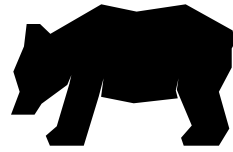


2026



2027

KLOEFKORN ELEMENTARY



Student Handbook & Calendar

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

6601 Glass Ridge Drive | 402-436-1148 | Fax: 402-458-3248 | Kloefkorn.LPS.org | Shayna Cook, Principal



Lincoln
PUBLIC SCHOOLS

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

For Bilingual Liaisons:

Arabic: 402-436-1715

Russian: Если вам требуются услуги переводчика пожалуйста позвоните по телефону: 402-436-1942

Español: Por favor llame a este número de teléfono si necesita servicios de intérpretes: 402-436-1938

Vietnamese: Xin vui lòng gọi về số này nếu quý vị cần có dịch vụ thông dịch: 402-436-1939

Ukrainian: Будь ласка, зателефонуйте за цим номером, якщо вам потрібні послуги перекладу: 402-436-1786

Karen: ဝံသးစူကီးလိတဲစိနိုဂ်အဲအံ့ဖဲနမ့ာ်လိာ်ဘာ်ပုဂံတိကျီးထံတံအတံအိာ်ထွဲမၤစၢ 402-436-1769



Please Note:

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LPS Student Calendar



2026-27

Graduation Dates

Tuesday, May 18, 2027

Yankee Hill

Wednesday, May 19, 2027

Independence Academy

Thursday, May 20, 2027

Bryan Community

At Pinnacle Bank Arena May 21-23, 2027

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

☉ 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

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.

JULY 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	

AUGUST 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					

SEPTEMBER 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			

OCTOBER 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

NOVEMBER 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					

DECEMBER 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		

JANUARY 2027

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						

FEBRUARY 2027

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 2027

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 2027

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 2027

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 2027

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			

Welcome to Kloefkorn!

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



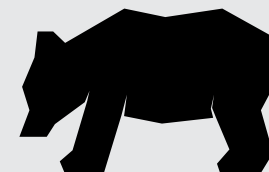
Creating Success Through Partnership

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.



August 2026

Lincoln Public Schools

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4	5	6	7	8
9	10 Open House 5:00 p.m.	11	12 First Day for K, 6, and 9th Grades Happy Birthday Mr. Bill Kloefkorn!	13 First Day for 1-5, 7-8 and 10-12th Grades	14	15
16	17 PTO General Meeting 7:00 p.m.	18 First Day for Preschool	19	20	21	22
23	24	25	26	27	28 Cub Corner	29
30	31					

» Important Dates

Monday, August 10th
Open House
5:00 p.m.

Wednesday, August 12th
First Day for
K, 6, and 9th Grades
Happy Birthday
Mr. Bill Kloefkorn!

Thursday, August 13th
First Day for 1-5,
7-8 and 10-12th Grades

Monday, August 17th
PTO General Meeting
7:00 p.m.

Tuesday, August 18th
First Day for Preschool

Friday, August 28th
Cub Corner

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.



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.

September 2026

Lincoln Public Schools

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4 FriYAY Fun Day!	5
6	7 SCHOOLS CLOSED	8 SCHOOLS CLOSED	9	10	11	12
13	14	15	16 Picture Day	17	18	19
20	21	22	23	24	25 PTO Walk-a-Thon Cub Corner	26
27	28	29 Parent / Teacher Conferences PTO Book Fair	30			

» Important Dates

Friday, September 4th
FriYAY Fun Day!

**Monday, September 7th
- Tuesday, September 8th**
Schools Closed

Wednesday, September 16th
Picture Day

Friday, September 25th
PTO Walk-a-Thon
Cub Corner

Tuesday, September 29th
Parent / Teacher
Conferences
PTO Book Fair

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.

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 a.m. bell rings. At 8:10 a.m., classes are dismissed to their classrooms and are welcomed by their teacher to begin learning for the day. Students arriving after 8:10 a.m. 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/chorus 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.

October 2026

Lincoln Public Schools

» Important Dates

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
October is National Principals Month PTO Cub Clubs Session 1: Wednesday, October 21st - Monday, November 23rd				1 Parent / Teacher Conferences PTO Book Fair	2 FriYAY Fun Day!	3
4	5	6	7	8	9	10
11	12	13	14 Last Day of 1st Quarter	15 SCHOOLS CLOSED	16 SCHOOLS CLOSED	17
18	19 SCHOOLS CLOSED	20 First Day of 2nd Quarter Retake Pictures	21	22	23 PTO Glow Dance	24
25	26	27	28	29	30 Cub Corner	31

Thursday, October 1st
 Parent / Teacher Conferences
 PTO Book Fair

Friday, October 2nd
 FriYAY Fun Day!

Wednesday, October 14th
 Last Day of 1st Quarter

Thursday, October 15th - Monday, October 19th
 Schools Closed

Tuesday, October 20th
 First Day of 2nd Quarter
 Retake Pictures

Friday, October 23rd
 PTO Glow Dance

Friday, October 30th
 Cub Corner

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.

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, siblings may 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.



November 2026

Lincoln Public Schools

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 PTO General Meeting 7:00 p.m.	3	4	5	6 FriYAY Fun Day!	7
8	9	10	11	12	13	14
15	16	17	18	19	20 Cub Corner	21
22	23	24 PTO Fall Classroom Parties	25	26	27	28
			SCHOOLS CLOSED	SCHOOLS CLOSED	SCHOOLS CLOSED	
29	30	PTO Cub Clubs Session 1: Wednesday, October 21st - Monday, November 23rd				
	SCHOOLS CLOSED					

» Important Dates

Monday, November 2nd
PTO General Meeting
7:00 p.m.

Friday, November 6th
FriYAY Fun Day!

Friday, November 20th
Cub Corner

Tuesday, November 24th
PTO Fall Classroom Parties

Wednesday, November 25th
- **Monday, November 30th**
Schools Closed

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.



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.



Pet Procedures

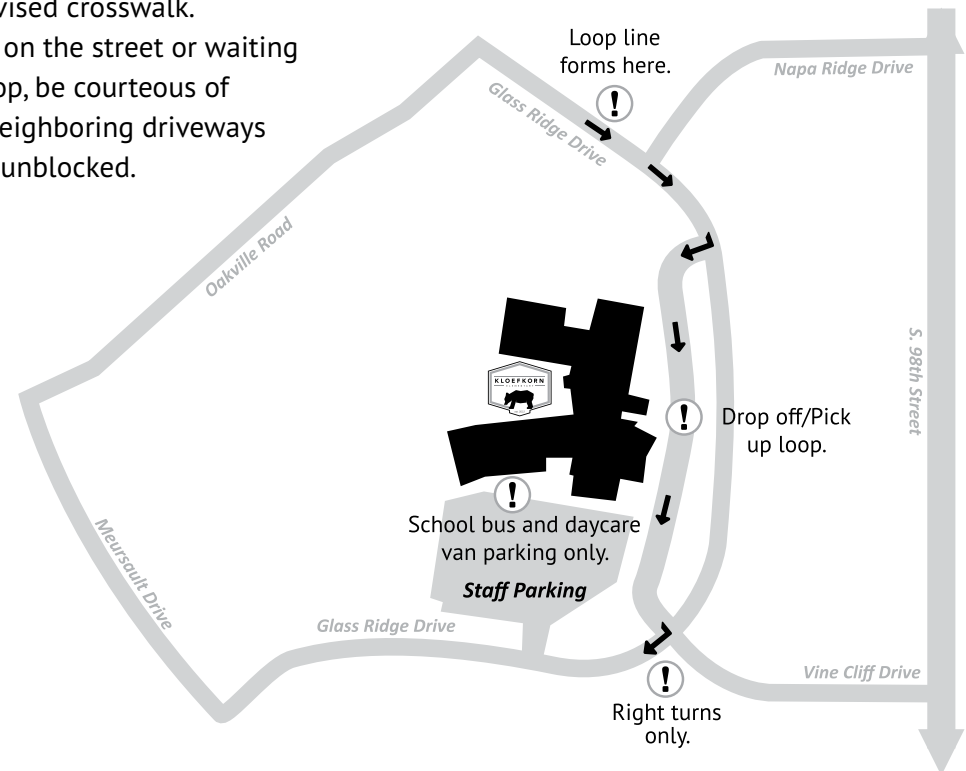
While we love our furry companions, for the safety and well-being of students, parents, community members and staff, pets/personal companion animals are not allowed to be brought on school grounds when students are present, except in accordance with "Pet Therapy Guidelines" and Service Animal Policy 3972. Having your pet in the car with you during arrival and pick up is acceptable.

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.



December 2026

Lincoln Public Schools

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 Chorus Concert 6:00 p.m.	2	3	4 FriYAY Fun Day!	5
6	7	8	9 Strings Concert 6:00 p.m.	10 Band Concert 6:00 p.m.	11	12
13	14	15 PTO Staff Cookie Challenge	16	17	18 Cub Corner	19
20	21	22 Last Day of 2nd Quarter	23	24	25	26
			SCHOOLS CLOSED WINTER BREAK	SCHOOLS CLOSED WINTER BREAK	SCHOOLS CLOSED WINTER BREAK	
27	28	29	30	31		
	SCHOOLS CLOSED WINTER BREAK	SCHOOLS CLOSED WINTER BREAK	SCHOOLS CLOSED WINTER BREAK	SCHOOLS CLOSED WINTER BREAK		

» Important Dates

Tuesday, December 1st
Chorus Concert
6:00 p.m.

Friday, December 4th
FriYAY Fun Day!

Wednesday, December 9th
Strings Concert
6:00 p.m.

Thursday, December 10th
Band Concert
6:00 p.m.

Tuesday, December 15th
PTO Staff Cookie Challenge

Friday, December 18th
Cub Corner

Tuesday, December 22nd
Last Day of 2nd Quarter

Wednesday, December 23rd
- Thursday, December 31st
Schools Closed

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.

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.

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.

GRADE	RECESS	LUNCH
Kindergarten	10:40-10:55	10:55-11:20
1st Grade	11:55-12:10	12:10-12:35
2nd Grade	11:05-11:20	11:20-11:45
3rd Grade	11:35-11:50	11:50-12:15
4th Grade	11:20-11:35	11:35-12:00
5th Grade	12:15-12:30	12:30-12:55



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.
- Lunch can be brought in for your student ONLY. You are NOT allowed to bring food for others.
- Food CANNOT be delivered from an outside establishment (Jimmy Johns, GrubHub, etc.) for a student. We will not accept food from outside establishments for students.

January 2027

Lincoln Public Schools

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
January is School Board Recognition Month PTO Cub Clubs Session 2: Monday, January 25th - Monday, March 1st					1	2
					SCHOOLS CLOSED WINTER BREAK	
3	4	5	6	7	8	9
	SCHOOLS CLOSED WINTER BREAK				FriYAY Fun Day!	
10	11	12	13	14	15	16
17	18	19	20	21	22	23
	SCHOOLS CLOSED		G4 Cunningham Field Trip	G4 Cunningham Field Trip	G4 Cunningham Field Trip	
24	25	26	27	28	29	30
31		Happy Birthday Eloise Kloefkorn!			Cub Corner	

» Important Dates

Friday, January 1st
- **Monday, January 4th**
Schools Closed

Tuesday, January 5th
First Day of 3rd Quarter

Friday, January 8th
FriYAY Fun Day!

Monday, January 18th
Schools Closed

Tuesday, January 19th
- **Friday, January 22nd**
G4 Cunningham Field Trip

Tuesday, January 26th
Happy Birthday
Eloise Kloefkorn!

Friday, January 29th
Cub Corner

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.

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.

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.



Treats & Invitations

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

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.



February 2027

Lincoln Public Schools

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 PTO General Meeting 7:00 p.m.	2	3	4	5 FriYAY Fun Day!	6
7	8	9 Parent / Teacher Conferences	10	11 Parent / Teacher Conferences	12 PTO Spring Classroom Parties	13
14	15 SCHOOLS CLOSED	16	17	18	19	20
21	22	23	24 PTO Science Fair Set-Up	25 PTO Science Fair	26 Cub Corner	27
28	PTO Cub Clubs Session 2: Monday, January 25th - Monday, March 1st					

» Important Dates

Monday, February 1st
PTO General Meeting
7:00 p.m.

Friday, February 5th
FriYAY Fun Day!

Tuesday, February 9th
Parent / Teacher
Conferences

Thursday, February 11th
Parent / Teacher
Conferences

Friday, February 12th
PTO Spring
Classroom Parties

Monday, February 15th
Schools Closed

Wednesday, February 24th
PTO Science Fair Set-Up

Thursday, February 25th
PTO Science Fair

Friday, February 26th
Cub Corner

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.

Methods of Communication

The Cub Corner: The “The Cub Corner” 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.

Apptegy: 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.



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, this includes responding to messages from guardians. We ask that all parent messages are sent to students by contacting the office. Cell phones are to be turned off and kept in students’ backpacks during the school day.



Stay Connected

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

 Kloefkorn Elementary School

 @KloefkornElementary

 @KloefkornSchool

March 2027

Lincoln Public Schools

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5 FriYAY Fun Day! Last Day of 3rd Quarter	6
7	8	9	10	11	12	13
	SCHOOLS CLOSED	SCHOOLS CLOSED	SCHOOLS CLOSED	SCHOOLS CLOSED	SCHOOLS CLOSED	
14	15 First Day of 4th Quarter	16	17	18	19	20
21	22	23 PTO Book Fair	24	25 PTO Book Fair Art Night	26 Cub Corner	27
28	29	30	31	PTO Cub Clubs Session 2: Monday, January 25th - Monday, March 1st PTO Cub Clubs Session 3: Monday, March 22nd - Monday, April 26th		

» Important Dates

Friday, March 5th
FriYAY Fun Day!
Last Day of 3rd Quarter

Monday, March 8th
- **Friday, March 12th**
Schools Closed

Monday, March 15th
First Day of 4th Quarter

Tuesday, March 23rd
PTO Book Fair

Thursday, March 25th
PTO Book Fair
Art Night

Friday, March 26th
Cub Corner

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.

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. Go to home.LPS.org/socialworkers/mental-behavioral-health-points-of-contact or scan the QR code for more information.



April 2027

Lincoln Public Schools

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
PTO Cub Clubs Session 3: Monday, March 22nd - Monday, April 26th				1 Happy Birthday Daisy Mae!	2 FriYAY Fun Day!	3
4	5 SCHOOLS CLOSED	6	7	8	9	10
11	12 PTO General Meeting 7:00 p.m.	13	14	15	16	17
18	19 Chorus Field Trip	20 Chorus Concert 6:00 p.m.	21	22	23 Cub Corner PTO Earth Day & Color Run	24
25	26	27	28 Strings Concert 6:00 p.m.	29 Band Concert 6:00 p.m.	30 SCHOOLS CLOSED	

» Important Dates

Thursday, April 1st

Happy Birthday
Daisy Mae!

Tuesday, April 2nd

FriYAY Fun Day!

Monday, April 5th

Schools Closed

Monday, April 12th

PTO General Meeting
7:00 p.m.

Monday, April 19th

Chorus Field Trip

Tuesday, April 20th

Chorus Concert
6:00 p.m.

Friday, April 23rd

Cub Corner
PTO Earth Day & Color Run

Wednesday, April 28th

Strings Concert
6:00 p.m.

Thursday, April 29th

Band Concert
6:00 p.m.

Friday, April 30th

Schools Closed

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.

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.

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.



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

Tuesday, September 29;
Thursday, October 1, 2026

Tuesday, February 9;
Thursday, February 11, 2027



Positive Reinforcers

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

May 2027

Lincoln Public Schools

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3 Staff Appreciation Week	4 Staff Appreciation Week	5 Staff Appreciation Week	6 Staff Appreciation Week	7 FriYAY Fun Day! Staff Appreciation Week	8
9	10	11	12	13	14 Cub Corner G5 Omaha Zoo Field Trip	15
16	17	18	19 Kloeffkornacopia Parade	20 Last Day of School G5 Mendoza Park Field Trip	21	22
23	24	25	26	27	28	29
30	31 LPS Holiday - Office Closed					

» Important Dates

Monday, May 3rd - Friday, May 7th
Staff Appreciation Week

Friday, May 7th
FriYAY Fun Day!

Friday, May 14th
Cub Corner
G5 Omaha Zoo Field Trip

Wednesday, May 19th
Kloeffkornacopia Parade

Thursday, May 20th
Last Day of School
G5 Mendoza Park Field Trip

Monday, May 31st
LPS Holiday - Office Closed

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.

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.



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.

June 2027

Lincoln Public Schools

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 LPS Holiday - Office Closed	19
20	21	22	23	24	25	26
27	28	29	30			

» Important Dates

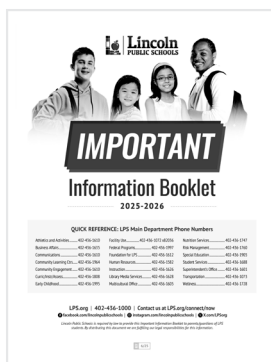
Friday, June 18th
LPS Holiday - Office Closed

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.

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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Scan the QR code or go to [LPS.org/about/important](https://lps.org/about/important) to download the LPS Important Information Book.

July 2027

Lincoln Public Schools

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5 LPS Holiday - Office Closed	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

» Important Dates

Monday, July 5th
LPS Holiday - Office Closed

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.

Kloefkorn Elementary School Staff

Principal..... Shayna Cook *scook2*
 Assistant Principal Lisa Swiatek *lswiate*
 Executive Office Professional .. Leticia Atkinson *latkins*
 Registrar..... Rose Salazar White *rsalazar*
 Nurse Kelsey Jaacks..... *kjaacks*
 Health Technician..... Vivian Bell..... *vbell*
 Preschool AM..... Christa Smith *csmit10*
 Preschool PM..... Kim Sudbeck..... *ksudbeck*
 ECSE Resource Kylie Church *kchurch1*
 ECSE SLP Peggy Ozaki..... *pozaki*
 Kindergarten..... Heidi Butler..... *hbeck*
 Kindergarten..... Kelly Haro *kharo*
 Kindergarten..... LeKeisha Howe..... *lhowe*
 1st Grade Anna Fett..... *afett*
 1st Grade Tiffany Geis..... *tgeis*
 1st Grade Jodi Jones..... *jjones5*
 2nd Grade Kaitlyn Biester *kbiester*
 2nd Grade Carly LaHue..... *cferrel*
 2nd Grade Alexis Nielsen..... *anielsen*
 2nd Grade Stephanie Schulz..... *sschulz2*
 3rd Grade..... Kari Lau *klau*
 3rd Grade..... Rachel Johnson..... *rjohnso5*
 3rd Grade..... Samantha Marker..... *smarker1*
 3rd Grade..... Alyssa Preston *apreston*
 4th Grade..... Mary Daily..... *mdaily*
 4th Grade..... Lydia Johnson *ltroyer*
 4th Grade..... Michael Rader..... *mrader2*
 4th Grade..... Meghan Thomas..... *mbake10*
 5th Grade..... Grace Halstead..... *ghalstea*
 5th Grade..... Jordyn Hoxworth *jhoxwort*
 5th Grade..... Katie Larson *cohnoutk*
 5th Grade..... Hanna Savidge..... *hsavidge*

Specialist - Art..... Audrey Jurek *ajurek*
 Specialist - Comp./Media Lisa Mason-D'Croz *lbartz*
 Specialist - Music Melissa Moates..... *mmoates*
 Specialist - P.E..... Mark Schmeeckle..... *mschmee*
 Specialist - Band & Strings.... Megan Burkle *mburkle2*
 Counselor..... Kate Jones..... *kjones5*
 Family Service..... familyservicelincn.org 402-441-7949
 Gifted Facilitator..... Morgan Clare *mclare*
 Interventionist Shelly Longoria..... *mlongor*
 Psychologist Erin Birk *TBA*
 Resource/Special Ed. Lisa Fagler..... *lfagler*
 Resource/Special Ed. Rachel Scofield..... *rscofie*
 Resource/Special Ed. Taryn Simons *tsimons*
 Social Worker Madilynn Piro *mpiro*
 Speech Makenna Elton *melton*
 Speech Lauren Newman..... *lnewman*
 Paraeducator Kim Anderson..... *kander10*
 Paraeducator Shari Freeman *sfreeman*
 Paraeducator Tammy Freeze..... *tfreeze*
 Paraeducator Tiffani Gill..... *tgill2*
 Paraeducator Karry Marshall..... *kmarshal*
 Paraeducator Madi Marten *mmarten*
 Paraeducator Kiele Nowak *knowak*
 Paraeducator Debra White *dwhite3*
 Custodial Jacob Gormley (Bldg. Supt.) *kgormley*
 Custodial Caleb Christiansen (Asst. Bldg. Supt.) *ccrist7*
 Custodial Mads Kasperek *mkasperek*
 Custodial Matt Nilsen..... *mreed2*
 Nutrition Services..... Adam Winningham (Manager) *awinning*
 Nutrition Services..... Joelyn Tucker..... *jtucker3*
 Nutrition Services..... Katie York *kyork*

BOARD OF EDUCATION

9/25



Lincoln
PUBLIC SCHOOLS

5905 O Street • Lincoln, NE 68510

Barbara Baier
John Goodwin
Marilyn Johnson-Farr
Mara Krivohlavek

Annie Mumgaard
Bob Rauner
Piyush Srivastav
John Skretta, *Superintendent*

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.