

# Omaha Street School Student Handbook

## TO OUR STUDENTS, THE FAMILY OF OMAHA STREET SCHOOL PROMISES TO...

INTEGRATE FAITH  
INTO ALL WE DO  
WE BELIEVE THAT  
GOD LOVES YOU  
AND HAS A PURPOSE  
FOR YOUR LIFE.

IMPLEMENT AN INDIVIDUAL  
LEARNING PLAN TO GUIDE YOU  
TO ACADEMIC SUCCESS.

GIVE  
UNCONDITIONAL  
LOVE AND  
ACCEPTANCE  
FREELY.

PROVIDE A  
STRUCTURE FOR  
APPROPRIATE  
BEHAVIOR AND  
MUTUAL RESPECT.

CULTIVATE  
AN ATMOSPHERE  
WHERE HOPE  
CAN GROW.

MAINTAIN A  
LOW STUDENT-  
TEACHER RATIO  
IN THE  
CLASSROOM.

SURROUND YOU  
WITH A TRUSTWORTHY  
COMMUNITY.

ENSURE A SAFE,  
DRUG-FREE, NON-VIOLENT  
ENVIRONMENT.

LIVE  
TABULA RASA -  
CLEAN SLATE  
YESTERDAY  
DOES NOT  
DETERMINE  
TODAY.

TREAT YOU  
WITH INTEGRITY  
AND HONESTY.

**omaha  
street school**



**God said, “... I have it all planned out—plans to take care of you, not abandon you, plans to give you the future you hope for...”**

**Jeremiah 29:11**

## **Table of Contents**

- I. Introduction**
- II. Admission Procedures**
  - Registration**
  - Admission Policy**
- III. Tuition and Fees**
  - Tuition Scale**
- IV. Attendance Policies**
  - Attendance**
  - Absences**
  - Tardiness**
- V. Discipline and Conduct**
  - Discipline**
  - Suspensions/Expulsions**
  - Student Contract**
- VI. Parental Involvement**
  - Parent Contract**
- VII. Building and Campus Usage**
- VIII. Academic Requirements**
  - Credits**
  - Chapel**
  - Grading System**
  - Course Offerings**
- IX. General Information**
  - School Hours**
  - Inclement Weather**
  - Visitors**
  - Volunteers**
  - Crisis Response Drills**
  - Guest Lecturers**
  - Cell Phones**
  - Dress Code**
  - Field Trips**
  - Lunch**



**Mission:**

We empower students to discover new hope through education and love in a Christ-centered environment.

**I. INTRODUCTION**

The Omaha Street School is a Christian high school dedicated to providing high school students with the opportunity to complete their high school education.

OSS has a unique education model that is helping students fulfill their personal and vocational goals.

OSS is governed by a Board of Directors composed of committed Christian men and women who share the vision that quality education in a loving and caring environment is the key to breaking economic cycles that prevent individuals and communities from prospering to their potentials. The Omaha Street School is affiliated with the Street School Network.

## **II. ADMISSION PROCEDURES**

### **Registration**

1. Student and guardian tour school and if interested, sign Release of Information.
2. At the time of tour, Registration packet sent home.
3. Administration will evaluate previous school's records: current MDT, IEP, Behavior and Health records, transcript, attendance, and grades.
4. Administration will extend invitation for enrollment and student and family will attend a required Orientation prior to first day of school.

**A \$50.00 registration fee is due prior to Orientation to hold placement.**

### **Admission Policy**

The Omaha Street School admits students of any race, color, religion, or national and ethnic origin to any and all of the rights, privileges, programs and activities generally accorded or made available to the students at this school. The Omaha Street School does not discriminate on the basis of race, color, religion, national or ethnic origin in the administration of its educational policies, admission policies and school administered programs.

## **III. TUITION AND FEES**

### **Tuition Scale**

Educating 1 child in NE schools costs approximately \$14,000/year. Therefore, OSS solicits funds from a variety of sources to help offset some costs so families can have a school-choice option.

In order to maintain OSS' standard of excellence and to instill a sense of pride and ownership in education, we ask our families to contribute financially through monthly tuition.

<u>Annual Income</u>	<u>Tuition rate / Per Student</u>
\$20,000 and under	\$30 per month
\$20,001 - \$30,000	\$60 per month
\$30,001 - \$40,000	\$100 per month
\$40,001 - \$50,000	\$150 per month
\$50,001 - \$70,000	\$250 per month
\$70,001 - \$90,000	\$350 per month
\$90,001 and above	\$500 per month
State Org - sponsored	Per Contract

Acceptable forms to validate income include:

1. Nebraska State Income verification
2. Prior year tax return
3. Pay stubs for previous 3 months

Proper income verification and the \$50 Registration fee are due at enrollment. Tuition is due the first of each month. ***If tuition is not paid by end of each semester, the student will not be allowed to return to OSS until the balance is paid or the student/family arranges for alternative payment with an administrator.***

#### **IV. ATTENDANCE POLICIES**

##### **Attendance**

Consistent attendance is vital in the educational process. It demonstrates commitment towards education and a willingness to be held accountable. OSS complies with the NE Dept. of Education secondary requirement for 1080 hours of academic instruction. OSS's Vocational goal is to build responsibility and integrity in students so they can be productive in the workplace.

If, after multiple problem-solving attempts, attendance issues do not improve, the student will be asked to leave OSS in order to make room for a student on the waiting list.

## **Absence**

Daily school attendance is expected. It creates opportunity for students and staff to build positive relationships which impact academic success. Students will participate in a conference with their Instructor or Administration upon the 5<sup>th</sup> absence to collaborate on a plan for improved attendance.

Guardians and treatment team will be notified of days 5, 10, and 15 absences, which could include conferences with the guardian/treatment team members. Due to NE state law, when a student reaches 20 days absent, their name and family contact information is turned into the County Attorney for truancy, which then becomes a legal matter between the student/family and the county attorney.

## **Tardiness**

Attendance, including tardiness, is tied into a social-skill rubric for each class and is part of formative assessments (daily grades). The school doors open at 7:30 a.m. so students may enter and eat breakfast. **The school day begins at 8:00 a.m.** with students in their classrooms and ready to start their work day. The day ends at 2:15 or 3:30 depending upon student schedule needs. Once students enter the building they are not to leave without staff permission.



## **V. Discipline and Conduct**

### **Discipline**

The Omaha Street School is committed to creating a safe learning environment. To accomplish this purpose, and to provide each student with the best opportunity to succeed, OSS utilizes Boys Town's Classroom Management model and Collaborative Problem Solving as the basis for behavioral instruction. The four Positive Behavior Supports utilized are:

- 1) Relationship Building
- 2) Frequent Feedback
- 3) High Staff Visibility
- 4) Corrective Teaching

Instructors and Administration will interact with guardians and treatment team members regarding positive and corrective behaviors. If inappropriate behaviors continue, the following steps could be implemented:

- stay after school to complete missed work
- parent/instructor conference
- suspension
- expulsion
- other

### **Suspensions / Expulsions**

Suspensions are earned for major offenses and continuing behaviors. If the student is unresponsive or un-teachable, the suspension will start immediately. Suspensions are unexcused absences.

Expulsions are determined by the Director of Education for major/criminal offenses or continuing behaviors. The parent may request an appeal if they feel their student did not receive due process or the consequences did not fit the offense. The school staff involved will consist of the Executive Director, Director of Education and the Student Support Specialist. Their decision will be final.



## Student Contract

**OSS** is a Christian high school dedicated to providing a quality education in a safe and positive environment that encourages academic excellence, high moral standards and self discipline. The following standards of conduct include beliefs, attitudes, and values that the school deems essential to the fulfillment of its mission.

Each student will read and agree to apply its contents. A signed contract must be on file prior to the student starting school.

1. I understand the **Omaha Street School is a Christ-based school**. I am free to have my own beliefs, but understand I am required to respectfully attend weekly chapel services.
2. I realize **racial bigotry and hatred is wrong** no matter to whom it is directed. I agree not to engage in racism either by my actions or words while enrolled at Omaha Street School.
3. I realize the **use of alcohol and drugs will not be tolerated** at the Omaha Street School. I agree not to use any drugs or alcohol before school, during school hours at lunch, or at any school events. I understand if I possess or use alcohol or drugs, I could be subject to immediate expulsion. Administration **can take disciplinary action regarding suspicion** of drug use, involvement, or possession (including tobacco and e-cig type products).
4. I realize that **open displays of affection and sexually explicit language** or innuendoes are not appropriate at school. I will refrain from such behavior while at the Omaha Street School or while attending any school functions. I realize if I engage in sexual harassment of any kind and/or displays of affection which disrupts the learning environment, I am subject to immediate expulsion (including the suspicion of harassment)

5. I will **demonstrate respect to the staff** of OSS by my use of manners, and following directions of staff and volunteers. **I will show respect to my fellow students** by using manners and helping to create a positive school culture. I understand if I continue to show disrespect to staff, volunteers or students, I may jeopardize my enrollment. This also includes harassment such as, but not limited to: texting, Facebook, and other social network sites.
6. I appreciate the organization that owns **the school building and grounds** in which I attend. I will respect the property in all ways. I understand that I am subject to disciplinary action and payment for damages I incur. **I understand I will be asked to help keep the school & grounds clean, and I will do so willingly as instructed or asked.** Community service is a requirement of enrollment. I understand that OSS is **NOT** responsible for lost or stolen personal property.
7. I will sincerely attempt to **change my language habits** and reduce my profanity. I understand the staff will exhort me to use better language if I swear. I realize that disciplinary action will result if I curse at staff, volunteers, or continually exhibit disrespectful behaviors.
8. I realize that **consistent attendance is necessary** for academic progress. I will abide by the attendance policy and I understand that excessive tardiness and/or absences will result in disciplinary action. Guardians are to contact the school for any absences or tardies expected.
9. I have a bright future. I do not want to jeopardize it by impulsive and **senseless acts of violence**. I realize if I initiate or perpetuate a fight by my words or actions, I could be expelled. I also understand that bringing a firearm or other weapon to school will result in immediate expulsion.
10. I will **dress properly every day**. I realize I may be asked to change into something acceptable or be sent home. I am aware that flagrant disregard for the dress code may result in my dismissal from school. Ex. No pajamas, sagging pants, muscle shirts, low necklines, etc., **as determined by Instructors or Administration**. See page 16.
11. I will exhibit **proper classroom behavior** in order to provide my fellow students and myself the best possible opportunity to learn. I understand that disruptive and inappropriate behavior will not be tolerated and will be subject to disciplinary measures.

12. I will **do all classwork assigned** by my Instructors in all classes. I will complete my classwork promptly, take notes as instructed and strive to do my best. I understand if I refuse to **do my work or turn in below standard and incomplete work, I will be required to redo my work to a passing level.** Continuously refusing to complete work to the Instructors' expectations can jeopardize my enrollment.
13. I realize school officials need to receive parental or emergency contact permission **if I need to leave during school hours.** I understand if I continually leave without permission, I may jeopardize my placement.
14. I realize cell phones or other **electronic/non-electronic devices** are not to be used during school without staff permission. I understand that use of any such devices **during school hours** could result in the item being taken from me and kept in the Administrative offices until the end of the school day. Refusal to hand over said property may result in immediate suspension. See page 16.
15. I will operate the computers at the Street School with proper care and respect. Documents created will be consistent with the school's educational objectives. I will not access the network for any purpose other than what is instructed. I understand if the computers are mistreated or utilized for anything other than Instructor-directed activities, I will not be allowed to use them. This could result in assignments requiring outside resources, which I will be expected to complete. Continued misuse could jeopardize school placement. No social networking sites are allowed.
16. Community service and Service-learning are **REQUIRED** coursework. These project hours will occasionally extend beyond the school day, and **participation is mandatory.**
17. I understand the staff is here to educate, advocate, and encourage mature and thoughtful behavior. They represent the authority in the school setting. **I understand the contents and terms of this contract and the judgment of staff, in their interpretations, are NOT negotiable.**



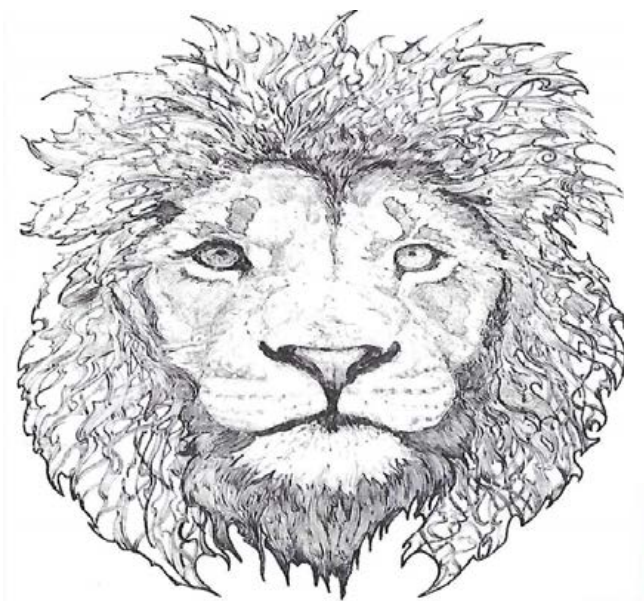
## VI. PARENT INVOLVEMENT & CONTRACT:

### Parent Contract

The administration and staff welcomes the cooperation and involvement of parents and guardians students. Studies and life experience reflect students perform at a higher level when parents and guardians participate in their child's academic progress.

The following contract communicates OSS' desire and expectations of parent/guardians to support student success:

1. I understand I am responsible for monthly tuition cost, per the Registration packet information, unless another agency is paying for this cost on my behalf.
2. I agree to remain in contact with the OSS, keeping them updated of my contact information so I can stay informed of my child's progress.
3. Family and school working together will help my child be successful. I will make conferences (phone or in person) & family nights a priority to support my child.
4. I realize that **consistent attendance is necessary** for academic progress. I understand the attendance policy, stated on pg. 5 of the Student Handbook, includes excessive tardiness. I will contact the school for any expected absences, doctor appts, tardies, etc...
5. I realize cell phones or other **electronic/non-electronic devices** are not to be used during school hours without staff permission. I understand that use of any such devices **during school hours** could result in the item being taken and kept in the administrative offices until the end of the school day. Refusal to hand over said property may result in immediate suspension. Details on pg. 16 of the Student Handbook.
6. I am responsible for transportation to and from school. Classes begin at 8:00 and end at 2:15, unless otherwise communicated by the school staff. Students are to be picked up promptly to maintain safety. This includes picking up my child promptly, or making arrangements if he/she is suspended.





## VII. BUILDING AND CAMPUS USAGE

1. Students will only park on the road located along the south side of the OSS building.
2. Students are to utilize the designated classrooms in the building. The second floor is off limits to any student without the presence of a staff member. The basement may be used only in the presence of a staff member.
3. Students are not allowed in the parking lot or upper basketball court without a staff member present.
4. OSS will conduct classes and activities in other buildings on campus. Students should always be with a staff member.
5. The Computer Lab is to be used only with staff or volunteer supervision. Staff permission must be requested for before and after school computer privileges. Students using unauthorized websites are subject to disciplinary action.
6. OSS does not condone the use of tobacco products in any form and the entire campus on which OSS is located is smoke-free. Students who violate this rule will be subject to disciplinary action from administration or the landlord.
7. The phone in the reception area may be available for student use before school, during lunch and after school for brief three-minute conversations. Written permission from an Instructor or Administrator required.
8. Students may request a locker from Administrators. Students **are not** to put additional locking devices on their lockers.

## **VIII. ACADEMIC REQUIREMENTS**

### **Credits**

In order to graduate from the Omaha Street School, a student must earn 45 credits. OSS operates on a credit system similar to the Omaha Public Schools. Credits are earned on a semester basis.

Many students indicate a desire to attend college or another institution of higher learning or trades training. To accomplish these goals, the following academic categories must be met, per requirements of the NE Department of Education, for high school graduation.

<b><u>Subject</u></b>	<b><u>Credits needed</u></b>
Art/Music	2
English	8
Math	4 (6)
Science	4 (6)
Social Studies	6 (8)
Vocational	8
Health/P.E.	2 (4)
Electives	<u>11</u>
	<b>45</b>

(49 OPS requirements)

### **Chapel**

Chapel is held weekly and parents/guardians are welcomed! Chapel speakers are from the community and offer encouragement through the telling of their personal stories. For students, chapel is required, and is part of the Life Skills curriculum. Students are encouraged to seek and develop their own spiritual path; however, OSS is a Christian school and Chapel will be Christ-based.

## **Grading System**

A system of letter grades and conferences are used to inform parents of student' progress. Letter grades are based upon the following percentage grouping:

- A = 90 - 100%
- B = 80 - 89%
- C = 70 - 79%
- D = 60 - 69%
- F = 59% and below

Parents and guardians are welcome and encouraged to call or text any time concerning their child's academic progress.

## **Course Offerings**

The core curriculum is offered through direct & online instruction. These courses meet NE State Standards. A sampling of courses:

**English** - These courses incorporate various levels of grammar, composition, literature, vocabulary

**Math** - Math courses include basic math, Pre-Algebra, Algebra, Advanced Mathematics

**Science** - Core Science includes Physical Science, Natural Science, Environmental Science and Biology

**Social Studies** - World Geography, American History, World History and American Government

**Community Service** – Service-Learning hours are mandatory and are automatically built into the school curriculum. Students will participate respectfully as they give time, talents, and efforts towards helping our community. Community Service hours outside of the school day can be transferred into credit on an individual basis.

**Vocational** – Classes such as Life Skills, Personal Finance, and Career Exploration help students prepare for the real world.

**Elective Offerings** – Course sampling:

Fine Arts  
Digital Arts  
Communications  
Work Study

Media Analysis  
Creative Writing  
Practical Math  
Vocational Exploration

## **IX. GENERAL INFORMATION**

### **School hours**

Regular school hours are **8:00 a.m.** to **3:30 p.m.**, Monday through Friday. Some students may end their day early due to scheduling needs or conflicts. **Check the current school calendar for any days that all students are released early for staff development or no school.** If there are any questions, please contact the school office. ***It is vital that students arrive on time and leave when their day is over.*** Staff is not available to monitor student safety after their scheduled class time. Transportation is to be arranged ahead of time to not miss out on class time.

### **Inclement weather**

OSS has school closures reported on local TV and radio stations.

### **Visitors**

Students are not permitted to have visitors who are not previously authorized by Administration. All visitors must report directly to the reception area and sign-in in order to keep disruptions to a minimum.

## **Crisis Response Drills**

OSS must conduct crisis safety drills on a regular basis. Instructors will teach and assist students with these crisis response drills. Pulling fire alarms without authorization will result in disciplinary action. Students are expected to follow **ALL** instructions during practice drills.

## **Lunch**

Volunteers provide daily lunch to students at no cost, breakfast items are also provided between 7:30 – 7:55 am.

There are no off-campus privileges for lunch, unless previously approved by the school administrator.

## **Cell Phones**

In order to facilitate safety and help students stay focused on academic goals, cell phones are not to be used at school except: **passing periods, before/after school and during lunch**. If phones are **heard, or seen in use, or suspicion of use**, students are automatically referred to the office and students lose all cell phone privileges at school for 5 consecutive school days; i.e. students turn in phones to Administration each morning and may retrieve them after school. **If administration deems cell phone usage is related to tardies**, students will also lose phone privileges. If there is a family emergency, the main office can be contacted and a message given to the student.

## **Dress Code**

The Omaha Street School believes dress is an expression of individualism; however, certain standards must be met to maintain a positive and safe learning environment for all students. Girls are to dress modestly, not showing large amounts of skin; example: halter-tops, spaghetti tops, see-through materials or midriffs are not be worn. Dresses/shorts should be long enough to reach fingertips. Boys cannot wear muscle-type shirts and pants must be at the waistline.

Zip ties are available in lieu of belts. At no time should clothing contain obscene language, sexual references, drugs/alcohol/tobacco, offensive language, or symbols, pictures, or logos that are not conducive to the mission of OSS. Extra clothing may be available for students to change into if necessary.

A student who wears prohibited clothing will be asked to change into something acceptable or be sent home. A student sent home for a dress code violation will be counted as an unexcused absent during the time that was missed. Decisions about clothing are at the discretion of Instructors and Administration.

### **Field trips**

The Omaha Street School occasionally has field trips and retreats. Each student should have a permission slip signed by a parent or guardian on file at school. This permission slip will cover all school outings during the year. OSS is not an open campus, and is not responsible for accidents that may occur once a student leaves the school grounds.

### **Volunteers**

The Omaha Street School is honored and privileged to enlist a number of part-time volunteers to help carry out our mission of providing quality education to students. These volunteers serve as instructors, tutors, mentors and in other ways. All volunteers are to be given the utmost respect for the time they give to OSS.

### **Guest Lecturers**

Frequent guests speak to students, families and staff on various topics. Appropriate audience skills are expected.



This Omaha Street School Handbook is the confidential property of the Omaha Street School. It is intended for use by the students and staff of the Omaha Street School.