

Bryan Community Focus Program

Lincoln Public Schools



“Rise Above It”

2024-2025 Student Handbook

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Please Note:

All procedures, guidelines, and dates in this document are subject to change.



Bryan Community Focus Program Mission Statement

Ensuring all students will achieve the necessary learning to be successful up to and beyond graduation.

Bryan Community Focus Program Vision Statement

The Bryan Community School will provide an environment which allows students to create opportunities to develop trusting connections with one another, develop a sense of purpose, promote self-determination, and strive for excellence in academic achievement..

School-Wide Expectations

R.I.S.E.

Respect	Intention	Self-Control	Effort
<i>I treat others kindly by showing how to exist in a diverse community.</i>	<i>I focus my energy and attention towards my purpose and goals.</i>	<i>I manage my emotions and behaviors in ways that create wellness for myself and others.</i>	<i>I actively engage in my learning in school so I can achieve success.</i>

What is Bryan?

Bryan Community Focus Program is an alternative high school program designed to help students meet the requirements for a Lincoln Public Schools diploma. The smaller learning environment allows for more individualized instruction. We have around 150 students and 18 teachers. Class sizes are usually no larger than 16 students, and some classes are much smaller. Our staff strive to build strong connections with each student to understand them and support their growth. At Bryan, we try to make every day a new day (learning from mistakes and moving on) and focus on daily progress toward meeting goals. We are always learning about equity and we try to make Bryan a welcoming place for all students. At Bryan, we focus on the whole student and wellness, in addition to academics. Our mascot is the Phoenix, symbolizing new opportunities and rising above challenges.

Students can apply to be a student at Bryan through our website, and oftentimes students are encouraged to apply by an administrator or counselor at their home high school. Students and parents or guardians must participate in an interview process and agree to Bryan expectations if selected to attend Bryan Community. While at Bryan, students may continue to participate in athletics or other student activities at their home high school.



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Academic Expectations

Bryan Community is an alternative high school program that students choose to attend based on a commitment to graduating high school, and making the changes needed in their lives to improve their academics, attendance, and behavior.

Academic Supports:

Bryan uses a Multi-Tiered System of Supports. All students will have access to supports such as expectations instruction, specific positive feedback, Learning Lab, academic support room, etc.

Students needing additional academic or behavioral support will be supported with our Tier 2 supports, possibly including Check In Check Out, student small groups, individual academic or behavioral support and instruction, mental health supports, and others.

Academic Probation:

- A student may be considered for Academic Probation if they are not responding to the above supports or attending regularly.
- Students at Bryan have made the choice to attend Bryan Community, and students are accepted based on potential to find success in a new environment. Bryan has a limited number of spaces, so students must make use of their space at Bryan by attending regularly and earning credits.
- Students with poor attendance and multiple failing grades may be placed on academic probation, with specific expectations to continue attending Bryan.
- If a student does not meet the expectations, the student may lose their place at Bryan.

Academic Support Room Policies (110)

The focus is academic support for students failing classes, needing help with academic work, time to complete assignments, smaller area for testing, etc.

- Students will need to plan ahead with the Academic Support Room staff and their teacher, or have a pass from a teacher, to use this resource.
- Students will need to complete a Work Day Planning Sheet and collect the work that needs to be completed.



Appropriate School Clothing

[LINK to LPS Dress Code](#) in the Important Information Handbook

Arrival and Dismissal Procedures

Arrival

- The building opens at 7:00am
- Class begins at 8:10 a.m. for 9th/10th graders (or anyone taking period 0) and 9:00 a.m. for 11th/12th graders (or anyone starting with period 1).
- Students arriving before class can wait in the media center.
- Student parents will be asked to enter the Student Child Learning Center through the SCLC entrance.
- Students can enter the building through Door 1 (main entrance through the main Office).
- Students must scan their student ID each morning at the Student Check-In Center in the office.

Dismissal

- Students are dismissed from the building at 3:00 p.m.
- The building closes at 3:30 p.m., so all students should be off school grounds by then.

Note: Students waiting for rides after 3:30 p.m. are expected to wait outside or in an entryway.

Dismissal from school during the school day

Students are required to sign out in the main office when leaving the campus for any reason before the end of their scheduled day. Parental notification is required for all students under 19. If a student is dismissed due to illness, he/she must be seen in the health office prior to exiting and a parent will be contacted.



Attendance Processes

Developing and maintaining regular attendance is one of the most important steps to becoming a successful student, and is an expectation for students attending Bryan Community. When a student is not in school, the possibility of learning the classroom objectives and earning credit is significantly reduced. Bryan students will follow a three-tiered attendance system within our Multi-tiered Systems of Support (MTSS) program. The interventions listed below will be implemented to help students maintain good attendance. Incentives will also be awarded for students who make improvements to their current attendance patterns.

Nebraska Law places school absences into two categories: School Excused (SE) and Not School Excused (NSE). School Excused absences include those excused by a doctor or the school health office and any absence approved by school administration such as student activities, suspensions, or students currently in alternate placements. Absences that are Not School Excused and are subject to attendance interventions include Parent Acknowledged, Illness, and Truancy. The law also states that students who accumulate 20 days of Not School Excused absences in one school year may be referred to the County Attorney.

Tier One Interventions

- Electronic phone calls/texts will be sent home to parents/guardians each day for all truanancies documented in the Synergy gradebook.
- Bryan staff may contact parents/guardians when students are truant from multiple days of classes.

Tier Two Interventions

- **10 days of Not School Excused (NSE) absences**
 - Parent/Guardian will receive a Stage One Attendance Letter.
 - Students and Parents will meet with a member of the Bryan student support team to discuss absences and develop a Collaborative Plan with new interventions to reduce barriers and to improve regular attendance.

Tier Three Interventions

- **15 days of Not School Excused (NSE) absences**
 - Parent/Guardian will receive a Stage Two Attendance Letter.
 - Academic Probation may be considered at this time.

Attendance Interventions (continued)

- **20 days of Not School Excused(NSE) absences**
 - Parent/Guardian will receive a Stage Three Attendance Letter.
 - Student may be referred to the County Attorney as directed in Nebraska State Law.
 - Academic Probation may be considered at this time.



Students will be in Class:

Students are expected to be in class during class time. Leaving the building or being outside of a student's assigned class is not permitted during instructional time or passing periods.

Tardies:

Being on time to class shows respect to your teacher and classmates, and helps you succeed in class. Tardy detentions will be assigned any time a student has two or more tardies in a week.

Lunch and staying on Campus:

9th and 10th graders are expected to stay on campus at all times.

11th and 12th graders may leave campus at lunch if they wish, and are expected to return on time for 5th period.

These consequences will be used to hold students accountable for tardies, not being in their assigned classes, leaving class, leaving campus during class, 9th/10th graders leaving campus during lunch, or other violations of the student expectations. These specific steps are subject to change or may be subject to administrator discretion based on individual situations.

	Tardies: 2 per week; 9th/10th Leave at lunch; Leave building; More than 10 minutes late back from lunch, Refuse to report to assigned class Each thing is a separate ladder
1	Warning
2	30 minute detention
3	30 minute detention
4	30 minute detention, Parent email
5	30 minute detention, Parent phone call (Jennifer)
6	30 minute detention, Complete Attendance 101, Phone call (Admin)
7	30 minute detention, Meet with admin
8	30 minute detention, Parent meeting
9	Further consequences depend on the infraction. Consequences may include: Out of school suspension, 1 week of lunch detentions, 2 weeks of lunch detentions, and others.



Breakfast/Lunch

Lunch:

- Lunch in cafeteria 12:00-12:30
- Food is served until 12:25, students must get food by that time
- Food can be eaten at cafeteria tables only
- After eating, you may be in the cafeteria, media center, or gym
- **No food deliveries allowed outside of lunch time**
- Please throw trash away
- 11th/12th graders may leave campus
- Re-enter the building through door 1
- Meals are not allowed in classrooms - finish your food during lunch time
- 9th/10th graders are required to remain on campus. If we see you leave campus, you will be assigned a detention.

Breakfast:

- Get from cart in the office on your way in the building, before going to class

Bryan Bucks

- These coupons are given to recognize students making positive choices.
- Bryan Bucks can be turned in to the office to be part of a weekly drawing, or you can save up 10 for a snack in the office.
- Snacks or other small prizes are available.
- The office is open for snack sales periods 2, 3, 6, and 7.

Bryan Community is a Drug / Alcohol / Tobacco / Vape Free Campus

Smoking, Tobacco, and Vaping

Smoking and vaping by students or adults is prohibited at Bryan Community, in the building or on school grounds. Students are not to have any smoking or vaping related products in the building or on campus.

The use and/or possession of any device or material related to smoking/vaping will result in consequences:

- Search of student and belongings
- Confiscation
- In School Suspension
- Out of School Suspension
- Possible referral to Student Services



Drug/Alcohol Related Offenses

When a student is suspected of being under the influence of drugs or alcohol and/or in possession of illegal substances, including vapes, the student may be searched as well as any of their property on campus (including vehicle searches). The student may be referred to the Lincoln Police Department and possibly cited.

Possible Consequences

- Search of student and belongings
- Suspension from school
- Possible referral to Student Services
- Parent/guardian conference prior to returning
- Other interventions as determined by administration

Fines, Fees and Expenses

Fines are assessed against students for losing or damaging books, equipment, and other school or LPS property. Fines are to be paid to the office.

Hall Passes

Each LPS high school utilizes a digital hall pass system for student requests to leave class during instructional time. The purpose is to maximize instructional time, efficiently increase communication between staff, and enhance school safety.

- Students use the digital pass system with their Chromebook.
- Each student is allowed three student-initiated passes per day.
- Teachers, at their discretion, may allow passes beyond the three pass limit.
- The health office may provide passes to individuals with medical concerns.
- If an emergency (trouble breathing, significant injury, etc.), students may leave the room immediately and the teacher will notify the office/nurse.
- If a student doesn't have their Chromebook, a staff member can create a digital pass at the request of the student.
- Paper passes will also be used when appropriate.



Honors and Awards at Bryan

At the end of each quarter, students will be recognized for academic and classroom achievement.

- All As
- All As and Bs
- All As, Bs, and Cs
- Strong attendance
- Effort (Be About It Award)
- Leadership/positive behaviors (Future Leaders of the World award)

The Rising Phoenix Award is given to graduating students who have demonstrated effort, positive attitude, improvement and growth, strong academics, overcome challenges, **and/or** have been a positive peer during their time at the Bryan Community. Students have shown these positive attributes across all classes and interactions at Bryan. The awards are determined by staff nominations and input.

Graduation Honors (LPS practice): The Laude Latin model will be used to recognize academic excellence at the conclusion of a student's high school career. Students will work to compete against the criterion for academic honors – rather than other students. A student's final cumulative GPA following the second to last quarter of high school will be used to determine the level of honor on a student's high school transcript, diploma, and for academic recognition at commencement exercises. The following three levels of academic honors will be used:

1. SUMMA CUM LAUDE "with highest distinction" Students with cumulative GPA of 4.250 and above on a 4.00 weighted scale.
2. MAGNA CUME LAUDE "with great distinction" Students with cumulative GPA of 4.000 to 4.249 on a 4.00 weighted scale.
3. CUM LAUDE "with distinction" Students with cumulative GPA of 3.750 to 3.999 on a 4.000 weighted scale. These students are honored for having the highest-class rank in their grades.



Learning Lab at Bryan

To ensure academic success, all students are assigned to a Learning Lab (home room) class while at Bryan. Participation in the learning lab program is mandatory. Students will work with teachers to complete assignments/projects or relearn/retest over essential objectives, thus improving overall performance in school. Our goal is for each Bryan student to earn credit in every course they are enrolled in throughout the school year. Learning lab classes meet for 30 minutes every day and students earn elective credit toward graduation for participating in this academic support opportunity.

Purpose of the Bryan Community Learning Lab Program

- Provide each student with consistent academic support
- Help students meet all high school course objectives
- Encourage supportive relationships and build self-efficacy
- Provide students with the knowledge and skills to be successful in all academic environments
- Community-building and wellness activities take place weekly

Mental Health Support

Bryan has three mental-health support staff members, including a social worker. Students and families may request support by contacting any member of the Bryan staff.

Personal Electronic Devices/Phones and Communication

- All personal electronic devices must be out of sight during the instructional period.
- Students may use their personal devices before and after school, between class periods and during lunch.
- If a student uses a device during the instructional period the following sequence of consequences will be applied.
 - Step 1: Staff will ask the student to put their device in the phone holder in the classroom. (Does not count as an electronic device infraction if the student complies). If the student does not comply, move to Step 2.
 - Step 2: The teacher will contact the office. 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 does not comply, move to Step 3.
 - Step 3: If the student refuses to turn over the device, they will be removed from the classroom and escorted to the office. The device will be held for the remainder of the day. If a student refuses, they will be suspended the rest of the day.
- Students may request to use the phone in the school office.
- Parents/guardians who need to communicate with their student during school hours may contact the school office and a message will be shared with the student.
- The school is not responsible for the loss of personal items brought to school.



Electronic Device Infractions:

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

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

3rd Offense: Return to the student at the end of the school day. Device must be checked in at office for two weeks. Parent/guardian notified.

4th Offense: Phone must be checked in at office for the remainder of the semester.

Pictures/Recording during School

- It is a violation of the LPS Right and Responsibilities of Students to record the image or voice of another person with an electronic device, without the express permission of the person recorded, while on school grounds, at a school activity or in a school vehicle.
- It will be a further violation of LPS Right and Responsibilities of Students to fail to promptly delete such a recording following the request of the person recorded and/or LPS staff. Students who engage in such recording or who fail to delete the recording on request may be subject to disciplinary action including, but not limited to, suspension or expulsion from school.

Prom

Prom is held at Bryan in the spring, at Bryan. Details will be shared closer to the date. Students in grades 9-12 may attend.

Tickets must be purchased in advance, no sales at the door.

Requirements:

- Students must be passing at least 5 classes (or all but one for students with shorter schedules)
- Students must attend school at least 50% of the days before prom during second semester
- Behavior: Behavior referrals or out of school suspensions may exclude a student from attending.
- These requirements are at the discretion of Bryan administration.
- Parents wishing to appeal a decision may do so in writing to Bryan administration, and the decision will be reviewed.



Search and Seizure

To maintain order and discipline in the school and to protect the safety and welfare of students and personnel, school authorities may search a student or a student automobile under the circumstances outlined below, and may seize illegal, unauthorized or contraband materials discovered in the search. A student's failure to permit the search and seizure will be considered grounds for disciplinary action.

- **School authorities may search a student, student belongings or a student vehicle under any reasonable suspicion.**
 - *Student's person and/or possessions may be searched whenever school authority has reasonable suspicion to believe that the student is in possession of illegal or unauthorized materials.*
 - *School retains authority to conduct routine patrols of student parking lots and automobiles. Patrols may be conducted without notice, without student consent and without a search warrant.*

***** A student's failure to permit the search and seizure will be considered grounds for disciplinary action.**

Student IDs

Students will use their ID to scan into the building and to purchase lunch. See the office if a new ID is needed.

Student Support Room (202)

The focus of 202 is to process behaviors and teach skills. Students might go for these reasons:

- Students sent out of class due to disruptions during class
- ISS (In school suspension)
- Detentions
- Breaks for mental health (5-10 minutes)
- May also be used for academic support as needed



2024-2025 Bell Schedule

Bryan Community Bell Schedule	
Period	M/W/Th/F
0	8:10-8:57
1	9:00-9:30
2	9:33-10:20
3	10:23-11:10
4	11:13-12:00
LUNCH	12:00-12:30
5	12:33-1:20
6	1:23-2:10
7	2:13-3:00



Intent of Student Handbook

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

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