

Holmes Elementary School Quick Guide 2024-2025

5230 Sumner Street Lincoln, NE 68506 Phone: 402-436-1143 Fax: 402-458-3243

Dave Koenig
Principal

Michelle Reinke
Assistant Principal

Shannon Miller
Executive Secretary

Shaylee Ybarra
Registrar

Save the Dates

Open House

- **August 8th** - 6:00-7:00 p.m.

Start & End of the School Year

- **August 12th:** First Day of School
- **August 15th:** First Day of Pre-K
- **May 22nd:** Last Day of School

Parent-Teacher Conferences

- **September 10th & 12th:**
1st Semester
- **February 4th & 6th:**
2nd Semester

Picture Day

- **September 19th**

NO SCHOOL

- **September 4th & 5th**
- **October 11th - 15th**
- **November 5th**
- **November 27th - 29th**
- **December 23rd - January 3rd**
- **January 20th**
- **February 17th & 18th**
- **March 10th - 14th**
- **April 18th - 21st**

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.

STAY 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.

***PLEASE NOTE:** There is **NO** supervision for students before these times. It is important that students do not arrive to campus before **7:45 a.m.**. 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 in Grades K-5 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 or email Shaylee at sybarra@lps.org. Attendance can also be submitted on the ParentVue Portal.

ParentVue

ParentVue is 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. Link the LPS Parent Center: <https://www.lps.org/parents/>



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](http://BeAVolunteer). If you have any questions please call the office at 402-436-1143.



Visitors: Main Door - Door 1

All parents and visitors are required to use Door 1 when visiting school. This is our secured entrance. 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 nearly 400 students, we are often asked in the office to relay messages to students. Many times these messages are in regards to changes to after-school dismissal/pick-up plans. We kindly ask that, to the extent possible, those situations be taken care of prior to the school day. Thank you so much for your help!

--Holmes Student Handbook--

-AND-

--Important Information Booklet--

<https://lps.org/about/important/?loc=143>

*All schedules and dates are subject to change

-- Lunch Schedule --

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

Meal Payments & Pricing

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

Elementary Student Breakfast..... \$1.30

Elementary Student Lunch\$2.50

Free/Reduced Lunch Applications

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

Parent/Guardian Lunch Visits

Parents/Guardians may visit the school to have lunch with their child(ren). Lunch times are outlined above.

Parents/Guardians will check in upon arrival and then are asked to check out and turn in their badge promptly after the designated lunch time. If a non-immediate family member will be joining your child(ren) 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.**

Phones/Electronic Devices



Students that have personal cell phones/electronic devices and decide to bring those to school will be required to check-in devices with her/his classroom teacher, the office, or keep those devices in their backpack

for the duration of the school day. Cell phones or other electronic devices 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 at the front of the building.

