

Annual District Notifications Master Document

Minnesota Statute requires that we provide annual notification to district residents and students regarding the following topics. If you have any questions regarding these topics, please contact the identified personnel or the district office at (218)843-3682

AHERA Annual Asbestos Notification

September, 2017

During the past school year and continuing into the 2017-18 school year, the following asbestos management plan activities have been or are currently being completed. These activities are pursuant to the Environmental Protection Agency 40 CFR Part 763- "Asbestos Containing Materials in Schools; Final Rule and Notice."

- (2) Semi-Annual Periodic Surveillance Inspections
- Notification of Asbestos Locations for Short-Term Workers (Electricians, Plumbers, etc.)
- Training of District Personnel

Kittson Central Public Schools has contracted through the Northwest Service Cooperative to provide environmental consulting services.

The complete updated Asbestos Management Plan for Kittson Central Public Schools can be found in the administrative office at each of the school facilities. The Management Plan can be viewed, without cost or restriction, during normal working hours. Copies can be obtained for a fee of \$.25 per page.

Any questions concerning this notice or an explanation of our Asbestos Management Plan can be directed to Head Custodian Robert Klegstad at (218) 843-3682.

Kittson Central Public Schools Pesticide Notice

All Minnesota schools are required to inform parents/guardians and school employees that they may request to be notified prior to pesticide application on school property. Pesticides include chemicals which are used to control insects, weeds, rodents, or other pests as defined by the law (M.S. 123B.575, Subd. 9).

In order to provide the required information, schools must maintain a list of parents/guardians and school employees who request notification. Schools must also provide information about individual pesticide applications upon request, including the name of the pesticide product, and the time and location of the planned application. An estimated schedule of pesticide applications is available for review or copying at the District Office.

Pesticides and non-chemical treatments may be used in combination in and around schools for a variety of reasons, including the control of pests which have the potential to bite, sting, spread disease, cause asthma, and/or trigger an allergic reaction. Pesticides may also be used to prevent or control damage to materials within the school building or to the school building itself, or to control pests or weeds that are seen as a nuisance.

The long-term health effects on children from the application of such pesticides or the class of chemicals to which they belong may not be fully understood. Children may be more susceptible

to pesticides than adults, due to their smaller size and rapid growth and development. Also, their playful behavior may expose them to more pesticide residue.

To limit the potential pesticide exposure, this school follows safety regulations to ensure pesticides are applied properly. All pesticide products, which are used in and around school buildings, are required to be registered with the Minnesota Department of Agriculture and the U.S. Environmental Protection Agency. In addition, school employees and certified and licensed applicators are required by state and federal law to comply with all requirements of the pesticide label, including building sites, application rates, re-entry intervals, posting, use of personal protective equipment, use restrictions, and disposal on the product label.

To be notified about pesticide applications, please contact Head Custodian Robert Klegstad at 218-843-3682. Any other questions you have regarding the District's pest management practices may also be directed to Robert Klegstad.

Indoor Air Quality

Kittson Central Public Schools has an indoor air quality management plan. The management plan outlines specific policies and procedures that will be used in the district to address indoor air quality issues. Several staff members were involved in the development of the district indoor air quality management plan. The district health and safety committee reviews the plan annually. If you have any questions concerning indoor air quality, or would like to use the EPA tools for Schools checklists, please contact the district indoor air quality coordinator Robert Klegstad at 218-843-3682

Notice to Home School Parents

Minnesota Statutes 120A.22-120A.26 and 121A.15 require the person in charge of providing instruction to a child to submit the Minnesota Compulsory Instruction Report to the superintendent of school district in which the student resides. The report is available from the Minnesota Department of Education or the district office.

The Compulsory Attendance Report is due to the district office by October 1st of each year. Students between the ages of seven and seventeen must be reported in attendance at a school or they are subject to Minnesota truancy laws.

Notice to Non-Custodial Parents/Guardians

Non-custodial parents should contact the school district in which their child is attending to update contact information. Educational records and regular communication such as report cards and conference notices can only be delivered if accurate contact information has been provided by the parent.

Notice of Background Checks

Kittson Central Public Schools require that applicants for school district positions who receive an offer of employment and all individuals who are offered the opportunity to lead co-curricular or extra-curricular activities in the district, regardless of whether any compensation is paid, submit to a criminal history background check. These are conducted by the Minnesota Bureau of Criminal Apprehension (BCA). The district also reserves the right to conduct additional background checks with other agencies.

Data Privacy Practices

Pursuant to the requirements of state and federal law, the following constitutes the Kittson Central Public Schools' Annual Notification to parents and students regarding data privacy practices. Kittson Central Public Schools employs the following data practices:

Privacy Rights: Educational records that identify or could be used to identify a student other than directory information, are not released to members of the public without the written permission of the parent or guardian of the student or of a student, age 18 or older, or if the student attends a post-secondary institution.

Directory Information: Directory information may be released to the public without prior consent unless the parent or student, age 18 or older, has objected in writing to the release of directory information.

Directory information includes the following categories; Student's and parent's name, address and telephone number, date of birth, most recent educational agency or institution and field of study, participation in officially recognized activities and sport, weight and height of members of athletic teams, degrees, honors, and awards received, dates of attendance, grade level, enrollment status, and athletic physical examination expiration date.

Passive consent is also given to photographs, video recordings, or other visual representations for school-approved publications, yearbooks, newspapers, public presentation and web pages.

Inspection of Records: Parents or a student, age 18 or older, may request to inspect and review any of the student's educational records except those which are, by state and federal law, made confidential. Copies of the record may be obtained at a reasonable fee.

Challenge of Accuracy of Records: A parent or a student, age 18 or older who believes that specific information in the student's educational record is inaccurate, misleading, incomplete, or violates the privacy or other rights of the student may request the school district amend the record in question in accordance with district policy 515.

Transfer of Records to Other Schools: The school district forwards educational records of students to other schools in which a student seeks or intends to enroll upon request of that school. A parent or adult student may request and receive a copy of the records that are transferred. The district does not routinely notify parents prior to the transfer.

Complaints of Non-Compliance: Parents or adult students who feel there has been a violation of the rights accorded them, may submit written complaints to the Family Education Rights and Privacy Act Office, U.S. Department of Education, Washington, D.C. 20201.

This review of the data privacy rights of students in the educational records of the Kittson Central Public Schools is intended only to be a summary of the provisions of the district policy and applicable state and federal law. All district policies are available for review in the District Office. Questions about the policy should be addressed to the Office of the Superintendent.

Military Recruiters

Federal and state laws require all school districts to provide U.S. military recruiters, upon request, with the name, address and telephone number of all 11th and 12th grade students within 60 days of the request unless the parent or a non-dependent adult student, requests that the information not be provided. If you do not want a student's directory information released to a recruiter, you must specifically deny access in writing to Supt. Bob Jaszczak.

Special Services Programs

Kittson Central Public Schools and the NWRIC provide support to students through a full range of special service programs. Students with special needs may be provided services in the regular classroom, through individualized instruction in a resource room, in special classes, in special day schools, or in residential schools, homes, or hospitals.

A team of regular and special education personnel works with parents to determine the type of education best fitted to meet the learner's individual needs. For those students who qualify, an individualized educational plan is developed cooperatively between parents and school staff. State of Minnesota and federal funds (including PL 108-446, Individuals with Disabilities Education Improvement Act of 2004) are used to help support these special programs. Parents and community members may review applications, reports, and evaluations of district activities supported by these funds.

For general information, or if you suspect that your child (age birth through 21) may be in need of special services, contact your child's school principal or the district special education coordinator.

Postsecondary Enrollment Options (PSEO)

PSEO is a program that allows students in grades 10-12 to earn both high school and college credit while still in high school, through enrollment in and successful completion of college-level, nonsectarian courses at eligible participating institutions. Each participating college or university sets its own requirements for enrollment into the PSEO courses. Students may participate in PSEO on a full or part-time basis.

The Kittson Central secondary school counselor and principal can provide additional guidance about PSEO participation. Students also have multiple options available on-site for earning dual credit. These include College in the High School courses offered during the regular school day.

Student Accident Insurance

The Affordable Care Act (ACA) has caused significant changes in the way that families pay for health care. With the introduction of exchanges for purchasing health insurance, many families have found that some costs to obtain care for urgent or emergency situations have considerable out of pocket expenses. This is particularly true for injuries. The school district does have adequate liability coverage; however, it does not cover accidental injury under many circumstances. Parents are encouraged to review their insurance coverage and consider the options available to them.

Ways to Save Money on School Expenses

1. Complete the eligibility packet for the school lunch program.

- Eligibility for free or reduced school meals begins at an annual income level of \$76,442 depending on the number of dependents.
- Application materials and participation are completely confidential.
- Federal funding to supplement local sources is directly tied to a school's eligibility rate for free or reduced-price lunch. Eligible families will save a significant amount on their food expenses and generate additional funds to help provide the best educational resources for their children.

Whether your student eats at school on a regular basis or not, participation saves money for your family and generates educational funding for their school at the same time. Please consider completing the form which is available on the Kittson Central website, or in the District Office.

2. Use the Minnesota K-12 Education Subtraction and the Education Credit to save money on your state income taxes.

- Most required school supplies including digital learning devices and musical instrument purchase or rental are qualifying expenses.
- Most families are eligible for the subtraction and many families will qualify for the tax credit.
- Save your receipts and check out the video at the following link for more information

http://www.revenue.state.mn.us/individuals/individ_income/Pages/K12_promo_materials.aspx