prior approval of the proper teacher or counselor and administrator. Parents' continued attendance at such activities will be based on the students' well-being.
  - G. Testing occurs in this School District as determined to be appropriate by District staff to assure proper measurement of educational progress and achievement.
  - H. Parents submitting written requests to have their student excused from testing, classroom instruction and other school experiences will be granted that request when possible and educationally appropriate. Requests should be submitted to the proper teacher or administrator within a reasonable time prior to the testing, classroom instruction or other school experience and should be accompanied by a written explanation for the request. A plan for an acceptable alternative shall be approved by the proper teacher and administrator prior to, or as a part of, the granting of any parent request.
  - I. Participation in surveys of students occurs in this District when determined appropriate by District staff for educational purposes. Parents will be notified prior to the administration of surveys in accordance with district policy. Timely written parental requests to remove students from such surveys will be granted in accordance with District policy (6620, 6620.1, 6621, 6621.1). In some cases (see regulation 6621.1), parent permission must be given before the survey is administered.
  - J. Parents are invited to express their concerns, share their ideas and advocate for their children's education with Lincoln Board of Education members, administrators and staff.
  - K. School District staff and parents will participate in an annual evaluation and revision, if needed, of the content and effectiveness of the parental involvement policy.
- It is also the policy of Lincoln Public Schools to implement programs, activities and procedures for the involvement of parents in Title I programs consistent with the Title I laws, as amended by the No Child Left Behind Act of 2001. Such programs, activities and procedures shall be planned and implemented with meaningful consultation with parents of participating children.

# INSTRUCTION

## REGULATION 6443.1

### PARENTAL INVOLVEMENT IN TITLE I PROGRAMS

The policies set forth in this regulation apply to parents of students in Title I programs and have been established in order to implement programs, activities and procedures for the involvement of parents in Title I programs consistent with the Title I laws, as amended by the No Child Left Behind Act of 2001.

### EXPECTATIONS FOR PARENTAL INVOLVEMENT

It is the expectation of Lincoln Public Schools that parents of participating children will have opportunities available for parental involvement in the programs, activities and procedures of the District's Title I program. The term "parental involvement" means the participation of parents in regular, two-way and meaningful communication involving student academic learning and other school activities, including ensuring (A) that parents play an integral role in assisting their child's learning; (B) that parents are encouraged to be actively involved in their child's education at school; (C) that parents are full partners in their child's education and are included, as appropriate, in decision making and on advisory committees to assist in the education of their child; and (D) the carrying out of other activities, such as those described in this parental involvement policy. The District intends to meet this expectation through the following activities:

- A. Involving parents in the joint development of the District’s Title I plan and the processes of school review and school improvement.
- B. Providing coordination, technical assistance and other support necessary to assist participating schools in planning and implementing effective parent involvement activities to improve student academic achievement and school performance.
- C. Building the schools’ and parents’ capacity for strong parental involvement.
- D. Coordinating and integrating parental involvement strategies under Title I with parental involvement strategies under other programs.
- E. Conducting, with the involvement of parents, an annual evaluation of the content and effectiveness of the parental involvement policy in improving the academic quality of the schools served under the Title I program, including identifying barriers to greater participation by parents in Title I programs, with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy or are of any racial or ethnic minority background, and use the findings of such evaluation to design strategies for more effective parental involvement and to revise, if necessary, the parental involvement policies of the District.
- F. Involving parents in the activities of the schools served under Title I.

**POLICY INVOLVEMENT**

Each school served under the Title I program shall:

Convene an annual meeting, 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 the Title I program and to explain the requirements of the Title I program.

Offer a flexible number of meetings, such as meetings in the morning or evening. If sufficient funds are provided for this purpose, the District may assist parental involvement in such meetings by offering transportation, child care or home visits.

Involve parents, in an organized, ongoing and timely way, in the planning, review and improvement of Title I programs.

**INSTRUCTION**

**REGULATION 6443.1**

Provide parents of participating children (1) timely information about programs under Title I, (2) a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress and the proficiency levels students are expected to meet; and (3) if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children and respond to any such suggestions as soon as practicably possible.

If the District operates a school-wide program under Title I and such plan is not satisfactory to the parents of participating children, submit any parental comments on the plan when the school makes the plan available to the District.

**SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT**

As a component of the District’s parental involvement policy, each school served under the Title I program shall jointly develop with parents for all children served under the Title I program a school-parent compact that 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 standards. Such compact shall (1) describe the school’s responsibility to provide high- quality curriculum and instruction in a supportive and effective learning environment that enables the children served under Title I to meet the State’s student academic achievement standards and the ways in which each parent will be responsible for supporting their children’s learning, such as monitoring attendance, homework completion and television watching; volunteering in their child’s classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time; and (2) address the importance of communication between teachers and parents on an ongoing basis through, at a minimum, (A) parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as the compact relates to the individual child’s achievement; (B) frequent reports to parents on their children’s progress; and (C) reasonable access to staff, opportunities to volunteer and participate in their child’s class and observation of classroom activities.

**Building Capacity for Involvement**

To ensure effective involvement of parents and to support a partnership among the District, parents and the community to improve student academic achievement, each school participating in the Title I program and the District (1) shall provide assistance to participating parents, as appropriate, in understanding such topics as the State’s academic



content standards and State student academic achievement standards, State and local academic assessments, the requirements of Title I and how to monitor a child's progress and work with educators to improve the achievement of their children; (2) shall provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement; (3) shall educate teachers, student service personnel, principals and other staff, with the assistance of parents, in the value and utility of contributions of parents and in how to reach out to, communicate with and work with parents as equal partners, implement and coordinate parent programs and build ties between parents and the school; (4) shall, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, the Home Instruction Programs for Preschool Youngsters, the Parents as Teacher Program and public preschool and other programs and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children; (5) shall ensure that information related to school and parent programs, meetings and other activities is sent to the parents of participating children in a format, and to the extent practicable, in a language the parents can understand; (6) may involve parents in the development of training for teachers, principal and other educators to improve the effectiveness of such training; (7) may provide necessary literacy training from funds received under Title I if the District has exhausted all other reasonably available sources of funding for such training; (8) may pay reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions; (9) may train parents to enhance the involvement of other parents; (10) may arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parental involvement and participation; (11) may adopt and implement model approaches to improving parental involvement; (12) may establish a district-wide parent advisory council to provide advice on all matters related to parental involvement in programs supported under Title I; (13) may develop appropriate roles for community-based organizations and businesses in parent involvement activities; and (14) shall provide such other reasonable support for parental involvement activities under Title I as parents may request.

## **ACCESSIBILITY**

In carrying out the parental involvement activities for this Title I Parental Involvement policy, the District shall provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities and parents of migratory children, including providing information and school reports required under Title I in a format and, to the extent practicable, in a language such parents understand.

## **USE, DISTRIBUTION AND UPDATING OF THIS POLICY**

This Title I Parental Involvement Policy shall be incorporated into the District's Title I plan, shall be distributed to parents of participating children, shall be made available to the local community and shall be updated periodically to meet the changing needs of the parents and the school.



## STAFF ROSTER WITH E-MAIL ADDRESSES

Andrew, Leslie, Social Worker .....landrew@lps.org  
 Barrett, Kristy, Para ..... kbarret@lps.org  
 Bless-Mixan, Amber, ECSE ..... ablessm@lps.org  
 Bockerman, Jennifer, Art .....  
 Bredehoft, Brady, Teacher ..... bbredeho@lps.org  
 Bremer, Cindy, Custodian ..... cbremer@lps.org  
 Conlon, Jonna, Para ..... jconlon@lps.org  
 DeBrie, Ashley, School Nurse..... ddebrie@lps.org  
 Diehl, Andrew, PE Teacher ..... adiehl2@lps.org  
 Erickson, Ryan, Coordinator/SPED/Testing.. rericks@lps.org  
 Ernst, Jody, SPED Teacher ..... jernst@lps.org  
 Faith, Harold, Custodian .....hfaith@lps.org  
 Frank-Collins, Brenda, Security .....bcollins@lps.org  
 Gerlach, Tammy, Teacher..... tgerlac@lps.org  
 Goff, Barry, Vocal Music.....bgoff@lps.org  
 Gran, Linda, PBis Coach..... lgran@lps.org  
 Gregory, Paul, Café Manager..... pgregor@lps.org  
 Hale, Pam, Principal..... phale@lps.org  
 Hatch, Jessica, OT .....jhatch@lps.org  
 Hegert, Austin, Strings.....ahegert@lps.org  
 Hershey, Alison, Teacher..... ahershe@lps.org  
 Hoff, Jen, Para .....jhoff@lps.org  
 Holt, Jessica, ELL Teacher ..... jmcclore@lps.org  
 Iburg, Kellie, Teacher ..... kiburg@lps.org  
 Jacoby, Lori, Teacher..... ljacoby@lps.org  
 Jacox, Jay, Registrar ..... jjacox@lps.org  
 Kouba, Molly, PT ..... mkouba@lps.org  
 Lyons, Amy, Psychologist ..... alyons@lps.org  
 Mangers, Krista, Para..... kmanger@lps.org  
 Mauer, Frank, Custodian. .... fmauer@lps.org  
 Meves, Dana, Health Tech .....dmeves@lps.org

Mohr, Katie, Intervention/Gifted/IT Coach kmohr2@lps.org  
 Morris, Chelsea, Teacher ..... cmorris3@lps.org  
 Neukirch, Joan, Reading Teacher.....jneukir@lps.org  
 Potthoff, Cindy, Teacher..... cpotthof@lps.org  
 Rhein, Ashley, Teacher..... arhein@lps.org  
 Saddler, Deena, EC Teacher ..... dsaddle@lps.org  
 Salinas, Katy, Para .....  
 Santo, Mimi, Teacher. .... msanto@lps.org  
 Sawyer, Dee, Vision ..... dsawyer@lps.org  
 Schuessler, Amelia, Speech ..... aschues@lps.org  
 Sisel, Alicia, Teacher ..... asisel@lps.org  
 Sorensen, Casey, Para..... csorensen@lps.org  
 Stohlman, Corrie, SPED Teacher ..... cstohlman@lps.org  
 Tegtmeier, Bobbi, Secretary..... btegtme@lps.org  
 Thomas, Greg, Band ..... gthomas@lps.org  
 Vanek, Linda, ECSE Speech Path .....lvaneck@lps.org  
 Warner, Michelle, Kitchen ..... mwarner@lps.org  
 Wheeler, Carolyn, Para ..... cwheeler@lps.org  
 Wiegers, Kim, Library..... kwollen@lps.org  
 Wrhel, Janet, EC Teacher ..... jwrhel@lps.org  
 Young, Morgan, CLC..... morgan.young@lps.org  
 Zellweger, Gary, Teacher ..... gzell@lps.org



NOTES: \_\_\_\_\_  
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# BEHAVIORAL EXPECTATIONS FOR THOSE WHO RIDE THE LINCOLN PUBLIC SCHOOLS' BUSES

**Students are expected to follow safety rules at all times, including:**

- a) Make sure the bus is stopped before leaving your seat to get off the bus.
- b) Never put any part of your body outside the bus windows.
- c) Don't talk unnecessarily to the driver while the bus is moving.
- d) Don't put anything in the bus aisles.
- e) Report any damage to the bus to the driver.
- f) Do not eat or drink on the bus. Possession or use of tobacco or alcohol is strictly prohibited.
- g) Don't push or run when getting off the bus.
- h) When crossing in front of the bus, watch for the driver's "all clear" signal before crossing the street.
- i) Get on and leave the bus only at your assigned stop.
- j) Cross the road or street in front of the bus before it has pulled away from the stop.
- k) Don't bring nuisance items on the bus, i.e., balls, spray cans, animals, water guns, skateboards, etc. Items such as weapons or look-alike weapons or equipment, which in any way would endanger the lives, health or safety of the children or other passengers and the driver are strictly prohibited. Look-alike weapons associated with a school-sponsored or approved activity may be transported only with written permission of a school administrator.
- l) Any items that would break or could produce injury if tossed about inside the bus when involved in an accident or sudden stop shall be secured.
- m) Behave in a manner that is polite and not offensive to others on or around the school bus.
- n) Follow the directions of the bus driver. Drivers have the authority to assign seats whenever such action is appropriate.



# HELPFUL INFORMATION FOR PARENTS

Parent/Guardian—Please fill in this page to keep as a handy reference when working with the school office.

Child's Name \_\_\_\_\_ School Attending \_\_\_\_\_ Grade \_\_\_\_\_  
Teacher \_\_\_\_\_ Room # \_\_\_\_\_ Lunch SNAP # \_\_\_\_\_  
Other \_\_\_\_\_

Child's Name \_\_\_\_\_ School Attending \_\_\_\_\_ Grade \_\_\_\_\_  
Teacher \_\_\_\_\_ Room # \_\_\_\_\_ Lunch SNAP # \_\_\_\_\_  
Other \_\_\_\_\_

Child's Name \_\_\_\_\_ School Attending \_\_\_\_\_ Grade \_\_\_\_\_  
Teacher \_\_\_\_\_ Room # \_\_\_\_\_ Lunch SNAP # \_\_\_\_\_  
Other \_\_\_\_\_

## NORWOOD PARK ELEMENTARY SCHOOL

4710 N. 72nd St. Office Hours: 7:30 A.M. – 4:30 P.M.  
Lincoln, NE 68507 Principal: Pam Hale  
Phone: 402-436-1155 Coordinator: Ryan Erickson  
Fax: 402-458-3255

**WEBSITE:** [wp.lps.org/norwoodpark/](http://wp.lps.org/norwoodpark/)

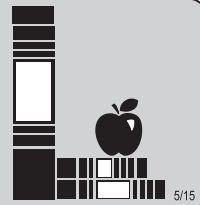
**Facebook:** Norwood-Park-Elementary-School

## OFFICE STAFF

Executive Secretary	Bobbi Tegtmeier
Registrar	Jay Jacox
Health Tech	Dana Meves
Head Custodian	Frank Mauer
Assistant Custodian	Harold Faith

## LINCOLN BOARD OF EDUCATION

Barbara Baier  
Lanny Boswell  
Kathy Danek  
Connie Duncan  
Don Mayhew  
Annie Mumgaard  
Matt Schulte  
Stephen C. Joel  
Superintendent



Mailing Address: 5905 O Street • Lincoln, NE 68510

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