

Bryan Community Focus Program
Lincoln Public Schools



“Rise Above It”

2018-2019 Student Handbook

Bryan Community
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Bryan Community Student Handbook (2018-2019)

Bryan Community Administration

Tanner Penrod- Principal (tpenrod@lps.org)

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Bryan Community Staff

Jack Acevedo - Campus Supervisor

Dwight Brown - Therapist

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Brady Christianson - Special Education/Social Studies

April Christman - e-Learning/Science/Math

Gabby Danner- Social Worker

Dave Degenhardt - Custodian

Maggie Elsener- Digital Art

Kiley Eastwood - Student Child Learning Center

Diane Frydendall-Smith- Nurse

Lily Hershey- FCS

Brent Jarosz -Technology/ Business/Future Ready Coach

Renee Jones - English

Lucas Kendle - Social Studies

Kirby Killion - Math

Susie Larson - e-Learning, Yearbook

Sara Mann - PBIS coach

LaurenLee Meadows- Student Support Para

Cyndi Miller - Health Tech

Jennifer Northouse - Science

Theresa Paschke- Custodian

Kim Peters- Office

Aimee Petray- Student Child Learning Center

DeAnn Pile - Student Child Learning Center

Jillian Roethler - Student Child Learning Center

Barb Romberg- Student Child Learning Center

Jeff Schmale - Custodian

Jacob Schneider - English

Mikayla Spencer- Student Child Learning Center

Rachele Stoops- English

Amy Teply - Office

Shannon Wiig - Math

Cheryl Wilkins - Media Center



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Bryan Community Focus Program Mission Statement

Ensuring all students will achieve the necessary learning to be successful up to and beyond graduation

Bryan Community Focus Program Vision Statement

The Bryan Community School will provide an environment which allows students to create opportunities to develop trusting connections with one another, develop a sense of purpose, promote self-determination, and strive for excellence in academic achievement.

Bryan Community Focus Program School Wide Expectations

R.I.S.E.

Respect: We will establish a respectful learning community that embraces individuality by trusting, listening, and showing compassion to one another.

Intention: We will develop responsibility by holding ourselves and each other accountable for our learning, decisions and actions.

Self-Control: We will develop a peaceful environment by accepting ourselves and others and resolving differences through communication, seeking and giving support and ensuring fairness.

Effort: We will strive to increase academic achievement by giving feedback, recognizing effort, providing recognition and by encouraging belief in our abilities to be successful.



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What is Bryan?

The Bryan Community Focus Program is an alternative high school focus program that combines high behavioral and academic expectations with innovative teaching designed to help students meet the requirements for a Lincoln Public Schools high school diploma. Students work in smaller learning environments using direct instruction with clear learning objectives linked to individual interests and talents. High School Graduation Plans are developed for each student with an emphasis being placed on post-secondary education and planning a career path trajectory.

While at Bryan, students also focus on relationship building, teamwork and increasing personal development skills. Students work to develop the strategies that contribute to becoming a capable, successful adult. Bryan Community students demonstrate respect for each other and for staff members through cooperation and the ability to problem solve conflicts. They strive to create a safe learning environment for themselves and their peers.

Students are referred to Bryan from their home high school or through LPS Student Services. Students start the application process by applying online through the Bryan website. Home high schools and parents also provide information about a student. Students and parents participate in an interview process and, if selected to attend Bryan, must complete an enrollment contract. Enrollment includes approximately 150 students with 20% of the student population having IEPs. While at Bryan, students may continue to participate in athletics or other student activities at their home high school.

Success at Bryan is measured by multiple factors. Increasing student achievement and attendance rates are essential to meeting high school graduation requirements. Many Bryan students earn pre-requisite college credit by taking evening courses through Southeast Community College on the Bryan campus. Students leaving Bryan understand the responsibilities needed to move forward in life whether their goals lead them to post-secondary schooling or immediately toward a career. For more information, please contact Bryan Community directly at 402-436-1308.



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Bryan Attendance Process

Developing and maintaining regular attendance is one of the most important steps to becoming a successful student. When a student is not in school, the possibility of learning the classroom objectives and earning credit is significantly reduced. Bryan students will follow a three-tiered attendance system within our Positive Behavior Interventions Support (PBIS) program. The interventions listed below will be implemented to help students maintain good attendance. Incentives will also be awarded for students who make improvements to their current attendance patterns.

Nebraska Law LB464 places school absences into two categories: School Excused (SE) and Not School Excused (NSE). School Excused absences include those excused by a doctor or the school health office and any absence approved by school administration such as student activities, suspensions, or students currently in alternate placements. Absences that are Not School Excused and are subject to attendance interventions include Parent Acknowledged, Illness, and Truancy. The law also states that students who accumulate 20 days of Not School Excused absences in one school year may be referred to the County Attorney.

Tier One Interventions

- Electronic phone calls will be sent home to parents/guardians each day for all truanancies documented in the Synergy gradebook.
- Learning Lab teachers will contact parents/guardians when students are truant from multiple days of Learning Lab.
- **3 days of Not School Excused (NSE) absences**
 - Parents will be contacted by the Bryan Registrar to discuss absences.

Tier Two Interventions

- **5 days of Not School Excused (NSE) absences**
 - Parent/Guardian will receive a Stage One Attendance Letter.
 - Parents will be contacted to discuss the attendance plan.
- **10 days of Not School Excused (NSE) absences**
 - Parent/Guardian will receive a Stage Two Attendance Letter.
 - Student may complete a *School Refusal Assessment* during this time.
 - Students and Parents will meet with a member of the PBIS Tier II team to discuss absences and develop a *Collaborative Plan with new interventions to reduce barriers and to improve regular attendance.*
 - Parents may be asked to complete a *School Refusal Assessment* during this meeting and be informed of upcoming interventions.
 - Academic Probation may be considered at this time.

Tier Three Interventions

- **15 days of Not School Excused (NSE) absences**
 - Parent/Guardian will receive a Stage Three Attendance Letter.
 - Parents will be contacted by a member of the PBIS Tier II team to discuss all attempts to improve attendance.
 - Students may be referred to the Lincoln Public Schools Department of Student Services for attendance violations.
 - Academic Probation may be considered at this time.



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- **20 days of Not School Excused(NSE) absences**
 - Parent/Guardian will receive a Stage Four Attendance Letter.
 - Students may be referred to the County Attorney as directed in Nebraska State Law LB464.
 - Academic Probation may be considered at this time.

Academic Probation:

- A student may be considered for Academic Probation if they are not having academic success and/or are not in regular attendance.
- Student at Bryan have made the choice to attend Bryan Community, and students are accepted based on potential to find success in a new environment. Bryan has a limited number of spaces, so students must make use of their space at Bryan by attending regularly and earning credits.
- Students with poor attendance and multiple failing grades may be placed on academic probation. A parent/guardian meeting will be held to outline the specific expectations a student must meet to continue attending Bryan.
- Students will be provided multiple supports and interventions to help students become successful.
- If a student does not meet the expectations of their probation, the student will lose their place at Bryan.
- Re-admittance into the Bryan Community will occur only if the student indicates a commitment to demonstrating responsible academic behaviors. A personal interview with an administrator is required before the student can be considered for readmission.

On Campus Truancy:

Students are expected to be in class during class time. Leaving/Smoking the building is not permitted during instructional time or passing periods. The below policy is a guideline - administrator response may vary depending on the situation.

- 1st Offense- Verbal Warning
- 2nd Offense- Verbal Warning/ Parent Phone-Call
- 3rd Offense- Lunch Detention / Parent Phone-Call
- 4th Offense- Day of ISS / Parent Phone-Call
- 5th Offense- Day of OSS / Parent Meeting
- Continued Issue- OSS and Possible Referral to LPS Student Services



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Bryan Community is a Drug / Alcohol / Tobacco Free Campus

Smoking, Tobacco and Vaping

Smoking/Vaping is prohibited at Bryan Community, in the building and on grounds by adults/students in district buildings or on grounds is prohibited. Students are not to have any smoking/vaping related products visible in the building or on campus, and smoking/vaping is strictly prohibited in the building or on campus

Drug/Alcohol Related Offenses

When a student is suspected of being under the influence of drugs or alcohol and/or in possession of illegal substances, the student may be searched as well as any of their property on this campus. A LPD Resource Officer may be contacted to aid in making decisions regarding drug and alcohol violations.

Possible Consequences

- Suspension from school
- Possible referral to Student Services
- Mandatory parent/guardian conference prior to returning
- Other interventions as determined by administration

Learning Lab at Bryan

Learning and creating quality work is a top priority at Bryan Community. Students at Bryan learn how to refine and improve their skills and knowledge to become successful learners, producing high quality work. To ensure academic success, all students are assigned to a learning lab class while at Bryan. Participation in the learning lab program is mandatory. Students will work with teachers to complete assignments/projects or relearn/retest over essential objectives, thus improving overall performance in school. Our goal is for each Bryan student to earn credit in every course they are enrolled in throughout the school year. Learning lab classes will meet for 30 minutes every day and students will earn elective credit toward graduation for participating in this academic support opportunity.

Purpose of the Bryan Community Learning Lab Program

- To provide each student with consistent academic support
- To prepare students for postsecondary education by meeting all high school course objectives
- To encourage supportive relationships and build self-efficacy
- To provide students with the knowledge, skills to be successful in all academic environments

Student IDs

Students required to use their ID to scan into the building and to purchase lunch. New IDs can be reprinted for a fee of \$2.00.



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Personal Electronic Devices and Communication

Bryan Community respects instructional time and believes the following devices do not contribute to maintaining a safe and orderly learning environment.

Device use during Instructional Time

Unless otherwise specified by your teacher, the following are not allowed to be seen or heard during class time.

1. Cell Phones
2. iPods, iTouches, MP3 players or any other handheld devices or music players
3. Headphones or ear buds
4. Tablets, e-readers and other wireless computing devices
5. Other electronic items including game systems such as PSPs, and any other items as determined by the school administration.

Consequences for the use of personal electronic devices during Instructional Time:

1st Warning - The teacher will ask the student to put their device away (silenced- face-down on desk / or out of sight and in a bag/pocket)

2nd Incident - The classroom teacher will ask that the student turn their device in to the teacher for the remainder of the class period

3rd Incident - If a student refuses to give their device to their classroom teacher, an administrator will collect the device and it will be locked in the office until the end of the day.

*Failure to comply with any of the above requests will be considered a violation of LPS Responsibilities of Students, II. A: Willfully disobeying any reasonable written or oral request of a staff member, or the voicing of disrespect to those in authority.

Pictures/Recording during School

- It is a violation of the LPS Right and Responsibilities of Students to record the image or voice of another person with an electronic device, without the express permission of the person recorded, while on school grounds, at a school activity or in a school vehicle.
- It will be a further violation of LPS Right and Responsibilities of Students to fail to promptly delete such a recording following the request of the person recorded and/or LPS staff. Students who engage in such recording or who fail to delete the recording on request may be subject to disciplinary action including, but not limited to, suspension or expulsion from school.

Communicating with your student during school hours

Please contact the Bryan office with messages that need to get to students during the school day. Texting your student during class time directly disrupts instruction and the learning of everyone within the classroom setting. The Bryan Support Staff is happy to help you and will quickly pass along messages. Thank you for your help with this matter and for protecting our instructional time.



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Appropriate School Clothing

If a student's dress interrupts or distracts from classroom activities or is seen as inappropriate for the school setting, he/she will not be permitted to continue wearing the clothing in school. This includes, but is not limited to, the following examples: attire that is offensive or obscene, clothing or jewelry that makes reference to or advertises drugs, alcohol, or tobacco. Shirts must have straps and be an appropriate length to cover stomachs, while pants need to be free from significant sagging. The administration will be the judge of appropriate apparel. Students wearing inappropriate clothing will be asked to turn the items inside out or change clothing.

Fines, Fees and Expenses

Fines are assessed against students for losing or damaging books, equipment, and other school or LPS property. This includes expenses acquired for students choosing to attend school sponsored trips. Fines are to be paid to the office. In addition, continued enrollment at Bryan and participation in the graduation recognition ceremony may be in jeopardy if fines are not paid.

Search and Seizure

To maintain order and discipline in the school and to protect the safety and welfare of students and personnel, school authorities may search a student or a student automobile under the circumstances outlined below, and may seize illegal, unauthorized or contraband materials discovered in the search. A student's failure to permit the search and seizure will be considered grounds for disciplinary action.

Personal searches – A student's person and/or personal effects may be searched whenever a school authority has reasonable suspicion to believe that the student is in possession of illegal or unauthorized materials.

Automobile searches – Students are permitted to park on school premises as a matter of privilege. The school retains authority to conduct routine patrols of student parking lots and inspections of the exteriors of student vehicles on school property. The interiors of student vehicles may be inspected whenever a school authority has reasonable suspicion to believe that illegal or unauthorized materials are contained inside. Such patrols and inspections may be conducted without notice, without student consent, and without a search warrant.

Arrival and Dismissal Procedures

Arrival

- The building opens at 7:30am
- Class begins at 8:10 a.m. for 9th/10th graders and 9:00 a.m. for 11th/12th graders.
- Students will be allowed to enter the building upon arrival and will wait in the media center.
- Student parents will be asked to enter the Student Child Learning Center through the south entrance.
- Students can enter the building through Door 1 (Main entrance through the Main Office)
- Students must scan their student ID each morning at the Student Check-In Center in the office.



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Dismissal

- Students are dismissed from the building at 3:00 p.m. On PLC Tuesdays students will be dismissed at 2:00 p.m.
- Hallways should be clear by 3:30 p.m.
- Students should go home without delay, unless participating in an activity.
- The building closes at 4:00 p.m., so all students should be off school grounds by then.

Note: Students waiting for rides after 3:30 p.m. are expected to wait in the Media Center. There are three reasons for this expectation:

- 1) Supervision is only provided outside until 3:30.
- 2) Parents will know where their students are located.
- 3) During cold or inclement weather, this is a warm and dry location.

Dismissal from school during the school day

Students are required to sign out in the main office when leaving the campus for any reason before the end of their scheduled day. Sign in/out sheets are located in the office. Parental notification is required for all students under 19. If a student is dismissed due to illness, he/she must be seen in the health office prior to exiting and a parent will be contacted.

2018-2019 Bell Schedule

PERIOD	M/W/Th/F	Tuesday(PLC)
0	8:10-8:57	8:10-8:57
1	9:00-9:30	9:00-9:30
2	9:33-10:20	9:33-10:10
3	10:23-11:10	10:13-10:50
4	11:13-12:00	10:53-11:30
LUNCH	12:00-12:30	11:30-12:00
5	12:33-1:20	12:03-12:40
6	1:23-2:10	12:43-1:20
7	2:13-3:00	1:23-2:00
8	3:03-3:50	-----



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Breakfast/Lunch Program

Students will need their Student ID to purchase breakfast and/or lunch each day. Breakfast will be served from 7:55-9:05 with lunch being available from 12:00-12:25. Students will be allowed to eat breakfast and lunch in the cafeteria or Media Center. When finished, they will be allowed to spend the remainder of their lunch period in the gym, media center, cafeteria, or outside.

Students must pick up breakfast as they enter the building. Once students enter class, they will not be allowed to leave to get breakfast.

Students in 9th and 10th grade are required to stay on campus for lunch.

Consequences for students in 9th/10th grade leaving campus during lunch:

- 1st Offense- Verbal Warning
- 2nd Offense- Verbal Warning/ Parent Phone-Call
- 3rd Offense- Lunch Detention / Parent Phone-Call
- 4th Offense- Day of ISS / Parent Phone-Call
- 5th Offense- Day of OSS / Parent Meeting
- Continued Issue- OSS and Possible Referral to LPS Student Services

Intent of Student Handbook

This handbook is intended to be used by students, parents and staff as a guide to the rules, regulations and general information about the Bryan Community Focus Program. Each student is responsible for becoming familiar with the handbook and knowing the information contained within it. Parents are encouraged to use this handbook as a resource and to assist their child in following the procedures and rules contained in this handbook.

Although information found in this handbook contains detailed and specific information on a variety of 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 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 the 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.



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Rev. 5/14

Lincoln Public Schools

RESPONSIBILITIES OF STUDENTS



LINCOLN PUBLIC SCHOOLS

P.O. Box 82889, Lincoln, NE 68501

In order to function properly, public school education must provide an equal learning opportunity for all students. In addition to the regular curriculum, good citizenship must be taught and demonstrated. This includes an appreciation for the rights of others.

I. Establishment of Policies, Rules and Regulations

The Board of Education has established written policies, rules and regulations of general application governing student conduct in all schools. In addition, principals, within their schools, may establish written rules and regulations not inconsistent with those established by the Board.

II. Areas of Prohibited Student Conduct

Students are not to engage in conduct which causes or which creates a reasonable likelihood that it will cause a substantial disruption in or material interference with any school, function, activity or purpose or interfere with the health, safety, well being or the rights of other students, staff or visitors.

The following conduct has been determined by the Board of Education to have the potential to seriously affect the health, safety or welfare of students, staff and other persons or to otherwise seriously interfere with the educational process. Such conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment. A student who engages in the conduct may be suspended and referred to the Department of Student Services for a conference to determine whether a long-term suspension, expulsion, or mandatory reassignment is appropriate. The conduct is covered by the school rules where it occurs on school grounds, in a vehicle owned, leased, or contracted by the school and being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or an employee's designee, or at a school-sponsored activity or athletic event:

- A. Willfully disobeying any reasonable written or oral request of a school staff member, or the voicing of disrespect to those in authority.
- B. Use of violence, force, coercion, threat, intimidation, harassment or other conduct done in a manner that constitutes a substantial interference with school purposes or making any communication that a reasonable recipient would interpret as a serious expression of intent to harm or cause injury to another.
- C. Willfully causing or attempting to cause substantial damage to property, including the setting of a fire of any magnitude, stealing or attempting to steal property of substantial value, or repeated damage or theft involving property.
- D. Knowingly and intentionally engaging in bullying. Bullying is defined as any ongoing pattern of unwanted, aggressive behavior which may include physical, verbal or electronic abuse on school grounds, in a vehicle owned, leased or contracted by the school being used for a school purpose by a school employee or designee, or at school-sponsored activities or school-sponsored athletic events. (Lincoln Public Schools Policy 5482)
- E. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon economic status, race, ethnic background, culture, gender, sexual orientation, religion, age or ability.
- F. Causing or attempting to cause personal injury to any person, including, without limitation, any school employee, school volunteer, or student.
- G. Knowingly and intentionally using force in causing or attempting to cause personal injury to a school employee, school volunteer, or a student, except if caused by accident, self-defense, or on the reasonable belief that the force used was necessary to protect some other person and the extent of force used was reasonably believed to be necessary. This conduct shall result in an expulsion for the semester in which it occurred, and the next semester.
- H. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon or that has the appearance of a weapon or bringing or possessing any explosive device, including fireworks.

- I. Knowingly and intentionally possessing, using, or transmitting a dangerous weapon other than a firearm. This conduct shall result in an expulsion for the semester in which it occurred, and the next semester.
- J. Knowingly and intentionally possessing, using, or transmitting a firearm on school grounds, in a school-owned or utilized vehicle, or during an educational function or event off school grounds, or at a school-sponsored activity or athletic event. This conduct shall result in an expulsion for one calendar year. "Firearm" means a firearm as defined in 18 U.S.C. 921, as that statute existed on January 1, 1995. That statute includes the following statement: "The term 'firearm' means (a) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (b) the frame or receiver of any such weapon; (c) any firearm muffler or firearm silencer; or (d) any destructive device."
- K. Public indecency or sexual conduct.
- L. Sexually assaulting or attempting to sexually assault any person. This conduct may result in an expulsion regardless of the time or location of the offense, if a complaint alleging such conduct is filed in a court of competent jurisdiction.
- M. Dressing or grooming in a manner wherein such dress is dangerous to the student's health and safety or to the health and safety of others or repeated violations of the student dress and grooming standards; dressing, grooming, or engaging in speech that is lewd or indecent, vulgar, or plainly offensive; dressing, grooming, or engaging in speech that school officials reasonably conclude will materially and substantially disrupt the work and discipline of the school; or dressing, grooming, or engaging in speech that a reasonable observer would interpret as advocating illegal drug use.
- N. Engaging in the selling, using, possessing or dispensing of alcohol, tobacco, narcotics, drugs, controlled substance, imitation controlled substance, e-cigarette vapor products, inhalant or being under the influence of any of the above; or possession of drug paraphernalia. Use of a controlled substance in the manner prescribed for the student by the student's physician is not a violation. The term "under the influence" has a less strict meaning than it does under criminal law. For school purposes, the term means any level of impairment and includes even the odor of alcohol or illegal substances on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant.
- O. Violation of technology guidelines.
- P. Plagiarism or copyright infringement by students is considered academic dishonesty, is prohibited and may result in disciplinary action including expulsion from school.
- Q. Recording the image or voice of another person with an electronic device, without the express permission of the person recorded or the failure to promptly delete such a recording following the request of the person recorded.
- R. Willfully violating the behavioral expectations for those students riding Lincoln Public Schools buses.
- S. Truancy or failure to attend assigned classes or assigned activities.
- T. Tardiness to school, assigned classes or assigned activities.
- U. Engaging in any unlawful activity which constitutes a danger to other students or interferes with school purposes.
- V. Repeated violation of any of the rules adopted by the School District or the school.

Students may also be suspended from school for up to five school days by the building administration for conduct constituting grounds for expulsion or other violations of rules and standards of behavior adopted by the Board of Education or the administrative or teaching staff which occur on or off school grounds if such conduct interferes with school purposes or there is a connection between such conduct and school.

In addition, administrators and teachers may also take actions regarding student behavior, other than removal of students from school, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include counseling of students, parent conferences, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, in-school suspensions, or restriction of extracurricular activity. Students are responsible for complying with such disciplinary measures and may be further disciplined for a failure to serve such assigned discipline as directed.