

Dear Ulen-Hitterdal Families:

August 26, 2021

We are getting ready for another great year here at Ulen-Hitterdal!

The 2021-2022 open house will take place on Wednesday, September 1st from 5:30 to 7:30 p.m. at our school. This is a great opportunity for you to meet with teachers, visit our facility, and take care of fees for lunch, milk, activity passes, and other fees. There will be a meal provided for attendees. 7th grade orientation will take place in the auditorium at 7:00 p.m. that evening. This will be followed by a question and answer session with Mr. Baron and Mr. Smith for families regarding COVID-19 protocols here at Ulen-Hitterdal.

After School Program will still be available every day of the week from 3:30-5:30 p.m. following the school calendar. ASP is a fee-based program.

All students have a family meal account that parents/guardians fund to pay for meals, seconds and/or a la carte food items provided by the school food service department. Deposits can be made to the family meal account online via the school district's website at www.ulenhitterdal.k12.mn.us, under the Parent heading click JMC Parents. For questions and assistance, call the district office at 218-596-8853. You may also drop off a personal check or cash to be deposited into your family meal account. Families who qualify for free or reduced meals must have money in their family meal account in order to purchase additional food items; no charging will be allowed for these accounts.

The district is going to take advantage of the USDA food program again this year. USDA is allowing schools to use this program to continue to provide free breakfast and lunch to all students.

Even though breakfast and lunch will be free, we are in need of families to continue to fill out the free and reduced lunch forms. The number of families that qualify has a great impact on funding streams from the state and federal government, our Title programs, as well as eligibility for various grants. Forms are available on our website. We encourage all families to please fill out the form to help benefit the school district. This information will remain confidential.

You do not have to wait until Open House to take care of the family lunch account, fees, snack cart, or to purchase activity passes. Feel free to go to the school website (as noted above) or you can stop by the district office.

An extra special thanks goes to the office staff, custodial crew, teachers, kitchen staff and bus drivers for all the extra time and care they have put in to get us ready to learn!

Sincerely,

Ryan Baron - Superintendent

Jason Smith - Dean of Students

Ulen-Hitterdal 2021-2022 COVID-19 Protocols

While we have a lot to be excited about, unfortunately we are still working through the COVID-19 pandemic. We know many of you have questions on how school is going to operate this year. We are hopeful this section answers many of your questions.

Masking –

To begin the school year, we are strongly encouraging mask wearing. We are not mandating masks for anyone in the school building at this time. We will continue to monitor school and county data throughout the year and update our COVID practices as needed. If we make a change in masking requirements, it will not necessarily be for the entire school. There may be times where we look at requiring masks for a shorter time period for a classroom, grade level, or school building. The CDC is currently requiring masks to be worn on public transportation, and they currently include school buses as part of public transportation. This is a masking requirement we must follow and is not up to local districts.

COVID-19 Vaccinations —

The vaccine is currently available for anyone ages 12 and up. We encourage anyone who is eligible to get the vaccine to help control future outbreaks in our area. The school will not be requiring staff or students to receive the vaccine to be a part of in-person learning.

Quarantines –

To help control potential outbreaks students and staff who have a positive test, or are a close contact of a positive test, will be required to quarantine at this time. For a positive test an individual will have to quarantine for 10 days, this is the same as last school year. An individual who is determined to be a non-household close contact will be required to quarantine for 7 days, and can return after that as long as they are not exhibiting any symptoms. Our health staff will be using the MDH decision tree as a tool to determine who will need to be home from school, but will also be using their professional judgement based on symptoms and other potential factors.

There are currently two ways to avoid a close contact quarantine. The first way is to be vaccinated. Fully vaccinated individuals will not be required to quarantine after close contact. The second way to avoid a quarantine will be to wear a mask. If a student was wearing a mask while they were a close contact they will not be required to quarantine. As with all COVID-19 plans, this is subject to change throughout the year.

Learning Models –

Distance learning will no longer be offered. The legislature did not pass any laws related to distance learning and in previous years it was only allowed under executive orders. If high school students are quarantined classroom materials will be sent home and available through Google classroom. Elementary grades will have class specific plans. If large numbers of classrooms are in quarantine, the planned learning model is subject to change.

Other COVID-19 Information –

The district will continue to have various strategies implemented to help contain the spread of COVID-19. Teachers will be encouraged to have students at least 3 feet apart, but with the understanding that at times for best practices in education this may not be possible.

We will continue with frequent cleaning of surfaces, classroom and common areas and attempt to limit sharing of supplies and equipment. Drinking fountains will again be unavailable. Bottle filling stations will still be available.

Hand-washing will continue to take place throughout the school day and hand sanitizer stations will continue to be available throughout the school building.

SCHOOL HOURS OF OPERATION Monday through Friday

Administrative office hours: 7:30 a.m. – 4 p.m. (except during student/staff vacation breaks)

Front door unlocked hours: 8:00 a.m. – 5:30 p.m.

Breakfast served: 8:00 a.m. – 8:20 a.m.

School day begins: High School 8:25 a.m. (final bell, students seated in classrooms)

Elementary 8:25 a.m. in the classroom/8:30 a.m. at desks, ready to learn

School dismisses: 3:13 p.m. (high school) and 3:15 p.m. (elementary)

TEACHER QUALIFICATIONS

As a parent of a student in Ulen-Hitterdal School, you have a right to know the qualifications of your child's classroom teacher. Federal law states that you have a right to ask for certain information and the district must respond to your inquiry in a timely manner. You may request the following information about your child's classroom teacher:

- Whether the State of Minnesota has licensed or qualified the teacher for the grades and subjects being taught by the teacher.
- Whether the State of Minnesota has given permission for the teacher to teach in an area for which they are not licensed to teach without a license because of special circumstances.
- The teacher's college major and any advanced degrees.
- If paraprofessionals provide services to your child and, if so, their qualifications.

If you wish to receive any of this information, you may contact Jason Smith at 218-596-8853.

CONTACT INFORMATION

Please notify the office of changes to parents' contact information – new cell phone numbers, change of address, change of home phone number, etc. *You may also make changes yourself via JMC Parents.*

ANNUAL BACK TO SCHOOL OPEN HOUSE / ORIENTATION MEETING

Open house for students and parents will be Wednesday, September 1st from 5:30 to 7:30 p.m. We would like to encourage everyone to attend. ***AVOID THE LINE!*** Fees for lunch/milk break, snack cart, athletic season passes and preschool tuition can all be paid online via JMC Parents. If you prefer to write a check or pay in cash, you may do so in the school office during open house or any time prior to the start of the school year. If you are applying for Educational Benefits – School Meals, please remember to bring your completed application (available on our website or complete online via JMC.) *****There will be a brief 7th grade orientation at 7:00 p.m. on Wednesday, September 1st in the auditorium.***** This will be followed by a question and answer session for families with Mr. Baron and Mr. Smith regarding COVID-19 protocols here at Ulen-Hitterdal.

IMPORTANT TO KNOW:

ULEN-HITTERDAL SCHOOL WEBSITE

The school website is www.ulenhitterdal.k12.mn.us. From the website, parents can access student progress reports, grades, lunch accounts and other information. *The Parent menu can be found on the main page of the website. If you would like to utilize the internet to view your student's grades, lunch accounts, etc., contact the school office for more information.*

Our website is also a great resource for schedules of events, school calendar, menus, educational links, and much more. Check it out!

ONLINE PAYMENTS

Online payment using a credit card or bank account has become the preferred way to make payments to the school. This looks a little different this year. Instead of the E-Store, payments will now go through **JMC Parents** (the same place you go for everything student-related, such as grades and attendance information, contact information, etc.) Please contact the school office at 218-596-8853 with any questions.

REQUIRED NOTIFICATIONS:

INDOOR AIR QUALITY

Ulen-Hitterdal Public School has written an indoor air quality (IAQ) management plan that describes our on-going effort to monitor and improve the air quality in our buildings. Chris Hohnadel is our IAQ coordinator, responsible for seeing that the management plan is implemented to prevent as many IAQ problems as possible and to quickly respond to any IAQ problems that may arise. The plan is available to the public during normal school hours. If you have any questions or concerns regarding indoor air quality, please contact Chris Hohnadel at 218-596-8853.

ANNUAL ASBESTOS NOTIFICATION

In accordance with federal regulations, Ulen-Hitterdal Public Schools has asbestos management plans documenting the location and condition of all known or assumed asbestos containing building materials (ACM). Every six months, an accredited inspector visually inspects the condition of the ACM. In 2019 an accredited inspector and management planner from Lakes Country Service Cooperative conducted the required three-year asbestos re-inspections in each building. The condition of the ACM was inspected and the district's maintenance procedures were reassessed. These plans are available for public inspection at the Administrative Office during normal office hours. Chris Hohnadel is the designated person responsible for maintaining the asbestos management plans for the district. Should you have any further questions, he can be reached at 218-596-8853.

PESTICIDE NOTICE

State law requires schools to inform parents/guardians if they apply certain pesticides on school property. Specifically, this law requires schools that apply these pesticides to maintain an estimated schedule of pesticide applications and to make the schedule available for review or copying at each school office. State law also requires that you be told that 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. If you would like to be notified prior to pesticide applications made on days other than those specified in the estimated schedule (excluding emergency applications), please contact Bob Schultz at 218-596-8853.

PHOTO RELEASE OPT-OUT

Your child may be photographed while participating in Ulen-Hitterdal education activities, and the school district may want to use the photograph(s) to promote school district activities in publicly distributed documents (brochures, web page, flyers, newspaper, and the like) or in photo displays in a public place, such as on bulletin boards, unless there is a stated objection by the parents. Please notify the school by the last day of September if you wish to opt out of the use of your child's photo. If you have any questions, please call the school.

SCHOOL NURSE/HEALTH ASSISTANT

Ulen-Hitterdal School contracts with Clay County Public Health to have a registered nurse visit our school every two weeks. Cheryl Sapp is our Clay County Public Health School Nurse for the 2021-22 school year. Kayla Potter will be returning as our School Health Assistant. Should you have any questions concerning medications; diabetes health plans; or emergency health plans for students with allergies, asthma, seizures and any other medical needs, please contact Kayla at 218-596-8853.

MEDICATIONS

Minnesota state law requires that the physician and parent complete a medication authorization form if a student is taking prescription medication during school hours. The school is *not* permitted to give medication to a child if the proper authorization has not been filled out. *The medication must be in its original packaging/container. A new authorization is required each school year.*

If your child is to take over-the-counter medication, the authorization form must be completed and *the medication must be in its original packaging/container. A new authorization is required each school year.* These forms may be requested from the school health office. If you have any questions, please contact Health Assistant Kayla Potter at 218-596-8853.

AFTER SCHOOL PROGRAM / TARGETED SERVICES PROGRAM

The Ulen-Hitterdal School After School Program will again be available this school year. The program's main purpose is that of providing homework assistance for elementary students. It also serves to provide care for children grades K-6 in need of supervision after school when parents are not at home and do not have alternate child care available.

The program is available from 3:15 until 5:30 p.m. Monday through Friday when school is in session; it is *not* available on days when school dismisses early for any reason. Fee is \$5.00 per day per child. Please register your child/children in advance – registration forms available at the school office.

U-H School provides extended day learning opportunities for students via referral to the Targeted Services Program. The purpose of this program is to increase student achievement by providing more time for learning and social development. The program is available after school two days per week in conjunction with the A.S.P. For more information, please inquire at the school office.

FOOD SERVICE INQUIRIES

Should parents/guardians of Ulen-Hitterdal students have questions concerning the food service program, they may call 218-596-8853.

BREAKFAST is free to all pre-K/elementary students (Pre-K-6th grade) again this year. Please encourage your children to take advantage of this program. The district is going to take advantage of the USDA food program again this year. USDA is allowing schools to use this program to continue to provide free breakfast and lunch to *all* students.

MILK BREAK is free for kindergarten. Preschool and Grades 1 to 6 are charged 30 cents when they have milk during break. ***Milk break is NOT covered by the School Meal Benefits (Free/Reduced) Program nor by the USDA program.***

SNACK CART

The Ulen-Hitterdal School Wellness Committee offers a snack cart for Pre K-6TH grade students. Research has shown that 5 fruits and vegetables a day are the minimum required for good health, and years down the road, they can help reduce heart disease and cancer.

At U-H we would like to offer your child a healthy snack to help encourage the 5-a-day habit! We are able to order fruits, vegetables and other healthy options in bulk reducing the cost for you. The cost for K-6 will be \$45/student for the school year (\$22.50/semester.) The cost for preschool will be \$20 for the year. Snack cart is *not* to be paid on a day-to-day basis, but if you need to arrange a different payment plan other than for the year or semester, please speak to one of the secretaries

This is an optional program as your child may still bring his or her own snack; however, if you choose to send a snack with your child to school, we ask that you choose from the following or similar items: fresh fruits & vegetables with dip, wheat or rye crackers, pretzels, almonds, cashews, rice cakes, whole grain bagels or yogurt. Teachers **will not** allow students to eat anything for snack that is not on an approved “healthy snack” list that will be sent home with your child during the first week of school.

*Students will *not* be allowed to take from the snack cart until the fee has been paid. The program will start on the first day of school.*

ECFE – Early Childhood Family Education is a Minnesota school district program for families with children birth to 5 years old. Classes will be on Monday nights from 6-7:30 PM. ECFE begins mid-September and continues through May. Watch for the ECFE newsletter for schedule, fieldtrips and special events.

EMERGENCY CLOSING INFORMATION

In the event of an unscheduled late-start, early-out, cancellation or other important announcement due to an emergency or weather-related situation, a recorded and/or text message from school administration will go out immediately to all parent/guardian phone numbers in the school’s database.

Please be reminded of the media outlets Ulen-Hitterdal Schools use to announce school closings. These are used for announcing cancellation of school, late starts or early outs.

1. In case of pending bad weather or existing bad weather conditions, unless it is absolutely necessary, please *do not call* the regular school number. The school lines need to be kept open so we can use the phone to provide the information to you through the media. The media sources for school closings are found below.

2. Bus drivers ask that you let them know the condition of your road and if road conditions change during the day or evening. Your help and assistance in letting the bus drivers know the condition of your road is greatly appreciated by the drivers.
3. Parents/guardians are requested to review the school bus safety rules, winter safety procedures, and inclement weather/emergency school closing procedures with their children. It is important that your children know what to do and where to go if school closes early due to inclement weather or unexpected emergencies.
4. For late starts (one hour or two hours) the bus pick-up times early in the routes may be ahead of schedule, toward the end of the routes the bus may run behind schedule. Please be prepared to be flexible and to make adjustments if the start of school is delayed.

Weather conditions can be exasperating for families, bus drivers and school employees. We must all exercise patience and prudence. Good luck to all of us as we head into the next Minnesota winter! Thanks in advance for your support and cooperation.

<u>TELEVISION</u>	<u>RADIO</u>		
KVLY (ch. 4 & 11)	KRJB (Ada) 106.5 FM	FROGGY 99.9 FM	KFGO 790 AM
WDAY (ch. 6)	KDLM (D.L.) 1340 AM	KVOX 1280 AM	WDAY 970 AM
	KRCQ 102.3 FM	K-102 102 FM	KLTA 105 FM

UNPAID MEAL CHARGES POLICY

When the family meal account balance reaches negative \$25, further charging will NOT be allowed to purchase meals, extras or a la carte items until the negative balance is paid. A minimum meal may be offered at no charge to the student(s), such as a peanut butter/jelly sandwich and milk, until the negative balance is paid. Families who qualify for free or reduced meals must have money in their family meal account in order to purchase additional food items; no charging will be allowed for these accounts. The school district will make reasonable efforts to notify families when meal account balances are low or fall below zero with an automated phone call.

All students have a family meal account that parents/guardians fund to pay for meals, extras and/or a la carte food items provided by the school food service department. Deposits can be made to the family meal account online via the school district's website at www.ulenhitterdal.k12.mn.us, click Parent, and then click JMC Parents. For questions and assistance, call the district office at 218-596-8853. You may also drop off a personal check or cash to be deposited into your family meal account.

WELLNESS POLICY

Student wellness will be a consideration for all foods offered, but not sold, to students on the school campus, including those foods provided for celebrations and parties. The school district will provide a list of healthy party ideas to parents and teachers, including non-food celebration ideas. The school district will provide parents with a list of suggested foods and beverages that meet Smart Snacks nutrition standards. Rewards and incentives: Schools will not use foods or beverages as rewards for academic performance or good behavior (unless this practice is allowed by a student's individual education plan or behavior intervention plan) and will not withhold food or beverages as punishment.