

# NORTHFIELD HIGH SCHOOL

## SEPTEMBER 2017

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Parents:

A warm welcome to all of you for the 2017-18 school year, and a special welcome to parents and students who are joining RaiderNation for the first time this fall! Whether your student has been in the district since day one of Kindergarten, or his/her first day is this fall, know that your student is welcome here!

As the first days of school unfold, and we begin to see the “personality” of our school community reveal itself, we hope that you take a moment or two to talk with your student about this place. Northfield High School has a lot to offer your sons and daughters. We want this to be a place where they can pursue their passions, find their spark, try new things, take risks, and, at the same time, feel comfortable, feel safe, feel cared for, and feel a part of this great school community.

And whether it be the first week, the last week, or any week in between, we ask that you be prepared to use the numerous lines of communication available to connect with us if there is anything that you believe we should know to help, assist, or better serve your student, or any student for that matter. We have a pretty good track record of offering the “just right” assistance, if we know what the issue is, and know about it before the time to respond has passed. And certainly feel free to communicate with us when great things happen. We as a school staff are going to try to do the same.

Together, we can make this a great school year for each and every student in our building. Because that’s our mission...

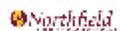
*We will prepare every student for lifelong success within a world-class learning environment with a commitment to community partnerships and sustainability.*

Have a great start to the year!

Joel Leer  
Principal

**IMPORTANT**  
**Levy/Bond Referendum**

**November 7, 2017**  
[northfieldschools.org/referendum](http://northfieldschools.org/referendum)



**Referéndum**  
**Importante**  
**de Impuestos Imponibles y Bonos**



## ACTIVITIES NEWS .....

Fall Sports are off to a great start! Participation levels are good, and our teams all look to have fun, successful seasons!

A number of Fine Arts and Academic Activities will be starting periodically this fall and winter. Students interested in activities should look for posters around the building, watch the announcements on the school's television monitors, or stop into the Activities Office for information.

**ONLINE Registration:** Everyone must register for all Co-Curricular Activities online. To access: Please log-on to the School District website ([www.northfieldschools.org](http://www.northfieldschools.org)). Please see the lower right hand corner of the homepage and click on "Activities Sign-up." Please follow the prompts and directions. **To log-in, (For First time users) -- use your child's Skyward log-in ID and your child's password (their lunch number). If you have registered previously for other sports/activities you have created your own log-in and your own password.** If you do not have access to a computer, you may come to the Northfield High School (Activities Office) from 8:00 AM – 3:30 PM (Monday-Friday), to use an office computer. Also payment will be done online as well.

Our fall musical this year is, "The Drowsy Chaperone." The director is Bob Gregory-Bjorklund. Performances for the musical will be November 3, 4, 10, and 11 at 7:30, with a matinee on November 12<sup>th</sup> beginning at 2:00. All performances will take place in the High School Auditorium.

**Schedules:** The Northfield High School Activities Department continues to utilize an online scheduling program. All game/meet schedules are, or will be entered into this scheduling program. The program is web-based so parents are able to access the schedule and see exact sites, times (including bus times), updates, maps, etc. The program is linked to the Northfield High School website. The program address is: [www.Big9.org](http://www.Big9.org) -- click on "Northfield" One of the many handy features of the program is that anyone can receive notification of changes/cancellations/etc. by clicking on "Notify me." and setting yourself up to be notified. Another way to check on changes and/or cancellations is calling the **Raider Activities Line at 645-3456.**

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## DECA 2017-2018

DECA, NHS's business club, will have its first meeting on Tuesday, September 12 at 7:15 am in S114. DECA teaches confidence and professionalism, and of course we have fun and food! Questions? Talk to co-presidents Jack Fox and Aaron Lopez, or advisor Mrs. Wolner.



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## SAVE THIS SPRING DATE!!

Be sure to put the 18th annual Arts a la Carte Evening of the Arts at the high school on your family calendar! It will be held on Friday April 20<sup>th</sup>, 2018 from 5:30-8:30 with the awards/prize ceremony from 8:30-9:00. Can't wait to see you there!

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## CALENDAR OF UPCOMING EVENTS

October		
4	Picture Retake Day	7:30-12:00 p.m. - Auditorium
6	Homecoming	
11	PSAT (Juniors)	
19-20	MEA Break	
24	Pre-ACT (Sophomores)	
27	Orchestra/Choir Concert	7:30 p.m. - MS Auditorium
30	District Band Concert	7:00 p.m. - HS Gym



## Save Receipts for 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. Learn more about the credit and subtraction and how to claim it on your taxes next year by clicking here: [http://www.revenue.state.mn.us/individuals/individ\\_income/Pages/K-12\\_Education\\_Subtraction\\_and\\_Credit.aspx](http://www.revenue.state.mn.us/individuals/individ_income/Pages/K-12_Education_Subtraction_and_Credit.aspx)

## Navigating the College Process: 7 Insider Tips to Save Money & Stress



The Northfield Public Library is sponsoring this FREE program on Thursday, October 5th, 6:30 - 8:00 pm.

College is now the second biggest purchase people make in their lives, yet most know more about buying a television. Planning ahead and developing a strategy for the college process is crucial to finding the right fit and avoiding unmanageable debt. **Learn from a national expert how to navigate the complicated college process.** A must for parents and grandparents of college bound students. This event is free and open to the public. *For further information contact the library at 507-645-1802*

## **ANNUAL NOTIFICATIONS** 2017-2018 School Year

### FOR INCLUSION IN FALL BUILDING NEWSLETTERS

#### **Student Citizenship Handbook Distributed**

The 2017-2018 Student Citizenship Handbook is distributed to all secondary students on their iPad and the youngest elementary school-aged child in the family.

The handbook includes information regarding expectations for student behavior. The handbook includes a comprehensive list of regulations for student behavior and consequences for misbehavior. Included in the handbook is the district's policies on Bullying, Hazing, Personal Possessions/Lockers, Technology Use, Harassment, Possession of Controlled Substances, Weapons, and Student Use and Parking of Motor Vehicles (including patrols, inspections and searches). Consequences are consistent, but vary depending on the severity of the offense, the student's grade level and previous violations. The handbook also includes a chart that outlines offenses that could possibly lead to expulsion.

The rights and responsibilities detailed in the handbook apply to students in any school, on district property, at school bus stops and at school or district events. Consequences may also apply for misbehaviors that take place at other locations, but which directly affect school programs or activities.

Parents are encouraged to read and review information in the handbook with their student(s) before finding a place to save it for the school year. Teachers will also briefly review information in the handbook with students at the start of the school year.

If your student's handbook is misplaced, you can pick up a copy at your student's school. The handbook is also available online at <http://northfieldschools.org/about/handbooks/>

#### **Northfield Public Schools in Compliance with AHERA**

The Asbestos Hazard Emergency Response Act (AHERA) of 1986 requires the district to notify parents annually concerning asbestos-containing building materials in the schools, and that the management plan for each building is available for their review. Federal law requires a periodic walk-through (called "surveillance") every six months of each area containing asbestos. In addition, the law requires all buildings to be re-inspected every three years after a management plan went into effect. IEA (Institute for Environmental Assessment) completed this for the Northfield Public Schools in 2013. For the 2016-2017 school year, Northfield Public Schools does not have any asbestos removal projects planned. During the summer of 2017, Northfield Public Schools will continue with the abatement of mercury/asbestos containing flooring at Sibley Elementary School. The number of rooms has yet to be determined. Any questions concerning this notice or an explanation of our Asbestos Management Plan can be directed to the Director of Buildings and Grounds at 507.663.0610.

**The following notice is published pursuant to Minnesota law, "Parents Right to Know Act."**

Northfield Public Schools recognizes the importance of our students' and employees' health and well-being. Therefore, we are examining and reducing our use of pesticides and utilizing Integrated Pest Management techniques in our school buildings and on school grounds to minimize the possible long-term unknown health effects of pesticides.

Northfield Public Schools will make available, in the school district office, for parents and employees, the estimated schedule of application of pesticides classified by the United States Environmental Protection Agency as designated under the Federal Insecticide, Fungicide and Rodenticide Act. Parents may also request that the school district notify him/her prior to the application of such pesticides on a day different from the days specified in the notice. If a person would like to be notified prior to application, please provide an email address or a name and telephone number to the Buildings & Grounds Department at 507.663.0610.

**Indoor Air Quality**

Northfield Public Schools continues to improve an indoor air quality management plan for the district. The management plan is based on the Environmental Protection Agencies (EPA) "Tools for Schools." It addresses policies and procedures that will be used in the schools to address indoor air quality issues. The plan's goal is to provide indoor air quality that contributes to a favorable learning environment for students, productivity for teachers and staff, as well as an environment that is as healthy as possible. However, the intent of the plan is not to solve all indoor air quality concerns in a school, rather the intent is to provide a road map to assist in managing indoor air quality. Northfield Public Schools completed both "Lead in water" testing and "Radon" testing of school district facilities in 2017. State law now mandates Lead in water testing every 5 years and Radon testing is recommended every 5 years. Northfield Public Schools will be completing both areas of testing again in 2022, as mandated by law and the school district's plan.

The Indoor Air Quality Committee has joined the Health and Safety Committee to review and continually update the management plan.

If you have any questions concerning indoor air quality, or would like to see the EPA Tools for Schools checklists, please contact the District Indoor Air Quality Coordinator at 507.663.0610.

**Special Education Services Available at all Schools**

Federal and state laws guide the school district in identifying, evaluating and serving students with disabilities.

Northfield Public Schools serves students with disabilities from birth through age 21. A team of special educators, general educators and families work together to develop an Individualized Educational Plan (IEP) for students who meet the criteria for services. The IEP team considers the student's present level of performance, identifies educational needs and develops goals to meet those needs. The team determines the educational program that will serve the student in the least restrictive setting.

Northfield Public Schools provides a continuum of services for students with disabilities. Most students receive special education in their neighborhood school. The district also has specialized, center-based programs for students who need more support.

For more information on identifying, evaluating and providing service to students with disabilities, contact your child's school principal or Cheryl Hall, Director of Special Services, at 507.645.3410.

### **District in Compliance with State-Required Background Checks**

Parents and community members are always encouraged to apply as an employee or volunteer at their student's school and/or with Northfield Public Schools. Volunteers provide a valuable service to students and staff. Minnesota Statute requires a school hiring authority to request a criminal history background check on all individuals who are offered employment in a school and on all individuals, except enrolled student volunteers, who are offered the opportunity to provide athletic coaching services or other extracurricular services to a school, regardless of whether any compensation is paid. Parents and community members who volunteer on a regular basis must complete a background check before serving students affiliated with Northfield Public Schools.

### **Data Privacy Practices**

Pursuant to the requirements of state and federal law, the following constitutes Northfield Public Schools Annual Notification to parents and students regarding data privacy practices.

Northfield schools maintain educational records on all students to help plan the student's educational program, communicate with parents/guardians, and comply with state regulations. Student records include information such as standardized achievement and ability test data, grades, attendance records, health/medical records and evaluation by professional staff.

Except in limited circumstances authorized by law, most information from student records will not be released to members of the public without the written permission of the student's parent or guardian, or of the student, if he or she is 18 or older.

District policy guarantees parents/guardians (and students 18 and older) the right to examine the contents of their own student's records except those items that are, by state or federal law, made confidential.

Parents/guardians (and students 18 and older) have the right to challenge the accuracy of these records and also the right to authorize or deny release of records requested by a third party.

The district forwards educational records of students to other schools and school districts in which the student seeks or intends to enroll upon request of that school or school district. Parents are not notified prior to this transfer.

This review of the data privacy rights of students in the educational records maintained by Northfield Public Schools is intended only to be a summary of the district policy and applicable state and federal law. The policy can be found at <http://nfld.k12.mn.us/files/Board-Policy-515-Protection-and-Privacy-of-Pupil-Records-Approved-8.25.08-Updated-December-20132.pdf> Questions should be addressed to: Dr. Matthew J. Hillmann, Superintendent, Northfield Public Schools, 1400 Division Street South, Northfield, MN 55057 or by calling 507.663.0629.

### **Notice of Designation of Directory Information**

School districts are required by state and federal law to notify parents and students that certain information contained in a student's education record may be made public without prior written consent. The Northfield Public Schools designates the following as "directory information" and may, in accordance with the Minnesota Data Practices Act, release the following directory information without permission unless the district has been notified that it should not be released.

- Student's name, address, telephone number
- Parent's name, address, telephone number
- Student's date of birth
- Student's major field of study
- Student's dates of school attendance, grade level completed, enrollment status
- Student's participation in officially recognized activities/sports
- Student's height and weight, if a member of an athletic team
- Middle and High School Student Athletic Physical Examination Expiration Date
- Student's degrees, honors and awards received
- Student's most recent educational agency or institution attended
- Student's photograph(s), videotapes and other visual representations for school-approved publications, yearbooks, newspapers, public presentations and web pages.

A parent/guardian of a student or an eligible student (18 years of age or older) may object to the listed directory information being disclosed without the parent/guardian or eligible student's prior written consent except to school officials as provided under federal law. In order to make all directory information private, the parent/guardian or eligible student must submit a completed Denial of Release of Directory Information (Appendix C to Policy 515-Protection and Privacy of Pupil Records) to your student's building principal or the Superintendent of Schools. This designation will remain in effect for the current school year only.

Federal and state laws require all school districts to provide military recruiters, upon request, with the name, address and telephone number of all 11<sup>th</sup> and 12<sup>th</sup> grade students within 60 days after the date of the request unless the parent or eligible student (students over 18 years old and not a dependent) requests that the information not be provided without written permission. If you do not want Northfield Public Schools to release your student's name, address and telephone number to a military recruiter, you must complete Appendix D (Denial of Release of Information to Military Recruiters) to Policy 515-Protection and Privacy of Pupil Records. Please note that if you previously submitted a Denial of Release of Directory Information (Appendix C), it alone will not be sufficient. The law requires that a specific denial of access to military recruiters be made. In order to make all directory information about a student private to the public in general, including military recruiting officers, the parent/guardian or eligible student must complete Appendix C **and** Appendix D.