

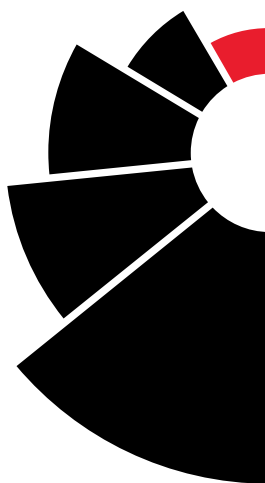


the student handbook

**Omaha Public
Schools**

Career Center

2024-2025



THE PATHWAYS *of*
**The Career
Center**

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.

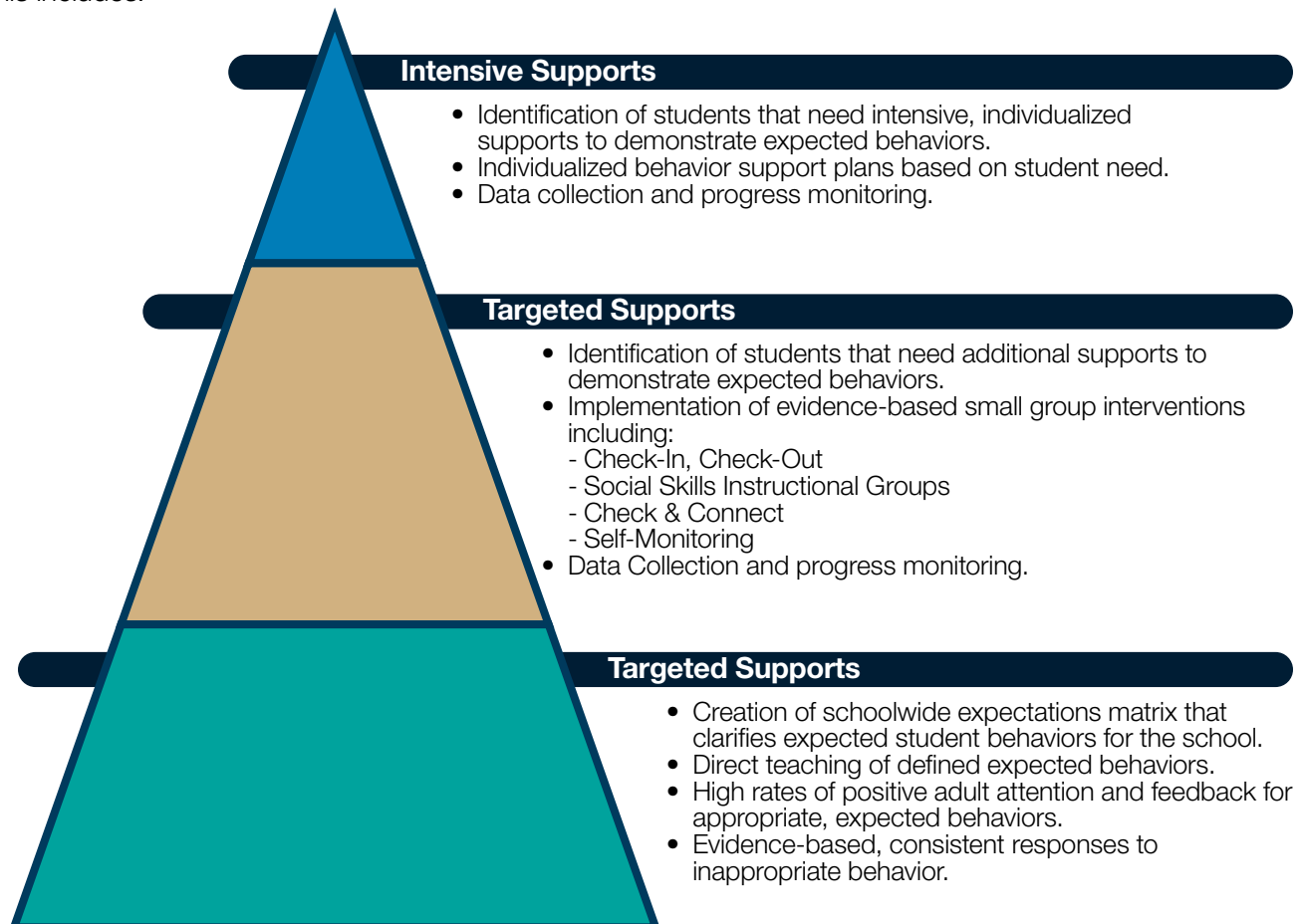
We believe that we cannot “make” students learn or behave. But we can create environments to increase the likelihood of positive behaviors occurring.

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.

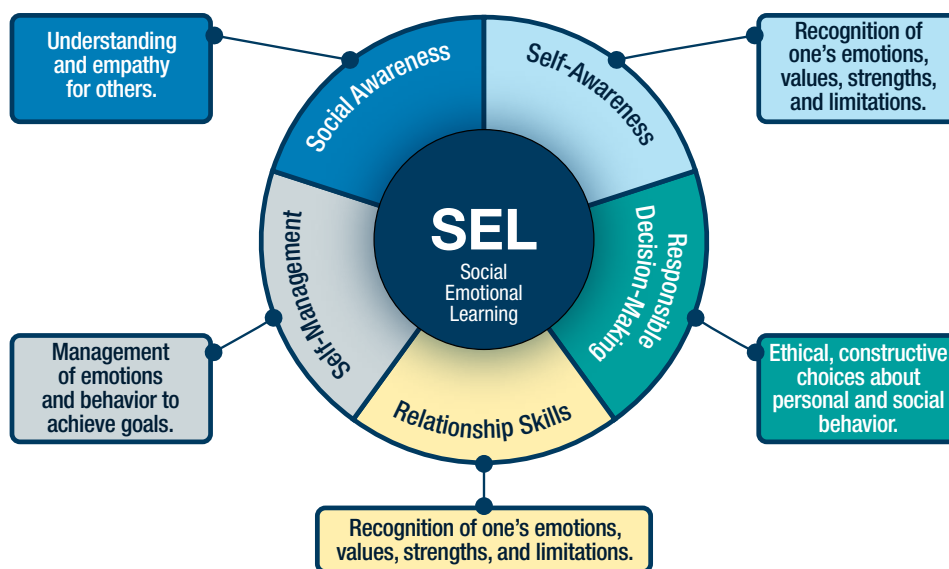
Within the Omaha Public Schools, our goal is to focus on CASEL's five SEL competencies:

- 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.



Omaha Public Schools Career Center

3230 Burt Street / Omaha, Nebraska 68131
531-299-0330 / Web: www.ops.org/careercenter

Mission Statement of Omaha Public Schools Career Center

Mission Statement of Omaha Public Schools Career Center: Connect today's student with tomorrow's careers through relevant, real-world education that engage students, community, and industry.



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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Welcome to the Career Center

The Career Center is a unique opportunity to “connect today’s students with tomorrow’s careers.”

Students from all seven Omaha Public Schools high schools attend to study electives that concentrate in career education. We are an extension of all seven buildings and work to insure both the academic and soft skill development needed to succeed in the 21st century workforce. Students have the opportunity to earn industry certifications, dual enrollment credit, and friendships that will last a lifetime.

Classes begin with foundational skills in their area of study and continue to build as the program progresses. It is imperative that students make diligent efforts to attend each day or they will risk losing out of the full opportunity that the Career Center has to offer as well as it might exclude a student from certification potential. We believe in more than technical skill development; we also stress the importance of soft-skill development. These include work ethic, punctuality, and communication skills. It is our sincere hope that our students matriculate into careers or further education in their chosen program of study, however many skills and abilities learned at the Career Center are universal amongst all career fields.

Parents are always welcome and encouraged to visit the Career Center, located at 3230 Burt Street. All visitors are required to sign in with security and then will be directed to the main office. All students must be signed out by a parent, guardian, or designee before they will be allowed to leave the building. This can be completed as well in the main office.

Staff at the Career Center will work with parents and students in order to provide a safe, secure, and disciplined school while creating an educational partnership designed to benefit ALL students.

Mr. Jeremy Nielsen, Career Center Principal/Program Director

Common Areas

Common areas include all areas of the building that are frequented by students other than in classrooms or laboratories. Examples include but are not limited to: halls, stairwells, lockers, vending machines, and restrooms. Rules for common areas help the Career Center maintain a positive and secure learning environment for students.

Career Center Responsibilities:

- Model behaviors students will need to get along with others
- Monitor common areas to assist students and promote student safety
- Help students learn to be safe, respectful, responsible, and professional

Student Responsibilities:

- Address all people with appropriate language and common courtesies
- Use assigned lockers to secure coats, books, and Career Center materials
- Avoid wearing: hats, head scarves, dew rags, chains, sagging pants, sunglasses, or clothing with negative references
- Use the elevator only if you have permission from the Career Center administrator
- Avoid loitering in hallways or near restrooms or vending machines

Attendance

Student attendance at the Career Center is the key to learning and applying new skills. Students are expected to attend class EVERY day, on time. The responsibility for attendance is shared by the student, parent, teacher, and other school staff.

Make-up work and time missed for home school activities are expected to be completed prior to the end of the learning unit. *i.e. pep-rallies, class meetings, school pictures, athletic events, and other such activities.*

Career Center Responsibilities:

- Report student absences and tardies to the home school
- Keep students informed of the number of absences accrued
- Contact parent/guardian of each student who has excessive or chronic absences

Student Responsibilities:

- Report to the assigned classroom immediately upon arrival to school and board the bus immediately at dismissal
- Be punctual and on time to class daily
- Notify your teacher and Career Center attendance secretary of all planned and unplanned absences. (call and email)
- Notify home school attendance secretary of all planned and unplanned absences. (call and email)
- Request time to make-up excessive absences with your teacher

Classroom/Labs

The Career Center teaches skills that are required for successful, gainful employment and a successful post-high school experience—whether the experience is work or education or a combination of both. Students will be involved in meaningful, hands-on, classroom and lab activities at the Career Center. Learning experiences will be adapted as needed in order to meet the individual needs of students.

Career Center Responsibilities:

- Provide thorough instruction in safe use of equipment, chemicals, and materials
- Provide supervision in classrooms and labs
- Communicate student progress to both students and parents
- Engage students in productive learning experiences

Student Responsibilities:

- Personal cell phones are not permitted during instruction unless directed by teacher
- Personal earbuds are not permitted during instruction unless directed by the teacher
- Personal Cell Phones and earbuds are not permitted in labs when operating equipment, power tool, or hand tool
- Make effective use of supplies and materials that are provided by the Career Center
- Provide care for textbook, workbook, equipment, tools, and all other learning resources
- Pay for or replace textbook, equipment, or tools that are lost, stolen or damaged while in student use, this includes fines for not returning textbooks or borrowed equipment on time
- Use computer technology for educational purposes only

Grading and Graduation Requirements (see Graduation Requirements, District Student Handbook)**Scheduling Changes/Requests for Dropping or Adding a Class:**

Students register in the winter for the following year.

All Omaha Public Schools Students have the opportunity to apply and select courses at Career Center. An electronic application is sent to all student emails in the winter. Students are expected to submit the application which will remain open through quarter 3. Students and Counselors will be notified upon admission to Career Center with the courses selected.

Course registration changes for the following year will be made only:

1. If the course was completed during summer school
2. If the student must repeat a course that was failed during the previous school year
3. If a conflict in the schedule cannot be adjusted without dropping or changing a course
4. If the student needs an additional course to meet credit requirements

Dropping a course after the first 15 days of the semester will result in a grade of “F” which is included in grade point average calculations. Requests to drop a course will be initiated by the student or parent to the school counselor.

Please see your school counselor for a copy of the Omaha Public Schools Schedule Change/Request to Drop a Course form.

Security

Responsibilities of security staff include: monitoring common areas, screening visitors, and supervising buses. Security staff will direct the parent/guardian to the main office if a student needs to be picked up during a class period. It is especially important for students to follow directions of security staff in any emergency situation.

Career Center Responsibilities

- Give directions respectfully to students
- Monitor halls, nearby parking lots, and building entrance points
- Sign in late students and visitors at the security desk

Student Responsibilities:

- Check in with Career Center security when arriving late to the Career Center, get a pass to class
- Follow directions respectfully from Career Center staff
- Avoid restricted areas including: 1st floor, 4th floor (ESL only), 5th floor, TAC office areas, the TAC cafeteria, and all staff areas

Safety

Student safety is the Career Center's highest priority. A student's participation in a Career Center class may require that he/she operate a variety of equipment. Students may not operate equipment until they return a Safety form with required signatures.

Career Center Responsibilities:

- Provide proper instruction in the use of equipment
- Provide correct safety procedures concerning the equipment
- Listen to student concerns related to safety
- Enforce Code of Conduct and/or Handbook rules related to safety

Student Responsibilities:

- Follow all safety rules of the Career Center
- Use machines or equipment only if you have permission and appropriate supervision
- Use tools and equipment properly and for their intended purposes
- Report any accident or injury to your teacher and parent/guardian
- Conduct yourself in a professional, responsible, and respectful manner
- Wear appropriate protective gear (coveralls, lab coats, safety goggles/glasses, etc.) as required
- Follow Omaha Public Schools behavior rules for students using school computers and networks

2024-25 Career Center Bell Schedule

Block 1 7:40 a.m. – 9:00 a.m.

Block 2 9:30 a.m. – 10:45 a.m.

Block 3 1:30 p.m. – 2:45 p.m.

UNMC Health High School Alliance (No Transportation)

1:00 p.m. – 3:00 p.m.

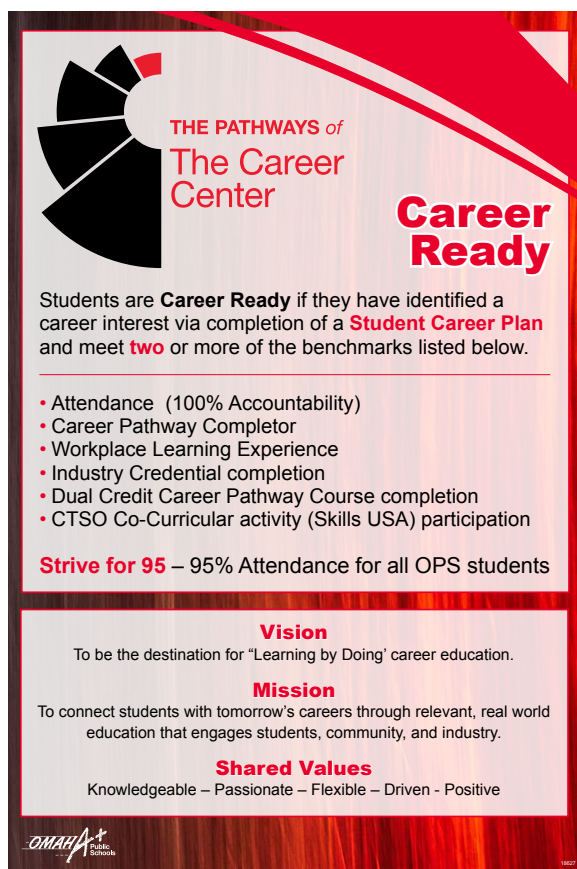
Zoo Partnership Schedule (No Transportation)

Block 1 7:30 a.m. – 8:50 a.m.

Block 2 8:50 a.m. – 10:20 a.m.

Block 3 12:20 a.m. – 1:40 p.m.

Block 4 1:40 p.m. – 3:00 p.m.



**THE PATHWAYS of
The Career
Center**

Career Ready

Students are **Career Ready** if they have identified a career interest via completion of a **Student Career Plan** and meet **two** or more of the benchmarks listed below.

- Attendance (100% Accountability)
- Career Pathway Completer
- Workplace Learning Experience
- Industry Credential completion
- Dual Credit Career Pathway Course completion
- CTSO Co-Curricular activity (Skills USA) participation

Strive for 95 – 95% Attendance for all OPS students

Vision
To be the destination for “Learning by Doing” career education.

Mission
To connect students with tomorrow’s careers through relevant, real world education that engages students, community, and industry.

Shared Values
Knowledgeable – Passionate – Flexible – Driven - Positive

OMAHA Public Schools

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Professional Expectations

**THE PATHWAYS of
The Career
Center**

MTSS-B
(Multi-Tiered Systems of Support for Behavior)

Be Safe

- ✓ Walk
- ✓ Hands To Self

Be Respectful

- ✓ Positive Language
- ✓ Hall Pass
- ✓ Appropriate Phone Use Before And After Class

Be Professional

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- ✓ Hall Pass
- ✓ Appropriate Phone Use Before And After Class

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- Hall Pass
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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 Class Start Day

Labor Day- No School For All Students September 4

No School For All Students September 5

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

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

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December 2023

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31						

January 2024

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August 2023

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31						

February 2024

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September 2023

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March 2024

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31						

October 2023

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April 2024

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28	29	30				

November 2023

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26	27	28	29	30		

May 2024

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Omaha Public Schools Board of Education

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Ricky Smith, Vice President

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Omaha Public Schools

District

NOT UPDATED....

PLACE HOLDER

FOR NOW

Senior Year 2023-2024

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



Omaha Public Schools

Student Code of Conduct

NOT UPDATED....

2023-2024 School Year
PLACE HOLDER

FOR NOW

*Every student
Every day.
Prepared for
SUCCESS.*

OMAHA
Public
Schools

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.