WELCOME TO 6TH GRADE

PARENT & STUDENT GUIDE

District OR-1 Jr/Sr High | 2026-2027

A GUIDE FOR A CONFIDENT START

This guide is designed to answer the questions families most often ask as students transition into middle school. Thanks to all the parents who provided feedback to our orientation night. Hopefully this helps you feel more comfortable in the transition to Palmyra Jr./Sr. High School!

OUR MISSION

"Together we prepare our students to successfully meet the challenges of the future."

ARRIVAL	SCHOOL DAY	SUPPORT
Drop-off, waiting areas, and supervision	Schedule, lunch, passing periods, and expectations	Academics, technology, and who to contact

425 F Street Palmyra, NE 68418 | 402-780-5327 | www.districtor1.org

Welcome to Middle School

Sixth grade is a major transition - and students do not have to figure it out alone.

Welcome to sixth grade! This year brings new opportunities, increased independence, and new responsibilities. Students will learn how to manage a daily schedule, move between classes, keep track of assignments, use technology appropriately, and ask for help when they need it.

The transition is exciting, but it can also feel unfamiliar at first. Our staff members understand that students are still learning the routines of middle school. We will teach expectations, practice procedures, and help students build confidence during the opening weeks of school.

MORE INDEPENDENCE	MORE SUPPORT	MORE COMMUNICATION
Students carry more responsibility for materials, assignments, and daily routines.	Teachers, counselors, office staff, and administrators are available to help.	Families should monitor grades, attendance, and school messages regularly.

Families play an important role in helping students develop healthy middle school habits. The goal is not perfection. The goal is steady progress toward independence.

PARENT TIP

During the first few weeks, ask specific questions: “What was the easiest part of your day?” “Which class was hardest to find?” “What do you need to pack tonight?” These questions encourage students to reflect and problem-solve.

The Top 10 Things Every 6th Grader Should Know

Know where to go before school and after school.

Arrive on time and bring what you need for the day.

Use passing periods efficiently and move directly to class.

Ask an adult for help when you are uncertain.

Keep your locker, backpack, and school materials organized.

Charge your school device each night and bring it every day.

Use your phone and personal devices only when school rules allow.

Check grades and missing assignments regularly.

Treat classmates, staff members, and school property with respect.

Remember that everyone needs time to adjust to a new routine.

Before School Procedures

A safe and predictable morning routine helps students begin the day ready to learn.

Arrival Time

Students may arrive at school beginning at 7:30 a.m. Students should not arrive before supervision begins unless they are participating in a supervised school activity.

Parent Drop-Off

Students should be dropped off at the North entrance. Please follow any directions provided by staff members. Avoid stopping in areas that block buses, crosswalks, or other vehicles.

Where Students Wait

After entering the building, students should report directly to the East Commons. Students should remain in supervised areas until 8:03 a.m. and should not wander through the building before school.

Morning Expectations

Enter through the designated student entrance.

Report directly to the assigned waiting area.

Use respectful language and appropriate voice levels.

Keep hands, feet, and personal belongings to yourself.

Be ready to begin class when the bell rings.

GOOD TO KNOW

Students who eat breakfast at school should report to East Commons during 7:30 - 8:00 a.m.

Transportation Notes

Bus riders should follow driver directions and report to the designated entry point.

Walkers and bike riders should use the North Entrance. A bike rack is provided.

Bennet Buses leave at 7:35 and 7:40 a.m. for PHS.

PARENT TIP

Drive the drop-off route once before the first day of school. A quick practice run can reduce anxiety and prevent traffic confusion.

After School Procedures

Students are allowed to leave the building after the 3:41 pm dismissal bell. Students may use any of the exits depending on where they are going or where they are picked up.

Dismissal Flow

School dismisses at 3:41. At the end of the day, students should promptly report to their assigned transportation area, walking route, parent pickup location, or supervised school activity.

Parent Pickup

Students who are picked up by a parent or guardian should report to the North Parking Lot. Students can use other areas around school if the parent and student have collaborated before. Please follow staff directions and remain patient during the opening weeks as families learn the routine.

Bennet Bus Information (Morning Only)

Bennet Bus loading location: South Indent (North side is Elementary ONLY)

Expected departure time: 7:35/7:40 a.m.

Afternoon return bus will drop off in the same location.

Transportation contact: Cathy Fick/ 402- 540-2879/ fick.cat@districtor1.net

Walkers, Bike Riders, and Activities

Walkers and bike riders should exit through North doors and follow approved routes.

Students attending practices, clubs, tutoring, or other activities must report directly to the supervising adult.

Students may not remain unsupervised in or around the building after dismissal.

STUDENT SUCCESS TIP

Make sure your child knows the after-school plan before arriving at school each morning. Students should also know who to contact if plans unexpectedly change.

PARENT TIP

Dismissal is often busiest during the first few days of school. Please allow extra time while students and families learn the routine.

Attendance Procedures

Regular attendance keeps students connected academically and socially.

Reporting an Absence

If your child will be absent, notify the school as early as possible. Call 402-780-5327 or email holmgren.kri@districtor1.net by 8:10 a.m.

Late Arrivals

Enter through the main office. (North doors)

Check in with the office staff.

Receive a pass before reporting to class.

Students arriving after 8:10 a.m. should not go directly to class. The office must record the arrival time and excuse status.

Early Dismissals and Appointments

Notify the office in advance whenever possible.

A parent or authorized adult signs the student out through the office.

Office staff call the student from class when the adult arrives.

For safety reasons, students will only be released to authorized individuals. Whenever possible, schedule appointments outside school hours. If an appointment is unavoidable, please allow enough time for the office to retrieve your child from class.

GOOD TO KNOW

Attendance concerns are easier to address early. Contact the office if your family is facing a situation that may affect regular attendance.

Attendance Questions

Q: My child has a medical appointment during the school day. What should I do?

A: Notify the office in advance and sign your child out through the main office.

Q: What if my child arrives only a few minutes late?

A: The student should still check in through the main office before reporting to class.

Q: Who should I contact with attendance questions?

A: Contact Kristi Holmgren at 402-780-5327 or holmgren.kri@districtor1.net

Daily Schedule & Hallway Expectations

Students learn to manage passing periods, lockers, and transitions throughout the day.

Bell Schedule

Period / Event	Start Time	End Time
Arrival / Breakfast	7:30 a.m.	8:00 a.m.
Period 1	8:10 a.m.	8:55 a.m.
Period 2	8:59 a.m.	9:44 a.m.
Period 3	9:48 a.m.	10:43 a.m.
Period 4	11:05 a.m.	11:50 a.m.
Lunch/Period	11:54 a.m.	1:14 p.m.
Period 6	1:18 p.m.	2:03 p.m.
Period 7	2:07 p.m.	2:52 p.m.
Period 8	2:56 p.m.	3:41 p.m.

*WIN/SEL 10:37 a.m. - 11:01 a.m.

Passing Periods

Students have 4 minutes between classes. Passing periods are designed for students to travel directly to the next classroom, use the restroom when necessary, and visit lockers efficiently. Students should not loiter in hallways or congregate in ways that block traffic.

Hallway Expectations

Walk at all times.

Use appropriate voice levels.

Stay to the right when possible.

Respect personal space and keep hands to yourself.

Carry materials responsibly.

Arrive to class on time and ready to learn.

GOOD TO KNOW

Teachers and staff members supervise hallways during passing periods, before school, during lunch, and after school. Practice reading the schedule and using a combination lock before school starts.

Lunch Procedures

Lunch is a time to eat, recharge, and socialize appropriately.

Cafeteria Expectations

Follow directions from cafeteria staff and supervisors.

Use respectful language and appropriate voice levels.

Remain seated unless permission is given to move.

Clean your table area before leaving.

Dispose of trash and recycling appropriately.

Treat classmates, staff members, and school property with respect.

Lunch Accounts

Students may purchase meals using PowerSchool Food. Families may add money to lunch accounts through https://districtor1.revtrack.net. Current meal prices and reduced-price meal information can be found in the handbook after all updates have been completed for the new school year. **Prices listed below are 2025-2026 prices.**

Breakfast price: $2.50

Lunch price: $3.40

Online portal: https://districtor1.revtrack.net

Food service contact: Elli Lamprecht / 402-780-5327 / lamprecht.ell@districtor1.net

Bringing a Cold Lunch

Students are welcome to bring lunch from home. Lunches should be clearly labeled and easy for students to manage independently. Microwaves are available during lunch time to use to heat up food if needed.

Allergy Awareness

Please follow all school guidelines related to food allergies. For more information regarding allergic reaction protocol please refer to BOE Policy 5601 or reach out to the school nurse, Christine Wilson at Wilson.chr@districtor1.net.

PARENT TIP

Before school starts, make sure your child can independently open lunch containers, packages, and water bottles.

STUDENT SUCCESS TIP

Lunch is a social time, but students should still follow adult directions and clean up after themselves.

Physical Education Expectations

PE routines help students participate safely, responsibly, and confidently.

Participation

Students are expected to participate in physical education unless excused by a parent, physician, school nurse, or administrator according to school policy. Students should communicate injuries or health concerns to the PE teacher promptly.

Locker Room Procedures

Respect the privacy and personal belongings of others.

Use the locker room only as directed by the PE teacher.

Keep the area clean and organized.

Report concerns to an adult immediately.

Use the allotted time efficiently before and after class.

PE Clothing and Shoes

Students should wear appropriate attire for P.E. This can include the clothes they wore to school. Athletic shoes are required but do not need to be “only PE shoes”.

PE Lockers

Students will not use PE lockers. Students are able to change in the locker rooms if needed.

PARENT TIP

Label PE clothes, shoes, water bottles, and other personal items. Encourage students to bring clothes home regularly for washing.

PE Questions

Q: Does my child need different shoes for PE?

A: No, but athletic shoes are needed.

Q: Will students receive a locker?

A: No. Few students even change for PE, but if changing is needed, the locker room will be made available.

Q: What happens if my child cannot participate?

A: Depending on the reason and length not being able to participate, each teacher will have a set protocol for receiving credit for missed participation.

School Supplies, Lockers & Organization

Strong organizational habits make the school day easier and less stressful.

School Supply Expectations

Teachers may share course-specific needs at the beginning of the year. Otherwise your student should come with notebooks, pencils, and pens.

DAILY BASICS	OPTIONAL ITEMS	LABEL ITEMS
Pencils, pens, folders, notebook paper, planner, and a charged device.	Headphones or earbuds, highlighters, and other teacher-requested materials.	Put your child's name on personal belongings whenever possible.

Lockers vs. Backpacks

Students should understand when they may use lockers and whether backpacks are permitted in classrooms.

Locker use: All students in 6th grade will be assigned an academic locker.

Backpack expectations: Students are allowed to use backpacks during the day.

Combination lock guidance: Lock combinations will be on the student's daily schedule. They will be given opportunities to practice.

Valuables: Students are encouraged to keep all items of value at home. If this is not feasible, they should lock items in their locker or leave them in the office.

Organization Tips for Students

Use one consistent location for unfinished work.

Clean out folders and backpacks weekly.

Write assignments in a planner or use the school-approved digital system.

Pack your backpack and charge your device the night before.

Ask a teacher for help before small problems become larger problems.

PARENT TIP

A five-minute weekly backpack and locker clean out can prevent missing assignments, lost supplies, and unnecessary stress.

STUDENT SUCCESS TIP

Develop a simple evening routine: check assignments, pack materials, charge your device, and confirm the next day's transportation plan.

Technology Access & Digital Expectations

Students use technology as a learning tool and are expected to use it responsibly.

Student Logins

Students receive access to school email, PowerSchool, and other school-approved digital tools. Students will receive instructions on the first day of school/open house from the technology coordinator.

Student email format: Joseph Smith = smith.jos@districtor1.net

Learning platform: PowerSchool and Canvas

Password reset process: Contact Burke Brown (Tech Coordinator)

Technology support contact: Burke Brown / 402-780-5327 / brown.bur@districtor1.net

Device Expectations

Charge the device every night.

Bring the device to school each day.

Use only approved websites, apps, and digital tools.

Handle devices carefully and report problems promptly.

Follow teacher directions for when devices should be open or closed.

Cell Phones & Personal Devices

Students will not be able to use their phones or other electronic devices, including, but not limited to, ear buds, smart watches, etc. during class and passing periods. Designated times that using these devices are allowed is before school, after school, and during lunch.

PHONE POLICY PLACEHOLDER

Students may not use cell phones during class time or unless otherwise permitted by a staff member with the authority to implement cell phone rules. A student who violates this rule may be required to turn their phone into the office or lose phone privileges for an extended period of time. For more information regarding the use of cell phone and other electronic devices refer to BOE Policy 5101.

Digital Citizenship

Students should use technology in ways that are safe, respectful, and appropriate for school. Online behavior can affect classmates and the learning environment. Students should never share passwords, post harmful content, or use school technology to harass or embarrass others.

PARENT TIP

Set up a nightly device-charging location at home. A consistent routine helps students arrive prepared and reduces last-minute stress.

Grading Practices & Academic Expectations

Middle school success depends on effort, responsibility, communication, and asking for help.

Academic Expectations

Attend school regularly and arrive to class on time.

Bring necessary materials and a charged school device.

Participate in class and complete assignments honestly.

Check grades and missing work regularly.

Ask questions when directions or concepts are unclear.

Use available support before falling significantly behind.

Grading Practices

Missing work due to illness is dictated by policy. Students are allowed 2 days for each day missed due to illness. Late work is handled at the teacher's discretion. Students who don't turn work on time will be placed on the ICU list. Parents are notified via text that their student is missing an assignment and they are also notified when the student completes missing work. Different teachers may assign different point values to work, so it is important to know the expectations of your teachers.

GRADING SCALE	MISSING WORK	GRADE ACCESS
See Handbook	Teacher Discretion/Policy	PowerSchool

When Students Need Help

Ask the classroom teacher for clarification.

Attend available study sessions, intervention periods, or tutoring.

Use Canvas and PowerSchool to review assignments.

Contact the counselor when stress, organization, or social concerns affect learning.

Ask an administrator for help when a concern is not resolved through the usual process.

PARENT TIP

Check grades consistently, but focus on habits as well as percentages. Organization, communication, attendance, and timely completion are skills students will continue building throughout middle school.

STUDENT SUCCESS TIP

The best time to ask for help is early. Teachers want students to ask questions before a missing assignment or difficult concept becomes overwhelming.

Who Do I Contact?

Starting with the right person usually leads to the quickest answer.

Question or Concern	Start Here	Contact Information
Academic concern	Classroom teacher	https://www.districtor1.org/staff
Missing assignments	Classroom teacher	https://www.districtor1.org/staff
Schedule change	Kori Vodicka - Counselor	vodicka.kor@districtor1.net
Social or peer concern	Kori Vodicka - Counselor	vodicka.kor@districtor1.net
Behavior or safety concern	Heath Johnson - Principal	johnson.hea@districtor1.net
Attendance or appointments	Kristi Holmgren - Main office	402-780-5327 holmgren.kri@districtor1.net
Transportation or Bennet Bus	Cathy Fick - Transportation contact	fick.cat@districtor1.net
Technology or login support	Burke Brown - Technology contact	brown.bur@districtor1.net
Health or medication question	Christine Wilson - School nurse	wilson.chr@districtor1.net
General administrative question	Principal / office	402-780-5327

Frequently Asked Questions

Q: What if my child gets lost going to class?

A: Staff members are stationed throughout the building and will help students find the correct location.

Q: What if my child forgets an assignment or supply?

A: Students should communicate with the teacher and follow classroom procedures. Families can help by encouraging a consistent evening packing routine.

Q: How do I monitor grades?

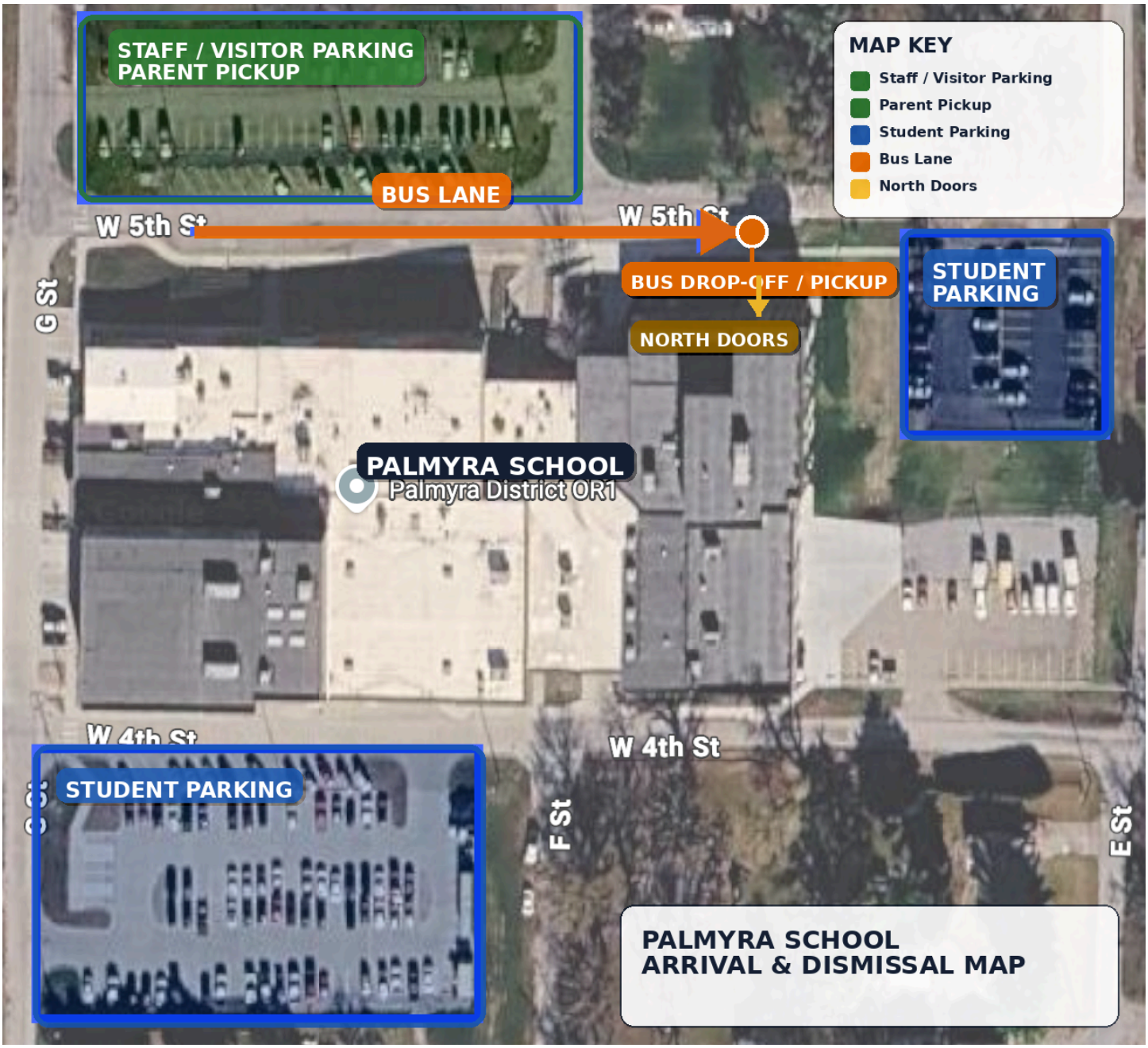
A: Use PowerSchool. Contact Mr. Brown for login information.

Q: What if my child is nervous about middle school?

A: That is completely normal. Encourage your child to ask questions, practice routines, and remember that staff members and students are ready to help.

WELCOME TO 6TH GRADE!

We are excited to partner with your family as your child begins this next chapter.


STAFF / VISITOR PARKING
PARENT PICKUP
BUS LANE
W 5th St
W 5th St
G St
BUS DROP-OFF / PICKUP
NORTH DOORS
STUDENT PARKING
PALMYRA SCHOOL
Palmyra District OR1
W 4th St
W 4th St
STUDENT PARKING
F St
E St
MAP KEY
Staff / Visitor Parking
Parent Pickup
Student Parking
Bus Lane
North Doors
PALMYRA SCHOOL
ARRIVAL & DISMISSAL MAP