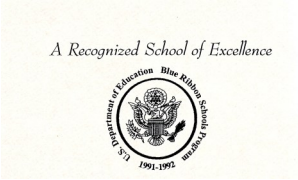
September 2016



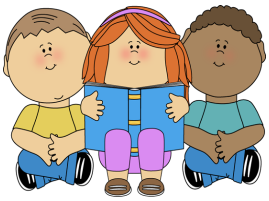
Highland Scottie Dogs Newsletter

Highland Elementary School 14001 Pilot Knob Road Apple Valley, MN 55124
Phone: 952-423-7595 **Fax:** 952-423-7665 **Web address:** www.district196.org/hl

News from the Principal

Hello Highland Families!

Welcome back to Highland Elementary for another exciting school year. If you are new to our school, I would like to welcome you to the Highland Community. I am starting my fifteenth year as principal at Highland Elementary and I have always been impressed by the level of support in this community. Every year, parents spend countless hours volunteering in our building. The staff at Highland sincerely appreciates your dedication to our students.



The Highland Scottie Dog Newsletter, Parent Newscasts and other school announcements will be sent out periodically throughout the year on our school list serve to bring you important news about the staff and students of our school, as well as community and school issues that affect Highland. We will continue to provide hard copies of the newsletter for any parent who does not have internet access. We will use an e-mail verification to confirm parent e-mail addresses so that you automatically receive emails to your primary email address. Since most of our families have access to the internet, we plan to utilize the Highland Webpage as an additional means of communication between school and home. It is our goal to continue to keep Highland families well informed of the opportunities you have to be involved in your child's education. Another means of keeping you informed is the Parent Calendar/ Handbook. A copy of the handbook is on our school website at www.district196.org/hl. Becoming familiar with the information in this handbook will reduce any misunderstandings before they occur.

In closing, we want to thank our families for your diligence in having your students at school on-time and well-prepared for learning each day. In addition, please continue to be mindful that our students' academic day continues until dismissal each afternoon and it is very important that students are not dismissed early unless an unavoidable appointment or emergency is involved as valuable instruction from the teacher can be missed in addition to required assignments. Educating our children is a monumental task. Sharing the responsibility between home and school and staying involved in your child's education is directly connected to your child's success.

We are looking forward to a wonderful year and hope all of you can be involved in some way to support our students at Highland. As always, thank you for supporting the wonderful teaching and learning taking place here at Highland Elementary.

Respectfully,

Chad Ryburn, Principal

District Policy on Birthday Treats

Just a reminder that children may not bring food or small gifts such as pencils or stickers to share with other students for birthday treats. This complies with our district's wellness policy on making healthy choices as requested by Section 204 of the Child, Nutrition and WIC Reauthorization Act of 2004. This policy also addresses increasing concerns about students affected by food allergies, childhood obesity and economic disparities.

We do announce students' birthdays during daily morning announcements and students celebrating their birthdays are allowed one friend to sit with them at the Birthday Table for lunch. Also, classroom teachers will recognize students in special ways on their birthday.

School Safety Drills

The safety of students, staff and visitors to our school is a top priority that is under constant review. One of the ways we stay prepared for possible emergencies is by conducting annual drills such as fire drills, tornado drills and lockdown drills.

Minnesota law requires that all schools statewide conduct at least five fire drills, one tornado drill and five lockdown drills during the year.

In our school district, all five required fire drills will involve students and will be held throughout the year. All of the lockdown drills will involve our school's emergency planning team and staff working in close cooperation with the Apple Valley Police Department. The purpose of these drills is to help students and staff prepare to respond appropriately in the event of an emergency such as an intruder in the building.

The tornado drill will also involve students and will be held during Severe Weather Awareness Week in April.

If you have any questions about the emergency drills planned at our school this year, please call Principal Chad Ryburn at 952-423-7595.

New staffers join the Highland team

Amanda Allen-CID Teacher
Kristen Arehart-EL Teacher
Cindy Giusto-ECSE Teacher
Jeannette Gunhus-Principal's Secretary
Magaly Miralles-EL Teacher
Jocelyn Mogren-Speech Teacher
Sheila Pagois-GT/YS Teacher
Kathryn Rudolph-5th Grade Teacher
Catherine Taft-Preschool Teacher
Pam Warren-5th Grade Teacher

Highland Mission Statement:

"Parents, community and staff working together to develop lifelong learners and contributing members of our society"

Transportation Reminders

After school, the buses will be parking in between the diagonal yellow lines for student pick-up. For the safety of all students, it is imperative that you do not park in these areas as you will be in the way of the buses.

If you are driving students to Highland, please remember to drop off in the south parking lot. Please do not drop your children off before 8:15, as we do not have supervision in our front entryway. Students will be unloaded from their buses at 8:15 every morning. After school, primary students (K, 1 & 2) will be dismissed at 2:40 & 2:42 p.m. and intermediate (3, 4 & 5) will be dismissed at 2:45. Walkers will be dismissed at 2:40.

We've added signs and solid yellow lines to our entrance off 140th Street to remind parents **not to pass**. We request that you keep the traffic flow to a single lane for the safety of our children.

Future Activities

Aug. 30	**Kindergarten Parent Orientation 6:30 p.m.**
Sept. 6	**First Day of School-all students**
Sept. 8	**2nd Grade Curriculum Night/5:00 p.m.**
Sept. 12	**3rd Grade Curriculum Night/5:00 p.m.**
Sept. 13	**4th Grade Curriculum Night/5:00 p.m.**
Sept. 13	**5th Grade Curriculum Night/6:00 p.m.**
Sept. 14-Oct. 28	**MAP Testing Window/Gr. 2-5**
Sept. 15	**5th Gr. Outdoor Education Day**
Sept. 15	**1st Gr. Curriculum Night/ 5:00 p.m.**
Sept. 19	**Highland Site Council Meeting/ 3:30-5:00 p.m.**
Sept. 20	**3rd Grade River Rendezvous Field Trip**
Sept. 28	**Da Capo Choir begins/7:30 a.m.**
Sept. 28	**Lifetouch School Picture Day**
Oct. 4	**Band Rehearsal begins/7:30 a.m.**

Parent Calendar/Rights and Responsibilities Handbook

Each family will receive a copy of the Parent Calendar/Handbook at your child's assessment time in August. Please take some time to review the handbook with your children. Our discipline policy is included in this handbook and we would appreciate it if you would familiarize yourself with our policies. The handbook also contains important dates for Highland events. It is possible that some of those dates and times may change for a few of the activities. We will inform you of any changes.

A Rights and Responsibilities Handbook has been sent to the home of each elementary student. This handbook contains our policy concerning discipline and behavior expectations. Please review this policy with your child(ren) and help them become aware of the consequences for inappropriate behavior. Our teaching staff will also spend time reviewing this policy with their students. Some changes have also been made in this policy from last year.

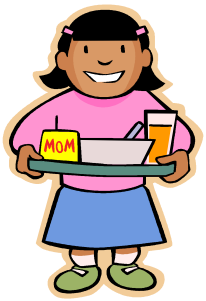
School Lunch

School Lunch Prices

Adult $3.70

Student $2.50

Milk $.40



Elementary school students can purchase lunch for $2.50 per meal. Milk will be sold for $.40 per carton. If you pay by check, make your checks payable to ISD #196. Some students are eligible to receive meals for free or at a reduced price based on financial need.

District #196 encourages all parents who think their children might be eligible based on income guidelines, to apply for free or reduced price school meals for the 2016-2017 school year. This will benefit the child by ensuring that he or she receives a nutritious lunch each day and is ready to learn.

For more information, go to the district's website @ www.district196.org.

STUDENT ABSENCE

To report an absence or tardy, please call the Highland absence voicemail number at 651-683-6969 ext. 94677 or email the Highland Office at hl.attendance@district196.org as soon as possible each day.

After 7:30 a.m., you may call the Highland Office number at 952-423-7595.

VISITORS

Remember you are always welcome to visit Highland at any time. Please sign in at the main office and wear a name tag while in the building.

Video Cameras on School Buses

Video cameras are used on some school buses in our district and are intended to decrease student misbehavior and allow safe bus operation for students, drivers and other motorists. This is to notify you that your child may be videotaped while riding the bus.

When a significant misbehavior occurs on the bus, the driver or principal will notify the Transportation Department so the videotape can be pulled and reviewed as soon as possible. Parents will then be notified regarding the inappropriate behavior and appropriate consequences will be applied.

Elementary School

Attendance Guidelines

We would like to encourage student attendance every day that is possible, as consistent attendance helps ensure a child's success in school. In the State of Minnesota, it is the parents' legal responsibility that all elementary age children attend school. Elementary age students who miss 7 unexcused days of school or more, according to the Minnesota Statutes regarding education, are considered at risk for educational neglect and their parents are in violation of the state law on compulsory education (See MN Statutes 260C.007, Subd.19.).

Students are expected to be at Highland and in their classroom when the bell rings at 8:25 a.m. If a student is not in their classroom by 8:25 a.m., it will be considered an unexcused tardy. Excessive absences and/or tardies may result in a letter of concern from the school. It should also be noted that three unexcused tardies may be considered as one unexcused absence.

We want to support parents and children so all of our students have the best attendance record possible. If you have any questions regarding Independent School District 196 attendance guidelines, please contact Mary Jo Kacvinsky, School Social Worker @ Highland Elementary, 952-423-7595.

Walker Reminders

It is important to note that the walking patrols will be on duty at the 142nd street crosswalk from **8:05 a.m. until 8:15 a.m.**

Please do not send your child to cross prior to that time.

Students are expected to:

- ✓ Walk on sidewalks (as available)
- ✓ Stay off lawns, snowbanks, driveways, etc.
- ✓ Cross with patrols
- ✓ Stay three feet back from curb while waiting to cross
- ✓ Cross only at the the crosswalk
- ✓ Stay between white lines while crossing
- ✓ Walk bikes through the crosswalk
- ✓ Listen to safety patrols' instructions

Starting and Dismissal Times

8:14 a.m. – DCD busers unload and enter building

8:14 a.m. – Walkers admitted to the instructional area

8:15 a.m. – Busers unload and enter the building (K-5)

8:25 a.m. – Last tardy bell for K-5

2:35 p.m. – DCD/CID dismissed

2:38 p.m. – Kindergarten, all walkers and patrols dismissed

2:42 p.m. – First and second grade busers dismissed

Testing Dates for 2016-2017

The following table details the testing initiatives many Highland students will be involved in during the 2016-2017 school year. **If you are scheduling a family vacation, please try to schedule your trip around the following dates:**

Test	Who	Date(s)
MAP	Grades 2-5	September 14—October 28
NNAT2	Grade 1	December 1-20
CogAT	Grades 3 & 5	December 1-20
ACCESS	ELL Students	January 30—March 24
NAEP	Grade 4	February 15
MCA Reading, Math	Grades 3-5	March 7-May 6
MTAS Reading/Math/Science	Grades 3-5	March 7-May 6
MCA Science	Grade 5	March 7-May 13

DEFINITIONS

MAP: Stands for **M**easures of **A**cademic **P**rogress. These computerized tests show academic growth in reading and math over time.

MCA: Stands for **M**innesota **C**omprehensive **A**ssessments. These state mandated tests measure student performance relative to state-defined standards in reading, mathematics, and science.

NNAT2: Stands for **N**aglieri **N**onverbal **A**bility **T**est (second edition). The NNAT2 uses progressive matrices to allow for a culturally neutral evaluation of students' nonverbal reasoning and general problem solving ability, regardless of the individual student's primary language, education, culture or socioeconomic background.

CogAT: Stands for **Cog**nitive **A**bilities **T**est (CogAT). This test measures students' learned reasoning abilities in the three areas most linked to academic success in school: Verbal, Quantitative and Nonverbal.

ACCESS: **ACCESS for ELLS** stands for Assessing Comprehension and Communication in English State-to-State for English Language Learners (ELLs). This large-scale test evaluates the progress of ELLs by addressing the academic English Language Proficiency (ELP) standards.

MTAS: **Minnesota Test of Academic Skills (MTAS)** is based on alternative achievement standards, is part of the statewide assessment program designed to measure the extent to which students with significant cognitive disabilities are making progress in the general curriculum.

NAEP: Stands for **N**ational **A**ssessment of **E**ducation **P**rogress. This is a national assessment of math and reading. Results are released as The Nation's Report Card.

Volunteer Coordinators' Corner

September 2016

Dear Highland Elementary School Families,

My name is Stacy Kronberg. DeeDee Melander and I will be the Volunteer Coordinators for Highland Elementary School during the 2016-2017 school year. One of our responsibilities as Volunteer Coordinators is to ensure that Highland's fundraising efforts are successful! Throughout the school year, there will be several opportunities for you to show your support for Highland by participating in fundraising events. The opportunities are listed below. If you have any questions regarding any of the events, please do not hesitate to contact Stacy at Stacy.Kronberg@district196.org.

Fall Scholastic Book Fair (November 2nd & 3rd, 2016)

Our Fall Scholastic Book Fair will be held during the Fall Parent-Teacher Conferences. All money raised through the Fall Book Fair goes to our Media Center. Last year, we raised $2,115.00 through our Fall Scholastic Book Fair. This year, our goal is $2,500.00!

Winter Scholastic Book Fair (February 8th & 9th, 2017)

Our Winter Scholastic Book Fair will be held during the Winter Parent-Teacher Conferences. All money raised through the Winter Scholastic Book Fair goes into our Site Council budget. Last year, we raised $1,644.00. This year, our goal is $2,500.00!

Pahl's Market Fund Raiser (May 2017)

When you shop at Pahl's Market in May of 2017, a percentage of your purchases will go to Highland (more details to follow). Remember this when planning your spring landscaping projects, planting your spring bulbs, and purchasing your Mother's Day gifts!!! Last year, we raised $187.77 through our Pahl's Market Fund Raiser. This year, our goal is $400.00!

APEX Fun Run Fundraiser (May 8-18, 2017)

The APEX Fun Run Team will promote fitness & leadership at Highland for a two week period in May. Students will raise pledges for each lap they run at the APEX Fun Run to be held on May 18th. This is an exciting event! Last year, we raised $31,338.09! This year, our goal is $32,000.00! Watch for more information in the spring.

Volunteer Coordinator's Corner (con't.)

Highland Elementary School Culver's Day (First Tuesday of Each Month)
The first Tuesday of each month (beginning in October) is Highland Elementary School Day at Culver's in Apple Valley. Plan to meet your friends and family for lunch or dinner on this day (make it a monthly ritual), and 15% of your purchases will go to Highland! Last year, we raised $1,653.93 through our Culver's Fund Raisers. This year, our goal is $2,400.00!

Highland's 2015-2016 fundraiser money was spent on:

Artists-In-Residence For Each Grade Level
Staffing
New Books for the Media Center
Lego League Teams
Room Enhancements
IXL Math Program

Please show your support for Highland Elementary School by supporting Highland's 2016-2017 Fundraising Events…our fundraisers truly allow us to broaden the opportunities we are able to provide for our students!!!

Another way you can support Highland is by volunteering your time throughout the year during our many events here at school.

Sincerely,
Stacy Kronberg & DeeDee Melander
Volunteer Coordinators

Check out the Volunteer Opportunities under

Quick Links

on the

Highland Elementary Website!

Highland Mission Statement:
"Parents, community and staff working together to develop lifelong learners and contributing members of our socie-

August, 2016

Dear Parents,

We have students at Highland who have severe food allergies. Children usually outgrow allergies to milk, eggs and wheat, however, peanut allergies are considered to be life-long. Although any food allergy may be life threatening, peanut allergies can cause an allergic reaction that is among the most severe to any food.

Allergic reactions can range from hives, itching and swelling in and around the mouth to anaphylactic shock, a severe reaction which causes difficulty breathing, vomiting and diarrhea, and even cardiac arrest.

We are working with the parents of these children to ensure a positive and safe school experience. Any exposure to any food allergen, especially to peanuts and nuts could result in a very serious medical emergency. We are asking all students to follow the precautions we have established because our students often come in contact with students in other grade levels throughout our school day. Because it is extremely important to avoid accidental ingestion or exposure, we are asking that you follow any specific classroom guidelines regarding food brought into the classroom.

If your child does have an allergic reaction, please inform us immediately so we can work with you to develop a plan that will work for your child. We are also asking that you work with your child(ren) to make sure your child's face and hands are washed before coming to school, especially if he/she has just eaten peanut butter or a peanut product. If your child attends a daycare before school, please advise them of this important concern.

We want to take a proactive approach to this problem and we appreciate all of the help that you can give us. If you have questions about peanut allergies or any other allergy, please contact our school nurse, Amy Gillis.

For the safety of all our students, the decision was made that **LATEX** balloons will no longer be permitted at Highland. Latex balloons pose two significant hazards to children. First, with repeated exposure to latex, a natural rubber found in many products, an increasing number of people are becoming sensitive to latex and developing allergies to latex. These allergies may be as minor as a skin irritation or as life threatening as respiratory and heart difficulties. The only way to prevent an allergic reaction to latex is to strictly avoid latex.

Secondly, deflated or broken balloons are a choking hazard especially to children under the age of 8 years. For these reasons, latex balloons are no longer permitted in many public areas such as hospitals, clinics, and daycares. As we continue to strive for a safe learning environment for all our students, latex balloon will no longer be permitted at Highland. Thank you for your understanding of our commitment to the safety of all children.

Respectfully,

Chad Ryburn, Principal

Back to School Reminder: Save Your School Supply Receipts and <u>Save Money on Your State Tax Return!</u>

You may be able to claim a state tax credit or subtraction for costs related to your child's education. This covers children in kindergarten through high school. The maximum credit is $1,000 per child and eligibility is based on your family's income. Anyone can take the subtraction regardless of income.

To claim the credit or subtraction, save receipts for your children's school supplies, including pencils, pens, crayons, notebooks, calculators, etc. You can also claim expenses for things like: tutors, academic text books, fees paid to others for transportation, music lessons, after school academic programs and academic summer camps. Additionally, you can claim the cost of computer hardware and educational software (up to $200).

To claim the credit, you will need to fill out Schedule M1ED with your Minnesota State Tax Form. To take the subtraction, use the worksheet on the back of Form M-1. Remember, you MUST save the receipts from your purchases to claim the credit or subtraction.

For additional information and a more detailed list of what expenses can be claimed, go to the Minnesota Department of Revenue Website www.taxes.state.mn.us and enter the search term "Education Credit and Subtraction".

Nutrition News Fall 2015 For Elementary Schools (PK-5)

FeePay – No Fees!

- Using FeePay is easier than ever and you may still make payments with no fees!
- You may access any and all information, including balances, meal purchases and account payments in FeePay for one or all of your family members.
- We encourage you to set up low-balance reminders via email.

To Access FeePay:

You can access your Schoolview account from the main District 196 webpage. Using your Schoolview Account, you can access FeePay by clicking on the FeePay tab in the horizontal toolbar at the top of the page. *If a family does not have a SchoolView account* (1 per family) you should contact your student's school office to obtain their unique SchoolView access key code and instructions. Or go to www.district196.org and follow the instructions on the website. If you have forgotten your login and/or password, follow the prompts on the website and you will be able to gain access again. Don't forget to sign up for a low-balance email alert.

Meal PINs

Kindergarten students should receive a letter before school starts containing the Universal PIN for their student's school meal account.

Students who are new to the district can obtain their PIN at their school's orientation session or on the first day of school.

Returning students retain the same number as previous years, even if they change schools within the district.

Pricing (subject to change)

ELEMENTARY PRICING for 2015-2016:
(Starts September 8, 2015)

	DAILY	WEEKLY	MONTHLY	YEARLY
ALL KINDERGARTEN STUDENTS RECEIVE FREE BREAKFAST				
BREAKFAST	$1.45	$7.25	$29.00	$245.05
LUNCH	$2.40	$12.00	$48.00	$405.60
REDUCED ELIGIBILITY RECEIVE FREE BREAKFAST & LUNCH				
ADULTS BREAKFAST		$1.95	LUNCH	$3.60
MILK (ALONE OR EXTRA WITH MEAL) $0.40				

Free/Reduced Applications Online Only

Educational Benefit (Free and Reduced) Applications are available online. Please visit the district website at www.district196.org and click on the link/icon on the right hand side for a secure and private process of submitting your application.

Students that were approved for Free or Reduced meals at the end of the 2014-15 school year retain their eligibility until October 22, 2015 or a completed, approved application is processed.

Menus

Monthly menus are found on the Food & Nutrition Webpage. Breakfast and Lunch menus are available.

Questions?

Please contact your School Food Service Manager. (Directory found on district website)

NUTRITION NEWS FOR 2015 -2016 - KINDERGARTEN STUDENTS

Meal accounts

Each student is given a Personal Identification Number **(PIN)** for their meal account from the Food & Nutrition Services, which is mailed to the kindergarten student's home starting in August 2015. This PIN will stay with the student from school to school as long as they are within District 196. Students use their PIN on a keypad to access their meal account that belongs to only them. Meal fees are deducted from this account based on their purchases. Note: Students who are new to the district registering after mid-August can get their PIN at their school's orientation session or on the first day of school.

Kindergarten Pricing 2015-2016

	DAILY	WEEKLY	MONTHLY	YEARLY
BREAKFAST	FREE BREAKFAST FOR ALL KINDERGARTEN			
LUNCH	$2.40	$12.00	$48.00	$405.60
FREE & REDUCED MEALS (*with approved application*)				
BREAKFAST & LUNCH	REDUCED RECEIVE FREE MEALS			
ADULTS BREAKFAST		$1.95	LUNCH	$3.60
MILK ala carte (ALONE OR EXTRA WITH MEAL) $0.40				

Online Free/Reduced Applications

Applications for Educational Benefits (Free and Reduced) will be available online. Please visit the district website at www.district196.org and click on the link/icon on the right hand side for a secure and private process of submitting your application. Students that were approved for free or reduced meals at the end of the 2014-15 school year retain their eligibility through October 22, 2015 or until a completed and officially approved application is processed within that grace period.

Free and Reduced Online Application

We don't just serve breakfast & lunch, we serve students!

Making payments

- **With FeePay – No Fees!** Using FeePay there is no charge! You may access information, including balances, meal purchases and account payments for one or all of your family members. We encourage you to set up low-balance reminders via email.
- Checks or cash -please send payments directly with your child to school. Checks are to be written out to ISD 196 Food Service and include the student's full name and ID or PIN.

To Access FeePay

You can access your Schoolview account from the main District 196 webpage. If a family does not have a SchoolView account (1 per family) you should contact your student's school office to obtain their unique SchoolView access key code and instructions. Or go to www.district196.org and follow the instructions on the website. Using your Schoolview Account, you can access FeePay by clicking on the FeePay tab in the horizontal toolbar at the top of the page. If you have forgotten your login and/or password, follow the prompts on the website and you will be able to gain access again.

Menus

Breakfast and lunch menus are available monthly and are found on the Food & Nutrition webpage along with additional FNS information. Go to www.district196.org and click on "What's on the menu?"

"School Lunch by Nutrislice" is available in the Apple App Store for iPhones and in Google Play for Android phones. The menus can also be viewed online at www.district196.nutrislice.com

Questions

If you have questions or need additional assistance please contact the Food & Nutrition Services Office. (Directory found on district website)

Highland Mission Statement:

"Parents, community and staff working together to develop lifelong learners and contributing members of our socie-