

## WHAT'S COMING UP?

- 8/29-9/1—Workshop Week pm, Mazeppa
- 8/31—Grade 7-12 Open House, 6:00-7:30 pm. ECFE Kickoff 6:00-7:00 pm
- 9/5—Holiday
- 9/6—First Day of School Grades 7-12
- 9/8—First Day of School Grades K-6
- 9/12—First Day of School. School Board Work Session, ZMES Media Center, 7:00 pm
- 9/14—Early Release
- 9/21—Pictures PreK-2
- 9/22—PreK Pictures
- 9/23—Grades 3-6 Pictures
- 9/26—30—Homecoming Week
- 9/26—Homecoming Coronation



**YOU 'CAN' HELP!!** By collecting labels from Campbell's Soup, General Mills Box Tops for Education, using your Kwik Trip card, and saving pop tabs, you can help fund school and student activities, such as lyceums and field trips. Recycling ink cartridges, cell phones, working or non-working lap tops, video cameras, and other accessories also provides extra dollars for student activities. The proceeds from this saving provides vital services for our students. Turn them in to your school office or send them with your student—your support is always appreciated.

Volunteers are always welcomed at ZM—they provide valuable services for the students and teachers and offer enrichment for the volunteer! Contact any of the school offices if interested. THANK YOU!!!

Notice of Non-Discrimination: Zumbrota-Mazeppa ISD 2805 does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Superintendent Gary Anger, 343 Third Ave NE, Mazeppa, MN 55956. Telephone: 507-732-1400.

ECFE KICKOFF AUGUST 31,  
6:00-7:00 PM @ PRIMARY  
PARKING LOT IN ZUMBROTA  
OPEN HOUSE FOR GRADES 7-12  
AUGUST 31, 6:00-7:30 PM

Zumbrota-Mazeppa ISD 2805  
343 Third Ave  
Mazeppa, MN 55956  
Home of the Cougars



## ZM MESSENGER

August 2016



Zumbrota's Covered Bridge

### ZUMBROTA-MAZEPPA PUBLIC SCHOOLS A BRIDGE TO THE FUTURE



Mazeppa's Walking Bridge

### WELCOME TO 2016-17 SCHOOL YEAR FROM SUPERINTENDENT ANGER

Welcome to the 2016-17 school year at the Zumbrota-Mazeppa Schools where we are "Building a Bridge to the Future" for our students every day. The communities of Zumbrota and Mazeppa take great pride in the beauty and history of our bridges, which serve as the perfect metaphor for what we do with our students every day. We promise to do everything we can to help students not only cross bridges while learning, but to create their own bridges and pursue their interests.

The ZM Schools are home to award-winning arts programs, state championship sports teams, and high-performing, innovative academic programming. We strongly believe that a complete educational experience includes not only success in the classroom, but in other settings throughout the community. We also utilize individualized technology to support the learning of every ZM student.

Whether you are new to our district or have been with us in the past, we welcome your participation as part of our "Cougar Community." This calendar serves as one of the many ways we will communicate with you throughout the year. We also invite you to regularly use our website at [www.zmschools.us](http://www.zmschools.us), our Facebook page at Zumbrota-Mazeppa Schools, or our Twitter feed at @zmcougars. Of course, you can also just give us a call or stop in at any time as we take great pride in our service to students and community.

Thank you for being a part of our amazing school community. We look forward to a tremendous school year!

Gary Anger, Superintendent of Schools



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#### NEW FACES AT ZM IN 2016-17

Zumbrota-Mazeppa Schools is happy to announce the new teachers and paraprofessionals for the 2016-17 school year—all eager to continue the mission of ZM:

*"Building a bridge to the future where all individuals have the opportunity to reach their full potential in a safe, challenging learning environment."*

- Agriscience (MS/HS)**—Andrea Clement
- Family Consumer Science (MS/HS)**—Mae James
- Science (MS)**—Joel Johnson
- Special Education (Elem)** - Molly Grover
- Special Education (PR/Elem)** - Jacob Smith
- Grade 4 & Special Education**—Lauren Asprey

- EL Teacher (PR/Elem)** - Casey O'Donnell
- Grade 2**—Abigail Roberts
- Preschool/Learning Readiness**— Scott Esser
- ALP**—Todd Petterson
- Long-Term Kindergarten Substitute Teachers**— Lorraine Aaland and Laura Hamling
- SPED Education Assistants**—Tiffany Clemenson, & Ann Husbyn (HS), Terin Olson (Elem), Marianne Warweg & Jen Berkner (Cougar Care),
- ECFE Parent Educator**—Mali Doles
- EL Paraprofessional**—Cindy Billman
- Speech Pathologist**—Pam Johnson
- School Nurse**—Tiffany Boraas & Nancy Dahling

Welcome to ZM!

## 2016-17 YEAR AT A GLANCE

<b>Aug. 29-Sept. 1</b>	Teacher Inservice/Workshops
<b>Aug. 31</b>	Gr 7-12 Open House 6-7:30 pm
<b>Sept. 5</b>	Labor Day
<b>Sept. 6</b>	First Day School Grades 7-12
<b>Sept. 8</b>	First Day School Grades K-6
<b>Sept. 12</b>	First Day School Preschool
<b>Sept. 14</b>	Early Release
<b>Oct. 12</b>	Early Release
<b>Oct. 17</b>	Gr 7-12 Parent/Teacher Conf. 4-8 pm
<b>Oct. 20, 21</b>	No School/MEA Conferences
<b>Nov. 7</b>	No School/Teacher Inservice
<b>Nov. 9</b>	Early Release
<b>Nov. 10, 14</b>	K-12 Parent/Teacher Conf. 4-8
<b>Nov. 23</b>	No School/Comp Day
<b>Nov. 24, 25</b>	Thanksgiving Holiday
<b>Dec. 14</b>	Early Release
<b>Dec. 23-Jan 2</b>	Holiday Break
<b>Jan. 3</b>	School Resumes
<b>Jan. 11</b>	Early Release
<b>Jan. 23</b>	No School/Teacher Workday
<b>Feb. 8</b>	Early Release
<b>Feb. 17</b>	No School/Teacher Flex Day
<b>Feb. 20</b>	No School/Holiday
<b>Mar. 6, 14</b>	K-12 Parent/Teacher Conf. 4-8 pm
<b>Mar. 8</b>	Early Release
<b>Mar. 27</b>	No School/Teacher Workshop
<b>Apr. 12</b>	Early Release
<b>Apr. 13</b>	No School/Comp Day
<b>Apr. 14</b>	No School/Holiday
<b>May 10</b>	Early Release
<b>May 29</b>	No School/Holiday
<b>June 1</b>	Last Student Day
<b>June 2</b>	Teacher Workday
<b>June 3</b>	Graduation

**Early Release Times: Buses leave Mazeppa at 12:30 pm and Zumbrota at 12:45 pm**

## THINGS TO KNOW IN 2016-17

**www.zmschools.us:** Need to know what is happening daily in our schools?? The school website, along with Facebook and Twitter, are valuable tools in keeping parents and students up to date with student activities, announcements, sports, weather-related school closings, or any number of daily questions. Through the website, you can also pay fees, deposit money in your child's food account, or register for Community Ed classes. Be sure to keep in in the loop with **www.zmschools.us!!**

**INFINITE CAMPUS:** Parents are strongly urged to sign up for the Infinite Campus Parent Portal where lunch accounts, report cards, and other vital information is available. The permission form is available on the school website ([www.zmschools.us](http://www.zmschools.us)) under the Parents tab along the top ribbon. Fill out the permission form and return it to a school office, along with a photo ID, for verification. If you have previously set up your portal rights, it is not necessary to do so again.

**MESSENGER:** The Messenger component of Infinite Campus will be the provider for instant alert messaging this school year. As long as you have a phone number in Infinite Campus, you will receive emergency alerts from the school. Your child's school office can answer any questions you may have regarding emergency alerts.

**MEAL PAYMENTS:** Meal payments can be made online through the Infinite Campus Parent Portal. This real-time service enables parents to see their child's meal account balances and activity on a daily basis. Questions should be addressed to Brian Wright, Food Service Manager for Lunchtime Solutions. Phone number is 507-732-7395, ext. 1102.

**ATTENDANCE POLICY:** Please notify your child's school office before 8:00 a.m. if your child will be absent. You may also email the office secretary. Students who wish to be excused during the day must present a written notice or parents must call prior to 8:00 a.m. on the day they are to be excused. Please check in at the office to pick up your child.

**DRIVING ZONES:** Always drive defensively around the schools!! Children should be taught to stop and look before crossing the street and to obey the crossing guards and playground supervisors. Traffic is quite heavy in the mornings and afternoons, plus buses are moving, and we want your child to be safe. Please exercise caution!

The administration requests that parents **NOT** drive into the loading area of the primary school between 7:00 a.m. and 4:00 p.m. on school days. Students should be picked up on Mill Street only. In Mazeppa, buses load on the east side of the school on Third Avenue.

Note: When visitors/parents/students park at the Mazeppa site, it is important that private driveways, mailboxes, or public access roads are not blocked. The Wabasha county sheriff will authorize the towing of any vehicle blocking these sites. Call 507-732-1400 if you have questions.

## SCHOOL NURSE NOTES BY Karen Moyer, Licensed School Nurse

Hello from the Health Office! The health offices are open and ready to help students with any needs that arise during the year. Please contact Karen Moyer, LSN, prior to the school year regarding health conditions and medications.

Hearing and vision screening will be completed September 27 for grade 1 and on September 29 for grades 3 and 5. Call the office if you would like to volunteer to help! If you DO NOT want to have your child screened, please send a note to the office stating your request. Any student who needs to be re-screened will be screened two weeks later by a nurse school.

Referral letters will be sent home for parents to follow up with a doctor.

For any medications that need to be administered at school, a Medication Authorization form must be completed and signed by a parent and a physician. See Health Services on the school website to print the form. All medications must be brought to school by an adult.

As always, if you have questions, please feel free to contact me. I am looking forward to a great year! Karen Moyer, LSN.

**Turn in your child's immunization sheets! It is important that your child's paperwork is turned in to the nurse's office prior to the start of the new school year. Below are the immunization requirements for entering school:**

The District Health Office would once again like to remind parents that immunizations are required by Minnesota law and must be completed before students can start school in the fall. Kindergarten and 7<sup>th</sup> grade students have several requirements, including having received the chickenpox vaccine or showing proof that they have had the disease. All students in grades 7-12 need to show proof of a Tetanus Diphtheria booster shot after the age of 11.

If you have lost your mailed information, contact the school offices for a complete list of required immunizations or check the school webpage under the Health Office link under the Parents tab.

## PRESCHOOL LEARNING AT ZM

ZM has a tradition of offering quality preschool programs for our earliest learners, including a number of different education programs for children between 33 months of age up to kindergarten. Programs such as Jumpstart Preschool, Learning Readiness Preschool, and Early Childhood Family Education prepare our youngest learners for school readiness. These programs are offered at the Zumbrota site in the Early Education and Childcare Center.

Bright Beginnings Preschool Age Children is available for children 33 months or older. The program offers varied experiences in socialization and play in a warm, colorful environment, allowing your child to grow and develop at a pace that is right just for them. For children enrolled in Preschool through Community Education, this is a convenient option for working parents. Bright Beginnings is located in the Childcare Center and staff will take your child to and from preschool classes.



Cougar Care is for children ages kindergarten through grade 5. The program offers before and after school age care. Children arrive between 6:00 and 7:30 a.m. for childcare in the morning. At 7:30 a.m., K-5 go to the primary and elementary schools. After school children arrive between 3:00 and 3:15 p.m. and the center is open until 6:00 p.m. The school age program offers children a place to feel safe and have fun with activities, crafts, games, cooking, outside and inside play, homework room, and more. It is a wonderful program for busy, working parents.

Three and Four Year Old Preschool programs offer children a chance to learn and socialize in a classroom setting with energetic, engaging teachers. Parents can sign up for morning or afternoon classes that run for approximately 2 1/2 hours. This is an engaging opportunity for young learners—call Community Ed at 732-4244 for additional information on any of these programs.

## Food Service Policy, continued from page 8

- Statements for elementary students with a low or zero balance will be sent home as needed. Parents should check their student's backpack for lunch account statements. Please be aware that there will also be emailed reminders sent to the household.
- If there is a persistent negative balance, a letter will be sent from the Superintendent's Office.
- Parents/guardians can check their account balance by calling the Food Service Office at 507-732-1417 or by creating a login through the Infinite Campus Parent Portal to view the paperless version of the lunch account.

Assistance from county social services may be requested from the school social worker for possible educational neglect when the above procedures are unsuccessful.

### Alternative Meal:

Paid students with a balance that is too low to purchase the regular lunch meal cannot eat the regular meal until money is put into their lunch account. They will be offered an alternative meal of a cheese sandwich, fruit & veggie bar, and milk. The student will have the opportunity to call home during the lunch period to request to have money added to their account. The alternative meal will be the offered meal until there is a sufficient lunch account balance. Students eligible for free or reduced price meals will be allowed to receive the regular meal, but must have money in their account to purchase extra entrees or extra milk. Payment arrangements can be made with the district, if needed.

After thirty (30) days of a negative balance, a follow up call to county social services will be made. County social services are required to investigate claims of "educational neglect" when contacted by a school district. It is the position of the Zumbrota-Mazeppa School District that families that can afford to make payments, yet are refusing to provide their child with basic needs such as a school lunch, are engaging in "educational neglect".

### Outside Food and Beverage Policy:

The district does not allow the delivery of food or beverages from outside vendors or fast food establishments for a student's breakfast or lunch meal. All meals are to be provided by the district's food service or a prepared meal from home may be sent with your student. Only approved soda can be purchased in the cafeteria by 9<sup>th</sup> through 12<sup>th</sup> grade students.

### Free and Reduced Benefits Program:

All families interested in applying for financial benefits for the lunch and breakfast program for school year 2016-2017 must obtain an application for free and reduced benefits. **A NEW APPLICATION MUST BE COMPLETED EACH SCHOOL YEAR. Please make every effort to have the application filled out and returned to the district office prior to the start of the 2016-2017 school year.**

If you are currently receiving benefits and expect to be eligible for the upcoming year, you must reapply. If you do not, the benefit grace period will run out and your student(s) will automatically revert to paid status. This will happen 30 days after the start of the current school year. You will be responsible for the incurred expenses, even if you become eligible again at a later point during the school year.

Please plan accordingly and look for the application in your school welcome packet in the first week of August. The completed forms can be mailed to the District Office at 343 Third Avenue NE, Mazeppa, MN 55956, or dropped off at the same location. You may also stop at the District Food Service office in Zumbrota to drop off the application.

Additional applications will be available in the following locations:

- School District Office
- The Offices of the Middle/High School, Elementary School, and Primary School
- District Food Service Office
- On the ZM Schools' web page

Thank you for helping Lunchtime Solutions, Inc. operate a healthy and outstanding food service program for Zumbrota-Mazeppa Schools. Please direct all questions to the Zumbrota-Mazeppa District Office at 507-732-1400.

## ANNUAL NOTIFICATIONS FOR 2016-17

**Indoor Air Quality:** The Zumbrota-Mazeppa Public School has developed an indoor air quality management plan for the district. The management plan addresses policies and procedures that will be used in the schools to address indoor air quality issues. The Health and Safety committee reviews the management plan and the Board of Education approves the plan for the 2016-17 school year. If you have questions concerning the indoor air quality or would like to use the EPA Tools for Schools checklists on indoor air quality, please contact the District Indoor Air Quality Coordinator, Michael Deming, at 507-732-7395, or Gary Anger, Superintendent of Schools, at 507-732-1400.

**AHERA Annual Asbestos:** There was no asbestos removal in the school during the 2015-16 school year. The updated Asbestos Management Plan for ZM Public Schools can be found in the District Office or in Michael Deming's office at the high school. The management plan can be reviewed, without cost or restriction, during the normal working hours. Copies can be obtained for a fee of \$0.10 per page. Any questions concerning this notice or an explanation of our asbestos management plan can be directed to Superintendent Gary Anger at 507-732-1400 or Scott Stockdale, Institute for Environmental Assessment at 507-281-6665.

**Notice of Nondiscrimination:** Section 504 of the Rehabilitation Act of 1973 prohibits discrimination against persons with disabilities in any program receiving federal financial assistance. The Act defines a person with a disability as anyone who has a mental or physical impairment which substantially limits one or more major life activities, such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working; has a record of such impairment; or is regarded as having such impairment.

In order to fulfill obligations under Section 504, the ZM School District has the responsibility to avoid discrimination in policies and practices regarding its personnel and students. No discrimination against any person with a disability should knowingly be permitted in any of the programs and practices of the school system.

Our school district (#2805) shall annually attempt to identify and locate every qualified individual with disabilities residing in our jurisdiction who is not receiving a public education. If you have a child thought to have a disability and want more information, please contact the Section 504 contact persons: Primary/Middle/High Schools: Katie G. Kennedy 507-732-7395 or Elementary School: Pamla Langley 507-732-1420.

**Pesticide:** All Minnesota schools are required to inform parents/guardians and school employees that they may request to be notified prior to pesticide applications on school property. Pesticides include chemicals which are used to control insects, weeds, rodents, or other pests as defined by law (MS 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, or the time and location of the planned application. An estimated schedule of pesticide applications is available for review or copying at the school 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 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 small size and rapid growth and development. Also, their playful behavior may expose them to more pesticide residues.

To limit potential pesticide exposure, this school follows safety regulations to ensure pesticides are applied properly. All pesticide products that 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 sites, application rates, reentry intervals, posting, use of personal protective equipment, use restrictions, and disposal on the product label. To be notified about pesticide applications, please complete the form below and mail to Michael Deming, 705 Mill St., Zumbrota, MN 55992. If you have other questions regarding notification, please contact Michael Deming at 507-732-7395 or 507-732-1400. Any other questions you may have regarding the district's pest management practices may be directed to Michael Deming at the ZM School.

### REQUEST FOR PESTICIDE NOTIFICATION—ZUMBROTA-MAZEPPA ISD 2805

Name of Parent/Guardian/School Employee: \_\_\_\_\_

Date: \_\_\_\_\_

Address: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_ Email: \_\_\_\_\_

How would you prefer to be notified: (Check one) U.S. \_\_\_\_\_ Mail Email \_\_\_\_\_

## SCHOOL BOARD MEETING MINUTES

The regular monthly school board meeting was held in the MS/HS Media Center at 7:00 p.m. on August 22. Business was conducted as usual.

There was a large contingent of parents from the Kenyon-Wanamingo School District present in regards to open enrollment and busing to the ZM District. Chair Hinrichs handed out a statement regarding the ZM Board's position to the audience. It read as follows:

*Minnesota students and their families/guardians have a wide range of school options beyond the traditional, neighborhood school. Approximately thirty percent of Minnesota's K-12 public school students access some form of school choice, including Open Enrollment, Charter Schools, Magnet Schools, Online Learning or Approved Alternative Programs.*

*The option of Open Enrollment has been in place for over 25 years. Over the years we've seen the pros and unintended consequences of providing this option for students. Districts in our area of the state face an added challenge of close geography. We're also blessed with tremendous school options in our area. Families not only have the choice, but sometimes have strength in numbers to request transportation options.*

*The past school year 106 students chose to open enroll in ZM from neighboring districts, over 40 from the KW district. ZM also had nearly 100 students living within our district who enrolled in either private or neighboring schools. A few years ago the request from Wanamingo residents was made to provide transportation from their location given the number of students that were being open enrolled to ZM. This led to a mutual agreement between ZM and KW to allow one stop on the east side of Wanamingo to safely transfer the students to ZM.*

*The challenge with decisions like this is that once it starts, is in place for a few years, it's hard to unwind in a short period of time. The commitment has been made to a large number of students/families. The issue has been discussed by the ZM Board of Education. Out of those discussions there were no requests to have this issue put on a future meeting agenda as an action item, meaning there will be no changes at this time.*

Mr. Anderson reported for the middle/high school. Open house is scheduled for August 31. The building renovations are nearly completed and staffing additions are completed. New teacher orientation was held August 16. The Q Comp peer reviewers will be attending a training in Sartell August 23.

Mr. Rasmussen reported for the primary and elementary schools. Summer school has wrapped up and staff are preparing their rooms for the new school year.

Mr. Anger reported that enrollment was 1,179 as of the meeting date. That is currently up twenty students from last year's enrollment. A draft workshop week agenda was reviewed, along with the treasurer's report to the board. Mr. Anger noted that four district residents have filed for school board: Jason K. Lohmann, Paul Stimets, Dirk Niles, and Angie Bredehoft.

Old Business: The middle/high school handbook changes were approved as presented. A revised Administrative Assistant and District Office Staff agreement was also approved.

Representatives from UNESCO presented a PowerPoint presentation on the facilities status. They reviewed bonding, the solar energy proposal, and the timeline and action plan for ZM.

The board approved the motion to move ahead with the proposed energy savings projects.

Mr. Anger updated the board on the Q Comp status. The state is requiring that the union send a formal vote tally, which is the last item required for approval. Peer reviewers will be attending a training August 23.

A copy of the superintendent's evaluation was available for review.

The following new hires were approved:

- Ann Husbyn, High School SPED Assistant
- Jennifer Berkner, ECFE Para
- Lauren Asprey, SPED and Grade 4 Teacher
- Marianne Warweg, Cougar Care SPED Para
- Lorraine Aaland, Long-term Sub Teacher in Kindergarten
- Scott Esser, Early Childhood Teacher
- Todd Petterson, ALC Teacher
- Laura Hamling, Long-term Sub Teacher in Kindergarten

and the lane change for Jill Ziebell from BS to Masters and Katie G. Kennedy from BS+20 to Masters was also approved.

The 2016-17 fee schedule was revised to reflect the sub office pay increase from \$11.24 to \$11.52 due to the approval of the Administrative Assistants and District Office Staff agreement for 2016-18.

The board approved the restrictive procedures policy submitted by the Goodhue County Education District. The 2016-17 food service policy proposed by Lunchtime Solutions was also approved.

The September school board meeting conflicts with Homecoming coronation this year so the board moved the meeting time up to 6:00 p.m. and moved the meeting location to Zumbrota. The October school board work session time was moved to 6:00 p.m. and a school board candidate forum will be held at 7:00 p.m. in Neuman Auditorium. The January 2, 2017 organization meeting falls on a scheduled school holiday so that meeting date was changed to Tuesday, January 3, 2017 at 6:00 p.m.

Reports were given by Mr. Wendt for the Goodhue County Education District; by Ms. Roth and Ms. Hinchley for the Wasioja Education Technology Cooperative; and by Mr. Grudem for the Southeast Service Cooperative.

Pertinent Dates:

August 29 – September 1 – Staff Workshop Week. All staff workshop on August 29.

August 31 – Grade 7-12 Open House, 6:00-7:30 pm

September 5 – Labor Day Holiday

September 6 – First day of school for grades 7-12

September 8- First day of school for grades K-6

September 12 – First day of school for preschool

September 14 – Early Release

September 26 – 29 – Homecoming Week

September 26 – School board meeting, ZMMS/HS Media Center, 6:00 pm, Zumbrota (note change of time and location)

The board by consensus decided not to hold the September 12 work session. There were no future agenda items and the meeting was adjourned at 8:05 p.m.

## KUDOS TO BARB KENNEDY, SUGAR LOAF BUS COMPANY

Congratulations to Sugar Loaf bus owner, Barb Kennedy, on receiving the Holly Hoglund Klein Memorial award during the July school bus convention. Barb was nominated by ZM Schools for her outstanding service to our district. She and her husband Mike have provided exemplary bus transportation for ZM students since 1991; their son Scott is currently in the process of purchasing the bus company.

On March 3, 2015, Hoglund Bus Company owner, Holly Hoglund Klein was involved in a fatal car accident. Friends and colleagues fondly remember Holly as a woman who tirelessly supported other women in the student transportation industry while successfully balancing her strong faith, a career, family, and volunteering in her community. Holly is survived by her husband and their three children.

The woman chosen to receive **THE HOLLY HUGLUND KLEIN MEMORIAL AWARD** was required to meet the following criteria:

- **Works** in the pupil transportation industry and has worked her way up through the ranks by hard work and dedication;
- **Demonstrates** excellence, creativity and initiative in the pupil transportation field, as well as in her community and personal life;
- **Provides** valuable support to others by contributing time, energy and/or resources.

We are very proud of the service provided to our students through Sugar Loaf and proud of the recognition award to Barb! It is recognition well deserved for great service to our district!!



Hoglund family with Sugar Loaf owners, Barb & Mike, Ashley & Scott Kennedy.

## RIDING THE BUS RULES

All ZM students receive bus safety training within the first three weeks of school as required by state mandate. The competencies students must attain in order to ride the bus include:

- Understanding that riding the bus is a privilege, not a right;
- Knowledge and understanding of district conduct and safety policies;
- Demonstrating appropriate conduct on the bus;
- Ability to explain the school bus danger zones;
- Understanding safe loading and unloading procedures and demonstrating safe crossing procedures;
- Proficiency in bus evacuation and emergency drills.

Sugarloaf Bus Service will conduct the training, along with support from classroom teachers.

Parents and students are reminded that the following rules apply to all bus routes in the 2015-16 school year:

- Shuttle Buses: Students are reminded that the shuttle buses between schools are for school-related trips only. No personal trips are allowed (ex: catching a ride for a dental or doctor appointment, meeting a friend in either Zumbrota or Mazeppa, etc.)
- The late shuttle bus (leaves Mazeppa at 5:45 pm and leaves Zumbrota at 6:00 pm for return trip to Mazeppa) is for students participating in **sports only**. No personal trips back and forth between sites.

- If a student receives a bus violation ticket, riding privileges are discontinued, including the route bus, shuttle bus, or late shuttle bus, until further notice by the bus company.

- The buses are filled to capacity daily and students that do not normally ride route buses or shuttle buses are discouraged from catching rides to friend's homes, etc. There is no spare room!

If you have questions, you may call either bus garage and leave a message. If you have questions, please contact Scott or Barb Kennedy, Sugarloaf Bus Service, at 843-5291 (Mazeppa Garage) or 732-7670 (Zumbrota Garage). You may also call the school offices. Thank you for your cooperation.

Here are a few bus laws everyone needs to follow!

- When amber lights are flashing in front and in back of a school bus, you should prepare to stop your vehicle immediately,
- You must stop for a school bus when red lights are flashing and stop arm is extended; this means that children are getting on and off the bus,
- If you fail to stop for a school bus with RED LIGHTS FLASHING & STOP ARM EXTENDED it is chargeable as a gross misdemeanor punishable by a fine and or jail time.

**LET'S WORK TOGETHER TO KEEP OUR STUDENTS SAFE!!!**

**Looking for a part time job?** Sugar Loaf Bus Service has a great opportunity for you driving school bus for the students of our district. Drivers are needed now for this school year.

If you are interested, please contact Sugar Loaf Bus Service at 507-732-7670 and speak with Barb or Scott.



## LUNCHTIME SOLUTIONS FOOD SERVICE POLICY

The School Board's policy regarding lunch account balances effective for the 2016-2017 school year is as follows:

A Point of Sale (POS) software system is used for the school lunch program.

### Please note the following important information:

- Each student will have his/her own individual Student Account and will have an individual account number (please memorize).
- Check and cash deposits can be received at the individual student's school and with the District Food Service Office. Checks should be made payable to the Zumbrota-Mazeppa School District.
- Separate checks should be written for students at separate schools. To insure credit to the proper account, the student's full name should be written on the check on the memo line. The minimum deposit must be \$20.
- If sending cash with a student, place in a sealed envelope, along with the student's name and lunch account number. We are not responsible for lost, unidentified, or stolen cash. The minimum deposit must be \$20.
- If money needs to be transferred from one sibling's account to another, then a note or phone call from home is needed. The only exception will be if a student's sibling has money that can be transferred in order to avoid receiving an alternative meal (see below).
- Students must have money deposited in their lunch account in order to purchase extra entrees or extra milk, regardless of eligibility status (paid, free, or reduced). This also applied to ala carte and the monthly chef demonstration meals.
- We cannot make change for cash at the schools so please utilize the lunch account for all purchases.

### The policy will be enforced with high school and middle school students as follows:

- The lunch room computer will give the cashier a "low balance" warning whenever a student's individual account is \$20 or below. At this point, there will be an email generated and sent to the parent/guardian.
- Day 1: Students are told the account balance is low and they need to bring money by the Point of Sale person or the Food Service Director.
- Day 2: Students are told the account balance is low and they need to bring money. A letter or email will be sent to the parents/guardian.
- Day 3: If the student does not bring money and the cashier still gets the "low balance" message, a verbal will be given to the student and a letter/email will be given to the parent/guardian again. Students will not be able to purchase ala carte items if there is not sufficient funds available in the student account. This will happen when the account reaches \$0.
- Day 4: Students with an account that is too low to make a purchase will be offered an "alternative meal" (see below). This will happen at \$-5.00.
- Low balance statements are tracked daily. The statement will be given to advisory teachers to give the student directly or there will be emails sent to the household. If a negative balance persists, there will be a phone call to the home, followed by a letter from the Superintendent.

Parents and/or students can check their account balance by calling the Food Service Office at 507-732-1417 or by creating a login through the school district in the Infinite Campus Portal to view the paperless version of the account as well.

### The policy will be enforced with elementary and primary school students as follows:

- The lunchroom computer will give the cashier a "low balance" warning whenever a student's individual account is at \$20 or below.
- Day 1: Students are told the account balance is low and they need to bring money.
- Day 2: If the student does not bring money and the cashier still gets the "low balance" message, student is told the account balance is low and they need to bring money.
- Day 3: If the student does not bring money and the cashier still gets the "low balance" message, the student is told the account balance is low and they need to bring money. When the account reaches \$0, a statement of account will go home with the student.
- Day 4: If the account balance is too low and the negative balance persists, the student is offered an "alternative meal" (see below).

Continued on page 10

## BREAKFAST AT SCHOOL

Mornings can be really crazy! The alarm doesn't go off, the kids don't want to get up, there's no time to eat breakfast before the bus comes or they're just not ready to eat. Or maybe your teenager grabs a can of soda and a candy bar on the way to school. If this sounds like your house, we have good news for you.

Breakfast is available at school! Take advantage of this option to ensure your child eats a nutritious breakfast. Recent studies show a link between nutrition and learning. A nutritious breakfast helps students be more alert so they can actively participate in class. Breakfast has vitamins and nutrients for a strong and healthy body.



Breakfast at school is affordable, too. A full breakfast costs less than convenience store items. If you qualify for free or reduced price meals, you also qualify for the breakfast program, with no additional paperwork. If you must pay, breakfast only costs \$1.35 for grades K-12. No-where else will you find a balanced breakfast at such a low cost. So, take advantage of this opportunity to start the day on the right foot. Your child will find breakfast at school provides not only a nutritious meal but also a relaxed atmosphere for socializing with friends and siblings.



Does your child need a snack to get them through the day? Are your cupboards empty of healthy snacks? ZM has the answer! The healthy snack cart option will once again be offered this year for grades K-6 in an effort to encourage the "5 a Day" habit. Research has shown that five fruits and vegetables a day are the minimum requirement for good health and, in years down the road, this healthy eating habit can reduce heart disease and cancer.

Students will be able to purchase a healthy snack for \$50 per year. There are several choices each day for students to choose from, such as apples, crackers, yogurt, carrots, etc. Parents can sign up for the snack cart when paying yearly fees or in your child's school office.

## LUNCHTIME SOLUTIONS

ZM has contracted student meals through Lunchtime Solutions again in the 2016-17 school year. We are looking forward to another year of healthy meals being served to our students on a daily basis. You may access the website of Lunchtime Solutions at [www.lunchtimesolutions.com](http://www.lunchtimesolutions.com). Menus will be posted monthly on the school website at [www.zmschools.us](http://www.zmschools.us).

Any questions regarding school meals should be directed to Lunchtime Solutions Food Manager, Brian Wright, at 732-1414, Option 9 or you can email him at [brianw@lunchtimesolutions.com](mailto:brianw@lunchtimesolutions.com).

**Growing Healthy Kids™ is the strongest program to help families succeed at raising healthy kids, teaching healthy food choices and healthy lifestyle learning. Growing Healthy Kids is what we are all about.**



## VALUABLE TAX CREDIT INFORMATION

**Save your receipts when you purchase school supplies.** Minnesota Revenue offers two valuable tax benefits for parents who purchase school supplies for their K-12 students, the K-12 Education Credit and Subtraction. These benefits can reduce parents' taxes to increase their refund, but is only available for those who keep their receipts. Purchases for most school supplies, field trips, and musical instruments for school band are eligible. Most Minnesota parents qualify for the K-12 subtraction, which reduces their taxable income. Parents under certain income limits may also qualify for the K-12 credit, which can refund up to 75% of their costs—even for parents who don't owe any taxes. Visit the website for details at [www.revenue.state.mn.us](http://www.revenue.state.mn.us).

## APPLYING FOR EDUCATIONAL BENEFITS

Dear Parent/Guardian:

Our school provides healthy meals each day. Breakfast costs \$1.35 for grades K-12; lunch costs \$2.55 for grades K-6 and \$2.70 for grades 7-12.

Your children may qualify for free or reduced price school meals. To apply, complete the enclosed Application for Educational Benefits following the instructions. A new application must be submitted each year. At public schools, your application also helps the school qualify for education funds and discounts.

State funds help to pay for reduced-price school meals, so all students who are approved for either free or reduced-price school meals will receive school meals at no charge. State funds also help to pay for breakfasts for kindergarten students, so all participating kindergarten students receive breakfasts at no charge.

Return your completed Application for Educational Benefits to: Zumbrota-Mazeppa Schools, Attn: District Office, 343 Third Avenue NE, Mazeppa, MN 55956.

Who can get free school meals? Children in households participating in the Supplemental Nutrition Assistance Program (SNAP), Minnesota Family Investment Program (MFIP), or Food Distribution Program on Indian Reservations (FDPIR), and foster, homeless, migrant and runaway children can get free school meals without reporting household income. Or children can get free school meals if their household income is within the maximum income shown for their household size on the instructions.

I get WIC or Medical Assistance. Can my children get free school meals? Children in households participating in WIC or Medical Assistance may be eligible for free school meals. Please fill out an application.

Who should I include as household members? Include yourself and all other people living in the household, related or not (such as grandparents, other relatives, or friends).

May I apply if someone in my household is not a U.S. citizen? Yes. You or your children do not have to be U.S. citizens for your children to qualify for free or reduced-price school meals.

What if my income is not always the same? List the amount that you normally get. If you normally get overtime, include it, but not if you get overtime only sometimes.

Will the information I give be checked? Yes, and we may also ask you to send written proof.

How will the information be kept? Information you provide on the form, and your child's approval for school meal benefits, will be protected as private data. For more information, see the back page of the Application for Educational Benefits.

If I don't qualify now, may I apply later? Yes. Please complete an application at any time if your income goes down, your household size goes up, or you start getting SNAP, MFIP, or FDPIR benefits.

Please provide the information requested about children's racial identity and ethnicity, which helps to make sure we are fully serving our community. This information is not required for approval of school meal benefits.

If you have other questions or need help, call 507-732-1400.

Sincerely,

Gary Anger  
Superintendent of Schools

**A NEW APPLICATION MUST BE COMPLETED EACH SCHOOL YEAR. APPLICATIONS SHOULD BE COMPLETED AND RETURNED TO THE DISTRICT OFFICE IN MAZEPPA PRIOR TO THE START OF THE NEW SCHOOL YEAR TO ENSURE THAT POSSIBLE BENEFITS ARE ACTIVE AT THE START OF SCHOOL.**

**\*\*\*NOTE: IF YOU RECEIVED NOTIFICATION OF DIRECT CERTIFICATION, IT IS NOT NECESSARY TO FILL OUT AN APPLICATION FOR EDUCATIONAL BENEFITS.**

**QUESTIONS? CALL 507-732-1400.**

## APPLICATION FOR EDUCATIONAL BENEFITS INSTRUCTIONS

Complete the Application for Educational Benefits form for school year 2016-17 if any of the following applies to your household:

Any household member currently participates in the Minnesota Family Investment Program (MFIP), or the Supplemental Nutrition Assistance Program (SNAP), or the Food Distribution Program on Indian Reservations (FDPIR), or

The household includes one or more foster children (a welfare agency or court has legal responsibility for the child), or

The total income of household members is within the guidelines shown below (gross earnings before deductions, not take-home pay). Do not include as income: foster care payments, federal education benefits, MFIP payments, or value of assistance received from SNAP, WIC, or FDPIR. Military: Do not include combat pay or assistance from the Military Privatized Housing Initiative. The income guidelines are effective from July 1, 2016 through June 30, 2017.

Household Size	Maximum Total Income				
	\$ Per Year	\$ Per Month	\$ Twice Per Month	\$ Per 2 Weeks	\$ Per Week
1	21,978	1,832	916	846	423
2	29,637	2,470	1,235	1,140	570
3	37,296	3,108	1,554	1,435	718
4	44,955	3,747	1,874	1,730	865
5	52,614	4,385	2,193	2,024	1,012
6	60,273	5,023	2,512	2,319	1,160
7	67,951	5,663	2,832	2,614	1,307
8	75,647	6,304	3,152	2,910	1,455
Add for each additional person	7,696	642	321	296	148

### Step 1 Children

List all infants and children in the household, their birthdate, and, if applicable, their grade and school. Attach an additional page if needed to list all children. Fill in the circle if a child is in foster care (a welfare agency or court has legal responsibility for the child). Please provide the requested information on ethnicity and race for each child. This information is not required and does not affect approval for school meal benefits. The information helps to make sure we are meeting civil rights requirements and fully serving our community.

Step 2 Case Number Circle Yes or No to show whether any household member currently participates in any of the three assistance programs listed in Step 2. If you answer Yes, write in the case number and go to Step 4 (skip Step 3). If you answer No, continue on to Step 3. WIC and Medical Assistance (M.A.) do not qualify for this purpose.

### Step 3 Adults/Incomes/Last 4 Digits of Social Security Number

List all adults living in the household (every not listed in Step 1) whether related or not, such as grandparents, other relatives, or friends. Include any adult who is temporarily away from home, like a student away at college. Attach another page if necessary.

List gross incomes before deductions, not take-home pay. Do not list an hourly wage rate. For adults with no income to report, enter a '0' or leave the section blank. This is your certification (promise) that there is no income to report for these adults.

For each income, fill in a circle to show how often the income is received: each week, every other week, twice per month, or monthly.

For farm or self-employment income only, list the net income per year or month after business expenses. A loss from farm or self-employment must be listed as 0 income and does not reduce other income.

Last four digits of Social Security number – The adult household member signing the application must provide the last four digits of their Social Security number or check the box if they do not have a Social Security number.

Regular incomes to children – If any children in the household have regular income, such as SSI or part-time jobs, list the total amount of regular incomes received by all children. Do not include occasional earnings like babysitting or lawn mowing.

Step 4 Signature and Contact Information An adult household member must sign the form. If you do not want your information to be shared with Minnesota Health Care Programs, check the "Don't share" box in Step 4.