

**Student
and
Family
Handbook
2025
2026**



OMAHA PUBLIC SCHOOLS

**Lothrop
Elementary**

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

The Omaha Public Schools implements Multi-Tiered Systems of Support for Behavior (MTSS-B) to promote student use of positive behavior. Through this framework, Omaha Public Schools 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.

Omaha Public Schools 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.

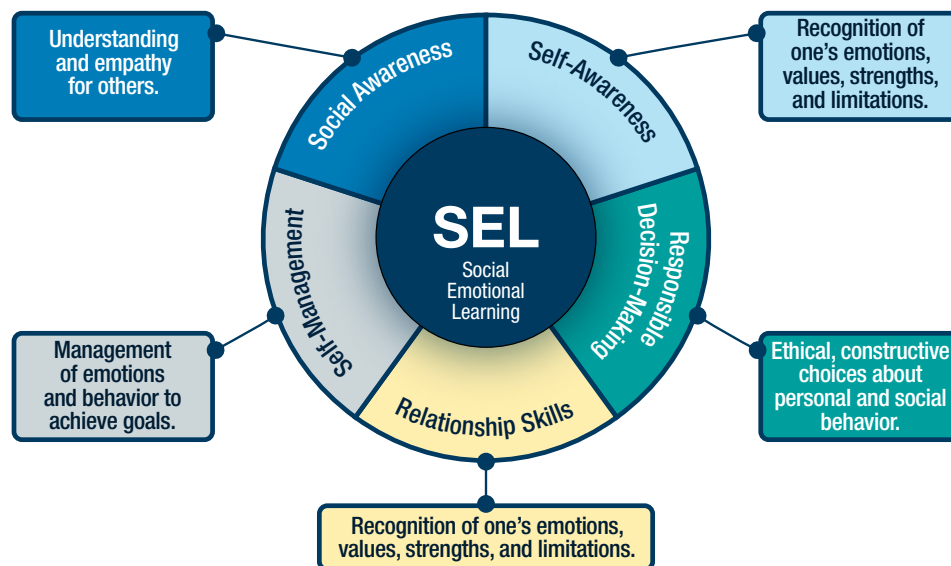
Within the Omaha Public Schools, our goal is to focus on CASEL's five SEL competencies:

- 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.



Lothrop Elementary

Student and Family Handbook 2025-2026

3300 North 22nd Street / Omaha, Nebraska 68110-1988
531-299-1780 / Fax 531-299-1798 / www.ops.org/lothrop

This handbook is prepared to serve as a guide to Lothrop Elementary students. In it you will find the policies and procedures that are followed at Lothrop. 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).

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Omaha Public Schools District Handbook

Omaha Public Schools Code of Conduct

Dear Lothrop Parents/Guardians,

The Lothrop staff and I extend to you a warm welcome to the 2025-2026 school year. We are excited about the rigorous curriculum implemented at Lothrop Elementary.

Lothrop Elementary provides an intentionally inviting atmosphere. We want you to feel welcome. It is important that your child sees connection and acceptance between home and school. We will work together to ensure all student needs are met through clear communication and collaboration. In an effort to support education, we strongly encourage students to remain in class all day. If you have an appointment, please refrain from before 3:45 p.m. pick-up when possible.

In this book you will read about the various ways that our school provides a learning environment that fosters respect, responsibility, effort, collaboration and safety. All of these support good citizenship and academic achievement. We need **your help** and **support** in the following ways:

1. Set time aside each night to read or have your student(s) read to you. All students should read 30 - 45 minutes.
2. Practice rote math facts addition, subtraction, multiplication and division 2-3 times each week. Request practice materials from your student's teacher.
3. Monitor and limit the amount of time your student uses the following:
 - a. Television
 - b. Video Games
 - c. iPads
 - d. Smart Phones
 - e. Tablets
4. Be sure to contact your student's teacher if you have any questions, comments, or concerns.
5. Schedule a date and time to visit your student in the classroom prior to arriving at the school.
6. Please encourage and support Lothrop's Schoolwide Behavioral Plan. Below are our schoolwide expectations:
 - a. **P**actice Respect
 - b. **A**ct Responsibly
 - c. **A**lways Try Your Best
 - d. **W**ork Together
 - e. **S**tay Safe

I am honored to join you in the effort of educating your student! I look forward to our collaboration!

Sincerely,
Ms. Janeen Mann
Principal



About Our School

Lothrop's Vision

For students to experience success through a growth mindset and goal setting.

Lothrop's Mission

Every Student. Every Staff. Every Day. Prepared for Success.

Omaha Public Schools Shared Values

Equity. Results. Leadership. Accountability. Joy.

Belief Statement

All students can learn. Every school can improve. All stakeholders are important. Change is a process.

School Mascot

- Panther

School Colors

- Blue & Gold

Daily Bell Schedule

8:00 a.m.	Office Staff Arrive
8:30 a.m.	Front Doors Open
8:30 a.m.	Teachers Arrive
8:30 - 8:50 a.m.	Breakfast
8:50 a.m.	Tardy
8:50 a.m.	Instruction Begins
11:30 a.m. - 1:00 p.m.	Lunch Block
4:05 p.m.	Dismissal
4:20 p.m.	Teachers Off Duty
4:05 p.m. - 6:00 p.m.	Afternoon CLC



An Invitation to Parents/Guardians

Parents/guardians are invited and encouraged to be active participants in their student's educational experience at Lothrop Magnet Elementary. Special invitations do not need to be sent home for you to be a welcomed visitor at Lothrop Magnet Elementary. Please inform the teacher at least one day in advance to arrange a visit to the classroom. Your student will be pleased to have you visit, as will the teacher. Please report to the office or security desk for a visitor's badge and to sign-in. Visits should not last longer than 30 minutes.

There are many occasions when parent help is appreciated. If you are willing to volunteer, please call the office or notify your student's teacher. We will be happy to have your assistance and support. Together, we can make this an outstanding school year!

Student-Led Conferences (Fall and Spring)

A Student-Led Conference is a conference in which students are not only present, but active participants. Students are encouraged and empowered to reflect on academic performance, behavioral choices, set and share goals, and accept responsibility for their learning. **It is important for each student to attend his or her conference with a parent or guardian.**

Supplies and Books

Books and most other supplies are provided at the school and district level. At times, teachers may request that students bring a special item to school. Toys, games, and other materials should not be brought from home unless requested by the teacher or with the teacher and parent/guardian permission.

Special Occasions, Parties, & Treats

Throughout the year, Lothrop will host various events. We are always searching for more opportunities for our students and families. Special notices will be sent home with specific information about these events.

NO HOMEMADE or HOMEBAKED TREATS ARE PERMITTED IN OMAHA PUBLIC SCHOOLS. All treats must be store bought and wrapped individually.

General Information

Family Changes

Be sure the registration packet and student birth certificate is on file. If there is a change of address or phone number, please be sure to provide updated information with the secretary as soon as possible. The online data requires parents/guardians to include emergency contact information. If this information changes at any point throughout the school year, please inform the front office. It is important to know who has legal custody of a child when parents are separated/divorced. It is the responsibility of the custodial parent to notify the school with current or pertinent information. The parent who does not have custody may request a conference or to have information sent to them. We want to maintain open communication and to ensure that your student is safe.

Reporting Absences

If your student will be absent, please call in the absence (531) 299-1780. You can also leave a message before 8:00a.m. If you prefer to speak to someone, you can call between 8:00a.m. – 9:00a.m. Calling the school to report an absence is for the protection of your student. Should the school not be contacted, you will receive a phone call asking you to verify the absence.

Tardies

Any student who comes to school late (after 8:50a) should report to the nurse's office for a pink tardy pass before going to the classroom. When a tardy child brings a note, the school knows the parent is aware of the late arrival. Students who arrive late to school will be counted as absent for the instructional minutes missed that day.

Student "Check Out" Procedure

For the protection of your student, please call the front office, or come to the door to get your child(s) for early dismissal. You can wait out front or in your vehicle. Your student(s) will be brought to you as quickly as possible. As stated, whenever possible, please keep students in school for the full day. Please limit pick up prior to 3:45 p.m. We know that traffic is a concern, but we value your student's education. Thank you in advance for supporting the instructional time we have with your student each day.

Money and Valuables

Please be aware of the sum of money your student leaves home with in the morning. Unneeded money, jewelry and items of value should not be brought to school unless prior arrangements have been made between the parents and the teacher. The school cannot be held responsible for these items.

Return Policy & Liability of Non-School Items

Toys and electronic games/devices are distracting to the learning environment. Please help us keep all items from these categories at home (including fidget boxes and fidget spinners, athletic equipment, balls, candy, pop and gum). These items will be confiscated if they appear in school. Cell phones are permitted but must be **turned off on school property and given to the classroom teacher or front office with the secretary**. We will not be responsible for lost or stolen toys, electronic games, or cell phones.

Safety Drills

- **Fire Drills** – once a month
- **Lockdown** – once each semester
- **Severe Weather** – once each semester

All students and staff will report to the designated area (library). All school doors will be locked. We will remain in shelter until the warning has expired

Traffic Safety

We encourage parents to drive with extreme caution in the school neighborhood. Parents are not allowed to park in bus zones. Please do not bring dogs or other animals to school during dismissal.

Arrival & Dismissal

Please remain in your vehicle and follow the directions of school staff. This helps keep the flow of traffic moving and our students safe. If you walk to drop off or pick up your student(s), please remain on the sidewalk and have the student enter the building.

Breakfast & Lunch

Breakfast and lunch are prepared by the Department of Food Services. Students will grab a HOT or COLD breakfast of their choice. They will then place the food in a plastic bag and proceed to their classroom. This allows students to enjoy a nutritious breakfast while seated in class working on a morning task. What a great way to start the day! Lunch will be served in the cafeteria.

Children are encouraged to try all items served. If a child is allergic to any food, a physician's written statement is requested. Lunch and breakfast menus are posted on our school's website. Visit www.lothropmagnet.org to learn more. Lothrop is in the fifth year of being a CEP school. The Community Eligibility Provision (CEP) provides an alternative approach to offering meals to schools that have low socioeconomic status. Rather than collecting individual meal applications for free and reduced meals, the CEP uses information from other programs including Supplemental Nutrition Assistance Program (SNAP) and the Temporary Assistance Program for Needy Families (TANF) in lieu of the traditional application to determine the free and reduced status of each school or district.

Families in a CEP school, **whose children only attend that school**, will no longer need to complete a meal application. If families have children in a CEP school and a non-CEP school, they will still need to complete a family meal application and include all students if they would like meal benefits in a non-CEP school. Students in a CEP school will no longer need to pay for lunches if they were previously free or reduced.

MTSS-B

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

We believe.....We cannot "make" students learn to behave. But we CAN create environment to increase the likelihood that students learn and behave. We CAN create environments to increase the likelihood of positive behaviors occurring. These environments are guided by a set of standardized practices implemented with consistency and fidelity.

MTSS-B is a problem-solving framework for teaching desired behaviors in each school. MTSS-B utilizes consistent practices that have tiers of increasingly intensive supports to increase the likelihood students are academically, emotionally, behaviorally, and socially successful.

With Consistent implementation Multi-Tiered System of Support for Behavior

- Improve the School climate
- Reduces Aggressive behaviors
- Reduces major disciplinary infractions such as suspensions
- Improves concentration, positive social behavior, and emotional regulation
- Improves academic achievement



P.A.A.W.S

Practice Respect
Act Responsibly
Always Try Your Best
Work Together
Stay Safe

	Assemblies	Dismissal	Hallways	Cafeteria
P Practice Respect	Appropriate Voice Level Think about what the speaker is presenting before speaking	Walk quietly Keep hands, feet, & objects to self	Walk Voice Level ZERO	Use voice Level 1 to 2
A Act Responsibly	Be a positive audience member	Stay with class or assigned teacher	Keep hands, feet, & objects to self Have a Hall Pass when you are not with a class	Keep hands, feet, & objects to self Pick up trash and spilled food Eat your own food
A Always Try Your Best	Be a role model for others to follow	Pay attention and stay with the adult	Respect the work of others in the halls	Try new foods Be mindful of personal space
W Work Together	Follow "Give me 5"	Watch for transportation	Use the STOP signs to move throughout the building Stay in line order	Raise your hand if you need help
S Stay Safe	Keep hands & feet to self Walk when appropriate Stay seated in assigned area	Use sidewalks & crosswalks Tell an adult before leaving	Face Forward Walk on the right side of the hallway	Stay seated at your assigned space at the table



P.A.A.W.S

Practice Respect
Act Responsibly
Always Try Your Best
Work Together
Stay Safe

	Playground	Restrooms	CLC	Classroom
P Practice Respect	Use appropriate language	Allow other's privacy	Keep hands, feet, & objects to self	Raise your hand to speak Follow Directions Complete assigned tasks
A Act Responsibly	Put away equipment Keep hands, feet, & objects to self	Be quick Voice Level ZERO Flush 1 Pump of Soap	No gym equipment or football Participate in the activities CLC staff provides	Use materials appropriately Use your time wisely Be ready to learn Ask for help Keep your area clean
A Always Try Your Best	Play with new people Try a new game Be a good sport	Be quick & quiet Flush	No gym equipment or football Participate in the activities CLC staff provides	Completer your assignments Double check your work Have a growth mindset
W Work Together	Follow game rules Line up quickly when signaled Share & Be Kind	Keep the resrroom clean Report messes to your teacher	Include others Share & Be Kind	Participate in groups Listen & focus Share responsibilities Encourage others
S Stay Safe	Follow equipment rules Get permission to go inside	Wash hands with soap & water	Walk Stay in your designated area Get permission to leave an area	Stay in your assigned area Get permission to leave the classroom Report concerns to teacher/adult

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.
 - The student handbook
 - Curriculum Night
 - Parent-Teacher Conferences
 - Standardized Tests results
 - Progress reports & report card
- 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

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.

Lothrop Elementary/Parent Compact

2025-2026 School Year

This Title I School Parent Compact has been jointly developed with parents and outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the State's high academic standards. At the annual parent-teacher conferences, the compact shall be discussed as it relates to the individual child's achievement.

Administrator/Teacher:

It is important that students achieve. We will:

- Communicate regularly with parents on their child's progress
- Provide high-quality curriculum and instruction in a supportive and effective learning environment to enable children to meet state academic achievement standards
- Recognize that each student can learn
- Show respect for each child and family
- Respect the cultural difference of children and their families
- Provide a safe, positive, healthy learning environment
- Seek ways to actively involve parents in their child's learning
- Help each child grow to his/her fullest potential
- Effective learning environment to enable children to meet the challenging state academic standards

Parent/Caring Adult:

I want my child to achieve; therefore, I will encourage him/her by doing the following:

- Communicate and work with my child's teachers and school staff on ongoing basis to be involved and support my child's learning.
- Support your child's learning-volunteer in their classroom; participate, as appropriate, in decisions related to their education, guide positive use of extra-curricular time
- See that my child begins the day rested and well-nourished
- See that my child attends school regularly and on time, unless my child is ill
- Attend parent meetings
- Talk with my child about his/her activities each day
- Provide a home environment that encourages my child to learn
- Encourage student to properly care for iPad & charger.

Student:

I know my education is important to me. It is important that I work to the best of my ability. I agree to do the following.

- Arrive on time
- Be ready to learn
- Learn and use social skills
- Follow school expectations
- Be responsible for completing my work
- Be respectful towards others and school property
- Always do my best to achieve at my highest potential
- Bring my iPad to School Charged and ready for learning

Omaha Public Schools 2024-2025 Calendar



Next Level Learning – May 29–July 3
Please check with your child(ren)'s school
regarding dates of specific school related activities.

June 19th - No School For Next Level Learning Students - June 19
Independence Day..... July 4

STAGGERED SCHOOL START - Indicated by asterisk

- August *14 – Kindergarten, and Entry Level Grades at Middle and High School
 - August *15 – First Day of School for All Other K-12 Students
 - August *21 – First Day of School for Pre-K Students
- Labor Day – No School For All Students..... September 2
Two Hour Late Start For All Students..... September 24
No School For All Students..... October 4

HIGH SCHOOL CONFERENCES ARE THE WEEK OF OCTOBER 7
No School For High School Students – October 10 & 11

First Quarter Ends – October 11
Second Quarter Begins – October 14

MIDDLE SCHOOL CONFERENCES ARE THE WEEK OF OCTOBER 14
No School For Middle School Students – October 17 & 18
HIGH SCHOOL – Pre-Transition 10th Grade..... October 17
No School for 9, 11, 12th Grade High School Students

ELEMENTARY CONFERENCES ARE THE WEEK OF OCTOBER 21
No School For Elementary Students – October 24 & 25

Two Hour Late Start For All Students..... October 24
No School For All Students..... November 1
Thanksgiving Recess – No School For All Students..... November 25-29
Second Quarter Ends – December 19

No School For All Students..... December 20
Winter Recess – No School For All Students..... December 21 - January 2
No School For All Students..... January 3
Third Quarter Begins – January 6

Martin Luther King Day – No School For All Students..... January 20
Two Hour Late Start For All Students..... January 28
No School For All Students..... February 14
Presidents' Day – No School For All Students..... February 17

ELEMENTARY CONFERENCES ARE THE WEEK OF FEBRUARY 24
No School For Elementary Students – February 27 & 28

HIGH SCHOOL CONFERENCES ARE THE WEEK OF MARCH 3
No School for High School Students – March 6 & 7

Third Quarter Ends – March 7
Fourth Quarter Begins – March 10

MIDDLE SCHOOL CONFERENCES ARE THE WEEK OF MARCH 10
No School For Middle School Students – March 13 & 14

Spring Recess - No School For All Students..... March 17-21
No School For All Students..... March 28
Two Hour Late Start For All Students..... April 1
No School For All Students..... April 18
No School For All Students..... April 21
Last student day – Fourth Quarter Ends..... May 21
Memorial Day..... May 26

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.

June 2024

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December 2024

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July 2024

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						7
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29	30	31				

January 2025

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August 2024

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February 2025

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September 2024

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March 2025

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October 2024

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April 2025

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12	13	14	15	16	17	18
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26	27	28	29	30		

November 2024

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May 2025

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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Omaha Public Schools Board of Education
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Rick Smith, Vice President

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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, religion status, political affiliation or economic status in its programs, activities and employment and provides equal access to the Big Events and other designated youth groups. The following individual has been designated to school allocation according to non-discrimination policies: Superintendent of Schools, 3215 Cuming Street, Omaha, NE 68131 (402) 393-3623. The following parents have been designated to handle inquiries regarding the non-discrimination policies: Director of Equity and Diversity, 3215 Cuming Street, Omaha, NE 68131 (402) 393-3307.

Omaha Public Schools

District

**NOT UPDATED....
PLACE HOLDER
FOR NOW**

Elementary School 2024-25

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



Omaha Public Schools

Student

**NOT UPDATED....
PLACE HOLDER
FOR NOW**

Code of
Conduct

2024-25 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.