

Holmes Elementary School Quick Guide

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Save the Dates

August

August 14th: First Day of School

August 14th -16th: Early Release (**1:33 PM**)

August 17th: First Day of Preschool

August 29th: PLC Early Release (**1:33 PM**)

Save the Dates

Early Release Days

We will have a **1:33 p.m.** early release the first three days of school and usually the last Tuesday of every month. Please make sure you plan accordingly for after school pick up and care.

***August 29**

***September 26**

***October 31**

***November 28**

****December 12**

***January 30**

***February 27**

***March 26**

***April 23**

***May 23**

*Preschool is NOT in session on PLC days.

**Note December PLC day is the third Tuesday

Arrival and Dismissal Plans

It is the responsibility of the family to notify the school in writing or email if a child's plan changes temporarily or permanently. In some instances, a new arrival/dismissal form will need to be completed. Please inform the office by email if an individual not on the Arrival/Dismissal form is picking up your child.

Staying Connected!

- ★ Visit the **Holmes Website:** <https://holmes.lps.org/>
- ★ Like us on **Facebook:** Holmes Elementary School (see website for link)
- ★ Holmes **PTO:** Holmes Elementary School PTO- (see website for link)
- ★ **ParentVue:** <http://www.lps.org/parents/>
- ★ Read the Holmes **Newsletter** via email every month
- ★ View **Friday Folders** Materials

SCHOOL DAY!

- **7:45 a.m. - 8:15 a.m.** - Breakfast is served in the cafeteria
- **8:00 a.m.** - Arrival for students not eating breakfast
- **8:08 a.m.** - Classroom line up/First bell rings
- **8:15 a.m.** - Attendance Bell/Start of School Day for Grade K-5
 - Students arriving after 8:15 a.m. should check in at the Main Office to get a tardy pass

Grades K-5

Starts: 8:15 a.m.

Dismisses: 2:53 p.m.

AM Preschool

Starts: 8:45 a.m.

Dismisses: 12:15 a.m.

PM Preschool

Starts: 12:30 p.m.

Dismisses: 4:00 p.m.

Full-Day Preschool

Starts: 8:30 a.m.

Dismisses: 2:30 p.m.

There is **NO** supervision for students before these times. It is important that students do not arrive before **7:45 a.m.** for breakfast. Students not eating breakfast should not arrive to school until **8:00 a.m.**

Traffic Flow & Drop Off

Please see the traffic map located on our website!

ARRIVAL

- ★ The Holmes School campus is closed until **7:45 a.m.**
- ★ Students arriving for breakfast are expected to arrive from **7:45-8:05 a.m.**
- ★ Students not eating breakfast are expected to arrive from **8:00-8:15 a.m.**

DISMISSAL

- ★ All students are dismissed from the building at **2:53 p.m.**
- ★ All students must promptly leave campus at dismissal or go to an assigned school sanctioned after-school activity.
- ★ Teachers will escort students out their designated exit door.
- ★ School Campus (including the playground) is closed until 6:00 p.m. except for use by school childcare and clubs. Reservations for rooms/playground should be entered in the district Archibus system.

-- Attendance --

An important part of school success is regular, on-time attendance. This includes attendance through the end of the day. Please contact the office if your child(ren) will be absent from school. You can contact us at 402-436-1143 before 7:30 and leave a voicemail or email Shaylee at sybarra@lps.org. Attendance can also be submitted on the ParentVue Portal.

ParentVue: a secure, private website through Lincoln Public Schools that allows families access to their child's real-time information. ParentVue allows you to track documents, access schedules, grade book information, course history and more! Contact the school office for login information.



Volunteers

Lincoln Public School District requires all volunteers to complete the online volunteer application prior to helping in classrooms or on field trips. All volunteers that plan to attend field trips must be a level III volunteer. The level III application requires a background check to be completed and approved prior to the field trip. Volunteer Applications can be found at LPS.org or [Be A Volunteer](#). If you have any questions please call the office at 402-436-1143 or email Shaylee at sybarra@lps.org.

-- Door 1 --

All parents and visitors are required to use Door 1 when visiting school. This is our secured entrance and you will be greeted by our office upon your arrival and receive a badge to wear during your visit.

-- Classroom Disruptions --

One of our goals at Holmes Elementary is to maintain a productive environment for students, conducive to learning at high levels. In order to do so, we are diligent about minimizing the disruptions to instructional time in the classroom and ask for your help as well. With over 400 students, we are frequently asked in the office to relay messages to students, often about changes in after-school plans. We kindly ask that, to the extent possible, those situations be taken care of before the school day. Thank you so much for your help!

Holmes Student Handbook

Important Information Booklet

<http://www.lps.org/about/important/>

All of our schedules and dates are subject to change due to Lincoln Public Schools and Lancaster County Health Department Recommendations

Lunch Schedule

Kindergarten	10:45-11:10
1st Grade	11:10-11:30
2nd Grade	11:30-11:50
3rd Grade	11:50-12:10
4th Grade	12:10-12:30
5th Grade	12:30-12:50

If a non-immediate family member will be joining your student for lunch, please call the school office before 10:00 a.m. Outside food is welcome to be brought in; however, due to allergy concerns and FDA regulations, sharing with other students is not permitted. Parents/guardians that attend lunch are asked to return to the office and turn in their badge promptly after lunch.

Elementary Student Breakfast..... \$1.30
Elementary Student Lunch\$2.50

Meal payments and balance notification can be found by using [My School Bucks](#), at <http://home.lps.org/ns/prices-payment/>

Free/Reduced Lunch Applications

Families of students who may be eligible for free or reduced price school meals must submit a new application each new school year to determine eligibility. On-line application link can be found at <http://home.lps.org/ns/free-reduced/>

Parent/Guardian School Visits

Parents/Guardians must set up a school visit prior to coming to the school. These visits are typically limited to 30 minutes. While visiting, capturing memories via photos is okay. However, we ask that families refrain from taking pictures of other students as some parents/guardians have indicated that their children should not be photographed at school.

Phones

Students that have personal cell phones and decide to bring those to school will be required to check-in phones with the main office or her/his classroom teacher. Cell phones that are not turned in that become a(n) disruption/issue will be confiscated and a parent/guardian will be required to pick up those items.

Personal Items/Lost & Found

Please mark your child's personal items with a permanent marker: coats, jackets, backpacks, lunch bags, etc. If a personal item is misplaced and found it may be located in the lost and found in the lobby.