



ELITE AFTERSCHOOL PROGRAM

EMPOWERING LONGHORNS INSPIRES TOMORROW'S EXCELLENCE

PARENT-STUDENT HANDBOOK

2026-2027

Welcome to ELITE!

Dear Families,

Welcome to the ELITE Afterschool Program at Mary Lynch Elementary! We are thrilled to partner with you in supporting your child's continued learning, growth, and development beyond the traditional school day. Our program is designed to provide a safe, engaging, and enriching environment where students can complete homework, explore new interests, and build meaningful relationships with peers and staff.

Our program aligns with the mission and values of Kimball Public Schools and supports the behavioral expectations of Mary Lynch Elementary, including Longhorn PRIDE: Perseverance, Respect, Integrity, Discipline, and Empathy.

We thank you for entrusting us with your child and look forward to a wonderful year of learning together!

Warmly,

Marcie Pratt
ELITE Program Director

Program Overview

Days of Operation:

- **Monday through Thursday:** School dismissal until 6:00 PM
- **Fridays (on non-holiday weeks):** 8:00 AM to 12:00 PM

Location: Mary Lynch Elementary School

Program Includes:

- Daily snack (USDA-compliant)
- Homework help and academic support
- Enrichment clubs and activities
- Outdoor and indoor recreation

Goals of ELITE

1. Improve academic performance in reading and math
2. Foster positive social-emotional development
3. Encourage student creativity, collaboration, and leadership
4. Provide a safe and supportive after-school environment
5. Increase family and community engagement

Registration Process

- Registration forms must be completed and submitted before a student can attend



- Forms are available online:

<https://ne21stcccl.transact.com/registration/25736cd5-c2c0-4326-a514-c0f3826c09a1>

- Emergency contact information is required
- A new registration form must be submitted each school year

Contact Information

ELITE Director: Marcie Pratt
Email: mpratt@kpslonghorns.org
Phone: 308-241-0693

Mary Lynch Elementary
Address: 1000 E 6th St., Kimball, NE 69145
Phone: 308-235-4696
Website: www.kpslonghorns.org

Schedules

Daily Schedule (M–TH)

- 3:40–4:00 PM: Sign-In & Snack
- 4:00–4:30 PM: Outside play/recess
- 4:30–4:50 PM: Homework/Math/Reading
- 4:50–5:50 PM: Club/Enrichment
- 5:50–6:00 PM: Clean-up/Free Play

Friday Schedule:

- 8:00–8:30 AM: Sign-In & Breakfast
- 8:30–8:50 AM: Reading/Literacy activity
- 9:00–9:30 AM: Show and Share activity
- 9:30–10:30 AM: Club activity
- 10:30 AM–11:00 AM: Outside play/recess
- 11:00–11:20 AM: Math activity
- 11:30–12:00 PM: Lunch/Dismissal

Pick-Up & Drop-Off

- Students must check in with ELITE staff immediately after school. (in the gym)
- Parents or a designated pick up person may come in and sign out the student.
 - You may call or text that you are on your way to pick-up.
- Written or verbal permission is required for students to walk or bike home
- Students must be picked up by 6:00 PM (Mon–Thurs) and 12:00 PM (Fridays)

Behavior Expectations

ELITE follows the Mary Lynch PBIS framework emphasizing **Longhorn PRIDE**:

- **Perseverance:** Try your best and never give up
- **Respect:** Use kind words and actions
- **Integrity:** Be honest and trustworthy
- **Discipline:** Follow rules and make responsible choices
- **Empathy:** Show care and concern for others

Students are expected to follow school rules and show respect for staff, peers, and property.

Discipline Policy

- 1st Offense: Verbal reminder and reteaching expectations
- 2nd Offense: Written incident report and parent contact
- 3rd Offense: Conference with parent, student, and program director
- 4th Offense: Suspension or removal from the program
- **Severe Behavior:** Immediate removal may occur for physical aggression, threats, property damage, or other serious violation

Homework Support

Students will be provided with time and assistance to complete homework. If students do not have homework, they may read or participate in quiet academic games.

Enrichment Activities

Activities may include arts and crafts, STEM challenges, games, music, cooking, cultural lessons, leadership groups, and more.

Field Trips & Events

Special events and field trips will be scheduled throughout the year. Prior notice and parent permission are required for participation.

Volunteers & Visitors

Volunteers are welcome and must complete a background check. Please contact the Program Director for opportunities.

Inclement Weather & Closures

If school is canceled or dismissed early due to weather, ELITE will also be canceled. Notifications will be sent via school messaging systems.