



2024–2025

SCHOOL CALENDAR AND HANDBOOK

KLOEFKORN ELEMENTARY SCHOOL

6601 Glass Ridge Drive • Lincoln, NE 68526

Phone: 402.436.1148 • **Fax:** 402.458.3248

Web Page: kloefkorn.lps.org

Shayna Cook, Principal

Honor the Past. Achieve Excellence in the Present. Inspire Leaders for the Future.

Lincoln Public Schools STUDENT CALENDAR | 2024-2025

Approved 2/27/24

JULY 2024							JANUARY 2025						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6	5	6	7	8	9	10	11
7	8	9	10	11	12	13	12	13	14	15	16	17	18
14	15	16	17	18	19	20	19	20	21	22	23	24	25
21	22	23	24	25	26	27	26	27	28	29	30	31	
28	29	30	31										

AUGUST 2024							FEBRUARY 2025						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	2	3	4	5	6	7	8
4	5	6	7	8	9	10	9	10	11	12	13	14	15
11	12	13	14	15	16	17	16	17	18	19	20	21	22
18	19	20	21	22	23	24	23	24	25	26	27	28	
25	26	27	28	29	30	31							

SEPTEMBER 2024							MARCH 2025						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	2	3	4	5	6	7	8
8	9	10	11	12	13	14	9	10	11	12	13	14	15
15	16	17	18	19	20	21	16	17	18	19	20	21	22
22	23	24	25	26	27	28	23	24	25	26	27	28	29
29	30						30	31					

OCTOBER 2024							APRIL 2025						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4	1	2	3	4	5		
6	7	8	9	10	11	12	6	7	8	9	10	11	12
13	14	15	16	17	18	19	13	14	15	16	17	18	19
20	21	22	23	24	25	26	20	21	22	23	24	25	26
27	28	29	30	31			27	28	29	30			

NOVEMBER 2024							MAY 2025						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
3	4	5	6	7	8	9	4	5	6	7	8	9	10
10	11	12	13	14	15	16	11	12	13	14	15	16	17
17	18	19	20	21	22	23	18	19	20	21	22	23	24
24	25	26	27	28	29	30	25	26	27	28	29	30	31

DECEMBER 2024							JUNE 2025						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30					

- First and Last Days of Class for Students
- All Schools Not in Session
- Schools Not in Session (Professional Learning/Planning Day)
- ◁ Quarter Start Dates ▷ Quarter End Dates

Rev. 6/24

GRADUATION DATES

- Tuesday, May 20, 2025 - Yankee Hill
- Wednesday, May 21, 2025 - Independence Academy
- Thursday, May 22, 2025 - Bryan Community Focus Program
- At Pinnacle Bank Arena May 23-25, 2025
- Fri: LNE | Sat: LSW, LNW, LNS, EHS | Sun: LHS, LSE

Calendar Options for Families: The Lincoln Public Schools District understands and appreciates that our community has a wide variety of rich and varied religious celebrations and observances. In the event families recognize these holidays, parents should notify schools. Students will be given excused absences and allowed reasonable opportunities to make up any schoolwork missed.

Note: Changes to the calendar may occur as a result of inclement weather or other circumstances. If sufficient school time is lost as a result of calendar changes, and it brings the total number of school hours for the year below the state minimum requirements, the Superintendent will implement a plan for making up this time, which may require additional minutes added to the day, additional days added to the calendar, days previously identified as non-student days re-scheduled as student day, or other appropriate calendar or schedule measures.

Dear Kloefkorn Elementary School Families,

This handbook has been prepared in hopes that it will be helpful in answering questions you may have about the practices of our school. The "Important Information" booklet provided by Lincoln Public Schools also gives critical parent/student information.

Note that dates of school events are subject to change. You may find changes communicated on our website and monthly newsletters. If you have questions or concerns regarding these publications, please do not hesitate to call the school office at 402.436.1148.

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

Warmest regards,

Shayna Cook, Principal
Lisa Swiatek, Assistant Principal

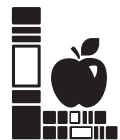


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Excellence in the Present.
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2024

AUGUST



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5	6	7	8 Open House, 5-6pm	9	10
11	12 First Day of School Happy Birthday Mr. Bill Kloefkorn	13	14	15 First Day of Preschool	16	17
18	19 PTO General Meeting, 7pm	20	21	22	23	24
25	26	27	28	29	30 Chronicle	31

Creating Success Through Partnership

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

Be Safe We help everyone feel physically and emotionally secure.

Be Respectful We value and are considerate of others.

Be Responsible We are accountable for all of our actions.



Important Information Needed



Parents and guardians will verify their child(ren)'s enrollment information through the online parent portal, ParentVUE. **For the safety of your child**, it is necessary to provide an emergency contact name and phone number while verifying your child's enrollment information online, in case you cannot be reached.

It is very important that parents/guardians notify the school office of any change in address and/or telephone number throughout the school year. **The office must have a current telephone number on file in case we must contact you in the event of an emergency.**

Attendance

Student achievement is impacted by frequent absences and tardies. It is our goal to have every student in school as many days as possible, and to work with parents and guardians to help students understand the importance of being in school. Students may be excused for illness, or if by parent request, the student may miss school for a family emergency or special family need, including a religious observance. Students may also be excused from school to participate in a school-approved activity. Students attending Kloefkorn Elementary on permit are reminded that punctual attendance is necessary to maintain permit status.

Medical/Dental Appointments on School Time

In order for an absence to be School Excused the parent/guardian must provide the school with documentation to demonstrate that the absence was beyond the control of the parent or child. Please follow-up with Office Staff with questions. Students must check in at the office upon departure for the appointment and on return to school. A computerized record is kept when the student is out of the building. It is necessary that the child check in and out through the office. Please send an email or call the office the previous day.

Make-up Work

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

- If your child will be absent only one day, work may be made up or taken home upon return to school.
- If your child will be absent for an extended period of time, please contact the classroom teacher to plan for completion of work. Please call the school in the morning to request homework to be picked up after school.

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2024

SEPTEMBER



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6	7
	SCHOOLS ARE CLOSED					
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
					Chronicle PTO Walk-a-Thon	
29	30	Picture Day				

Arrival at School

Students are expected to arrive at school between 8:00 a.m. and 8:10 a.m. There is no supervision available prior to that time and students are under the responsibility of their guardians or daycare providers. Students who arrive after 8:15 a.m. must check in with the Office Staff at Door #1.

When students arrive at school, they will enter the building through doors 1 or 5.

Student Entrances:

Door 1 (main entrance, east side) and Door 5 (south side).

Once students enter the building, they will walk to their assigned space to line up until the 8:10 bell rings. At 8:10, classes are dismissed to their classrooms and are welcomed by their teacher to begin learning for the day. Students arriving after 8:10 will go directly to their classrooms. Supervising staff members will direct them as they enter the building.

Arrival Times

- Earliest arrival is 8:00 a.m. unless participating in breakfast, band/strings, chorus, or before-school childcare.
- Band/strings students can arrive at Kloefkorn at 8:10 a.m. and will walk directly to their coat hooks and wait quietly for the 8:15 a.m. bell.
- Classes begin at 8:15 a.m.
- After 8:15 a.m., all students use Door #1 and check in with the Office Staff.
- Breakfast is available 7:45 - 8:10 a.m. through Door #1 (east side).
- Before School Childcare is available between 7:00 a.m. and 8:15 a.m. Pre-registration is required through Family Service, 402-441-7949.

Dismissal From School

For safety purposes, students will not be allowed to play on the playground while waiting for rides after school.

Dismissal Times

- All students are dismissed from the building at 2:53 p.m.
- All students must go directly home or to a school sanctioned after-school activity.
- Teachers will escort students out their designated exit door.

Dismissal Areas

- Students enrolled in after-school activities will be escorted to the appropriate area.
- If requested, brothers and sisters meet inside the building.
- Parents arrange to pick up their children at the same place each day.

After School Clubs/Activities

- School's Out childcare is available after school until 6:00 p.m. Pre-registration is required through Family Service, 402-441-7949.

Late Pick Up

- Parents/guardians must come to door #1 to sign out students not picked up by 3:00 p.m. Children will not be allowed to wait outside after school or to leave the building without a parent/guardian signature after this time.

Releasing Student Early

Kloefkorn school hours are 8:15 a.m. - 2:53 p.m.

Students who leave before the end of the day are to be signed out by a parent or guardian. The school will only release children to adults designated by the parent during online enrollment verification or parent/guardian must call the office prior to release. We will not call students to the office until a parent/guardian is here to sign them out.

If there is a special circumstance, such as a court order limiting access to a student by a parent or guardian, affecting who a student can be released to, the principal must be informed and provided a copy of that order to maintain on file at school.

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2024

OCTOBER



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3 P/T Conferences PTO Book Fair	4	5
6	7	8 P/T Conferences PTO Book Fair	9	10 Last Day of 1st Quarter	11 SCHOOLS ARE CLOSED	12
13	14 SCHOOLS ARE CLOSED	15	16 First Day of 2nd Quarter	17	18 Walk/Bike to School Day	19
20	21	22	23	24	25 Chronicle	26
27	28 4th grade Young People's Concert field trip	29	30	31		

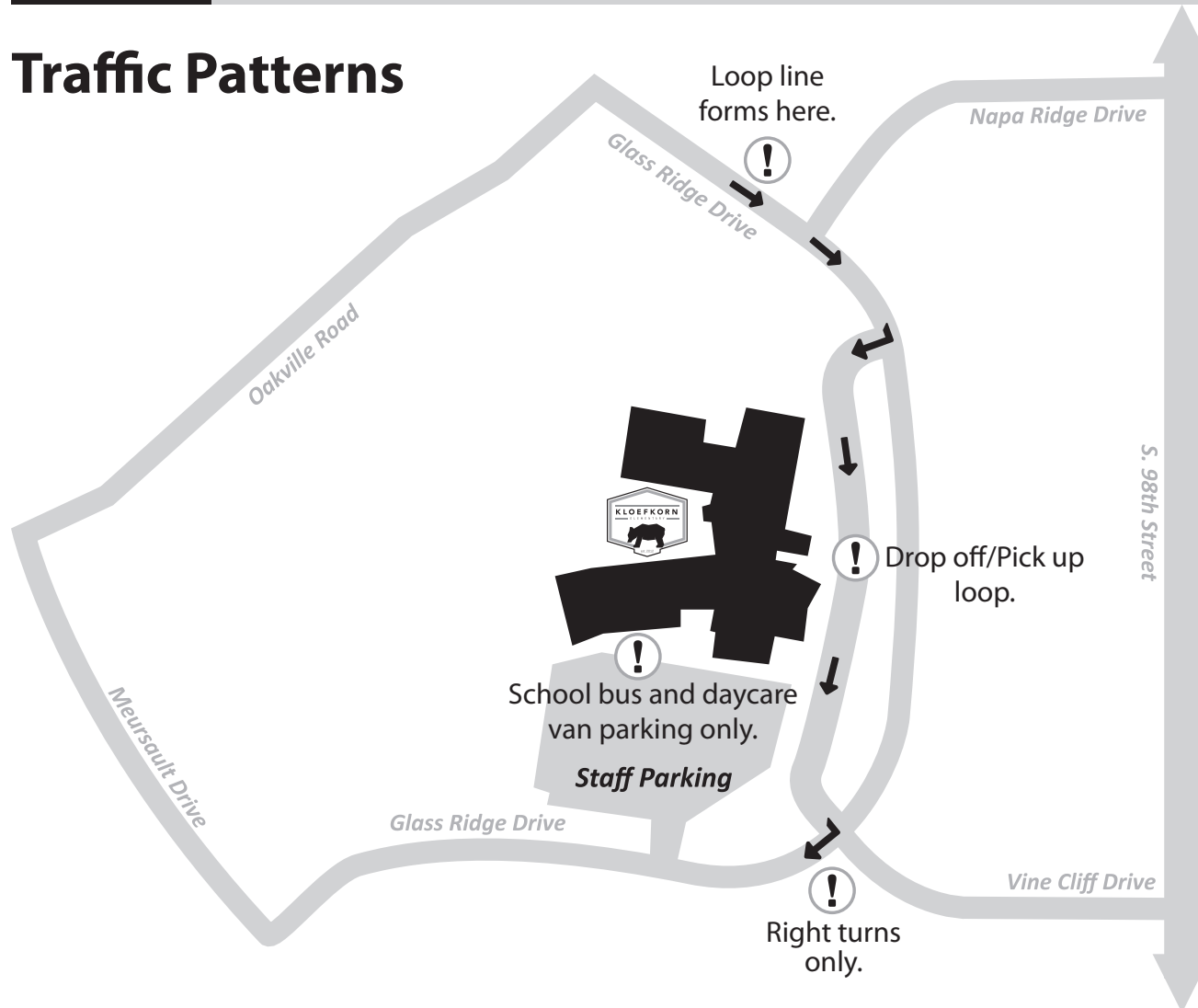


Important Information Needed

Arrival and Dismissal Plan

In August a form is emailed home for families to complete notifying the school of a child's plan for arrival and dismissal. If there is a temporary or long-term change, it is the responsibility of the parents to notify the school office by a written note or email and communicate with their child of the change.

Traffic Patterns



Rules of the Road

It is important that we all do our part in keeping students safe during busy traffic times.

If using the front drive thru loop, please be sure to pull all the way forward and remain in the car. Students should exit from the passenger side of the car.

Staff will guide students into the school building and will help students locate their car in the loop.

Be cautious of the many cross walks around the school property.

The back parking lot is designated for busing transportation. This is not a space for curbside drop off/pick up. To help maintain safety with restricted visibility, if dropping/picking students up from door 5, please walk your child to and from the supervised crosswalk.

If parking on the street or waiting for the loop, be courteous of keeping neighboring driveways open and unblocked.

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2024

NOVEMBER



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4 PTO General Meeting, 7pm	5 SCHOOLS ARE CLOSED	6	7	8	9
10	11 Picture Retake Day	12	13	14	15	16
17	18	19	20	21	22 Chronicle	23
24	25	26 Fall Classroom Parties	27	28	29	30
			SCHOOLS ARE CLOSED			

Pick Up/Lunch

A student can only be picked up or eat lunch with someone if they are listed as a contact during online enrollment verification. If they are not, you must contact the Kloefkorn office and give them the person's name who will be picking them up or eating lunch with them.

Personal Electronic Devices

Cell phones, smart watches, and other personal electronic devices are considered nuisance items if seen or heard during the school day. If students bring a personal electronic device to school, it should be kept in their backpack, locker, or location designated by school staff during the school day. The school is not responsible for damaged, lost, or stolen devices. Please note that it is unlawful, and therefore prohibited on school grounds, to take a picture or record audio or video of another person without their consent.

Student Use of Telephone

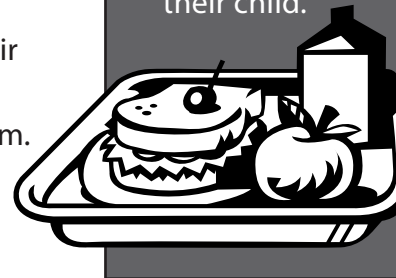
Students will be permitted to call home regarding school matters, upon obtaining permission from the classroom teacher. Calls by students must be kept to a minimum, as there are a very limited number of phone lines in and out of school. Students are asked to make arrangements for participating in after-school activities or going home with a friend before leaving home in the morning. Students will not be allowed to use personal devices in the classroom. Cell phones are to be turned off and kept in students' backpacks during the school day.

Breakfast Program

- Breakfast is served between 7:45 and 8:15 a.m. on each school day.
- All students will be released as they finish eating to join classmates at their designated arrival area.
- Any students left in the cafeteria will be escorted to their rooms at 8:15 a.m.

Lunch Time

- Only 5th Grade students are permitted to buy seconds at lunch when available.
- To purchase meals, seconds (5th) or a milk, families must deposit money into their account by using our web-based meal prepayment system-MySchoolBucks-available on the LPS website. If your child is coming to Kloefkorn Elementary from another LPS school, they will use the same number as last year. If your child is new to Lincoln Public Schools, a number will be assigned.
- If your child received free/reduced lunch last year, your application is valid for the first 30 days of school this year. A new 'Free/Reduced Lunch' application MUST be completed each new school year for each child. Applications are now online, and may be accessed on our school's home page under 'Meal Links.' Call the school office for assistance applying online. Eligibility for the free/reduced lunch program is determined by federal guidelines.
- In case of allergies, notify the school and work with the school team to develop a plan to accommodate the child's needs throughout the school day.
- No food may be brought in to treat for birthday parties, class rewards, or class parties.
- Parents may not bring in food for more than their child.



Grade	Recess	Lunch
K	10:40 - 10:55	10:55 - 11:20
1st	11:45 - 12:00	12:00 - 12:25
2nd	11:00 - 11:15	11:15 - 11:40
3rd	11:30 - 11:45	11:45 - 12:10
4th	11:15 - 11:30	11:30 - 11:55
5th	12:10 - 12:25	12:25 - 12:50

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2024

DECEMBER



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3 Chorus Concert, 6pm	4	5	6	7
8	9	10	11	12	13	14
15	16	17 PTO Staff Cookie Exchange	18	19	20 Last Day of 2nd Quarter Chronicle	21
22	23	24	25	26	27	28
SCHOOLS ARE CLOSED - WINTER BREAK						
29	30	31				
SCHOOLS ARE CLOSED - WINTER BREAK						

Communicating Student Progress

Report Cards & Parent-Teacher Conferences

Lincoln Board of Education states (Policy 6570) that “student progress will be reported formally to parents/guardians at least four times each year.” Information about elementary student progress is reported in four areas:

1. Progress through district curriculum objectives.
2. Performance in assigned curriculum level.
3. Effort.
4. Use of effective learning or study skills.

Parent-Teacher conferences are scheduled twice a year, typically during the first and third quarters of the school year. Please consult the Kloefkorn School Calendar for Parent-Teacher conference dates. Parents with immediate questions about their child’s academic progress are encouraged to contact the teacher at any time.

Methods of Communication

Kloefkorn Chronicle: The “Kloefkorn Chronicle” contains announcements, information, school events, etc. This newsletter is sent monthly via email and is posted on our school website.

Communication Envelopes: Typically, school news will be sent home via re-sealable envelopes. Please return the envelope the next school day including any notes to your child’s teacher. General information will be sent with the oldest child in the family attending Kloefkorn Elementary.

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: Kloefkorn.lps.org.

ParentVue: Parents may access communications, attendance information, grades and more for their child through ParentVue. To activate your ParentVue account or if you have any questions, please call the Kloefkorn office. A link to ParentVue can be found on our school website.

SchoolMessenger: 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.

Treats & Invitations

Classrooms recognize birthdays in a variety of ways. Students are not allowed to bring birthday treats (edible or nonedible).

Please do not send gifts, party favors, balloons, or flowers. These items will not be delivered to classrooms.

Invitations will not be distributed during the school day. Phone numbers and addresses cannot be distributed by any school personnel.



STAY CONNECTED

Follow Kloefkorn Elementary on facebook, instagram, and twitter for what is happening at school!



Kloefkorn Elementary School



@KloefkornElementary



@KloefkornSchool

2025

JANUARY



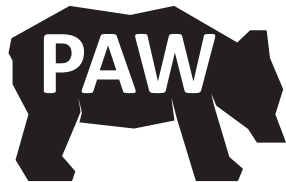
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
			SCHOOLS ARE CLOSED – WINTER BREAK			
5	6 First Day of 3rd Quarter	7	8	9	10	11
12	13	14	15	16	17	18
19	20 SCHOOLS ARE CLOSED	21	22	23	24 PTO Glow Dance	25
26 Happy Birthday Eloise Kloefkorn	27	28	29	30	31 Chronicle	

Visiting the Building

All visitors will be asked to “check in” with the office. Individuals wishing to check students out of school should sign them out in the Kloefkorn office. The office will contact the teacher to send the student to the office. We will not call students to the office until a parent/guardian is here to sign them out.

Safety, Fire and Tornado Drills

All schools have periodic drills so students know what to do in case of emergency, fire, or tornado in order to be safe. The safety of students is a top priority. All schools cooperate with the fire department to make sure the most effective safety procedures are followed.



Positive Reinforcers

Kloefkorn uses PAW (Positive Actions and Words) Awards, Morning Shout Outs, Weekly PAW Pencils, and Quarterly Celebrations to recognize positive behaviors for our cubs!

Bullying

If you feel that peers are bullying your child, please contact your child’s teacher or the building principal, Shayna Cook. 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 who the adults are in the building 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.



Mental and Behavioral Health Point of Contact

Your student’s mental health is important to their academic success. If you have concerns about your student’s mental or behavioral health, you can contact the social worker at your student’s school/program. LPS social workers are licensed mental health practitioners and can help connect you to appropriate mental health or behavioral supports.

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2025

FEBRUARY



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3 PTO General Meeting, 7pm	4	5	6	7	8
9	10	11	12	13	14 Spring Classroom Parties	15
16	17 SCHOOLS ARE CLOSED	18	19	20 4th grade Cunningham field trip	21 4th grade Cunningham field trip	22
23	24 Science Fair Set Up 4th grade Cunningham field trip	25 Science Fair, 6pm	26	27 P/T Conferences	28 Chronicle	



Normal School Hours

Grades K-5:

School Starts: 8:15 a.m. Dismissal: 2:53 p.m.

AM Preschool:

Starts: 8:00 a.m. Dismissal: 11:30 a.m.

PM Preschool:

Starts: 12:00 p.m. Dismissal: 3:30 p.m.

Parent/Teacher Conferences

Thursday, October 3;
Tuesday, October 8, 2024.

Thursday, February 27;
Tuesday, March 4, 2025.



Kloefkorn Volunteers

If you want to be a volunteer at Kloefkorn, go to LPS.org and type in “volunteer” in the upper right search box. Fill out the online volunteer form and click “apply” to be a Level 2 volunteer. To become a Level 3 volunteer, you must contact the Kloefkorn office after completing the online Level 2 application. Additional information will be requested in order to run a background check to become a Level 3 volunteer.

Level 2 – Can work in the classroom with students, but under direct supervision of the teacher. This includes but is not limited to: room parent, classroom readers and parties, book fair, classroom tasks, back to school checkout, etc.

Level 3 – Can work with students, but may not be under the direct supervision of the teacher. This includes but is not limited to: FIELD TRIPS, helping students in the hall, etc. Please communicate your desire to be a Field Trip Chaperone with your child's teacher regarding their specific field trips. **If you plan to attend any field trip(s), you must be a level 3 volunteer prior to the trip date. Applications are good for 3 years.**

Parent Teacher Organization

The purpose of the Kloefkorn PTO is to enhance and support the educational experience at Kloefkorn Elementary, to develop a closer connection between school and home by encouraging family involvement, and to enrich the environment at Kloefkorn Elementary through volunteer and financial support.

All teachers and families are encouraged to join the Kloefkorn PTO. Check the Kloefkorn PTO web site – kloefkornpto.ptboard.com/home or the school website for membership information, PTO events and General Membership Meeting dates.

Good communication is a key to success. The PTO has a Facebook page, website and sends notices home in Friday Folders. We contribute to the Kloefkorn Chronicle and send email updates. Our website is kloefkornpto.ptboard.com/home. Don't forget to “like” us on Facebook at Kloefkorn Elementary PTO.

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2025

MARCH

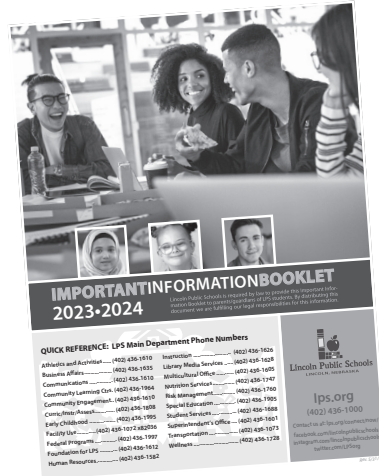


SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4 P/T Conferences	5	6	7 Last Day of 3rd Quarter	8
9	10	11	12	13	14	15
SCHOOLS ARE CLOSED						
16	17 First Day of 4th Quarter	18	19	20	21	22
23	24	25 PTO Book Fair	26	27 PTO Book Fair Art Night	28 Chronicle	29
30	31					

Important Information Handbook

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

Although the information found in this handbook is detailed and specific on many topics, the handbook is not intended to be all encompassing so as to cover every situation 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. The information provided in this book is subject to change without notice. On the right you will find the table of contents from this informative handbook.



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2025

APRIL



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 Happy Birthday Daisy Mae!	2	3	4	5
6	7 PTO General Meeting, 7pm	8	9	10	11	12
13	14	15	16	17 PTO Earth Day & Color Run	18 SCHOOLS ARE CLOSED	19
20	21 SCHOOLS ARE CLOSED	22	23	24	25 Chronicle	26
27	28 Chorus field trip	29 Chorus Concert, 6pm	30			

School/ Classroom Parties and Celebrations

Parties and classroom celebrations (e.g., Fall, Holiday, Valentine's) are at the discretion of the building principal aligned with LPS Guidelines.

Any food that is associated with classroom parties/celebrations will be provided by the school or parent organization with the approval of the principal. Students or families should not bring food for their class for any occasion.

We request that only non-edible treats are included in Valentine cards. Edible treats will be sent home and will not be eaten at school due to possible allergies and food sensitivities.

Please Note:

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



Field Trips

Parents acting as volunteers on field trips, may not bring other children so their full attention can be given to active supervision.

Parents/Guardians who are not volunteers are strongly discouraged from bringing younger siblings on a school sponsored field trip. Field trips are connected to the LPS curriculum and are intended for the students at that grade level to have a focused learning experience.

If the educational experience is disrupted by younger siblings or parents not acting as volunteers, they may be asked to leave the field trip.

The school determines the number of adult volunteers needed for a field trip and may need to limit adult participation due to cost, supervision, space, security and other considerations.

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2025

MAY



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5 Staff Appreciation Week	6 Staff Appreciation Week	7 Staff Appreciation Week	8 Staff Appreciation Week	9 Staff Appreciation Week	10
11	12	13	14	15	16 Chronicle	17
18	19	20 Kloefkornucopia Parade	21 Field Day	22 Last Day of School	23	24
25	26	27	28	29	30	31

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2025

JUNE



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
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					

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2025

JULY



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		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		

KLOEFKORN ELEMENTARY SCHOOL STAFF

Principal	Shayna Cook	<i>scook2</i>
Assistant Principal	Lisa Swiatek	<i>lswiate</i>
Executive Office Professional	Leticia Atkinson	<i>latkins</i>
Registrar	Rose Salazar White	<i>rsalazar</i>
Nurse	Kelsey Jaacks	<i>kjaacks</i>
Preschool AM	Christa Smith	<i>csmit10</i>
Preschool PM	Kim Sudbeck	<i>ksudbeck</i>
ECSE Resource	Kylie Church	<i>kchurch1</i>
ECSE SLP	Peggy Ozaki	<i>pozaki</i>
Kindergarten	Heidi Butler	<i>hbeck</i>
	Kelly Haro	<i>khartman</i>
	LeKeisha Howe	<i>lhowe</i>
1st Grade	Tiffany Geis	<i>tgeis</i>
	Jodi Jones	<i>jjones5</i>
	Heather Wendelin	<i>hwendeli</i>
2nd Grade	Kaitlyn Biester	<i>kbiester</i>
	Stephanie Schulz	<i>sschulz2</i>
	Alexis VonEssen	<i>avonesse</i>
3rd Grade	Joanna Fineran	<i>jfinera</i>
	Kari Lau	<i>klau</i>
	Alyssa Preston	<i>apreston</i>
	Samantha Wahl	<i>swahl</i>
4th Grade	Kelsey Halverson	<i>khalver</i>
	Michael Rader	<i>mrader2</i>
	Lydia Troyer	<i>ltroyer</i>
5th Grade	Grace Halstead	<i>ghalstea</i>
	Jordyn Hoxworth	<i>jhoxwort</i>
	Kristen Riley	<i>kriley2</i>
	Hanna Savidge	<i>hsavidge</i>

Specialist - Art	Audrey Jurek	<i>ajurek</i>
Specialist - Comp./Media	Lisa Mason-D'Croz	<i>lbartz</i>
Specialist - Music	Melissa Moates	<i>mmoates</i>
Specialist - P.E.	Mark Schmeeckle	<i>mschmee</i>
Specialist - Band	Megan Burkle	<i>mburkle2</i>
Specialist - Strings	Sara Miller	<i>smiller8</i>
Counselor	Kate Jones	<i>kjones5</i>
Family Service		402-441-7949
Gifted Facilitator	Rachel Johnson	<i>rjohnso5</i>
Interventionist	Shelly Longoria	<i>mlongor</i>
Resource/Special Ed.	Anna Fett	<i>afett</i>
	Rachel Scofield	<i>rscofie</i>
Social Worker	Becca Koenig	<i>bkoenig2</i>
Speech	Lauren Newman	<i>lnewman</i>
Paraeducator	Debra White	<i>dwhite3</i>
	Lisa Fagler	<i>lfagler</i>
	Melissa Eisenbarth	<i>meisenba</i>
	Sarah Johnson Justice	<i>sjohns18</i>
	Shari Freeman	<i>sfreeman</i>
	Tammy Freeze	<i>tplock</i>
	Tammy Taylor	<i>ttaylor</i>
Custodial	Chase McKinney	<i>cmckinne</i>
	Jacob Gormley (Asst. Bldg. Supt.)	<i>kgormley</i>
	Mads Kasperek	<i>mkasperek</i>
	Mike Reed (Bldg. Supt.)	<i>mreed2</i>
Nutrition Services	Elaine Davenport	<i>edavenpo</i>
	Janelle Boehm	<i>jboehm</i>
	Joelyn Tucker	<i>jtucker3</i>
	Tiffany Johnson (Manager)	<i>tjohns10</i>