## **ZUMBROTA-MAZEPPA ISD 2805**

August 2018



## **Building a Bridge to the Future**



# **ZM MESSENGER**



Dear Zumbrota-Mazeppa School District Families-

Welcome to the 2018-19 school year! We hope you had an enjoyable summer break with your family and are ready to begin the new school year.

Zumbrota-Mazeppa Schools is a growing district with an increasing need for new programs and space for our students. This year we will be hosting meetings with school personnel and the communities to create a short term and long-term plan to address these needs. Watch for

information on how you can be involved in this planning process in future communications. We want you to know now that these discussions are starting to take place.

Thank you for being an important part of our school district and always feel free to contact me or any other district staff if you have questions or needs. We take great pride

in our commitment to provide the best service and learning opportunities to our students and families.

Superintendent Mike Harvey

## **GRADE 7/NEW STUDENT OPEN HOUSE**

WEDNESDAY, AUGUST 29, 2:00-4:00 PM

Meet your teachersVisit your classrooms

-Find your locker -Get your schedule



- GRADES 7-12 TUESDAY, SEPTEMBER 4
- GRADES K-6— FRIDAY, SEPTEMBER 7
- PRESCHOOL—MONDAY, SEPTEMBER 10

For more information, visit www.zmschools.us

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to the Future

#### 8/27-30— Teacher Workshop/Inservice

- 8/29—Grade 7/New Student Open House, 200-4:00 pm 9/3—Holiday
- 9/5-Holluay
- 9/4—First Day School Grades 7-12 9/4,5,6—K-6 Before School Conferences
- 9/7—First Day School Grades K-6
- 0/10 First Day School Dreashes
- 9/10—First Day School Preschool 9/10—Board Work Session, 7:00 pm, ZMES Media Center,
- Mazeppa
- 9/24—Board Meeting, 7:00 pm, ZMES Media Center, Mazeppa 10/1-5—Homecoming Week

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## NEW STAFF FOR 2018-19

ZM Schools welcomes new staff for school year 2018-19.

- Elementary Vocal Music—Abbey O'Connor
- High School Science—Claudia Vanderborght (long-term substitute)
- Gr 5-8 Band Instructor— Katrina Schuneman
- Deborah Dow—Primary Social Skills Teacher
- Primary Title I Paraprofessional Michelle Zidlicky
- Elementary Paraprofessional Michelle Matthees
- Middle/High School Paraprofessional Anne Idler

- Speech—Megan Carlson

- Kindergarten—Alexa Blair (long-term substitute)
- Preschool—Elizabeth Lee (long-term substitute)



Our school mission continues! "Building a bridge to the future where all individuals have the opportunity to reach their full potential in a safe, challenging learning environment."

#### **KENNEDY TRANSPORTATION**

ZM partners with Kennedy Transportation for the busing needs of our students. Please read over the following rules as they apply to the 2018-19 school year.

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

Questions? Call either bus garage and leave a message (Zumbrota 732-7670 or Mazeppa 843-5291).

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:

- Knowledge and understanding that riding the bus is a privilege, not a right;
- Knowledge and understanding of district conduct and safety policies;
- 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.

Kennedy Transportation will conduct the training, along with support from classroom teachers.

#### **SAFETY IS #1**

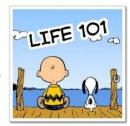
It is important that everyone knows and follows the bus laws:

- When amber lights are flashing in front and back of the bus, you should stop your vehicle immediately.
- You must stop for a 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 bus with RED LIGHTS FLASHING & STOP ARM EX-TENDED, it is chargeable as a gross misdemeanor punishable by a fine and/or jail time.



#### "The difference between school and life?

In school, you're taught a lesson and then given a test. In life, you're given a test that teaches you a lesson." Tom Bodett



#### **MEAL BENEFIT INFORMATION & SCHOOL POLICIES**

For information on the free and reduced meal program and the ZM School food service policies for the 2018-19 school year, please follow the links below. If you have questions, call 507-732-1400. New this year is a waiver with parent signature required if you want your child to receive reduced activity or computer use fees. This must be returned to the District Office if you wish to be eligible for reduced fees (return with your Application for Educational Benefits).

#### An Application for Education Benefits, along with the instructions, can be accessed by clicking this link.

Please fill out the application as soon as possible and return to the District Office, Zumbrota-Mazeppa Schools, 343 Third Avenue NE, Mazeppa, MN 55956. By completing this application prior to the start of school, any possible benefits available will be in place at the beginning of the school year. **A NEW APPLICATION MUST BE COMPLETED EACH SCHOOL YEAR.** *NOTE: IF YOU HAVE RECEIVED NOTIFICATION OF DIRECT CERTIFICATION, IT IS NOT NECESSARY TO FILL OUT AN APPLICATION FOR EDUCATIONAL BENEFITS.* 

#### Click here for notification of school district policy regarding treats in the school.

#### Click this link for the ZM Unpaid Meal Charges Policy.

Lunchtime Solutions will be providing meals for ZM's students during the 2018-19 school year. You can access their website at www.lunchtimesolutions.com and questions should be directed to Brian Wright, Food Service Director, at 507-732-1414, Option 9 or to his email at b.wright@lunchtimesolutions.com.

Lunchtime Solutions is happy to announce that there is a new look and new functionality to the online menu page. Just go to www.zmschools.us, under Parents—Food Service—Menu News and type in your child's school, find the correct month, and view the menu in its entirety. If you hover over the entree, a pop-up box will allow you to view the nutritional details, allergen information, and an image of that entree. The menu can even be translated into various languages. This is a great tool for enhancing and delivering menu and nutritional information to your family.

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 served at school! School breakfast will give your child a healthy start to the day. A nutritious breakfast helps students be more alert so they can learn more in class. Breakfast has vitamins and nutrients for a strong and healthy body.



Breakfast at school is affordable, too. If you qualify for free and reduced price meals, you also qualify for the breakfast program, with no additional paperwork. If you do not qualify, breakfast only costs \$1.55. You can't find a healthy breakfast at such a low cost anywhere else. Help your child start the day right with school breakfast!

# SNACK

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 for students in 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 each daily for only \$55 a year. There are several choices each day—apples, crackers, yogurt, carrots, etc. Parents can sign up for the snack cart

when paying yearly fees or in your child's school office.

#### **VIBRANT PRESCHOOL LEARNING**

ZM has a vibrant, growing preschool program for our earliest learners, including a number of different educational programs for children between 33 months of age 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 and 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

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.



## ...a fun place to play and learn!

Cougar Care is for children ages kindergarten through grade 5. The program offers before and after school care. Children arrive between 6:00 and 7:00 am for childcare and at 7:30, K-5 students go to the primary and elemen-

> tary schools. After school children arrive between 3:00 and 3:15 pm with the center open until 6:00 pm. The school age program offers children a place to feel safe and have fun with activities, games, crafts, cooking, outside and inside play, homework room, and more.

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 approximately 2 1/2 hours.

Call Community Ed at 507-732-4244 for information on any of these engaging programs.



**Medication**: The health office requires new orders each school year for all medications. If your child requires daily medication, or as needed medications, in 2018-19, have your primary provider update the medication orders and send to the school nurse's office. Orders can be faxed directly to the school: Primary: 507-732-4522, Elementary: 507-732-1421, Middle/High School: 507-732-4511. For safety reasons, all medications must be dropped off by an adult and not brought to school with the student. Parents of 7<sup>th</sup> graders and new students may bring medications to the open house on August 29 from 2-4 pm.

<u>Health Conditions</u>: We want to ensure that all students at ZM are healthy, safe and ready to learn. If you have a student with an ongoing health condition (Asthma, Allergies, Diabetes, Seizures, etc) please contact the health office so that we can have an up-to-date plan for the 2018-19 school year.

Contact Tiffany Boraas, LSN, with any questions via email: tiffanyb@zmsch.k12.mn.us or phone: 507-732-7848.

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. Students will NOT be able to start school in September unless immunizations are up to date and on record with the school by the first day of school. Immunization are required by Minnesota law and must be completed before students can start school.

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 and a meningococcal vaccine after the age of 11. If you have lost your mailed information, contact the nurse's office for a complete list of required immunizations or check the school webpage under the Health Office link under the Parent's tab.

#### **2018-19 YEAR AT A GLANCE**

Aug. 27-30	Teacher Inservice/Workshops
Aug. 29	Gr 7/New Student Open House 2-4 pm
Sept. 4	First Day School Grades 7-12
Sept. 4,5,6	K– 6 Before School Conferences
Sept. 7	First Day School Grades K-6
Sept. 10	First Day School Preschool
Oct. 10	Early Release
Oct. 18,19	No School/MEA Conferences
Oct. 29	No School/Staff Development
Oct. 30	7-12 Scheduled Parent/Teacher Conf
Nov. 2	End 1 <sup>st</sup> Quarter
Nov. 7	Early Release
Nov. 12	K-12 Parent/Teacher Conferences
Nov. 15	K-6 Parent/Teacher Conferences
Nov. 21	No School/Comp day
Nov. 22,23	No School/Thanksgiving Holiday
Dec. 12	Early Release
Dec. 24-Jan.1	Holiday Break
Jan. 2	School Resumes
Jan. 9	Early Release
Jan. 18	End of Semester, End 2 <sup>nd</sup> Quarter
Jan. 21	No School/Teacher Workday
Feb. 13	Early Release
Feb. 15	No School/Teacher Flex Day
Feb. 18	No School/Holiday
Mar. 12	7-12 Scheduled Parent/Teacher Conf
Mar. 13	Early Release
Mar. 22	End 3 <sup>rd</sup> Quarter
Mar. 25	No School/Staff Development
Mar. 26	K-12 Parent/Teacher Conferences
Mar. 28	K-6 Parent/Teacher Conferences
Apr. 10	Early Release
Apr. 19	No School/Holiday
Apr. 22	No School/Comp Day
May 8	Early Release
May 27	No School/Holiday
May 30	Last Student Day
May 31	Teacher Workday
May 31	Graduation

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

#### SOME THINGS YOU NEED TO KNOW

**www.zmschools.us**: The school website, along with Facebook and Twitter, will keep you up to date and in the know about daily school happenings. Through the website portal parents can pay fees, deposit money in their child's account, or register for Community Ed classes. Check www.zmschools.us often!

**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 under the Parents tab along the top ribbon. Fill out the permission form and return it to a school office. For security sign-up purposes, parents must bring their photo ID when they return their forms. 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 during the school year. As long as you have a current phone number in Infinite Campus, you will receive emergency alerts from the school. Your child's school office secretary can answer any questions you may have regarding these 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 Director for Lunchtime Solutions. Phone number is 507-732-1417.

**Attendance Policy**: Please notify your child's school office before 8:00 am if you 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 am on the day they are to be excused. Please check in at the school office when you pick up your child. They must be signed out by a parent.

**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 heavy in the mornings and afternoons, plus buses are moving. We want your child to be safe. Please exercise caution!

The administration requests that parents <u>**DO NOT**</u> drive into the loading area of the primary school between 7:00 am and 4:00 pm on school days. Students should be picked up on Mill Street only. In Mazeppa, buses load on the east and west side of the school on Third Avenue and Second Avenue respectively.

**NOTE**: When visitors/parents/students park at the Mazeppa site, it is important that private driveways, mailboxes, or public access roads are not blocked. Vehicles blocking these areas will be towed.

#### SUMMER DAYS AT ZM!!



June football Camp with Coach Raasch



FFA members are helping at Goodhue County Breakfast on the Farm- making cow puppets and planting seeds with kids!



Exciting field trips in Community Ed



Great Community Ed classes!!



Soccer and more soccer



Painting like Picasso

#### **Annual Notifications for 2018-19**

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.

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

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Name of Parent/Guardian/School Employee:

Date:			
Address:			
Day Phone:	Evening Phone:	Email:	
How would you prefer to I	pe notified: (Check one) U.S. Mail	Email	

**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 school 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 2017-18 school year. If you have questions concerning the indoor air quality or would like to use the EPA Tools for Schools checklists on the indoor air quality, please contact the District Indoor Air Quality Coordinator, Michael Deming, at 507-732-7395, or Michael Harvey, Superintendent of Schools, at 507-732-1400.

**AHERRA Annual Asbestos:** There was no asbestos removal in the school during the 2017-18 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 Michael Harvey 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.

## WAIVER OF CONFIDENTIALITY

#### **Sharing Information with Other Programs**

#### Dear Parent/Guardian

July 23, 2018

To save you time and effort, the information you gave on your Free and Reduced-Price School Meals Application may be shared with other programs for which your children may qualify. For the following programs, we must have your permission to share your information. Sending in this form will not change whether your children get free or reduced-price meals.



Yes! I DO want school officials to share information from my Free and Reduced-Price School Meals Application with SCHOOL OFFICES OR SCHOOL SOCIAL WORKER/COUNSELORS FOR REDUCED ACTIVITY FEES. Yes! I DO want school officials to share information from my Free and Reduced-Price School Meals Application with SCHOOL OFFICES OR SCHOOL SOCIAL WORKER/COUNSELORS FOR REDUCED COMPUTER FEES.

If you checked yes to any or all of the boxes above, fill out the form below to ensure that your information is shared for the child(ren) listed below. Your information will be shared only with the program you checked.

Child's Name:	_School:
	_School:
Child's Name:	_School:
Child's Name:	_School:
Signature of Parent/Guardian:	_Date:
Printed Name:	
Address:	

For more information, you may call **Brenda Windhorst** at **507-732-1400** or email at **brendaw@zmsch.k12.mn.us** Return this form to: **ZM Schools, District Office, 343 Third Ave NE, Mazeppa, MN 55956** when you return your Application for Educational Benefits.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.), should contact the agency (state or local) where they applied for benefits. Individuals who are dead, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form.

To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- Mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410;
- 2. Fax: (202) 690-7442; or
- 3. Email: program. intake@usda.gov

This institution is an equal opportunity provider







**NEW THIS YEAR** - A Mandatory Informational Meeting for parents is scheduled on Wednesday, August 29<sup>th</sup> from 6:00 – 7:00 PM in the Auditorium at the Zumbrota Mazeppa High School – Zumbrota, MN.

This will be an hour to discuss and clarify information in the Parent Handbook. Please bring any additional paperwork still needed to this meeting. Your first payment can also be made the night of the parent meeting.



MEET-AND-GREET	Ī
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Is scheduled for Wednesday, September 5<sup>th</sup> from 5:30 – 7:30 PM in the Preschool building (below the Nursing Home) at 433 Mill Street, Zumbrota.

This is when you and your child will meet the teacher, bring in your child's supplies and find their cubby! Please make every effort for you and your child to attend, as this is a time for your child to meet the teacher and explore the environment.

Limited spots are still available ~~~~Call the Community Education office for more information at 507-732-4244

#### SCHOOL CONTACT INFORMATION

Michael Harvey, Superintendent of Schools	507-732-1400, ext. 1001	mikeh@zmsch.k12.mn.us
Dave Anderson, Middle/High School Principal	507-732-7395, ext. 1101	davea@zmsch.k12.mn.us
Quinn Rasmussen, Primary/Elem Principal	507-732-7848, ext. 1003 (Z)	quinnr@zmsch.k12.mn.us
	507-732-1420, ext. 1003 (M)	
Wendy Ahern, Ass't Principal/SPED Director	507-732-7395 ext. 1151	wendya@zmsch.k12.mn.us
Tim McAthie, Activities Coordinator	507-732-7395, ext. 1104	tmca@zmsch.k12.mn.us
Jen Burfeind, Community Ed Director	507-732-4244	jenb@zmsch.k12.mn.us
Michele Hatleli, Childcare Coordinator	507-732-4650	micheleh@zmsch.k12.mn.us

#### **ZM School Board**



Rebecca Hinchley, Board Chair becky.hinchley@zmsch.k12.mn.us



Dirk Niles, Treasurer dirk.niles@zmsch.k12.mn.us



Jean Roth, Board Vice-Chair jeanr@zmsch.k12.mn.us



Angie Bredehoft, Board Clerk angie.bredehoft@zmsch.k12.mn.us



James Wendt, Director james.wendt@zmsch.k12.mn.us



Jason Lohmann, Director jason.lohman@zmsch.k12.mn.us

## Make ZM Schools part of your social media



https://www.facebook.com/Zumbrota-Mazeppa-Public-Schools-161344357356440/



or just call 507-732-1414

Zumbrota-Mazeppa ISD 2805

343 Third Avenue NE

Mazeppa, MN 55956

507-732-1414

www.zmschools.us

Home of the Cougars

