

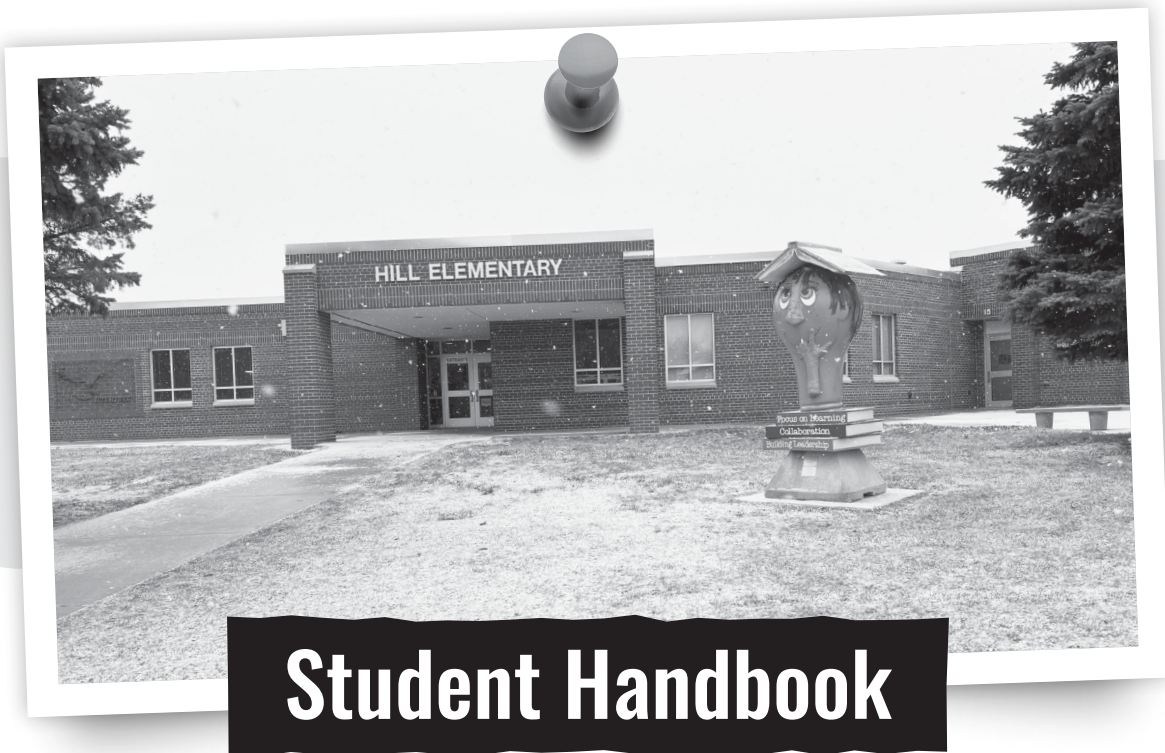
2025



2026

# RUTH HILL

- Elementary -



## Student Handbook

*Soaring to New Heights*

5230 Tipperary Trail | Lincoln, NE 68512 | 402-436-1142 | Hill.LPS.org

Emily Wiebeck, Principal | Amber Smith, Assistant Principal



**Lincoln**  
PUBLIC SCHOOLS



# LPS Student Calendar



# 2025-26

## JULY 2025

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

## AUGUST 2025

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

## SEPTEMBER 2025

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

## OCTOBER 2025

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

## NOVEMBER 2025

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

## DECEMBER 2025

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

## JANUARY 2026

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

## FEBRUARY 2026

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

## MARCH 2026

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

## APRIL 2026

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

## MAY 2026

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

## JUNE 2026

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

- First Day for K, 6, & 9th Grades
- First Day for 1-5, 7-8, & 10-12th Grades
- Last Day for Students
- All Schools Not in Session
- Schools Not in Session (*Professional Learning/Planning Day*)
- Quarter Start Dates
- Quarter End Dates

## Graduation Dates

**Tuesday, May 19, 2026** - Yankee Hill

**Wednesday, May 20, 2026** - Independence Academy

**Thursday, May 21, 2026** - Bryan Community Focus Program

**At Pinnacle Bank Arena May 22-24, 2026**

Fri: LSE | Sat: LNE, LSW, LNW, LNS | Sun: EHS, LHS, LSB

**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.



# Welcome to Ruth Hill Elementary

## *Soaring to New Heights*

Dear Hill School Families,

The contents of this handbook serve to inform you of many of the policies and procedures in place for our school community. The school staff, children, and families believe that following consistent policies and practices enables our school to function efficiently and make our school an ideal setting for learning!

Providing an ideal education for all students and promoting success for all students in a community that encourages life-long learning is our mission. Our mission is evidenced in the high rate of student achievement, numerous projects and enhancements to our school program and high level of collaboration between school staff and families. At Hill School, we strive to offer the best education every day!

Thank you for reading the handbook and reviewing the contents with your child. The handbook also features important information related to health issues, student pick-up and drop off guidelines, attendance policies, and school breakfast and lunch information.

Along with the entire Hill staff, welcome back to the **2025-2026** school year! I look forward to partnering with you throughout the school year.

Sincerely,

Emily Wiebeck  
Principal

**Emily Wiebeck**

Principal  
[ewiebeck@LPS.org](mailto:ewiebeck@LPS.org)

**Amber Smith**

Asst. Principal  
[asmit10@LPS.org](mailto:asmit10@LPS.org)

5230 Tipperary Trail  
Lincoln, NE 68512  
**Phone:** 402-436-1142  
**Fax:** 402-458-3242

**Office Hours:**  
7:30 a.m. – 4:00 p.m.

[Hill.LPS.org](http://Hill.LPS.org)

# General Information

The Lincoln Public Schools publishes the **Important Information Booklet**. This document includes important information, practices, and procedures for every school within LPS. You can access this by visiting [LPS.org](https://lps.org) and entering the keyword: important.

The Lincoln Public Schools also publishes the **Elementary School Common Practices**. This document includes important information, practices, and procedures for every elementary school within LPS. You can access this by visiting [LPS.org](https://lps.org) and entering the keyword: important.

Then we have the **Ruth Hill Elementary Parent/Student Handbook** (this document). This includes a variety of practices and procedures we use to operate a safe and effective school specifically at Ruth Hill. Our goal is to educate your child(ren) and provide for their safety and well-being. Please read through this handbook and go over the contents with your child(ren). It is important that your child(ren) understands that we will work together and that the teachers and parents support one another. This Student-Parent Handbook states current practices and procedures for Ruth Hill Elementary School. These procedures are subject to change as dictated by state law, district policy or changing needs at Ruth Hill Elementary School.

## School Mission Statement

*Our mission at Ruth Hill School is evident... "to promote success for all students in a community that encourages life-long learning."*

## School Hours

**Grades Kindergarten through Fifth** (daily)  
8:15 a.m. – 2:53 p.m.

### Professional Learning Dates

Elementary students **NOT** in attendance

- September 2, 2025
- October 14, 2025
- December 1, 2025
- February 17, 2026
- April 6, 2026



# Methods of Communication

## School Newsletter: Hill Hawk Talk Newsletter

The Hill Hawk Talk contains announcements, information, school events, etc. This newsletter is sent monthly through School Messenger.

## Weekly Communication Folders

Typically, school news will be sent home via Thursday 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 Hill 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

General information is available on our website: [Hill.LPS.org](http://Hill.LPS.org). You will find our school contact information, a link to ParentVue, school lunch menus and upcoming events on our website.

## 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. You can enter student attendance right on the app!

## 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! You will find that we post photos and updates on learning and fun school activities! "Like" us at Hill Elementary School. Go to [www.facebook.com/profile.php?id=100072426461458](http://www.facebook.com/profile.php?id=100072426461458) or scan the QR code.



# Before and After School Care

Family Services “School’s Out” program offers before and after school child care at Hill School for children in Kindergarten through fifth grade. Please contact Family Services at 402-441-7949 for registration information. Hill does not manage or oversee this program. **Family Service Hours:** 7:00-8:15 a.m., 2:53-5:45 p.m.

## Walking to School

Students walking to school should walk on the sidewalk. Please stay off personal property and out of the puddles, mud and snow. Students should be extra careful crossing the streets. Students are to cross the busy streets only where there are crosswalks. Thank you for reviewing safe pedestrian practices with your child.

## Arrival and Dismissal at Ruth Hill

**Preschool arrival and dismissal will remain the same.** Students using LPS transportation will arrive and leave with their class on the bus. Parents who drop off for morning preschool, please follow the above traffic plan. If you prefer to park and walk your preschooler up, please either use the visitor spots or park further down on Tipperary Trail. This allows us to keep the Hill loop open for transportation and school age arrival.

### Arrival

#### 7:45-8:00

- We do not have supervision until 8:00 for students not receiving breakfast. Students must stay in their vehicle or off school property until 8:00 if they do not want breakfast. If your student will be waiting in the car until 8:00, please pull all the way forward to ensure cars bringing students for breakfast are able to drop the students off safely.
- If your child wants breakfast, please have them **arrive at 7:45** and enter through door 15. Supervision is provided only for students eating breakfast.
- Any student arriving before 8:00 will be required to purchase a breakfast. No outside food or drink is allowed in the Multipurpose Room.

#### 7:45-8:00 Traffic Flow

- Students must exit the passenger side onto the curb.
- Please pull all the way forward. Then, you may drop your child off at any point in the loop after pulling forward.
- Please do not stop/park in a crosswalk.
- Right turn only out of the loop onto Tipperary.

## 8:00-8:08

- K, 1, 2 students will enter through door 15 and sit supervised until 8:08 in the hallway. Socializing encouraged!
- 3, 4, 5 students will enter through door 4 and sit supervised until 8:08 in the hallway. Socializing encouraged!
- Follow 8:00-8:15 Traffic Flow below.

## 8:08-8:15

- At 8:08, K, 1, 2 students will be escorted to their classrooms to begin their morning routine.
- At 8:08, 3, 4, 5 students will enter their classrooms to begin their morning routine.
- K, 1, 2 students will enter through door 15 and walk to class.
- 3, 4, 5 students will enter through door 4 and walk to class.
- Follow 8:00-8:15 Traffic Flow below

### 8:00-8:15 Arrival Traffic Flow

- When pulling into Hill from Tipperary (solid lines on visual), there will only be one lane (dotted line on visual). Please alternate when pulling into the loop to avoid backup on Tipperary.
- While in the loop, we will only have one lane (dotted line on visual) through the entire loop. Please do not stop/park in a crosswalk.
- Please do not get out of your vehicles and continue to pull forward.
- When you get to the designated area (triple line on visual), staff will open your doors and students will exit the passenger side onto the curb.
- Students will only be permitted to exit the vehicle in the designated area (triple line on visual) with a staff member opening the door.
- **Right turn only out of the loop onto Tipperary.**

## 8:15

- At 8:15, doors 15 and 4 will be closed. Students will need to enter through Door 1 to receive a tardy pass from the office.

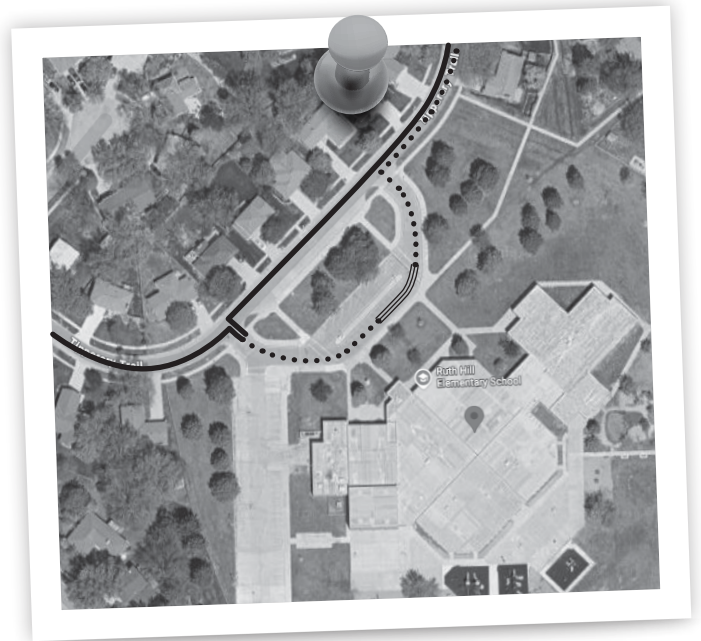
## Dismissal

### 2:50-2:53

- Kindergarten students will exit the building with teachers.
- If your kindergartner is walking, they will be released once their adult is identified.
  - The adult can park further down on Tipperary and walk to get the kindergartner.
  - The adult can park in the visitors' spots in front of the school and walk to get the kindergartner.
  - Please do not park in the staff parking lot.
- If your kindergartner is being picked up via a vehicle in the front loop, please follow the dismissal procedure traffic flow below. They will be able to enter the vehicle at 2:53 when we have supervisors out to assist your kindergartner.

## 2:53

- All other grades exit from the building.
- If your child is walking, they will identify the adult or students they are walking with and be dismissed from their teacher.
- If you want to avoid driving through the Hill loop, it may be beneficial to identify a location and park so your child can walk to your vehicle. Please park further down Tipperary to avoid causing traffic concerns for cars determined to use the Hill loop.
- If your child is being picked up via a vehicle in the front loop, please follow the dismissal procedure traffic flow below.



### 2:53 Traffic Flow

- When pulling into Hill from Tipperary (solid lines on visual), there will only be one lane (dotted line on visual). Please alternate when pulling into the loop to avoid backup on Tipperary.
- While in the loop, we will only have one lane (dotted line on visual) through the entire loop. Please do not park in a crosswalk.
- Please do not get out of your vehicles. We will have staff with radios calling your child's last name as identified by your visor (provided at Open House or upon enrollment throughout the year).
- When you get to the designated area, staff will open your doors and students will get in on the passenger side only (triple line on visual).
- Please keep pulling forward and following staff guidance. There will be no need to "jump" cars or weave in and out. Everyone will stay in a single file line and only leave in a single file line.
- Students will only be permitted to enter the vehicle in the designated area (triple line on visual) with a staff member opening the door.
- **Right turn only out of the loop onto Tipperary.**

# School Breakfast Program

Hill School offers a before school breakfast program. Breakfast is served from 7:45 a.m. to 8:15 a.m. each morning. After 8:15 a.m., students may eat their breakfast in their classroom area. Students have the choice of selecting a cold breakfast (ex: cereal and mini breakfast bar) or hot breakfast (ex: breakfast pizza) plus receive 100% fruit juice, low fat milk and optional 1/2 cup serving of fruit. All students are welcome to eat at school. All students are welcome to eat at school, starting at 7:45 a.m.

# School Lunch Program

The lunch/recess period at Hill School is 30 minutes in length. Kindergartners will have 25 minutes in the lunchroom to eat however, we will begin dismissing students after 20 minutes. Students are allowed to stay in the lunchroom to finish eating if they choose to do so. Approximately 20 minutes of this time is for children (Grades 1st thru 5th) to eat with a 10 minute after lunch recess.

A school lunch consist of a choice of two or more hot entrees, chef salad or meatless entree plus a salad, vegetable, fruit and milk. Purchase of carton of cow's milk is 60 cents. A lunch menu will be sent home on a monthly basis with the two entrees that are available each day. Sometimes lunch menus change unexpectedly; more accurate information can be found online at [LPS.org](http://LPS.org).



At Hill, our cash register system is run by a computer that keeps track of your student's meal account balance. Each student is given a meal card with a number specific to your student's meal account. This card is only used by your student when they purchase meals at breakfast and/or lunch.

Free and/or reduced lunch application forms are available on the LPS web site. You can access this application by visiting [LPS.org](http://LPS.org) and entering "Free and Reduced" in the search box. Eligibility for this program is determined by Federal guidelines. **FAMILIES OF STUDENTS WHO MAY BE ELIGIBLE FOR FREE OR REDUCED PRICE MEAL BENEFITS MUST SUBMIT A NEW APPLICATION EACH NEW SCHOOL YEAR (JULY 1ST OR AFTER) TO DETERMINE ELIGIBILITY.** Applications must be submitted online. No paper copies can be accepted. **Students are allowed to "borrow" if they do not have sufficient funds to pay for lunch, but it is recommended that a child not borrow more than one day and that they repay the loan the next day.**

Parents and guardians are encouraged to have lunch in the school cafeteria with their children occasionally. Please call the office (402-436-1142) by 8:30 a.m. if you are planning on having a school

lunch at school. While in the lunchroom, following these expectations will help keep all students on track for success.

- Please wait on the stage until your student arrives in the lunchroom.
- You can either pull up a designated guest chair to eat at your student's assigned table or sit at a heart table with your student.
- No pictures of other students to respect their privacy.
- Please do not share food with any student except your own.
- When the lights are off, all voices are off including adults.
- When students are dismissed for recess, please return to the office and check out. We ask that recess is for the students only.

Finally, the school cafeteria is a dining room away from home. Good eating habits and courteous behavior and conversations during the lunch period contribute to an enjoyable school environment. Parents, staff and students will work together in this regard.

# Lunch Schedule and Pricing

GRADE	LUNCH	BREAKFAST PRICING	LUNCH PRICING
Kindergarten	10:45-11:10	Full Price \$1.30	Full Price \$2.50
Grade 1	11:15-11:35	Reduced \$.30	Reduced \$.40
Grade 2	11:35-11:55	Adult/Non-Student \$2.50	Adult/Non-Student \$4.00
Grade 3	12:40-1:00	Second Breakfast \$2.50	Second Lunch \$4.00
Grade 4	12:15-12:35		
Grade 5	11:55-12:15		

# Recess at School

Recess is very important to us. Each grade level has at least 20 minutes of outside activity time each day. We love to be outside and will go out even when it's cold. Please ensure your child has adequate gear for cold weather throughout the winter. On days with extreme temperatures we will opt for inside recess.

# Specials Rotation for 2025-2026

Kindergarten through 5th grade will have four specials in a rotation. These specials classes will be art or computer, music, physical education and media. Teachers will communicate the specific rotation (what class they have on each day) for their class with students and families. These days will be indicated by letters: **A day, B day, C day or D day.**

# Water Bottle Policy

Only securely sealed water bottles are permitted to promote hydration and minimize disruptions in the classroom. Only water is allowed in these bottles. Bottles must be leak-proof, no straws, and labeled with the student's name for easy identification. Water is the only drink allowed in the classroom.

# Hill School PTA

The Hill PTA meets regularly throughout the school year to plan events and activities for children and families throughout the school year. Look for information about joining the Hill School PTA in the summer mailing, the PTA website ([ruthhill.ptboard.com](http://ruthhill.ptboard.com)) or by contacting the school office at 402-436-1142. Please go to the PTO board site and sign up! There is **SO** much information shared on this site, including class directory information.



# Cell Phone and Electronic Devices

For information regarding Cell Phone and Electronic Devices, please refer to the *LPS Important Information Booklet*. This information can be found in the Student Services Common Practices section, on page 47. The *LPS Important Information Booklet* can be found on the front page of the LPS website ([LPS.org](http://LPS.org)) under Essentials. Printed copies of the booklet can be obtained by contacting our school office.

# Visitors and Volunteers

For information regarding Visitors and Volunteers, please refer to the *LPS Important Information Booklet*. This information can be found in the Student Services section, on page 43. The *LPS Important Information Booklet* can be found on the front page of the LPS website ([LPS.org](http://LPS.org)) under Essentials. Printed copies of the booklet can be obtained by contacting our school office.

# Bullying

If you feel that your child is being bullied by peers, please contact your child's teacher or the building principal, Emily Wiebeck ([ewiebeck@LPS.org](mailto:ewiebeck@LPS.org)) or Dana Erickson ([derickso@LPS.org](mailto:derickso@LPS.org)). 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 administrators, 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. Please feel free to contact your child's teacher, Ms. Erickson, Mrs. Smith or Mrs. Wiebeck if you feel your child needs support with school.



## 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. Go to [home.LPS.org/socialworkers/mental-behavioral-health-points-of-contact](http://home.LPS.org/socialworkers/mental-behavioral-health-points-of-contact) or scan the QR code for more information.



# Hill Elementary Staff\*

(Add "LPS.org" after name of staff for email address)

**Emily Wiebeck** (ewiebeck)  
Principal

## MAIN OFFICE

Dannielle Franklin, Exec Secretary ..... dfrankli  
Kelly Winkler, Secretary ..... kwinkle

## HEALTH OFFICE

Kerstin Buckley ..... kbuckley

## STUDENT SERVICES

Jennifer Andersen, Gifted Facilitator ..... janderse  
Lana Anderson, Academic Interventionist ..... lana  
Matt Dinneen, Social Worker ..... mdinneen  
Dana Erickson, Counselor ..... derickson  
Olivia Moats, Psychologist ..... omoats  
MacKenzie Sheaff, Interventionist ..... msheaff  
Tracy Schulz, Intervention Spec. .... tschulz2  
Melissa Weatherly,  
Behavioral Interventionist ..... mweather

## SPECIAL EDUCATION

Rachel Beeney, SLP ..... rbeeney  
Emma Hendrickson ..... ebenck  
Sydney Micek ..... ssmit16  
Cali Myers ..... cbrown8  
MacKenzie Sheaff ..... msheaff

## SPECIALISTS

Megan Manning-Kechely,  
Instrumental ..... mmannin2  
Richel Nguyen, Art/Computer ..... rnyuyen2  
Scott Rice, P.E. .... rrice  
Amanda Rickert, Vocal Music ..... arickert  
Samantha Schwasinger, Media ..... smccray  
Colin Wood, Strings ..... cwood3

**Amber Smith** (asmit10)  
Assistant Principal

## OT/PT

Heidi Longe ..... hlonge1  
Laurie Miller ..... lmliller

## CUSTODIANS

Thomas Boeche ..... tboeche  
Kurt May ..... kmay  
Lief Tomas, Asst Bldg Superintendent ..... ltomas  
Andy Wiig, Building Superintendent ..... awiig

## KITCHEN

Laurie Glock ..... lglock  
Fikreta Salja ..... fsalja  
Zildza Salkanovic ..... zsalkano

## KINDERGARTEN

Ariah Behrens ..... abehrens  
Cynthia Mick ..... cmick  
Jamie Shacklett ..... jshackl

## GRADE 1

Sara Carlisle ..... ssteinau  
Sue Hamilton ..... lhamilt  
Kayla Simnitt ..... ksinnitt

## GRADE 2

Morgan Arens ..... marduser  
Ashley Kallhoff ..... akallhof  
Kayleigh Walter ..... kwalter4

## GRADE 3

Stephanie Folts ..... sfolts  
Lauren Knudsen ..... lborer  
Erin Yank ..... eeisbach

## GRADE 4

Baylee Carter ..... bcarter  
Madelyn Hawco ..... mhawco  
MiKayla Jansen ..... mnorthu

## GRADE 5

Brooke Aspen ..... baspen  
Kathryn Danielson ..... kadanielson1  
Wendy Leach ..... wleach

## PARAEDUCATORS

Kristy Fair ..... kfair  
Andrea Halpern ..... ahalper  
Susie Kant ..... skant  
Momina Khattak ..... mkhattak  
Justine Metzger ..... jmetzge3  
Shelby Schmidt ..... sschmid6

## EARLY CHILDHOOD PROGRAM

### Class Times

8:00-11:30 AM

12:00-3:30 PM

\*Staff list is not all-inclusive.





**LINCOLN BOARD OF EDUCATION** 5905 O Street • Lincoln, NE 68510



Barbara Baier  
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John Skretta, **Interim** Superintendent

5/25

*The Lincoln Public School District does not discriminate on the basis of race, color, national origin, religion, sex, marital status, sexual orientation, disability, age, pregnancy, childbirth or related medical condition, genetic information, citizenship status or economic status in its programs, activities and employment.*