



# Elk Point-Jefferson School District

Showing Pride...Taking Action

August 2023

## **MESSAGE FROM SECONDARY/MIDDLE SCHOOL PRINCIPAL: Skyler Eriksen**

I hope all of you have had a wonderful summer! We are gearing up for the 2023-2024 school year and have listed a variety of important dates and times pertaining to scheduling, lockers, lunch accounts, activity tickets, etc. for students to attend. Our hope is that students will be able to take advantage of attending these events to make their transition into the school year smooth. Please consider the dates and times listed below as you prepare for the upcoming school year.

### **High School Students**

I am hopeful that you have had a great summer and are looking forward to getting back to Husky Territory! Hopefully, you are gearing up for another great year. I am excited to see what we can achieve together. Your teachers and I look forward to seeing you back in the building very soon. I ask that you attend one of the registration days listed below to better prepare yourself for a successful 2023-2024 school year.

**Wednesday, August 9<sup>th</sup>: Juniors and Seniors 9:00-2:30**  
**Thursday, August 10<sup>th</sup>: Freshman and Sophomores 9:00-2:30**  
**Friday, August 11<sup>th</sup>: 9<sup>th</sup>-12<sup>th</sup> grade students 9:00-2:30**  
**Tuesday, August 15<sup>th</sup>: 9<sup>th</sup>-12<sup>th</sup> grade students 9:00-2:30**

**\*9<sup>th</sup>-12<sup>th</sup> grade Open House will be Monday, August 14<sup>th</sup> from 5:00-7:00PM**

### **Middle School Students**

Hopefully, you have been able to recharge your batteries over the summer and are excited to get back to work! I would like you to be thinking about an activity or group to join this year. We encourage each of our students to participate in extra-curricular activities. We know that each of you have talents and gifts and I look forward to seeing them throughout this school year. I ask that you attend one of the registration days listed below to better prepare yourself for a successful 2023-2024 school year.

**Tuesday, August 8<sup>th</sup>: 6<sup>th</sup>-8<sup>th</sup> grade students 9:00-2:30**  
**Friday, August 11<sup>th</sup>: 6<sup>th</sup>-8<sup>th</sup> grade students 9:00-2:30**  
**Tuesday, August 15<sup>th</sup>: 6<sup>th</sup>-8<sup>th</sup> grade students 9:00-2:30**

### **\*6<sup>th</sup> Grade Orientation/Open House**

We will be hosting our 6<sup>th</sup> grade open house/orientation on **Monday, August 14<sup>th</sup> from 5:00-6:00PM**. We invite all incoming 6<sup>th</sup> grade students and parents to attend. This will be a great opportunity for incoming 6<sup>th</sup> graders and their parents to learn about what to expect in Middle School. Students and parents will get an opportunity to ask questions, learn about EPJ MS Programs, and check out their classrooms. Students will also be given their school computers (with parent consent form signed) on this night. We look forward to seeing you and your 6<sup>th</sup> grader there!

**\*7<sup>th</sup>-8<sup>th</sup> grade Open House will be Tuesday, August 14<sup>th</sup> from 6:00-7:00PM**

### **Student Policies**

Our school has a number of policies in place to help our communities, staff, and students “provide a safe environment where students are empowered with the knowledge and skills to successfully navigate life’s transitions and challenges.” Those policies include dress code, behavioral standards, and graduation requirements to name a few. Our website contains a listing of those policies for your convenience and referral to throughout the school year. Please recognize that new policies are written, and current policies are updated from year to year and throughout the year. You can review that material at the following address: [www.epj.k12.sd.us](http://www.epj.k12.sd.us).

## **School Bus Safety**

With a new school year approaching, we would like to draw everyone's attention to bus safety. Bus drivers have many responsibilities as they are in charge of the safety of students on and off the bus. You can be a great asset to a school bus driver by encouraging your children to be cautious and aware of how to stay safe on or near a bus. We would also like to caution drivers as they travel near our school buses. Please stop when red lights are flashing on a school bus. This signal means that students are either exiting or entering a school bus. We prioritize the safety of the students in our school. Thank you for your mindfulness as you travel near our school and school buses.

There have been many people working hard to prepare for another successful year at Elk Point-Jefferson. I have no doubt that we will achieve great things this year! I look forward to seeing many of you in the next couple of weeks. Please do not hesitate to call the school or email me with any questions you may have.

Skyler Eriksen-MS/HS Principal

## **GENERAL INFORMATION:**

- Classes begin on August 16, 2023, at 8:15 A.M. and dismiss at 3:07 P.M.
- Student activity tickets will be available at a cost of \$25.00
- Adult activity passes will be available in the High School Office at a cost of \$45.00
- **ACTIVITY PASSES ARE NON-REFUNDABLE**
- Senior Citizens - no charge

## **BUSES:**

Bus service will begin on Wednesday, August 16, 2023. The buses will arrive at school by 8:00 A.M., departing at 3:15 P.M. for the routes home. The Bus Manager, Doug Brusseau, can be reached at 605-421-1340. A student conduct rules list is included in this newsletter.

## **ACTIVITIES:**

Monthly calendars for activities can be found on the school website under the Calendar tab.

## **CLASS LISTS:**

Parents and students will be able to find out who their classroom teacher is by logging into the Infinite Campus Portal listed under the Parents and Students icons on our homepage. If you do not have a username and password, please contact [Myles.T.Larsen@k12.sd.us](mailto:Myles.T.Larsen@k12.sd.us).

## **FOOD SERVICE:**

The breakfast and lunch services begin Wednesday, August 16, 2023. Breakfast is served from 7:30-8:10. Lunch is served at times that are based on your child's grade level. Cost for breakfast is \$1.70 per student JK-12; adults \$2.30. Noon lunches will be available for students in grades JK-5 at \$2.85 per meal; students in grades 6-12 at \$3.00 per meal; adults at \$4.85 per meal. Extra entrées will cost \$1.80; extra milk will cost \$.45. We encourage you to deposit money into your child(ren)'s meal account before the first day of school. Meal deposits will be accepted in the elementary and MS/HS offices on the days set aside for pre-registration. **Applications for Free and Reduced Meals are available in any office, in this newsletter and on the EPJ website under Departments>Food Service>Free & Reduced Meal Application.** School lunch menus can be found on the school website under Departments>Food Service>Menus. Please see additional information included in this newsletter.

## **POLICIES:**

The following policies can be found on the school website under District>District Info>Public Notices.

- Admission of Homeless Students Policy
- Asbestos Management Plan
- Child Find
- Children's Health Insurance Program (CHIP)
- District Complaint Policy for Federal Programs
- Family Educational Rights and Privacy Act (FERPA)
- Notice of Nondiscrimination
- Protection of Pupil Rights Amendment (PPRA)

**MESSAGE FROM ELEMENTARY PRINCIPAL/SPED DIRECTOR: Laura Throener**

Welcome Back EPJ Students, Families and Staff!

It's time to kick off the 2023/24 academic year! On August 16th we will join for what is one of my favorite days of the year. On the first day, we love hearing all the stories of travel, summer sporting events, time with friends and family and observing the excitement of students being back with peers and teachers. On August 14th we will host an open house, located on the playground weather permitting, from 5-7 pm with Topical Sno available for purchase. Come out to see friends, meet new teachers, say hello to past teachers and drop off supplies prior to the first day of school! (please bring in a disposable bag)

We have had a busy summer at the school preparing for the upcoming year. You may notice some aesthetic changes relating to the security of our buildings and safety of our students. A playground fence was installed, and entryway projects completed at both the elementary and high school entrances. We are also excited to announce the implementation of Firstview, a tracking system to enhance our bussing services. As parents/guardians, you will be able to follow your students' routes, be notified of any changes and receive real time updates on the arrival/departure status of your route. Early September, you will receive communication from the school on gaining access to this program.

We have some talented new faces joining us at EPJ Elementary. They bring with them many years of experience in education and passion for the Elk Point-Jefferson School District. We are so excited to welcome them to the Husky teaching team.

Mrs. Mara Eriksen-Kindergarten  
Mrs. Tawny Limoges- Kindergarten  
Mrs. Laura Westin- First Grade  
Ms. Courtnee Edelman- Second Grade  
Mrs. Samantha Hartog- Fifth Grade

Academic growth and achievement are always at the forefront of our planning. Teachers have been busy this summer, taking continuing education courses, prepping in classrooms, and completing professional development to ensure we are prepared to support all learners in a variety of ways.

You can access grades, assignments, lunch balances and prices, attendance and more on the Parent Portal of Infinite Campus. Lunch deposits will continue to be free when paying online. If you need access to the parent portal, please contact [Myles.T.Larsen@k12.sd.us](mailto:Myles.T.Larsen@k12.sd.us)

The Elementary Student Handbook can be found on our school website: [www.epj.k12.sd.us](http://www.epj.k12.sd.us). Please take time to become familiar with the policies and procedures that will enable your student to learn and thrive in a safe and productive environment.

Please feel free to call the Elk Point-Jefferson Elementary School office at (605) 356-5800, if you have any questions or concerns.

With Husky Pride,

Mrs. Laura Throener, MSE, MA, CCC-SLP  
Elementary Principal/Director of Special Education Services  
Elk Point-Jefferson School District

**2023-24 SPORTS/ACTIVITIES INFORMATION: Justin Clercx**

With the school year just around the corner, it is time for parents and students to start thinking about the upcoming sports and activities seasons. There are several items that need your attention before practices begin in the fall.

**Athletic Physicals** – every student that wishes to participate in athletics in grades 7-12 must have an athletic physical before they will be allowed to participate. Physicals can be taken with any health care provider, but everyone must use the physical form that can either be picked up in the high school office or found on the school website under the athletic department tab in the forms section.

**Please read the entire document carefully and make sure that both parent and student sign each document when required.** The entire and completed form must be turned in to the high school office before an athlete will be allowed to participate in any practices or contests. Physicals taken for the upcoming seasons will be good until August 1, 2024, at which time each athlete will need a new physical.

**Activities Handbook** – the Activities Handbook will be available on the school website for anyone to view. Policies covered in the handbook include; Academic Eligibility Requirements, Extra Curricular and Co-curricular Training Rules, SDHSAA Drug Use Policy, EPJ Attendance Policy and EPJ Transportation Policy. Other items such as Students and parents MUST read through the handbook and sign the last page signifying that they have read and agree to the policies and expectations outlined in the Activities Handbook. The signed document can be turned in to your head coach or to Melissa in the high school/middle school office.

**Athletic and Activity Schedules** – all of our schedules will be available on rSchool which can be accessed through our school website. The direct link for our schedules is as follows: <https://www.dakota12conference.org/public/genie/261/school/16/> - all of our athletic and school activities are included on this schedule. You can also download an app for your phone and have our schedules at your fingertips at all times. The app is called “Activity Scheduler” and is available for both Apple and Android devices.

#### **Sport Start Dates for Fall 2023**

**Fall Kickoff Meeting - Monday, July 31, 2023, 6 pm HS gym**

**Boys’ Football – Thursday, August 3**

**Boys’ Golf – Monday, August 7**

**Girls’ Volleyball – Thursday, August 10**

**Boys’ and Girls’ Cross Country – Thursday, August 10**

Athletes in grades 7 and 8 that wish to participate in boy’s golf and cross country will be practicing with the varsity team because there is no junior high program available.

Thank you for your continued support of EPJ athletics and activities! If you have any questions, please contact the Activities Director Justin Clercx [justin.clercx@k12.sd.us](mailto:justin.clercx@k12.sd.us).

#### **MESSAGE FROM TECHNOLOGY COORDINATOR: Myles Larsen**

We want to remind everyone to utilize a free service from Infinite Campus that allows you to check your student(s) schedule, attendance, grades, lunch balance, etc. by using the Campus Parent App/website. Each parent/guardian should have their own login. You can either use the Infinite Campus “Campus Parent” App on your Smartphone or tablet or you can use the link found on the school’s website.

New parents/guardians will receive an Activation Key to their emails around the beginning of school (typically 2nd week of August) that allows you to create a “Campus Parent” account. If you haven’t received an Activation Key to your email by August 9th, 2023, please email [ElkPoint-JeffersonTechHelp@k12.sd.us](mailto:ElkPoint-JeffersonTechHelp@k12.sd.us) and someone will work with you to get your account created.

With your account, you can keep track of grades, attendance, schedule, lunch balances, report cards, etc. You can even deposit money on your child’s lunch account through your “Campus Parent” account. To do this, log into your account and then on the side navigation select Food Service. On the Food Service page, you can see balances of each of your children. To add money, click on the “Pay” button and then enter the amount in the box that appears under the “Amount” column. Then click on Add to Cart. From there you will click on “My Cart” and select the Payment Method. Then when you are ready, select Submit Payment. The school covers your credit card transaction fee, so the amount you pay for is the amount added to your child’s account.

We also use Infinite Campus to send out our District Notifications for No School, Late Start, Early Dismissal, etc. and you have the ability to control how you receive them. The School District automatically signs up your email that you have on file to receive these messages, but if you want to receive an SMS text message notification you must opt-in yourself. To do this you log into your “Campus Parent” account and edit your Contact Preferences. Details on how to do this can be found on the EPJ website, [epj.k12.sd.us](http://epj.k12.sd.us), on the EPJ Notifications page.

## **MESSAGE FROM SUPERINTENDENT: Philip Schonebaum**

Dear Elk Point-Jefferson Community,

As we approach the start of a new school year, it is with great pride and a sense of purpose that I welcome you to the upcoming year. I am honored to serve this remarkable community, where our collective commitment to education and our motto of "Showing Pride...Taking Action" drives us forward.

I am thrilled to introduce several new staff members who have joined our team. Their passion for education and dedication to our students perfectly aligns with our motto. Please join me in warmly welcoming Mr. Samuel Huska, middle school social studies teacher; Mr. Andy Homan, middle school science teacher; Ms. Olivia Klein, middle school English teacher; Mrs. Tawny Limoges kindergarten, Mrs. Mara Eriksen kindergarten, Mrs. Laura Westin 1<sup>st</sup> grade, Ms. Courtnee Edelman 2<sup>nd</sup> Grade, Mrs. Samantha Hartog 5<sup>th</sup> Grade, and Mr. Preston Pohlman MS/HS Instrumental Music. We also have a few new coaches and paraprofessionals that we will welcome to the school building this year. The new paraprofessionals are Sydney Bousquet, Theresa Twohig, Jessica Reihe, and Brandy Moore. The presence of our new staff members will undoubtedly enhance our school community and inspire our students to show pride and take action in their educational pursuits.

We have implemented important changes that prioritize the safety and security of our elementary, middle school, and high school. Upgraded entrances now provide a safe and secure environment for our students and staff, empowering them to focus on their academic journey. To ensure a smooth and controlled entry process, specific procedures will be in place. We kindly request that all parents, guardians, and visitors have patience when entering the building as the process looks different than last year. We have also finished the elementary fence project. This project, undertaken with the shared goal of creating a safe and nurturing space, showcases our commitment to school safety. The new fence adds an additional layer of security, enabling our young learners to explore, play, and learn without worry. It is a symbol of our dedication to their well-being and their educational journey.

To further strengthen our bond as a community, I invite you to join me for "Coffee with the Superintendent" on the second Wednesday of each month from 8:30 am to 9:00 am. These will be held in the administration office at entrance J. This is an open table discussion for anyone that would like to sit down and get to know more about the school district. (Coffee is on the house). This will provide an opportunity to show pride in our community, take action through open dialogue, and foster a stronger partnership between the school district and the community we serve. Your participation, insights, and support are vital as we work together to shape a bright future for our students.

Just a reminder that the Elk Point-Jefferson School District is a **Peanut Free School** and any product that contains peanuts or is made in a facility where there are peanuts is not allowed in school. This policy is in place because we have students attending EPJ that have severe allergies to peanuts, tree nuts, peanut oil and any food product containing those ingredients. Please help make our school a safe environment for all students by checking products before sending food to school for lunches or classroom snacks and treats.

In closing, I want to express my heartfelt appreciation for the continued love and support you provide to our school district. It is your unwavering dedication that fuels our commitment to "Showing Pride...Taking Action" in all that we do. Together, let us celebrate our past successes, take pride in our present achievements, and take action to create a future that exceeds our highest aspirations.

Wishing you all a remarkable school year filled with boundless opportunities for growth, learning, and pride.

Sincerely,

Philip Schonebaum

## **SAFE AND SECURE**

The Elk Point-Jefferson School District is continually working to provide a safe environment for our students.

**The school day runs from 8:15 AM to 3:07 PM.** All doors are locked between these hours. Parents will be asked to remain outside during arrival and departure times.

All students must be in their classrooms by 8:15 AM or they will be counted as tardy.



## **5<sup>TH</sup> GRADE BAND RECRUITMENT DISPLAY NIGHT:** *Preston Pohlman*

To those interested in 5<sup>th</sup> Grade Band this fall:

I would like to invite any and all incoming fifth graders to join our fifth-grade band! If you have an instrument already in mind, that is great. If not, we will be taking a couple of days in the fall to try instruments out to decide if we want to try them or not. Remember that to be in the percussion section, a student needs two (2) years of piano lessons. Our instrument display night will be Wednesday, August 30th at 7pm in the High School Commons. If you have any questions, please email me at [preston.pohlman@k12.sd.us](mailto:preston.pohlman@k12.sd.us) to let me know and I will answer them to the best of my ability.

## **SPEECH, LANGUAGE AND HEARING SCREENING PROGRAM:**

During the first few weeks of school, all students in grades K, 1 and 2, as well as, all other students who are new to the school, or who are at risk for speech and hearing problems will participate in the Speech, Language and Hearing Screening at Elk Point- Jefferson School. Parents of a child in other grades desiring that their student be screened as well should contact the school.

Your school takes a special interest in the speech, language, and hearing abilities of each student. Hearing is very important to a child's ability to listen, learn, and progress in school. Speech and language, likewise, are important tools used to communicate and to express what is learned. Periodic checking of these abilities is important to ensure normal development, and to identify students in need of assistance or further evaluation in these areas. Should any of these areas be identified as being in need of further testing, the parent/guardian's permission will be requested, or specific recommendations made.

Speech-Language Pathologists through the Southeast Area Cooperative conduct this screening. Questions regarding the screening, or the speech-language and hearing program should be directed to Kim Olson.

## **SUBSTITUTE TEACHERS:**

The Elk Point-Jefferson school district is in need of substitute teachers grades K-12. If interested, please go to our website under EPJ Employment and follow the instructions. A copy of a recent background check will need to be submitted before substitute teaching can begin.



## HUSKY STAFF MEMBERS

Staff Member:	Position	Staff Member:	Position
<b><u>Administration:</u></b>			
Philip Schonebaum	Superintendent	Dallas Harvey	Title I
Eriksen, Skyler	MS/HS (6-12) Principal	Schuldt, Joy	Title I
Throener, Laura	JK-5 Principal/District SPED Dir.	Abraham, Bailey	3rd-5th Special Education
Watterson, Heather	Business Manager	Petersen, Samantha	JK-2nd Special Education
Larsen, Myles	Technology Director	Cassandra Schmith	6th-12th Special Education
Clercx, Justin	Dean of Students/AD	Kelley, Nicole	HS Special Education
		<b><u>Middle School:</u></b>	
Mau, Donna	Administrative Secretary	Homan, Andy	MS Science/Health
Donnelly, Jaimie	JK-5 Secretary	Langle, Angie	MS Math
Curry, Melissa	MS/HS Secretary	Irlbeck, Marcee	MS Math/MS Lit/FACS
Kitchen (Lunchtime Solutions)	Food Service	McMahan, Paula	MS Special Education
Allard, Leslie	School Nurse	Klein, Olivia	MS Language Arts
Grassel, Todd	Head Maintenance	Peirce, Angela	MS Science/Health
Holdhusen, Deedra	JK-12 Librarian	Huska, Samuel	MS Social Studies
McMeekin, Christine	8-12 Guidance	Loiland, Alicia	MS Language Arts/Lit
Zeller, Jeff	JK-7 Guidance	Goehring, Tami	Elem/MS Physical Education
		<b><u>Elementary School Continued:</u></b>	
Sexton, Leisa	Jr. Kindergarten	Hartog, Samantha	Grade 5
Helling, Aubrey	Kindergarten		
Eriksen, Mara	Kindergarten		
Limoges, Tawny	Kindergarten		
Love, Maria	Grade 1		
Westin, Laura	Grade 1		
Thompson, Caroline	Grade 1		
Schmitz, Kristi	Grade 2		
Edelman, Courtnee	Grade 2		
Marasco-Ayau, Brooklyn	Grade 2		
Homan, Haley	Grade 3		
Hinds, Karla	Grade 3		
Jeremy Otkin	Grade 3		
Neuharth, Jeffery	Grade 4		
Wolforth, Sarah	Grade 4		
Attema, Stephanie	Grade 4		
Neuharth, Valerie	Grade 5		
VanWyk, Selene	Grade 5		
		<b><u>High School:</u></b>	
		Ahmann, Rita	HS Math
		Brunick, Katelyn	Vocal Music
		Haberling, Kelly	World History/Government
		Kirkegaard, Bonnie	Spanish
		Kuper, Erin	Elem/HS Physical Education
		Leichtenberg, Shayla	Art
		Nolz, Tyler	World Geography/US History
		Norris, Melanie	HS Science
		Otten, Megan	HS English
		Preston Pohlman	Instrumental Music
		Ronning, Zachary	HS Math
		Severson, Rich	Industrial Tech.
		Sorum, Caylee	HS English
		Stabe, Karlene	HS Science
		Terry, Jake	Computer

## HUSKY STAFF MEMBERS

Staff Members:		Staff Members:
<b><u>Paraprofessionals:</u></b> Sydney Bousquet - HS Pam Diaz - HS Brandy Moore - HS Genie Ballard - MS/HS Alyssa Brown - MS/HS Debbie Waddell - MS/HS Shelly Johnson - MS Lori Kellen - MS Carlee Sherrill - MS		<b><u>Library Aide:</u></b> Phyllis Bernard  <b><u>Maintenance:</u></b> Robin Bucy Victor Contreras Martha Hernandez  Bridget King Suzy Pierce
<b><u>Football:</u></b> Head Coach - Jake Terry Assistant - Manny Scarmon Assistant - Mason Temme Assistant - Adam Timmins Assistant - Jeremy Otkin 7/8 - Zach Ronning 7/8 - Dave Jacobs  <b><u>Wrestling:</u></b> Head Coach - Tyler Nolz Assistant - Peyton Johnston Assistant - Seth Fischer  <b><u>Sports Performance Coordinator:</u></b> Andy Homan		<b><u>Cross Country:</u></b> Head Coach - Jeffery Neuharth Assistant - Jeff Zeller  <b><u>Jr. High Golf: (Spring)</u></b> Marcee Irlbeck  <b><u>Boy's Basketball:</u></b> Head Coach - Jeremy Otkin Assistant - Zachary Ronning <b><u>Assistant - OPEN</u></b> 7/8 - Jeff Zeller 7/8 - Gary Nebelsick  <b><u>Softball:</u></b> Head Coach - Jessica Stouffer  <b><u>Jr. Class Advisors:</u></b> Melanie Norris Karlene Stabe  <b><u>Oral Interpretation:</u></b> Kirsten Colt  <b><u>Fall/Spring Performances:</u></b> Kirsten Colt
<b><u>Volleyball:</u></b> Head Coach - Alicia Loiland Assistant - Courtnee Edelman Assistant - Tami Goehring 7/8 - Gracie Holmes 7/8 - Nicole Wriedt  <b><u>Girl's Basketball:</u></b> Head Coach - Jeff Neuharth Assistant - Matt Hammitt Assistant - Samuel Huska 7/8 - Marcee Irlbeck 7/8 - Kelly Haberling  <b><u>Elementary Music:</u></b> Cheryl Tatro  <b><u>Instrumental Music/Jazz Band:</u></b> Preston Pohlman  <b><u>School Newspaper:</u></b> Caylee Sorum  <b><u>Science Fair:</u></b> HS-Karlene Stabe/Melanie Norris MS - Angela Peirce/Andy Homan		<b><u>Golf (Boys &amp; Girls):</u></b> Head Boys - Kelly Haberling Head Girls - Kelly Haberling  <b><u>Cheerleading:</u></b> Football & Wrestling - Maria Love  <b><u>Track &amp; Field:</u></b> Head Boys - Jake Terry Head Girls - Jeff Zeller Assistant - Alicia Loiland <b><u>Assistant - OPEN</u></b> <b>7/8 - OPEN</b> 7/8 - Maria Love  Assistant - Josh Nearman  <b><u>MS Student Council:</u></b> Marcee Irlbeck Angela Peirce  <b><u>HS Student Council:</u></b> Megan Otten & Melanie Norris  <b><u>National Honor Society:</u></b> Rita Ahmann
<b><u>Vocal/Show Choir:</u></b> Katelyn Brunick Assistant - Cheryl Tatro  <b><u>Yearbook:</u></b> Shayla Leichtenberg  <b><u>Science Olympiad:</u></b> Angela Peirce		





Dear Parent/Guardian:

Children need healthy meals to learn. The Elk Point-Jefferson School offers healthy meals every school day. Breakfast costs \$1.70; lunch costs for children in grades JK-5 is \$2.85 and for children in grades 6-12 is \$3.00 **Your children may qualify for free meals or for reduced-price meals.** Reduced-price is \$.30 for breakfast and \$.40 for lunch. This packet includes an application for free or reduced-price meal benefits and a set of detailed instructions. Below are some common questions and answers to help you with the application process.

1. WHO CAN GET FREE OR REDUCED-PRICE MEALS?

- All children in households receiving benefits from SNAP, the Food Distribution Program on Indian Reservations (FDPRI), or TANF are eligible for free meals
- Foster children that are under the legal responsibility of a foster care agency or court are eligible for free meals
- Children participating in their school's Head Start program are eligible for free meals
- Children who meet the definition of homeless, runaway, or migrant are eligible for free meals
- Children may receive free or reduced-price meals if your household's income is within the limits on the Federal Income Eligibility Guidelines; your children may qualify for free or reduced-price meals if your household income falls at or below the limits on this chart

FEDERAL ELIGIBILITY INCOME CHART For School Year 2023-2024			
Household size	Yearly	Monthly	Weekly
1	\$26,973	\$2,248	\$519
2	\$36,482	\$3,041	\$702
3	\$45,991	\$3,833	\$885
4	\$55,500	\$4,625	\$1068
5	\$65,009	\$5,418	\$1,251
6	\$74,518	\$6,210	\$1,434
7	\$84,027	\$7,003	\$1,616
8	\$93,536	\$7,795	\$1,799
Each additional person:	\$9,509	\$793	\$183

2. HOW DO I KNOW IF MY CHILDREN QUALIFY AS HOMELESS, MIGRANT, OR RUNAWAY? Do the members of your household lack a permanent address? Are you staying together in a shelter, hotel, or other temporary housing arrangement? Does your family relocate on a seasonal basis? Are any children living with you who have chosen to leave their prior family or household? If you believe children in your household meet these descriptions and haven't been told your children will get free meals, please call Donna Mau at 605-356-5950 or e-mail [Donna.Mau@k12.sd.us](mailto:Donna.Mau@k12.sd.us).
3. DO I NEED TO FILL OUT AN APPLICATION FOR EACH CHILD? No. *Use one Free and Reduced-Price School Meals Application for all students in your household.* We cannot approve an application that is not complete, so be sure to fill out all required information. **Return the completed application to: Donna Mau, PO Box 578, Elk Point, SD 57025 (605-356-5950).**
4. SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE ALREADY APPROVED FOR FREE MEALS? No. But please read the letter you got carefully and follow the instructions. If any children in your household were missing from your eligibility notification, contact Donna Mau by mail – PO Box 578, Elk Point, SD 57025, by phone 605-356-5950 or email [Donna.Mau@k12.sd.us](mailto:Donna.Mau@k12.sd.us) right away so those children get benefits, too.
5. MY CHILD'S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT A NEW ONE? **YES.** Your child's application is only good for that school year and for the first few days of this school year. You must send in a new application unless the school told you that your child is eligible for the new school year.

6. I GET WIC OR MEDICAID. CAN MY CHILDREN GET FREE MEALS? Children in households participating in WIC or Medicaid may be eligible for free or reduced-price meals. WIC and Medicaid are not automatic qualifications. Please send in an application.
7. WILL THE INFORMATION I GIVE BE CHECKED? Yes. We may also ask you to send written proof of the household income you report.
8. IF I DON'T QUALIFY NOW, MAY I APPLY LATER? Yes. You may apply at any time during the school year. For example, children with a parent or guardian who becomes unemployed may become eligible for free and reduced-price meals if the household income drops below the income limit.
9. WHAT IF I DISAGREE WITH THE SCHOOL'S DECISION ABOUT MY APPLICATION? You should talk to school officials by calling Donna Mau at 605-356-5950 or email [Donna.Mau@k12.sd.us](mailto:Donna.Mau@k12.sd.us). You also may ask for a hearing by calling or writing to: Travis Geary, Elk Point-Jefferson School District Board President, PO Box 578, Elk Point, SD 57025, 605-356-5950, [Travis.Geary@k12.sd.us](mailto:Travis.Geary@k12.sd.us).
10. MAY I APPLY IF SOMEONE IN MY HOUSEHOLD IS NOT A U.S. CITIZEN? Yes. You, your children, or other household members do not have to be U.S. citizens to apply for free or reduced-price meals.
11. WHAT IF MY INCOME IS NOT ALWAYS THE SAME? List the amount that you normally receive. For example, if you normally make \$1000 each month, but you missed some work last month and only made \$900, put down that you made \$1000 per month. If you normally get overtime, include it, but do not include it if you only work overtime sometimes. If you have lost a job or had your hours or wages reduced, use your current income.
12. WHAT IF MY INCOME CHANGES DURING THE YEAR OR MY SNAP, TANF, OR FDPIR BENEFITS CHANGE? If your application for free or reduced-price benefits was properly approved, you will remain eligible for those benefits for a certain period of time. You may visit with a school/center official to get the exact date the meal benefits will expire.
13. WHAT IF SOME HOUSEHOLD MEMBERS HAVE NO INCOME TO REPORT? Household members may not receive some types of income we ask you to report on the application or may not receive income at all. When this happens, please write a 0 in the field. However, if any income fields are left empty or blank, those will also be counted as zeroes. Please be careful when leaving income fields blank, as we will assume you meant to do so.
14. WE ARE IN THE MILITARY. DO WE REPORT OUR INCOME DIFFERENTLY? Your basic pay and cash bonuses must be reported as income. If you get any cash value allowances for off-base housing, food, or clothing, it must also be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income. Family Subsistence Supplemental Allowance (FSSA) payments and any additional combat pay resulting from deployment are also excluded from income.  
  
IS COMBAT PAY COUNTED AS INCOME? No, if the combat pay is received in addition to the basic pay because of deployment and it was not received before deployment, combat pay is not counted as income. Contact your school for more information.
15. WILL YOU TELL ANYONE ELSE ABOUT THE INFORMATION ON MY FORM? We will use the information on your form to decide if your children should get free or reduced-price meals. We may inform officials associated with other child nutrition, health, and education programs of the information on your form to determine benefits for those programs or for funding and/or evaluation purposes.
16. WHAT IF THERE ISN'T ENOUGH SPACE ON THE APPLICATION FOR MY FAMILY? List any additional household members on a separate piece of paper and attach it to your application.
17. MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR? Contact your local Department of Social Services office to find out how to apply for SNAP or other assistance benefits.
18. WHAT IF MY CHILD NEEDS SPECIAL FOODS? The school/center will make substitutions to the regular school meal for children whose disability restricts their diet when a physician certifies that disability. If the parent requests changes, the staff may choose to make substitutions for individual children who do not have a disability, but who cannot drink regular milk due to medical or other special dietary needs that are supported by a certified medical authority. These requests will be handled on a case-by-case basis. Please call the school/center food service department for further information to request special meals or milk.

If you have other questions or need help, call 605-356-5950

Sincerely,  
Donna Mau

Complete one application per household. Please use a pen (not a pencil).

☐ New Applicant      ☐ Previous Applicant

**STEP 1: List ALL Household Members who are infants, children, and students up to and including grade 12** (if more spaces are required for additional names, attach another sheet of paper)

	Child's Name	Age	Write name of child's school, or "not in school"	If student, write in the grade	Foster Child	Homeless Migrant, Runaway
<p><b>Definition of Household Member:</b> "Anyone who is living with you &amp; shares income and expenses, even if not related."</p> <p>Children in <b>Foster care</b> and children who meet the definition of <b>Homeless, Migrant, or Runaway</b> are eligible for free meals. Read <b>How to Apply for Free and Reduced Price School Meals</b> for more information.</p>					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>

Check all that apply

**STEP 2: Do any Household Members (including you) currently participate in one or more of the following assistance programs: SNAP, TANF, or FDIPIR? (NOT Medicaid)**

If you answered NO > Complete STEPS 3 and 4. IF YES > Write your 9-digit SNAP, TANF, or FDIPIR case number here then go to STEP 4  
(Do not complete STEP 3)

**STEP 3: Report Income for ALL Household Members** (Skip this step if you answered 'Yes' to STEP 2)

**A. Child Income**

Sometimes children in the household earn or receive income. Please include the **TOTAL** income received by all children listed in STEP 1 here.

**B. All Adult Household Members (including yourself)**

List all Household Members not listed in STEP 1 (including yourself) even if they do not receive income. For each Household Member listed, if they do not receive income, report total gross income (before taxes) for each source in whole dollars only. If they do not receive income from any source, write '0'. If you enter '0' or leave any fields blank, you are certifying (promising) that there is no income to report.

Name of Adult Household Members (First and Last)	Earnings from Work			How often?			Public Assistance/ Child Support/Alimony	How often?			Farming, <sup>1</sup> Pensions, <sup>1</sup> Retirement, Other Income	How often?			Child Income	How often?		
	Weekly	Bi-Weekly	2x Month	Monthly	Weekly	Bi-Weekly		2x Month	Monthly	Weekly		Bi-Weekly	2x Month	Monthly		Weekly	Bi-Weekly	2x Month
	\$						\$											
	\$						\$											
	\$						\$											
	\$						\$											
	\$						\$											

**Total Household Members (Children and Adults)**

**Last Four Digits of Social Security Number (SSN) of Primary Wage Earner or Other Adult Household Member**

**Check if no SSN**

**STEP 4 : Contact information and adult signature.**

"I certify (promise) that all information on this application is true and that all income is reported. I understand that this information is given in connection with the receipt of Federal funds, and that school officials may verify (check) the information. I am aware that if I purposely give false information, my children may lose meal benefits, and I may be prosecuted under applicable State and Federal laws."

<div></div>	<div></div>	<div></div>	<div></div>	<div></div>
Street Address (if available)	Apt #	City	State	Zip
Daytime Phone and Email (optional)				
<div></div>				
Printed name of adult completing the form				
<div></div>				
Signature of adult completing the form				
<div></div>				
Today's Date				
<div></div>				

## Today's Data

INSTRUCTIONS: Sources of Income

Sources of Income for Children

Sources of Child Income

Example(s)

Earnings from work

- A child has a regular full or part-time job where they earn a salary or wages

Social Security

- Disability Payments
- Survivor's Benefits

Income from person outside the household

- A Parent is disabled, retired, or deceased, and their child receives Social Security benefits
- A friend or extended family member regularly gives a child spending money

Income from any other source

- A child receives regular income from a private pension fund, annuity, or trust

Sources of Income for Adults

Earnings from Work

- Salary, wages, cash bonuses
- Net income from self-employment (farm or business)

Public Assistance / Alimony / Child Support

- If you are in the U.S. Military:
  - Basic pay and cash bonuses (do NOT include combat pay, FSSA or privatized housing allowances)
  - Allowances for off-base housing, food and clothing
- Unemployment benefits
- Worker's compensation
- Supplemental Security Income (SSI)
- Cash assistance from State or local government
- Alimony payments
- Child support payments
- Veteran's benefits
- Strike benefits

Pensions / Retirement / All Other Income

- Social Security (including railroad retirement and black lung benefits)
- Private pensions or disability benefits
- Regular income from trusts or estates
- Annuities
- Investment income
- Earned interest
- Rental income
- Regular cash payments from outside household

OPTIONAL: Children's Racial and Ethnic

We are required to ask for information about your children's race and ethnicity. This information is important and helps to make sure we are fully serving our community. Responding to this section is optional and does not affect your children's eligibility for free or reduced-price meals.

Ethnicity (check one): ☐ Hispanic or Latino ☐ Not Hispanic or Latino

Race (check one or more): ☐ American Indian or Alaskan Native ☐ Asian ☐ Black or African American ☐ Native Hawaiian or Other Pacific Islander ☐ White

Civil Rights: Information if you have a complaint

The Richard B. Russell National School Lunch Act requires the information on this application. You do not have to give the information, but if you do not, we cannot approve your child for free or reduced price meals. You must include the last four digits of the social security number of the adult household member who signs the application. The last four digits of the social security number is not required when you apply on behalf of a foster child or you list a Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF) Program or Food Distribution Program on Indian Reservations (FDPIR) case number or other FDPIR identifier for your child or when you indicate that the adult household member signing the application does not have a social security number. We will use your information to determine if your child is eligible for free or reduced-price meals, and for administration and enforcement of the lunch and breakfast programs. We MAY share your eligibility information with education, health, and nutrition programs to help them evaluate, fund, or determine benefits for their programs, auditors for program reviews, and law enforcement officials to help them look into violations of program rules.

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,

Do Not Fill Out: FOR SCHOOL / CENTER USE ONLY

Do not convert if only one income frequency reported. Annual Income Conversion: Weekly x 52, Bi - Weekly x 26, Twice a Month x 24, Monthly x 12.

Total income:

How Often?

Household Size:

Categorical Free Eligibility: (Select 1)

Income Eligibility: (Select 1)

Weekly

Bi-Weekly

2xMonth

Monthly

Annual

Foster

Homeless

Runaway

Migrant

SNAP/TANF /FDPIR

Free

Reduced

Denied

Determining Official's Signature

Date

Confirming Official's Signature

Date

Verifying Official's Signature

Date

large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, 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) found online at: How to File a Complaint, and 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

fax: (202) 690-7442; or

email: program.intake@usda.gov

This institution is an equal opportunity provider.

# **HOW TO APPLY FOR FREE AND REDUCED-PRICE SCHOOL MEALS**

Please use these instructions to help you fill out the application for free or reduced-price school meals. You only need to submit **one** application per household, even if your children attend more than one school in the Elk Point-Jefferson School District. The application must be filled out completely to certify your children for free or reduced-price school meals. Please follow these instructions in order! Each step of the instructions is the same as the steps on your application. If at any time you are not sure what to do next, please contact Donna Mau at 605-356-5950 or email Donna.Mau@k12.sd.us

**PLEASE USE A PEN (NOT A PENCIL) WHEN FILLING OUT THE APPLICATION AND DO YOUR BEST TO PRINT CLEARLY.**

## **STEP 1: LIST ALL HOUSEHOLD MEMBERS WHO ARE INFANTS, CHILDREN, AND STUDENTS UP TO AND INCLUDING GRADE 12.**

Tell us how many infants, children, and school students live in your household. They do NOT have to be related to you to be a part of your household.

**Who should I list here?** When filling out this section, please include **ALL** members in your household who are:

- Children age 18 or under **AND** are supported with the household's income;
- In your care under a foster arrangement, or qualify as homeless, migrant, or runaway youth;
- Students attending Elk Point-Jefferson School *regardless of age*

- A) List each child's name.** For each child, print their first name, middle initial and last name. Use one line of the application for each child. If there are more children present than lines on the application, attach a second piece of paper with all required information for the additional children.
- B) How old is the child? Is the child a student? What school/center does the child attend?** Fill in the information for the center or school to use.
- C) Do you have any foster children?** If any children listed are foster children, mark the "Foster Child" box next to the child's name. **Foster children who live with you may count as members of your household and should be listed on your application.** If you are *only* applying for foster children, after completing STEP 1, skip to STEP 4 of the application and these instructions. If you are applying for both foster and non-foster children, go to step 3.
- D) Are any children homeless, migrant, or runaway?** If you believe any child listed in this section may meet this description, please mark the "Homeless, Migrant, and Runaway" box next to the child's name and **complete all steps of the application.**

## **STEP 2: DO ANY HOUSEHOLD MEMBERS (INCLUDING YOU) CURRENTLY PARTICIPATE IN SNAP, TANF, OR FDPIR?**

**If anyone in your household participates in the assistance programs listed below, your children are eligible for free school meals:**

- The Supplemental Nutrition Assistance Program (SNAP)
- Temporary Assistance for Needy Families (TANF)
- The Food Distribution Program on Indian Reservations (FDPIR)

**A) IF NO ONE IN YOUR HOUSEHOLD PARTICIPATES IN ANY OF THE ABOVE LISTED PROGRAMS:**

- Leave STEP 2 blank and go to STEP 3

**B) IF ANYONE IN YOUR HOUSEHOLD PARTICIPATES IN ANY OF THE ABOVE LISTED PROGRAMS:**

- Write a case number for SNAP, TANF, or FDPIR. You only need to write **one** case number. If you participate in one of these programs and do not know your case number, contact your local assistance office. **You must provide a case number on your application**
- Go to STEP 4

### STEP 3: REPORT INCOME FOR ALL HOUSEHOLD MEMBERS.

- A) Use the charts titled “**Sources of Income for Adults**” and “**Sources of Income for Children**,” printed on the back side of the application form to determine if your household has income to report.

#### REPORT INCOME EARNED BY CHILDREN

- **Report all income earned or received by children.** Report the combined gross income for ALL children listed in STEP 1 in your household in the box marked “Child Income.” Only count foster children’s income if you are applying for them together with the rest of your household
- **What is Child Income?** Child income is money received from outside your household that is paid DIRECTLY to your children. Many households do not have any child income

#### REPORT INCOME EARNED BY ADULTS

##### Who should I list here?

- When filling out this section, please include ALL adult members in your household who are living with you and share income and expenses, even if they are not related and even if they do not receive income of their own
- **Do NOT include:**
  - People who live with you but are not supported by your household’s income AND do not contribute income to your household
  - Infants, children and students already listed in **STEP 1**

**a) List adult household members’ names.** Print the name of each household member in the boxes marked “Names of Adult Household Members (First and Last).” Do not list any household members you listed in STEP 1. If a child listed in **STEP 1** has income, follow the instructions in **STEP 3, part A.**

**b) Report earnings from work.** Report all income from work in the “Earnings from Work” field on the application. This is usually the money received from working at jobs. If you are a self-employed business or farm owner, you will report your net income.

**What if I am self-employed?** Report income from that work as a net amount. This is calculated by subtracting the total operating expenses of your business from its gross receipts or revenue.

**c) Report income from public assistance/child support/alimony.** Report all income that applies in the “Public Assistance/Child Support/Alimony” field on the application. Do not report the cash value of any public assistance benefits NOT listed on the chart. If income is received from child support or alimony, only report court-ordered payments. Informal but regular payments should be reported as “other” income in the next part.

**d) Report income from pensions/retirement/all other income.** Report all income that applies in the “Pensions/Retirement/ All Other Income” field on the application.

**e) Report total household size.** Enter the total number of household members in the field “Total Household Members (Children and Adults).” This number **MUST** be equal to the number of household members listed in **STEP 1** and **STEP 3**. If there are any members of your household that you have not listed on the application, go back and add them. It is very important to list all household members, as the size of your household affects your eligibility for free and reduced-price meals.

**f) Provide the last four digits of your Social Security Number.** An adult household member must enter the last four digits of their Social Security Number in the space provided. You are eligible to apply for benefits even if you do not have a Social Security Number. If no adult household members have a Social Security Number, leave this space blank and mark the box to the right labeled “Check if no SSN.”

- B) Report all amounts in **GROSS INCOME ONLY**. Report all income in whole dollars. Do not include cents.
- Gross income is the total income received before taxes
  - Many people think of income as the amount they “take home” and not the total, “gross” amount. Make sure that the income you report on this application has NOT been reduced to pay for taxes, insurance premiums, or any other amounts taken from your pay.
- C) Write a “0” in any fields where there is no income to report. Any income fields left empty or blank will also be counted as a zero. If you write ‘0’ or leave any fields blank, you are certifying (promising) that there is no income to report. If local officials suspect that your household income was reported incorrectly, your application will be investigated.
- D) Mark how often each type of income is received using the check boxes to the right of each field.



**What if I am self-employed?**

If you are self-employed, report income from that work as a **net** amount. This is calculated by subtracting the total operating expenses of your business from its gross receipts or revenue.

- E) To figure monthly income for self-employment/farming: The information to figure income from private business operation is to be taken from your U.S. Individual Income Tax Return – Schedule 1. Write the numbers from the corresponding tax form lines in the box below. Write it on the free/reduced-price meal application in the earnings column as annually. If it is a negative number, write it as zero on the application. All other income from the tax form must be listed separately for the person who earned it. Net loss carryover cannot be used to decrease the household income.

**Line 1 of the IRS Form 1040** cannot be used to report income. Income from wages or salaries must be reported on the free/reduced price meal application for the most recent month by family member and frequency.

**Line 7b** (total income) and **Line 8b** (adjusted gross income) of the **IRS Form 1040** cannot be used for the purpose of applying for free and reduced-price meals.

The line items below are used to determine allowable self-employment income. Refer to the US Individual Income Tax Return Form 1040 – Schedule 1 under Part I, Additional Income section.

Line 3, Business Income (or loss)	\$	<b>NOTE:</b> If any members of the household have income from wages or salary, the gross income from last month must be reported on the application form.  This attachment is used only to report income from self-employment and/or farming.
Line 4, Other Gains (or losses)	\$	
Line 5, Rental Real Estate, etc.	\$	
Line 6, Farm Income (or loss)	\$	
Line 8, Other Income	\$	
<b>TOTAL OF ABOVE LINES:</b>	\$	
Equals annual self-employment income**		

If the TOTAL OF THE ABOVE LINES is a negative number, it must be changed to zero before it is transferred to the free/reduced price meal application

\*\*Report this amount on the free and reduced-price meal application in the category labeled "Farming/Pensions/Retirement/Other Income."

- F) **Report total household size.** Enter the total number of household members in the field "Total Household Members (Children and Adults)." This number **MUST** be equal to the number of household members listed in STEP 1 and STEP 3. If there are any members of your household that you have not listed on the application, go back and add them. It is very important to list all household members, as the size of your household determines your income cutoff for free and reduced-price meals.
- G) **Provide the last four digits of your Social Security Number.** The household's primary wage earner or another adult household member must enter the last four digits of their Social Security Number in the space provided. You are eligible to apply for benefits even if you do not have a Social Security Number. If no adult household members have a Social Security Number mark the box to the right labeled "Check if no SSN."

#### STEP 4: CONTACT INFORMATION AND ADULT SIGNATURE

*All applications must be signed by an adult member of the household. **By signing the application, that household member is promising that all information has been truthfully and completely reported.** Before completing this section, please also make sure you have read the privacy and civil rights statements on the back of the application.*

- A) Provide your contact information.** Write your current address in the fields provided if this information is available. If you have no permanent address, this does not make your children ineligible for free or reduced-price school meals. Sharing a phone number, email address, or both is optional, but helps us reach you quickly if we need to contact you.
- B) Sign and print your name.** Print your name in the box "Printed name of adult completing the form." Sign your name in the box "Signature of adult completing the form."
- C) Write Today's Date.** In the space provided, write today's date in the box.
- D) Share children's Racial and Ethnic Identities (optional).** On the back of the application, we ask you to share information about your children's race and ethnicity. This field is optional and does not affect your children's eligibility for free or reduced-price school meals; however, if you do not select a race/ethnicity, one will be selected for you based on visual observation.



Elk Point-Jefferson School District #61-5

402 S. Douglas Street  
Elk Point, SD 57021  
Phone (605) 356-5901  
Fax (605) 356-5990

*"Showing Pride...Taking Action"*

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### Agreement for Disclosure of Free and Reduced-Price Information

**Please complete and return this form with your application for free and reduced lunch if you have a junior or senior in high school. Completing this form will allow us to help your junior or senior access the programs outlined in this form.**

**I. Purpose and Scope**

Elk Point-Jefferson School acknowledges and agrees that children's free and reduced-price meal and free milk eligibility information obtained under provisions of the Richard B. Russell National School Lunch Act (42 U.S.C. 1751 et seq.) (NSLA) or Child Nutrition Act of 1966 (42 U.S.C. 1771 et seq.) (CNA) and the regulations implementing these Acts is confidential information. This Agreement is intended to ensure that any information disclosed by the Elk Point-Jefferson School to agencies that provide services about children eligible for free and reduced-price meals or free milk will be used only for purposes specified in this Agreement and that Elk Point-Jefferson School and outside agencies recognize that there are penalties for unauthorized disclosures of this eligibility information.

**II. Authority Section**

9(b)(6)(A) of the NSLA (42 U.S.C. 1758(b)(6)(A)) authorizes the limited disclosure of children's free and reduced-price meal or free milk eligibility information to specific programs or individuals, without prior parent/guardian consent. Except that, the parent/guardian must be provided the opportunity to decline to share eligibility information prior to the disclosure for identifying children eligible for benefits under or enrolling children in the State Medicaid Program and the Children's Health Insurance Program (CHIP). Additionally, the statute specifies that for any disclosures not authorized by the statute, the consent of children's parents/guardians must be obtained prior to the disclosure.

The requesting agency certifies that it is currently authorized to administer the following program(s) and that information requested will only be used by the program(s) indicated.

Note: Section 9(b)(6)(A) specifies that certain programs may receive children's eligibility status only, without parental consent. Parental consent must be obtained to disclose any additional eligibility information. Section 9(b)(6)(D)(ii) specifies that for State Medicaid or CHIP, parents must be notified and given an opportunity to elect not to have information disclosed. Social Security Numbers may only be disclosed if households are given notice of the disclosure and the uses to be made of their Social Security Numbers as required by Sec. 7 of the Privacy Act.

Check All That Apply		
Program or Person	Information Authorized	Check box to authorize use of information
EPJ High School School Counselor	Information on high school student eligibility status as free or reduced lunch to determine eligibility for the programs listed below as well as any new academic related programs or services. School counselor will send a copy of the eligibility letter to provide documentation of status.	Yes No
Department of Labor Services (Internship placement and related services for HS student)	Letter provided to the Department of Labor for verification of free or reduced lunch status.	Yes No
Free or reduced cost college, college prep or high school classes and related costs for HS student.	Letter provided to organization for verification of free or reduced lunch status.	Yes No
ACT fee waiver, college application fee waiver, and any other related fee waivers for HS student.	Letter provided to organization for verification of free or reduced lunch status.	Yes No
Other academic related program or services for HS student.	Letter provided to organization for verification of free or reduced lunch status.	Yes No

### III. Responsibilities

Elk Point-Jefferson School will:

When required, secure the consent of parents/guardians prior to any disclosure not authorized by the National School Lunch Act or any regulations under that Act, unless prior consent is secured by the receiving agency and made available to the determining agency.

For State Medicaid and CHIP, notify parents/guardians of potential disclosures and provide opportunity for parents/guardians to elect not to have information disclosed; Disclose eligibility information only to persons directly connected to the administration or enforcement of programs authorized access under the National School Lunch Act or regulations under the Act or to programs or services for which parents/guardians gave consent.

Elk Point-Jefferson School will:

Ensure that only persons who are directly connected with the administration or enforcement of the programs and whose job responsibilities require use of the eligibility information will have access to children's eligibility information:

Specify by name(s) or title(s) Christine McMeekin-Hemmingstad

Use children's free and reduced-price eligibility information for the following specific purpose(s): See information above.

Inform all persons that have access to children's free and reduced-price meal eligibility information that the information is confidential, that children's eligibility information must only be used for the purposes specified above, and the penalties for unauthorized disclosures.

Protect the confidentiality of children's free and reduced-price meal or free milk eligibility information as follows: Only use information to help student access academic related services at free or reduced costs.

Specifically describe how the information will be protected from unauthorized uses and further disclosures. Only the free and reduced verification letter will be sent.

Description of Procedures to Transfer Meal Eligibility Information (may be completed by either the determining agency or receiving agency) Letter will be emailed, mailed or hand delivered to the receiving agency / program.

IV. Effective Dates

This agreement shall be effective while the student attends Elk Point-Jefferson High School. Agreement ends once student graduates or unless notified in writing by parent or guardian

V. Penalties

Any person who publishes, divulges, discloses, or makes known in any manner, or to any extent not authorized by Federal law (Section 9(b)(6)(C) of the National School Lunch Act; 42 U.S.C. 1758(b)(6)(C)) or a regulation, any information about a child's eligibility for free and reduced price meals or free milk, shall be fined not more than a \$1,000 or imprisonment of not more than 1 year or both.

VI. Signatures

The parties acknowledge that children's free and reduced price meal and free milk eligibility information may be used only for the specific purposes stated above, and that unauthorized use of free and reduced price meal and free milk information or further disclosure to other persons or programs is prohibited and a violation of Federal law, which may result in civil and criminal penalties.

Requesting Agency/Program Administrator:

Name: Christine McMeekin-Hemmingstad Signature: Christine McMeekin-Hemmingstad

Title: EPJ School Counselor Date: August 1, 2023

Student Name: \_\_\_\_\_ Parent/Guardian Name: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_ **\*Please mark boxes on page 2.**

# Healthy Bites



**INFORMATION • PAYMENTS • MEAL PRICES • MENUS • LOCATIONS • CONTACT**

**We look forward to the coming school year at Elk Point Jefferson School as Lunchtime Solutions continues to provide your food service program.**

The purpose of this communication is to provide you with an overview of the school food service program this year. If you have any questions or comments about our program, please feel free to contact Kassi Schwier Food Service Director, at 712-454-9910 or [k.schwier@lunchtimesolutions.com](mailto:k.schwier@lunchtimesolutions.com). For your convenience, our menu is posted monthly on the school website.



Student Breakfast	\$1.70
Student Lunch (JK-5)	\$2.85
Student Lunch (6-8)	\$3.00



## SCHOOL BREAKFAST

Breakfast is served in the dining areas before school starts.

Please encourage your student to participate in school breakfast.

**Research studies** show that eating breakfast can help students perform better in the classroom.



## SCHOOL LUNCH

School lunch will offer a wide variety of choices for students.

All students have multiple entrée choices daily.

All meals include an entrée choice, a hot vegetable plus the unlimited Fruit & Veggie Bar, and milk choices.



## ONLINE MENUS

Connect with us through the Lunch Menu link on your school district's website where you'll find links to our monthly menus, nutrition information, healthy tips and links to other programs in your students' lunchrooms.





## SCHOOL LUNCH ACCOUNTS

Students are encouraged to keep a running balance in their account. When an account balance is low, students receive a reminder. When an account is negative, students can purchase a regular lunch, but no second entrees or snack items are allowed. If the student is a free student with a negative balance, they still will be able to purchase a school lunch, but no extras will be allowed.

A Point of Sale (POS) software system is used for the school lunch program. Please note, the following important information:

-Each student will have his/her own individual **STUDENT ACCOUNT**

-If sending cash with a student, place in a sealed envelope, along with the students name and account number. *We are not responsible for lost, unidentified, or stolen cash.*

-Deposits will be collected before school starts each day.

-You can also make deposits using Infinite Campus "Campus Parent."

**Contact: Kassi Schwier**  
**Food Service Director**

Phone: 712-454-9910

K.schwier@lunchtimesolutions.com

## DIET MODIFICATIONS

Families are responsible for notifying the School Food Service if their child requires a diet modification because of a life threatening disability. A licensed physician must provide specific written medical documentation.

Please contact Kassi Schwier at the School Food Service office for more info @ 712-454-9910.

## SNACKS

For Middle/High School students, snack items will be available during the lunch period.

### Snack items offered include:

Fruit drinks	Chex Mix	
Ice cream	Variety of Chips	Yogurt
	Granola Bars	

All snacks meet standards set by the District's Wellness Policy.

## EXTRA ENTRÉE – EXTRA MILK

All students, at an extra cost, can purchase an additional entrée or milk offered as part of the school lunch program.

Students will receive one entrée with their meal but they must have money in their account to purchase any extra entrees.

For example if a student wants a second entrée, or an additional entrée, like a slice of pizza, then that entrée can be selected in the lunch line and charged to the student's account.

**All students can have extra servings of these with no charge:**  
Canned Fruit      Fresh Fruit      Vegetables      Salads

## JOIN US ANYTIME

Please feel free to join your child for a meal any day. The cost for an adult breakfast is \$2.30 and an adult lunch is \$4.85

Please pay for your lunch at the school office.  
We hope to see you there!

  
**Lunchtime**  
SOLUTIONS  
TIME FOR FRESH

**MY SCHOOL  
MENUS  
APP**  
NUTRITION  
ON THE GO



### Meal Account Balance Policy

The Elk Point-Jefferson School District offers a hot lunch program to all students in grades JK-12 who wish to participate. Cost of the meals are published on the school website, on monthly calendars and in the back to school newsletters sent to all families at the beginning of the school year.

All families are encouraged to apply for the free and reduced meal program. Applications are sent home in the back to school newsletter and can also be found on the school website at Departments>Food Service. If a family would qualify for this program, it can provide a breakfast and/or lunch meal to a student at a reduced rate or at no cost.

The Elk Point-Jefferson School District will follow the below guidelines starting with the 2020-2021 school year.

- Accounts are set up for each individual student. Meal money must be received and deposited in the elementary or middle/high school offices by 11:00 a.m. to post to their meal account for that day.
- Checks can be written, or cash can be submitted as payment to a child's lunch account. Payments can also be made online through the student's Infinite Campus Account. To ensure proper credit to the account, the student's name should be written on the check. If there is more than one student in the family attending school, please write a note with all names listed and the amount that goes into each account. If paying with cash, please enclose the cash in a sealed envelope with the student(s) name on the envelope as well as any directions of how the money should be deposited. **PLEASE MAKE ALL CHECKS PAYABLE TO THE ELK POINT-JEFFERSON SCHOOL.**
- It is expected that middle school and high school students are responsible for their own account balances. Students should stop and wait for a transaction confirmation from the cashier. This will allow the cashier to inform students of their account balance. All students (JK-12) are told if their account balance is low or negative and that they need to make a deposit to their meal account. Also, Infinite Campus emails the parent/guardian a low balance reminder and negative balance reminder on Monday's and Thursday's.
- Students (JK-12) will not be able to charge meals if their meal account balance is below -\$15.00. Students will need to bring their lunch until there are sufficient funds in their meal account.
- Students (JK-12) will not be allowed to purchase an extra entrée, chef entrée, extra milk, or a la carte items if there are not sufficient funds in their meal account.
- Families are encouraged to review meal accounts with their students and set any limits necessary. School and food service personnel are not responsible for enforcing those limits at school.
- Account balances can be viewed on the student's Infinite Campus Account under the "Food Service" tab, or parents/students can check their account balances by contacting Jaimie in the elementary at (605) 356-5800 or Julie in the middle and high school at (605) 356-5900.

## **STUDENT CONDUCT RULES ON SCHOOL BUS:**

Students are expected to discipline themselves and comply with the instructions of the bus operator. The bus driver will be in full charge of the bus and the passengers. There must be no disturbance of any kind that might distract the driver and imperil the safety of the passengers. Misconduct on buses will not be tolerated and will result in forfeiture of the privileges of riding.

### **RULES OF CONDUCT**

Students will observe the following rules of conduct while riding on the school buses.

1. **Students should always be at the bus stop at least 5 minutes before the bus is scheduled to be there.**  
Students should remain well back from the roadway while awaiting the arrival of the bus and not move to board the bus until it is stopped, and the door opens.
2. Students will be picked up or dropped off at designated stops unless prior arrangements have been made with parents.
3. **No extra riders without written authorization or prior approval.**
4. Students will enter the bus in an orderly fashion and go directly to a seat. Students must stay in their seats and in a sitting position when the bus is in motion.
5. Students will keep their hands, arms and heads inside the bus. Bus driver approval is required for operation of windows.
6. Shouting, screaming, running, fighting, vulgar talk, pushing and throwing objects (in or out of the bus) is not permitted.
7. Students shall not process or distribute pornographic material.
8. All riders should help to keep the bus clean and sanitary on the inside.
9. Any damage to the bus will be paid for by the rider inflicting the damage.
10. Bus riders are expected to be courteous and obedient to the bus drivers at all times.
11. Any form of harassment, hazing or bullying (either verbal, physical or electronic) will not be tolerated.
12. Students shall not use, process or distribute tobacco, alcohol, drugs or any form of mind-altering substances.
13. Any form of weapon is strictly prohibited on the bus.
14. No peanut/nut products.
15. No chewing gum or suckers on sticks.
16. No sunflower seeds.
17. Use garbage cans in the front and back of the buses for trash.
18. Any additional rules may be set by the bus driver upon approval of transportation supervisor or school administrator.
19. These rules apply to both route and activity buses.

# EPJ BOOSTER CLUB

We Support the Huskies!

Husky Spirit Golf Tournament

August 19, 2023

Best Ball Format

Social Hour at 1:00 pm

Shot gun start at approximately 2:00 pm

Dinner to follow

Sign up at the Pointe 605-356-2874 or email  
[thepointegolfandeventcenter@gmail.com](mailto:thepointegolfandeventcenter@gmail.com)

Cost \$30 per person. You can sign up individual or team

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Please consider sponsoring a hole to help the EPJ Booster Club continue their support of EPJ activities!

Name\_\_\_\_\_ Business Name\_\_\_\_\_

Addresss\_\_\_\_\_

- ☐ Platinum      \$151 and up
- ☐ Gold            \$100 - \$150
- ☐ Silver          \$ 50 - \$ 99

Please return the bottom portion with payment to Elk Point-Jefferson School, PO Box 43, Elk Point, SD 57025. You may also return sponsorship forms to the business office at the school. Thank you!

## ELK POINT-JEFFERSON SCHOOL DISTRICT SUPPLY LIST FOR 2023-24

The elementary school teachers are asking each child to have the following supplies on the first day of school.

Every student is expected to have a full change of clothes and a water bottle.

### Jr. Kindergarten

book bag (standard size)	1 1" hard cover binder	1 watercolor paint set (Crayola or Prang)	small blanket
1 boxes of Kleenex (large)	2 pencils (fat)	1 box (8) Crayola crayons (classic color)	extra set of clothes
1 package of baby wipes	6 Elmer's glue sticks/ 6 in Jan.	1 box Crayola markers (primary colors)	tennis shoes for PE (stay at school)
2 containers of Clorox wipes	1 pair of Fiskars scissors	1 pencil box (share container)	

### Kindergarten

book bag (standard size)	1 box-colored pencils (12ct.)	1 watercolor paint set (Crayola or Prang) 8ct.	small blanket
1 Elmer's Glue All (white, no gel)	4 pencils	1 box (24) Crayola classic crayons	extra set of clothes
1 eraser (large)	4 Elmer's glue sticks	1 box Crayola markers (classic colors)	tennis shoes for PE (stay at school)
1 pair of Fiskars scissors	1 package of baby wipes	1 box of Kleenex	

### First Grade

headphones (no ear buds)	12 pencils (No. 2) Ticonderoga	2 boxes (24) Crayola crayons	1 containers of Clorox Wipes
1 box of Kleenex (200 count)	6 Elmer's glue sticks (jumbo)	1 box standard Crayola marker (broad tip)	tennis shoes for PE (stay at school)
1 pair of Fiskars scissors	1 Crayola watercolor paint set	1 plastic 3 prong blue folder	4 black dry erase Expo markers
2 spiral wide-ruled notebooks	2 erasers	1 box Crayola color pencils	2 bottles of Elmer's white glue

### Second Grade

headphones (no ear buds)	2 box (24) Crayola crayons	1 box Crayola classic markers	12 pencil top erasers
1 box of Kleenex	1 pair of Fiskars scissors	10 black dry erase Expo markers	2 containers of Clorox wipes
12 pencils (No. 2)	3 large Elmer's glue sticks	1 Crayola watercolor paint set	tennis shoes for PE (stay at school)

### Third Grade

headphones (no ear buds)	2 spiral wide-ruled notebooks	1 box (8) colored pencils	4 glue sticks
2 boxes of Kleenex (200 count)	2 portfolio pocket folders	1 box (16 or 24) crayons	1 bottle Elmer's white glue
20 pencils (No.2)	1 pair of scissors	1 box of markers	tennis shoes for PE (stay at school)
6 Expo markers	1 ruler (metric and English)	1 Crayola watercolor paint set	\$8.00 music recorder & book
4 highlighters	2 large erasers	2 container of Clorox wipes	

### Fourth Grade

headphones (no ear buds)	1 package wide-ruled paper	1 box (24) crayons	2 bottles of Elmer's white glue
2 boxes of Kleenex (200 count)	2 folders	1 box of Crayola markers	2 large erasers
20 pencils (No. 2)	1 pair of scissors	4 large glue sticks	zipper pencil pouch (optional)
25 clear plastic page protectors	1 ruler (non-flexible)	1 container of Clorox wipes	8 dry erase markers
1 highlighter	1 box-colored pencils	2" ring binder w/ clear plastic cover- 2 <sup>nd</sup> semester	tennis shoes for PE (stay at school)
1 spiral notebook (wide-ruled)			

### Fifth Grade

headphones (no ear buds)	1 box-colored pencils	1 folder with prongs	2 highlighters (yellow & pink)
2 boxes of Kleenex (200 count)	1 box crayons	1 composition notebook	Tri- fold board 32-36" - 3 <sup>rd</sup> Quarter
20 pencils (No. 2)	4 glue sticks (jumbo)	1 box of thick markers	1 large bottle of Elmer's glue
2 erasers	1 package of dry erase markers	2 blue ballpoint pens	zipper pencil pouch
1 pair of scissors	1 watercolor paint set	2 black Sharpie markers	tennis shoes for PE (stay at school)
1 ruler (metric and English)	5 folders	1 container of Clorox wipes	1 package wide-ruled paper
12 pencil top erasers			

## **Elk Point- Jefferson MS/HS Supply List 2023-24**

### **Middle School Supply List**

1 Ruler- Metric & English	1 pkg. 3X5 Index Cards (100 ct.)	3 Highlighters
1 Pkg. (24 ct.) No. 2 Pencils	Book Covers- Paper or Cloth	Headphones or Earbuds to stay at school
1 Pkg. (12 ct.) Colored Pencils	1 Pair of Scissors	8 Expo Dry Erase Markers
3 Boxes of Kleenex (HR teacher)	Erasers (pencil caps or blocks)	6 Blue or Black Pens
1 Scientific Calculator	1 Pkg. College Ruled Paper (200)	6 Red Pens
6 Pocket Folders	5 Notebooks College Ruled	6 Glue Sticks
1 Protractor (clear)	PE- Shorts, Shoes, Shirt, Towel	EPJ Planner \$5 in office

### **High School Supply List**

1 Ruler- Metric & Ft.	1 Compass	3 Highlighters
1 Pkg. (12 ct.) No. 2 Pencils	Book Covers- Paper or Cloth	Headphones or Earbuds to stay at school
1 Pkg. (12 ct.) Colored Pencils	1 Pair of Scissors	3 Glue Sticks
3 Boxes of Kleenex (HR teacher)	Erasers (pencil caps or blocks)	10 Blue or Black Pens
1 Scientific Calculator	1 pkg. 3X5 Index Cards (100 ct.)	10 Red Pens
6 Pocket Folders	1 Flash Drive (Min. 4 GB)	
1 Protractor (clear)	PE- Shorts, Shoes, Shirt, Towel	



**ELK POINT-JEFFERSON SCHOOL DISTRICT  
2023-2024 SCHOOL CALENDAR**

AUGUST 2023 (S11-T14)						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SEPTEMBER 2023 (S19-T19)						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

OCTOBER 2023 (S19-T21)						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

NOVEMBER 2023 (S19-T19)						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

DECEMBER 2023 (S14-T14)						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

<b>Parent/Teacher Conference Days:</b> 2						
Oct. 5 - Teacher Comp. Day: Oct. 6						
Feb. 15 - Teacher Comp. Day: Mar. 14						
<b>In-Service Days:</b> 8						
<b>PTC Days:</b> 2						
<b>Student Contact Days:</b> S T						
First Quarter:				38	43	
Second Quarter:				44	45	
Third Quarter:				44	46	
Fourth Quarter:				45	46	
				171	180	

**AUGUST:**

- 10: New Teacher In-Service
- 11: Teacher Contract Day - Set up Room
- 14: Teacher In-Service & Open House/Orientation
- 16: First Day of School
- 25: NO SCHOOL - Teacher In-Service

**SEPTEMBER:**

- 1-4: NO SCHOOL - Labor Day Break
- 15: 1st Quarter Midterm

**OCTOBER:**

- 5: Early Dismissal @ 12:30 PM  
Parent - Teacher Conference (1-7 PM)
- 6: NO SCHOOL - Comp Day for PT Conf.
- 9: NO SCHOOL - Native American Day
- 13: End of 1st Quarter
- 27: NO SCHOOL - Teacher In-Service

**NOVEMBER:**

- 10: 2nd Quarter Midterm
- 22-24: NO SCHOOL - Thanksgiving Break

**DECEMBER:**

- 18-19: Semester Exams
- 19: End of 2nd Quarter/1st Semester  
Early Dismissal @ 12:30 PM

**JANUARY:**

- 2: Teacher In-Service
- 3: Classes Resume
- 15: NO SCHOOL - Martin L. King Day

**FEBRUARY:**

- 2: 3rd Quarter Midterm
- 15: Early Dismissal @ 12:30 PM  
Parent Teacher Conference (1-8 PM)
- 16: NO SCHOOL - Teacher In-Service
- 19: NO SCHOOL - President's Day
- 23: NO SCHOOL - Mid-Winter Break
- MARCH:**
- 8: End of 3rd Quarter
- 14: NO SCHOOL - Comp Day for PT Conf.
- 15: NO SCHOOL - Spring Break
- 28: Early Dismissal @ 12:30 PM
- 29: NO SCHOOL - Easter Break

**APRIL:**

- 1: NO SCHOOL - Easter Break
- 12: 4th Quarter Midterm
- 26: NO SCHOOL - Teacher In-Service

**MAY:**

- 15: Last Day for Seniors
- 16-17: Semester Exams
- 17: End of 4th Quarter/Last Day of School  
Early Dismissal @ 12:45 PM
- 18: Graduation Day @ 2:00 PM






JANUARY 2024 (S20-T21)						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

FEBRUARY 2024 (S18-T20)						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

MARCH 2024 (S18-T18)						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

APRIL 2024 (S20-T21)						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MAY 2024 (S13-T14)						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

	Graduation
	No School
	P/T Conference
	Staff In-Service
	Start/End Dates
<b>JK-2 Trimester Dates: Nov 10, Feb. 16, May 17</b>	
<b>NOTE: Days may be added to the end of this calendar.</b>	

**Rationale for this calendar:**

We will forgive 2 snow days. Days after that will be made up up to 5 snow days. January 15 (if it happens prior), February 19, March 14, April 26. Any calendar adjustments will have at least a 2 week notice.

## 2023-2024 Elk Point-Jefferson School District Calendar

August 10, 2023.....	New Teacher In-Service
August 14.....	All Teacher In-Service
August 16.....	First Day of Classes for Students
August 25.....	Teacher In-Service - No School
September 1 & 4.....	Labor Day Break – No School
October 5.....	Parent/Teacher Conferences (1pm – 7pm)
October 6.....	No School
October 9.....	Native American Day – No School
October 13.....	End of First Quarter
October 27.....	Teacher In-Service - No School
November 22-24.....	Thanksgiving Break – No School
December 19.....	End of Second Quarter (Dismiss at 12:30 for Break)
December 19.....	Christmas Break
January 2, 2024.....	Teacher In-Service
January 3.....	Classes Resume
January 15.....	Martin Luther King Jr. Day - No School
February 15.....	Parent/Teacher Conferences (1pm – 8pm)
February 16.....	Teacher In-Service - No School
February 19.....	President's Day - No School
February 23.....	Mid-Winter Break - No School
March 8.....	End of Third Quarter
March 14.....	No School
March 15.....	Spring Break – No School
March 29 & April 1.....	Easter Break - No School
April 26.....	Teacher In-Service - No School
May 17.....	End of Fourth Quarter/Last Day of School
May 18.....	Graduation Day

Holidays (Christmas – December 19<sup>th</sup>; Easter – March 28<sup>th</sup>) – Early Dismissal – 12:30 pm

Parent Teacher Conferences (Oct 5<sup>th</sup>; February 15<sup>th</sup>) – Early Dismissal – 12:30 pm

Last Day of School – Early Dismissal – 12:45 pm

### EMERGENCY CLOSING:

Notice to the public of closing of school due to emergency conditions, such as inclement weather, will be made by way of WNAX radio in Yankton; and the following television stations: KCAU (Ch. 9), KTIV (Ch. 4), KMEG (Ch. 44.3), all in Sioux City, IA and KELO (Ch. 11) and KSFY (Ch.13), both in Sioux Falls. Parents whose email addresses and cell phone numbers are registered at school will receive immediate notification of late starts or cancellations via email and text message (to receive text messages you must opt-in using your Infinite Campus Parent Portal account). If you are not receiving school notifications, please contact Myles Larsen at myles.larsen@k12.sd.us. For the quickest update, visit the EP-J website at [www.epj.k12.sd.us](http://www.epj.k12.sd.us).

**Elk Point-Jefferson School District**  
**402 S. Douglas St., PO Box 578**  
**Elk Point, SD 57025**

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