

**Student  
and  
Family  
Handbook  
2023  
2024**



OMAHA PUBLIC SCHOOLS

**Liberty  
Elementary**

## **Multi-Tiered Systems of Support for Behavior (MTSS-B) is being implemented in all Omaha Public Schools and Programs.**

The Omaha Public Schools (OPS) implements Multi-Tiered Systems of Support for Behavior (MTSS-B) to promote student use of positive behavior. Through this framework, OPS has committed to providing staff with tools and resources to positively engage students and families through implementation of school-wide positive behavior interventions. These practices are designed to support safe and encouraging learning environments.

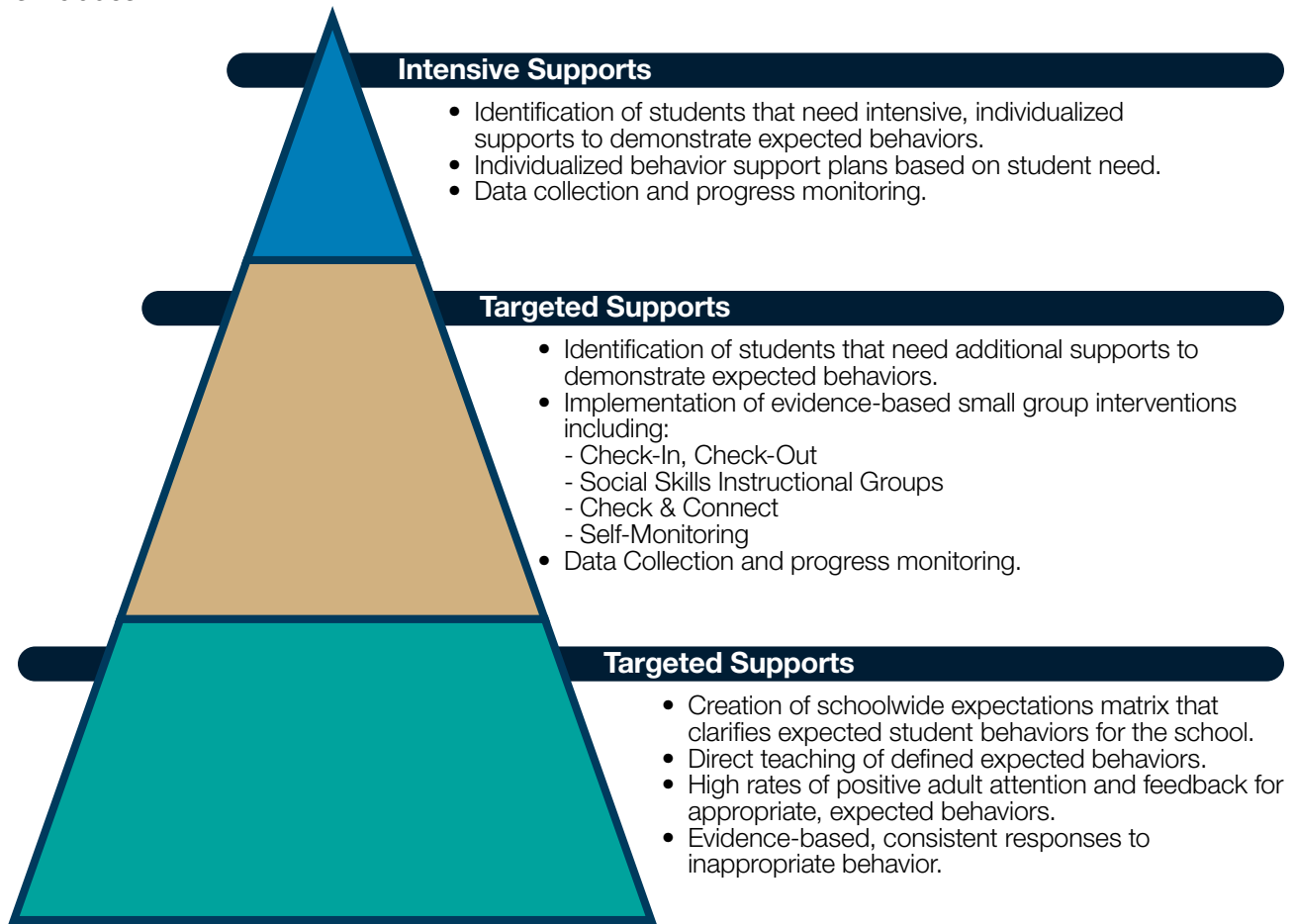
We believe that we cannot “make” students learn or behave. But we can create environments to increase the likelihood of positive behaviors occurring.

MTSS-B is a research-based, highly effective behavioral framework that is designed for teaching and reinforcing students’ social, emotional, and academic learning skills in order to sustain academic achievement and support the social, emotional, and behavioral well-being of students. Consistent implementation of MTSS-B leads to:

- Improved school climate;
- Reductions in major disciplinary infractions;
- Improved academic achievement;
- Improved concentration, positive social behavior, and emotional regulation.

OPS is committed to supporting students through behavior interventions and alternatives to exclusionary practices that require removal from the educational setting where the safety of the student and/or others is not of immediate concern.

MTSS-B utilizes consistent practices that have tiers of increasingly intensive supports, and in our schools, this includes:



## Social Emotional Learning (SEL)

In addition to MTSS-B, Omaha Public Schools continues to support Social Emotional Learning (SEL) development through curriculum, strategies, and resources. SEL is defined by the Collaborative of Academic Social Emotional Learning (CASEL) as the process through which all young people and adults acquire and apply the knowledge, skills, and attitudes to develop healthy identities, manage emotions and achieve personal and collective goals, feel and show empathy for others, establish and maintain supportive relationships, and make responsible and caring decisions.

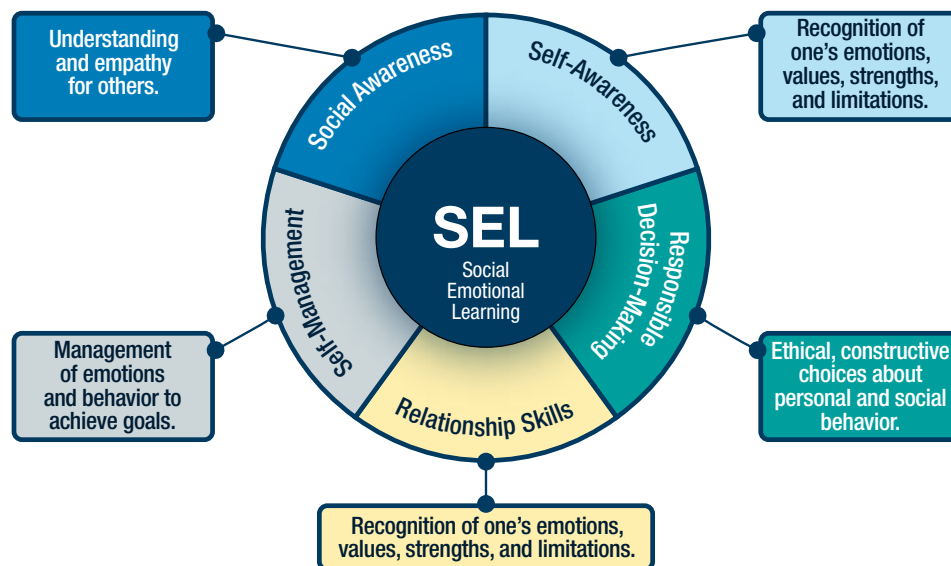
Within the Omaha Public Schools, our goal is to focus on CASEL's five SEL competencies:

- Self-Awareness
- Self-Management
- Social Awareness
- Relationship Skills
- Responsible Decision-Making

SEL promotes knowledge, skills, and attitudes that support lifelong success and advance educational equity and excellence.

### How do MTSS-B and SEL Align in all Omaha Public Schools and Programs?

MTSS-B and SEL are frameworks that work together to provide an ethic of care for students and promote success in students' academics, behavior, attendance, and overall well-being. Combined they create positive learning environments where students and staff are equipped with resources and skills for successful school communities.



If you would like more information about how MTSS-B and SEL are implemented in your school, contact the building principal.



# Liberty Elementary

## Student and Family Handbook 2023-2024

2021 St. Mary's Avenue / Omaha, Nebraska 68102-2415  
531-299-1740 / [www.ops.org/liberty](http://www.ops.org/liberty)

---

*This handbook is prepared to serve as a guide to Liberty Elementary students. In it you will find the policies and procedures that are followed at Liberty We hope that you will find this handbook a convenient reference during the school year.*

---



### Mission Statement

Omaha Public Schools prepares all students to excel in college, career, and life.

---

### Vision Statement

Every student. Every day. Prepared for success.

---

Omaha Public Schools does not discriminate on the basis of race, color, national origin, religion, sex (including pregnancy), marital status, sexual orientation, disability, age, genetic information, gender identity, gender expression, citizenship status, veteran status, political affiliation or economic status in its programs, activities and employment and provides equal access to the Boy Scouts and other designated youth groups. The following individual has been designated to accept allegations regarding non-discrimination policies: Superintendent of Schools, 3215 Cuming Street, Omaha, NE 68131 (531-299-9822). The following persons have been designated to handle inquiries regarding the non-discrimination policies: Director of Equity and Diversity, 3215 Cuming Street, Omaha, NE 68131 (531-299-0307).

## **Table of Contents**

### **Liberty Elementary Student & Family Handbook**

Welcome from Principal .....	1
Philosophy.....	1
Liberty Elementary Collective Commitments.....	1
Schedule.....	1
Field Trip Procedures .....	1
Traffic Safety.....	2
Student Planner.....	2
Homework.....	2
Parent/Teacher Conferences.....	2
Liberty Expectations .....	2
Liberty Elementary Schoolwide Plan .....	2
Devices and Social Media .....	3
Snacks, Candy and Gum.....	3
Toys, Games, Cell Phones and Dress.....	3
Community Partners.....	3
Children Learn What They Live .....	4
Combined State and School	
Title I Parent and Family Engagement Policy.....	5
Parent Right To Know Clause.....	6
Omaha Public Schools 2023-2024 District Calendar .....	7

### **District Student Handbook - Elementary**

### **Omaha Public Schools Student Code of Conduct**

## Welcome from Principal

I am Maria Pérez-Mozaz and it is an honor to be the principal of Liberty Elementary. Liberty opens our doors daily and serves students in Pre-K through sixth grade. We look forward to meeting each child and family this school year!

We have prepared this handbook for families and students. It contains important expectations and guidelines for Liberty Elementary and the Omaha Public Schools. All students and families are responsible for knowing and observing the expectations outlined in this guide. Please read this information carefully and keep the handbook available for future reference.

The entire Liberty family joins me in welcoming you to a new school year! Please do not hesitate to contact me at maria.perez-mozaz@ops.org, 531-299-7442.

## Philosophy

Here at Liberty Elementary, we truly believe together is better! Through teamwork and open communication, we can continue to make Liberty Elementary a place of belonging where children develop into lifelong learners. Our continuing aim will foster respect for home and family, pride in one's cultural heritage, and personal independence. We ask children to accept responsibility for their actions and encourage them to use sound judgment in making decisions appropriate for their age levels. Truth and honesty will be priorities in character development.

## Liberty Elementary Collective Commitments

1. We will provide a welcoming and safe environment for all students, parents, staff and community members.
2. We will teach students using a challenging and rigorous developmentally appropriate curriculum.
3. We will model and encourage lifelong learning by collaborating and participating in professional development.
4. We will encourage parental involvement by sponsoring opportunities for parents to be involved in their students' education.
5. We will monitor student learning and growth to ensure academic success

## Schedule

School hours: 8:50 a.m. - 4:05 p.m.  
Office hours: 8:00 a.m. - 4:30 p.m.  
Breakfast: Grab and Go breakfast from 8:25 a.m.

**Students should NOT be dropped off before 8:25 a.m.** Students in grades KG - 6th grade may proceed to their classrooms at 8:25 a.m. **Students may not go to their classrooms before that time as teachers are not on duty until 8:25 a.m.** Students are to line up in the breakfast line before that time, even if they do not wish to eat breakfast. Students may proceed to their classrooms from the line at 8:25 a.m.

Lunch: Available in the café 11:00 a.m. - 1:00 p.m. (see grade level schedule).

Students may purchase a hot lunch or bring a cold lunch. Lunch boxes should be marked with the child's name and room number. Please do not include candy or pop in a lunch packed from home. Students may not bring chips, candy, gum or pop to school.

**Foods in competition with the National School Breakfast and School Lunch Programs are prohibited** by the United States Department of Agriculture. This applies to foods such as pizza, hamburgers, etc. that are brought in during the meal service times. Omaha Public Schools could lose reimbursement money if we are found in violation of this policy.

## Field Trip Procedures

Field trips are pre-planned and are designed to provide an educational experience. Students must be courteous, be able to follow directions and be cooperative during the field trips.

***Permission slips or written permission must be returned to the teachers by the deadline or the student will not be able to attend the field trip.***

Transportation to and from the field trips is usually provided by commercial bus companies and occasionally by staff. Due to liability concerns, we ask that all parents drive themselves to and from the field trip.

## Traffic Safety

***Safety is our greatest concern.*** Be an example of courtesy and care to our children. Please drive slowly. Do not leave your car unattended unless in a proper parking space.

Drop off students in the ***driveway only, NEVER*** at the curb in traffic. The east side of the building is reserved for buses only. When traffic in the driveway comes to a stop, please have your student(s) get out of the vehicle on the school side of the driveway and walk directly to the sidewalk. Do not wait to drop your student(s) at the front door as this delays the flow of traffic.

School dismissal takes 10-15 minutes. Again, please use the driveway only. If you are walking, or choose to park at the Children's Museum, you must use the crosswalk at 20th and St. Mary's Ave. or at 22nd and St. Mary's Ave.

## Student Planner

Planners are used by students in grades Early Childhood-6. The Planners are our best communication tool. Assignment Planners help families stay informed about daily work and school events. Please review and sign your child's Planner each day.

## Homework

We encourage students to read each evening at home. We also encourage parents to read to or with their children. When a student has work to do at home, it will be to practice or review skills learned at school.

## Parent/Teacher Conferences

Conferences are held during the first and third quarters. Parents are invited to sign up for a conference time at Open House at the beginning of the year. We will reserve that same time for third-quarter conferences but can adjust as necessary as schedules do change. Communication is the key to a successful school. Open communication should be on-going throughout the school year.

## Liberty Expectations

1. Follow all directions promptly
2. Speak and listen respectfully
3. Keep hands, feet and objects to yourself
4. Take responsibility for your actions
5. Treat your school and property with respect
6. Walk quietly, go directly to your destination and through the proper door
7. Use playground equipment properly
8. Play in designated areas
9. Rough play and throwing objects are not allowed
10. Use restrooms properly and leave them clean and litter free.

## Liberty Elementary Schoolwide Plan

A vital part of education is learning positive social skills. We will spend time during the first few weeks of school and throughout the year discussing your child's responsibility for following routines and procedures established by the school. Appropriate behavior in our schools is a responsibility to be shared by students, parents, and school staff. **We will encourage our students to be safe, be thoughtful and be determined in all that they do.**

In addition to routines and procedures, reasonable guidelines for student behavior have been established by the Omaha Public Schools to help students develop an increasing amount of self-discipline. The guidelines apply in the classroom, in the school building, on the school grounds, at all school functions and on buses and vans. All students have the right to pursue an education in an environment conducive to learning. Therefore, all students are expected to act in a way that does not distract from another student's right to learn. All students are expected to know and follow the school rules.

The staff at Liberty Elementary believes that learning positive social skills is an ongoing teaching process that fosters respect and dignity for all individuals. It is proactive, developmentally informed, culturally and gender sensitive. It stresses growth, individual responsibility and problem solving in a collaborative effort among students, parents, educators and the community.

## Devices and Social Media

iPads and laptops are district property. We expect students to use the devices appropriately and as tools for learning. They will lose the privilege of accessing a device if they cannot. Insurance is available for purchase as well.

If a family chooses to let their child have a personal device or social media, the family is responsible for the care and monitoring of the device and accounts. Personal devices will stay in backpack. Students cannot use personal devices during the school day. Please contact the principal or your child's teachers for any questions.

## Snacks, Candy and Gum

There are no snacks, candy, or gum allowed at school unless there is a special event in which they have been approved. Students may choose to bring a complete lunch from home, but not just chips or a drink. If they are brought, they will be confiscated.

## Toys, Games, Cell Phones and Dress

All school supplies are furnished to students. Toys, games, balls, pets, electronic equipment and other items should not be brought from home. Cell phones and other electronic devices distract students from learning. Emergency messages can be delivered to students through the office. With parental permission, cell phones may be brought to school but must immediately be given to the classroom teacher. The cell phone will be returned at dismissal each day. Students wearing hoodies must keep the hood off their head while inside the school for safety reasons. If the hood becomes an issue, students will be asked to store their hoodie in their locker. Heely shoes are only allowed if the wheels are removed.

## Community Partners

The following organizations are Community Partners with Liberty Elementary:

AIM Institute	Jimmy John's (14th & Farnam)
Buffett Early Childhood Institute	Metropolitan Community Church
College of St. Mary	Omaha Children's Museum
Completely Kids	One World – School Based Health Center
Creighton University	Rose Theater
Don & Millie's (44th & Farnam)	St. Luke's Lutheran Church
Gallup	Urban Abbey
Hilton Omaha	YMCA
Identity Marketing Group	



## **Children Learn What They Live**

If a child lives with criticism,  
He learns to condemn.  
If a child lives with hostility,  
He learns to fight.  
If a child lives with ridicule,  
He learns to be shy.  
If a child lives with jealousy,  
He learns to feel guilt.  
If a child lives with tolerance,  
He learns to be patient.  
If a child lives with encouragement,  
He learns confidence.  
If a child lives with praise,  
He learns to appreciate.  
If a child lives with fairness,  
He learns justice.  
If a child lives with security,  
He learns to have faith.  
If a child lives with approval,  
He learns to love himself.  
If a child lives with acceptance and friendship,  
He learns to find love in the world.

***Parents make the difference at Liberty Elementary!***

## **Combined District and School Title I Parent and Family Engagement Policy**

Omaha Public Schools intends to follow the Title I Parent and Family Engagement Policy guidelines in accordance with federal law, Section 1116(a -f) ESSA, (Every Student Succeeds Act) of 2015.

### **In General**

The written District parent and family engagement policy has been developed jointly with, updated periodically and distributed to parents and family members of participating children and the local community in an understandable and uniform format. This policy agreed on by such parents describes the means for carrying out the requirements as listed below.

- Parents and family members of all students are welcomed and encouraged to become involved with their child's school and education; this includes parents and family members that have limited English proficiency, limited literacy, are economically disadvantaged, have disabilities, racial or ethnic minority background or are migratory children. Information related to school and parent programs, meetings, school reports and other activities are sent to the parents of participating children in a format, and to the extent practicable, in a language the parents can understand.
  - Back to School Night
  - School Open House
  - Title I Annual Parent Meeting
  - Curriculum Night
  - Parent-Teacher Conferences
  - Reading Night
  - Math Night
  - STEAM/STEM Night
  - Family Game Night
  - PTA/PTO – meetings & activities
- Parents are involved in the planning, review, evaluation and improvement of the Title I program, Parent and Family Engagement Policy and the School-Parent Compact at an annual parent meeting scheduled at a convenient time. This would include the planning and implementation of effective parent and family involvement activities.
- Conduct, with meaningful parent and family involvement, an annual evaluation of the content and effectiveness of the Parent and Family Engagement Policy. Use the evaluation findings to design evidence-based strategies for more effective parental involvement, and to revise the Parent and Family Engagement Policy.
- Opportunities are provided for parents and family members to participate in decisions related to the education of their child/children. The school and local educational agency shall provide other reasonable support for parental involvement activities
  - Climate Survey
  - Title I Annual parent meeting
  - Committee meetings
  - Development of the School Improvement Plan
  - Student Assistance Teams
- Parents of participating children will be provided timely information about programs under this part, a description and explanation of the curriculum in use, the forms of academic assessment used to measure student progress and the achievement levels of the challenging State academic standards. The school will provide assistance, opportunities, and/or materials and training to help parents work with their children to improve their children's academic achievement in a format, and when feasible, in a language the parents and family members can understand
  - The student handbook
  - Curriculum Night
  - Parent-Teacher Conferences
  - Standardized Tests results
  - Progress reports & report card
- Educate teachers, specialized instructional support personnel, principals, and other school leaders, with the assistance of parents in the value and utility of contributions of parents, how to reach out to, communicate with and work with parents as equal partners.

- Coordinate and integrate parental involvement programs and activities with other Federal, State and local programs, including preschool programs that encourage and support parents in more fully participating in the education of their children.
  - Summer Reading Program
  - College and Career Academies and Pathways Night with The Empowerment Network
  - Saturday Parent Workshops hosted at Monroe Middle

## **Parent Right To Know Clause**

At the beginning of the school year, any District that accepts Title I, Part A funding must notify parents that they can request information regarding their child's teacher and his/her qualifications, including certification and endorsements. Parents can also request information about paraprofessionals working with their children.

# Omaha Public Schools 2023-2024 Calendar



Next Level Learning – June 6–July 14

Please check with your child(ren)'s school regarding dates of specific school related activities.

Elementary – 8:50 a.m. to 4:05 p.m.

Middle School – 7:40 a.m. to 3:05 p.m.

High School – 7:40 a.m. to 3:05 p.m.

Note: At Kennedy, Lewis & Clark, Wakonda, Wilson, and Alternative Programs – Check with the school regarding start & end of school day times.

**STAGGERED SCHOOL START** - indicated by asterisk\*

- **August \*15** – Elementary Self-Contained Start Day
- **August \*16** – Elementary Student Start Day
- **August \*16** – Entry Level Middle and Senior High Student Start Day
- **August \*17** – All Other Middle and Senior High Student Start Day
- **August \*22** – Early Childhood Special Education Start Day
- **August \*23** – Early Childhood Classes Start

Labor Day- No School For All Students . . . . . September 4

No School For All Students . . . . . September 15

No School For All Students . . . . . September 22

First Quarter Ends – October 6

Second Quarter Begins – October 9

**SENIOR HIGH CONFERENCES ARE THE WEEK OF OCTOBER 9TH**

No School For Senior High Students – October 12 & 13

**MIDDLE SCHOOL CONFERENCES ARE THE WEEK OF OCTOBER 16TH**

No School for Middle School Students – October 19 & 20

**ELEMENTARY CONFERENCES ARE THE WEEK OF OCTOBER 23RD**

No School For Elementary Students – October 26 & 27

No School For All Students . . . . . November 1

Thanksgiving Recess - No School For All Students . . . . . November 20-24

Second Quarter Ends – December 21

No School For All Students . . . . . December 22

Winter Recess - No School For All Students . . . . . December 25-January 4

No School For All Students . . . . . January 5

Third Quarter Begins – January 8

Martin Luther King Day - No School For All Students . . . . . January 15

No School For All Students . . . . . February 2

Presidents' Day - No School For All Students . . . . . February 19

**MIDDLE SCHOOL CONFERENCES ARE THE WEEK OF MARCH 4TH**

No School for Middle School Students – March 7 & 8

Third Quarter Ends – March 8

Spring Recess - No School For All Students . . . . . March 11-15

Fourth Quarter Begins – March 18

**SENIOR HIGH CONFERENCES ARE THE WEEK OF MARCH 18TH**

No School For Senior High Students – March 21 & 22

**ELEMENTARY CONFERENCES ARE THE WEEK OF MARCH 25TH**

No School For Elementary Students – March 28 & 29

No School For All Students . . . . . April 12

No School For All Students . . . . . April 15

Last student day - Fourth Quarter Ends . . . . . May 22

Memorial Day. . . . . May 27

**June 2023**

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	

**July 2023**

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 2023**

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 2023**

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 2023**

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 2023**

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 2023**

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 2024**

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 2024**

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		

**March 2024**

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 2024**

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 2024**

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	

**Omaha Public Schools Board of Education**

Spencer Head, President  
Ricky Smith, Vice President

Tracy Casady  
Jane Erdenberger  
Bri Full  
Shavonna L. Holman, Ed.D.

Margo Juarez  
Nancy Kratky  
Nick Thielen

Matthew J. Ray, Interim Superintendent

# Omaha Public Schools District Student Handbook

*Elementary · 2023-2024*

*Every student.  
Every day.  
Prepared for  
success.*



# Omaha Public Schools Student Code of Conduct

2023-2024 School Year

---

*Every student.  
Every day.  
Prepared for  
SUCCESS.*



## **Parent(s)/Guardian(s) and Students**

We ask that you take time to sit down together and read through these guidelines.

Please note the behaviors that may result in an administrative response.