



# IMPORTANT SCHOOL INFORMATION ENCLOSED SCHOOL STARTS SEPTEMBER 2nd, 2025

### A New School Year, A Fresh Start

Every year at this time, I feel a renewed sense of excitement as we prepare to welcome students and families back for a new school year. On September  $2^{nd}$ , our halls will once again be filled with energy, learning, and the promise of a bright future.

This year feels especially meaningful. With the completion of PRoject 309, we are not only beginning a new school year, we are stepping into a new chapter for Park Rapids Area Schools. Our newly constructed and renovated facilities stand as a reflection of our community's commitment to providing the very best for our students.

Over the past three years, we have witnessed incredible progress across the district. From the addition of our 7th/8th grade wing, auxiliary gym, district offices, bus garage and parking areas, to the consolidation of Early Childhood programs and secured entrances at Century School, every improvement was made with our students' success in mind. At the High School, renovations to academic areas, the food service kitchen, transportation lab, and Alternative Learning Center are now complete. This summer, final updates to the commons, auditorium, and locker rooms bring PRoject 309 to its exciting conclusion.

As we open our doors this fall, our students will return to state-of-the-art learning environments designed to inspire, innovate, and prepare them for the future. But our work doesn't stop here. Together, as educators, families, and community members, we will continue to focus on providing engaging and challenging learning opportunities and experiences that equip our students for an ever changing world.

To celebrate the completion of PRoject 309, we are planning an open house and ribbon-cutting ceremony during our Homecoming Week, September

22–26. This will be a wonderful opportunity for our community to come together, tour the updated facilities, and celebrate this milestone for our district. Watch for more details as the date approaches.

We know that with every new beginning comes both opportunity and challenge. Our district and building teams have worked hard to prepare thoughtful and safe plans for the year ahead. Flexibility will remain key as we settle into these new spaces and routines. We appreciate your continued support and partnership as we navigate this transition together.

As always, we encourage students, parents, and community members to reach out with questions, ideas, or concerns. Park Rapids Area Schools is proud to work alongside you in ensuring a successful year for every learner.

The 2025–2026 school year promises to be a memorable one. With high expectations and a shared commitment to excellence, we are ready to prepare today's learners for tomorrow's challenges.

Sincerely,

Lance Bagstad, Superintendent Park Rapids Area Schools #309

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- \*K12 Accident Insurance
- \*LINQ Family Portal
- \*ParentVue

Facebook, Instagram & Twitter: Follow Us for ISD 309 School News

### Important Notes and Updates for the 25-26 School Year

- On August 27th, Open House for Century School grades K-6 is 4:30pm-6pm, Early Childhood Family Education & School Readiness 4pm – 6pm, VPK M/W 3:00-4:30 T/Th 4:30-6pm, and High School is 5:30pm-7:00pm.
- On September 2<sup>nd</sup> **ALL** K-12 students will return.
- Enclosed in your packet you will find the 2025-2026 Ethnic and Racial Demographic Designation. Once filled out this form should be returned to your child's school in the office.
- All volunteers who have direct unsupervised student contact, who accompany students off campus, who are
  responsible for working with students on campus, but outside the regular classroom structure will need to have a
  current background check on file with the District Office. If you need a background check,
  please contact Marie Frost at 218-237-6508.

### Important Dates for the 25-26 School Year

- 8/27 Open House Kindergarten through 12<sup>th</sup> Grade
- 8/27 Open House ECFE & School Readiness
- 9/02 School begins, ALL grades K-12
- 9/03 First Day of School VPK Wed
- 9/04 First Day of School VPK Thurs
- 9/4 High School Picture Day
- 9/24 PreK M/W and K-2 Picture Day
- 9/25 PreK T/Th and grades 3-6 Picture Day
- Homecoming 09/22-26
- 11/6-11/8 Fall Musical
- 5/22 Last day of School
- 5/24 Graduation

- 10/20 7-12 Choir Concert
- 11/17 HS Band Concert
- 12/08 7-12 Choir Concert
- 01/19 7-12 Band Concert
- 2/23 7-12 Choir Concert
- 04/23 HS Band Concert
- 04/30 6<sup>th</sup> grade Band Concert
- 05/11 7/8 Band Concert
- 5/20 7-12 Choir Concert

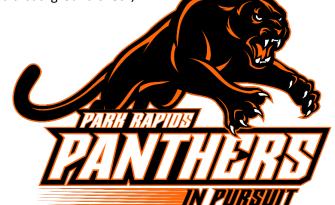
PTA Book Fair's. Please watch for information regarding book fairs from your child's teacher, on the school website, or on our Facebook site.



PRAVA, Park Rapids Area Virtual Academy, is a MN State Approved Online Provider serving students in grades six through twelve. PRAVA is an alternative for Panther students and families who value learning from home. Check us out at: <a href="https://prava.parkrapids.k12.mn.us/">https://prava.parkrapids.k12.mn.us/</a>.

Now Accepting Applications





Dear Parent/Guardian:

Welcome back to a new school year!

Qualifying meals are free this year! But please make sure you are still filling out your Free and Reduced Lunch Applications as there are many benefits in doing so. Milk, extra entrees and Ala Carte "High School Only" will be available for purchase.

<u>Breakfast</u> – We offer 3 or 4 components: meat or meat alternative, bread or grain, fruit and vegetable group, and a variety of milk. Students must take 3 items, but may take all 4, for a reimbursable meal.

- K-4 provides approximately 500 calories
- 5-12 provides approximately 588-600 calories

Lunch – We offer 5 components: meat, bread, fruit, vegetable, and milk.

- Targeted caloric amounts are Kindergarten through 4<sup>th</sup> grade approximately 640 calories, 5<sup>th</sup> and 6<sup>th</sup> grades approximately 700 calories and 7<sup>th</sup> through 12<sup>th</sup> grade approximately 800 calories.
- The menus are the same for all schools, except we offer alternative main entrée choices plus larger fruit and vegetable services for the high school students.
- High School students will also have snacks options at the Ala Carte available.

For students needing a lactose free option for milk, or students with disabilities or food allergies, a note from your physician as well as the Special Dietary Statement will be required. The Special Dietary Statement can be requested from the Food Service Office.

We encourage all parents to use the Linq Connect Portal, <a href="https://linqconnect.com/">https://linqconnect.com/</a>. This allows you to make lunch payments, pay for fees, fill out lunch applications, check lunch menus and more. More information can be accessed on the district webpage under the food service tab or by contacting me. You can also scan the QR code at the bottom of the page for direct access to the portal.

Free and reduced lunch applications can be filled out online at <a href="https://linqconnect.com/">https://linqconnect.com/</a> or by using the Linq app on your handheld device. The application can also be accessed through the district website or by contacting Kim Splett at 237-6500 or stop into any of our offices at your convenience. If you need assistance filling out the free and reduced application or have questions regarding the application please contact Kim or stop by the District Office between 8 a.m. and 4 p.m.

We look forward to the coming school year. Any questions about student lunch accounts, balances owed or our milk program can be directed to me.

Sincerely, linqconnect.com

JT Clark



### 2025-2026 Educational Benefits Application

Our educational benefits application is critical to Park Rapids School district in receiving Compensatory Revenue, Title 1 Funding, and other various grants from the State of Minnesota. These funds directly benefit the school site your student attends and can help us generate funding through other sources. It can also benefit you through the following programs listed below. We ask that ALL families complete our application to ensure continued funding to support ALL students in our district. If you think you may qualify or could benefit from the decreased rates, please take the time to click the link and fill out an application for this school year. <a href="https://lingconnect.com">https://lingconnect.com</a>



### **School Funding**

Increased Funding to ensure students receive the support they need to receives a comprehensible world class education



### Athletics/Phy. Ed.

Discounts on athletic fees and Physical Education uniforms



### **Community Ed Classes**

Reduced rates for some community education courses, Preschool classes and afterschool childcare program.



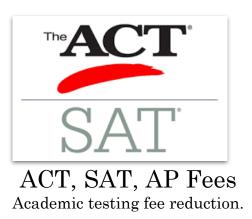
College Application Fees

Waived fees when you fill out college application fees.



### Next School Year

Benefits carry over to mid October of the next School year.



Questions? Please contact Kim Splett at 218-237-6500 or by email ksplett@parkrapids.k12.mn.us

### **Board Of Education**

### **School Board Meetings**

School board meetings are generally held the first and third Monday of each month in the Board Room in the 7<sup>th</sup>/8<sup>th</sup> grade wing at the High School, 301 Huntsinger Ave., Park Rapids. The first meeting will be a working meeting or discussion meeting, and the second meeting will be business oriented. The public is welcome to attend. Board agendas, minutes and the meeting schedule are on the District 309 website at www.parkrapids.k12.mn.us.

With proper notice the meeting schedule is subject to change. Meeting minutes and notice of change are published in the legal notice of the Enterprise and posted on the district website.



Any questions, individual concerns or problems can be directed to the classroom teacher, the principal, the business manager, the superintendent, or the school board.

### **School Board Members**

Sherry Safratowich, Chair

Email: <a href="mailto:ssafratowich@parkrapids.k12.mn.us">ssafratowich@parkrapids.k12.mn.us</a>

Dana Kocka, Clerk

Email: dkocka@parkarpids.k12.mn.us

Andrea Morgan, Director

Email: amorgan@parkrapids.k12.mn.us

Clayton Hoyt, Vice Chair

Email: <a href="mailto:claytonhoyt@parkrapids.k12.mn.us">claytonhoyt@parkrapids.k12.mn.us</a>

Jay Pike, Treasurer

Email: jaypike@parkrapids.k12.mn.us

Colter Diekman, Director

Email: cdiekman@parkrapids.k12.mn.us

### **Leadership Team**

Lance Bagstad, Superintendent

Kent Fritze, Business Manager

Jeffrey Johnson, High School Principal

Mike LeMier, Century Principal

Steph Mercil, Century Assistant Principal

Mark Frank, High School Assistant Principal

Eva Pohl, PAWN Special Education Director

Jill Dickinson, Community Education Director

Mike Ridlon, Facilities Director

Todd Kumpula, Network Systems Coordinator

Mike Arvik, Transportation Director

JT Clark, Food Service Supervisor

### Transportation Guidelines for Park Rapids Area Schools - I.S.D. #309

#### Effective for the 2025-2026 School Year. Transportation Supervisor: Mike Arvik.

Per MN Statute 121A.59, riding the school bus is a privilege, not a right. The school district's general student behavior rules are in effect for all students on school buses, including nonpublic and charter school students.

The driver of the school bus has an important mission to provide safe, reliable transportation for the students of our district. Their primary focus is on the road and motoring public. The driver can't always see what is going on in the bus. The bus is an extension of the classroom, it is expected that students follow the same rules of the school in the bus. Failure to comply with the driver's instructions may result in disciplinary action.

To ensure the safety, security and schedule of the routes providing transportation for our students the following guidelines are implemented:

- All students must follow the directions/orders of the driver and/or Para.
- Only students assigned to the route/bus are allowed on the bus for that route, no guests.
- Students are allowed one pickup address and one drop off address. Students are not allowed to ride one bus one week and another bus the next.
- Students are expected to be at the stop waiting for the bus, the bus will not wait for students. It is recommended that you arrive 5 minutes prior to your scheduled pickup time. While waiting for the bus, students must be positioned off the roadway for safety reasons.
- If/when a student must cross a roadway, the student must wait for the driver's hand signal prior to crossing for safety reasons.
- Students will remain seated in their seats while the bus is in motion. While seated, students must keep all hands, feet and possessions out of the aisle and window.
- It is at the driver's discretion to assign seats as needed.
- The use of loud or profane language is prohibited. Students will not engage in scuffling or fighting. Students must not harass others. Students will not handle or tamper with other students' possessions.
- Parent/guardian <u>must</u> be present at pickup and drop off for students in <u>grade 3 or less</u>. The
  driver will return the student to school if no parent/guardian is present. Any deviation from this
  policy will require approved documentation for review and approval in advance.
- Change of address must be made through the school office prior to any bus/route change.
- New transportation requests may take up to 5 school days to process.
- No eating or drinking while on the bus without the driver's permission.
- Discard any garbage in the trash can at the front of the bus.
- Trespassing- A person who boards a school bus when the bus is on its route or otherwise in operation, or while it has pupils on it, and who refuses to leave the bus on demand of the bus operator, is guilty of a misdemeanor. (MN Statute 609.605 Trespass, Subd. 4a)
- The driver has the discretion to manage the bus in accordance with federal, state law and district policies as they see fit. This includes the use of assigned seating, food and beverage policies etc.
- If the student will not need to be picked up on their scheduled route in the morning, please call at your earliest awareness. 1-218-237-6570.

#### 2025-2026 ANNUAL ASBESTOS NOTIFICATION

As a result of federal legislation (Asbestos Hazard Emergency Response Act- AHERA), each primary and secondary school in the nation is required to complete a stringent inspection for asbestos and to develop a plan of management for all asbestos-containing building materials. Park Rapids School District has a goal to be in full compliance with this law and is following the spirit, as well as, the letter of the law. As a matter of policy, the district shall continue to maintain a safe and healthful environment for our community's youth and employees.

In keeping with this legislation, all buildings (including portables and support buildings) owned or leased by Park Rapids School District were inspected by an EPA accredited inspector and samples were analyzed by an independent laboratory. Based on the inspection, the school prepared and the state approved a comprehensive management plan for handling the asbestos located within its buildings safely and responsibly.

Furthermore, Park Rapids School District has completed the 3-Year Re-inspections required by AHERA. Our district buildings, where asbestos containing materials were found, are under repair, removal and Operations and Maintenance.

This past year, Park Rapids School District conducted the following with respect to its asbestos containing building materials:

- \* Continued our Operations and Maintenance Program
- \* Completed six-month periodic inspections
- \* A 3-year re-inspection was completed and all materials are in good condition.

Federal law requires a periodic walk-through (called "surveillance") every six months of each area containing asbestos. MacNeil Environmental, Inc will accomplish this under contract.

Short-term workers (outside contractors-i.e., telephone repair workers, electricians, and exterminators) must be provided information regarding the location of asbestos in which they may come in contact. All short- term workers shall contact the head custodian in the building before commencing work to be given this information.

Park Rapids School District has a list of the locations and types of asbestos containing materials found in each school building and the description and timetable for their proper management. Century School is free of asbestos. The High School building only has asbestos located in areas students do not have access to. A copy of the Asbestos Management Plan is available for review in the Buildings & Grounds office. Copies are available at 25 cents per page. Questions related to the plan should be directed to MacNeil Environmental, Inc., at 800-642-6730.

### **FACILITIES INFORMATION**

### **General Pesticide Notice for Parents or Guardians**

#### Dear Parent or Guardian:

A Minnesota state law went in to effect in the year 2000 that requires schools to inform parents and guardians if they apply certain pesticides on school property.

Specifically, this law requires schools that apply these pesticides to maintain an estimated schedule of pesticide applications and to make the schedule available to parents and guardians for review or copying at each school office.

State law also requires that you be told that the long-term health effects on children from the application of such pesticides or the class of chemicals to which they belong may not be fully understood.

If you would like to be notified prior to pesticide applications made on days other than those specified in the estimated schedule, please contact the Facilities Director Mike Ridlon at 218-255-3631.

### **Indoor Air Quality Notification**

Park Rapids School District is proud to be taking a leadership role in providing a safe, comfortable and productive environment for our students and staff so that we achieve our core mission-educating students. Our school will follow the EPA guidance to improve our indoor air quality by preventing as many IAQ problems as possible, and by quickly responding to any IAQ problems that may arise. Good air quality requires an ongoing commitment by everyone in our school, because each of us daily make decisions and performs activities that affect the quality of the air we breathe.

School staff, students and parents can obtain checklists or self-help information so they can properly evaluate their child's home or other out of school situation by contacting the school. Staff and parents can also obtain information about school facility construction, maintenance and housekeeping practices, chemicals used, mold and HVAC related information, chemical producing academic subjects, and pesticide and herbicide applications to determine the extent to which school activities contribute to a child's symptoms by contacting the school.

The Park Rapids School District Indoor Air Quality contact person is MacNeil Environmental, Inc. If there are any questions regarding the school's IAQ Program, please feel free to contact 800-642-6730.

### Health Services

#### Dear Parent/Guardian.

We would like to begin the school year by helping you become acquainted with district health services and district health policies.

Park Rapids Area School Health Services Staff					
Staff Member	Building	Hours	Telephone		
Tia Kocka, BSN, RN, LSN, School Nurse	Area High School	7:30-3:30	218-237-6441		
Danielle Budzien, RN, Certified Nurse Specialist	Century Elementary/Middle School	7:45-3:30	218-237-6210		
Heather Hopkins, RN, Certified Nurse Specialist	Century Elementary/Middle School	7:45-3:30	218-237-6210		

#### **General Health Assistance**

Students needing care for general health complaints such as colds, headaches, stomach aches or injuries may come to the health office during the school day. The health offices are open during school hours.

#### **Immunization Policy**

No student shall remain enrolled in school or any school program unless they have an up-to-date immunization record or a notarized exemption form on file. Please notify the school of any updated immunizations your child receives to keep our records current. Please note the enclosed attachment for the Minnesota immunization law requirement for fall entry. Transfer students: the Park Rapids School will request your health record from your previous school; however, it is the parent's responsibility to make sure the record is on file by the time of school entry.

#### **Exclusion from School**

At times it is necessary to exclude students from school until a particular health problem improves or medical advice is sought. Some conditions that may be reason for exclusions are, elevated temperature >100.4 degrees, vomiting or diarrhea within 24 hours, advanced cases of impetigo, scabies, head lice.

#### Medication

Any medications, including <u>non-prescription</u> medication that must be given during the school day requires written consent from the parents. <u>Prescription</u> medication requires a medical provider's order as well as parental consent. The link to this form is <u>here</u>. The medication consent form is included in this packet as well. <u>Medication must be sent in its original container or an appropriately labeled pharmacy container.</u> All prescription medication forms must be signed by the student's medical provider & parent/guardian and brought into the health office PRIOR to the student being administered medications at school. All medications that are not picked up by parent/guardian by the last day of school will be destroyed. It is the parent/guardian's responsibility to pick up the medication from school.

#### **Specific Medical Conditions**

When a child has a specific medical condition, parents are encouraged to contact the school nurse directly at 218-237-6441 so that appropriate medical needs of the child can be met. By communicating and sharing information, our staff will be able to assist in keeping your child safe during school hours. If a student has an allergy, an emergency allergy plan found <a href="here">here</a> will need to be provided to the school from the student's medical provider. You may also use the FARE Allergy plan found <a href=here</a>. If your student has a sthma, an asthma action plan found <a href=here</a> should be provided to the school by the medical provider. If your student has a gastrostomy tube, a gastrostomy plan found <a href=here</a> here should be provided to the school by the medical provider. The plans are all included in the following pages.

#### General

When a child is not feeling well, it interferes with the learning process. If your child complains of not feeling well before school, parents should carefully assess the situation and consider keeping the child home.

#### **Screenings**

Health Services staff conduct routine vision screenings at the beginning of the school year. If problems are noted at the time, parents will be informed and asked to seek further medical evaluation. Hearing screenings are conducted on a per request basis. If at any time during the school year parents feel there is a need for vision or hearing screening, they are encouraged to contact the teacher or district nurse (218-237-6441) and request that a screening be done.

You are encouraged to call the school nurse/health specialist in your school for information or to share any concerns you may have regarding school health services.

### **Park Rapids Schools Health Service Medication Form**

### **Prescription Medication**

Parents of students requesting prescription medication to be given to their child during school hours by school staff are required to provide the school with the following information. All medication MUST be sent in the original container or pharmacy labeled bottle. A Licensed School Nurse will designate persons giving the medication.

Student Name:	Date of Birth: _	Grade:
Parent Name:		
Physician Order		
I have prescribed the following medic school hours.	cation for this child and request it is giv	ven during the designated
Medication:	Dosage/Time:	
For the treatment of:		
Special Instructions:		
Physician Signature:		Date:
Physicians Name:	Phone:	Fax:
PARENT REQUEST	FOR ADMINISTRATION OF M	IEDICATION
I request this prescription	medication to be given as prescribe	ed by the doctor
I request this non-prescrip	ntion medication to be given to my o	child
Name of Medication:		
Parent/Guardian Signature:		Date:

DATE	SEP	ОСТ	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY
1									
2									
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							LCATION		

### PARK RAPIDS SCHOOL DISTRICT HEALTH SERVICE MEDICATION FLOW SHEET

Student Name:		Date of Birth:	Grade:		
Medication:		Dosage/Time:			
Date Started:		Date Discontinued:			
# of Tab/Date:		<del></del>			
Staff Initials & Name:	/	/	/		

# Are Your Kids Ready?

### Minnesota K-12 Immunization Law

Students are required to receive certain vaccines for school or submit an exemption. This requirement applies for all public, private, online, and home schools in Minnesota. Look for your child's grade in the chart below and see how many total doses of each vaccine are needed for their grade.

Required Immunizations	Kindergarten to Sixth Grade	Seventh Grade to Eleventh Grade	Twelfth Grade
Hepatitis B (Hep B)	3 Doses	3 Doses	3 Doses
Polio (IPV)	4 Doses	4 Doses	4 Doses
Measles, mumps, rubella (MMR)	2 Doses	2 Doses	2 Doses
Varicella (Chickenpox)	2 Doses	2 Doses	2 Doses
Diphtheria, tetanus, and pertussis (DTaP)	<b>5</b> Doses	<b>5</b> Doses	<b>5</b> Doses
Tetanus, diphtheria, and pertussis (Tdap)		1 Dose	1 Dose
Meningococcal ACWY (MenACWY)		1 Dose	2 Doses

**Note:** The number of doses may be different if your child is behind schedule. If your child has fallen behind on their vaccinations it is not too late to catch-up, talk to their health care provider.

### Recommended but not required for school

Influenza (flu), COVID-19, Human Papillomavirus (HPV), Meningococcal B (MenB) and other vaccines are recommended for children to ensure they are fully protected. Talk to your health care provider about when your child should receive these immunizations. For more information visit <a href="https://creativecommons.org/length-12">CDC: Vaccine Schedules For You and Your Family (www.cdc.gov/vaccines/imz-schedules/index.html)</a>.

### Tips for parents and guardians

- Make sure your child has received all of the required immunizations before their first day of school or submit an exemption.
- Submit a copy of your child's immunization record to their school. You can get a copy of their record from the
  clinic or find their record on <u>Find My Immunization Record (www.health.state.mn.us/people/immunize/miic/</u>
  records.html).
- Please complete the reverse side if your child requires an exemption for medical reasons or if you are opting for a non-medical exemption due to personal beliefs.



<u>Vaccines for Infants, Children, and Adolescents</u> (www.health.state.mn.us/people/immunize/basics/kids.html)



CHILD'S NAME (FIRST, LAST): CHILD	'S DATE OF BIRTH:
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### Medical and non-medical exemptions Instructions for documenting medical or non-medical exemptions and history of chickenpox (varicella)

Follow steps 1 and 2 below to document a medical exemption, non-medical exemption, or history of chickenpox.

- 1. Place an X in the box to indicate a medical or non-medical exemption. If you are exempting your child from more than one vaccine, mark each vaccine you are exempting them from with an X.
- 2. Obtain signatures for exemptions or history of chickenpox disease.

		must review and sign a medical exemption.  A health care provider includes a licensed
		physician, nurse practitioner, or physician assistant.
		By my signature below, I confirm that this child should not receive the vaccines marked
		with an X in the table for medical reasons
		(contraindications) or because there is laboratory confirmation that they are already immune.
		Signature:(of health care practitioner)
		Date:
ed to remain o		
e to remain e	out of school and of	ther activities for up to 21 days if exposed to a
	out of school and of	ther activities for up to 21 days if exposed to aDate:
t/guardian)	nped by a notary:	
t/guardian)		Date:
t/guardian) gned and star		Date:
t/guardian) gned and star me on		Date:
t/guardian) gned and star me on		Date:
t/guardian) gned and star me on	mped by a notary:	Date:
	ed to have an alth of your classe may be revill not receive	an must sign for a non-medical e ed to have an immunization that alth of your child or others they ase may be required to stay hom

My signature below means that I confirm this child does not need the varicella vaccine because they had chickenpox in the

Date:

month and year

(of health care practitioner, representative of a public clinic, or parent/guardian)

### **Asthma Action Plan for Home and School**



Name						DOB _	//
•	n □ Intermittent □ Mild Personal Best					ent 	
Green Zone: Doin	g Well						
	ng is good – No cough or wh	eeze – Can w	ork and play	- Sleeps	well at night		
Peak Flo	ow Meter(more than 8	30% of persona	al best)				
Control Medicine(s)	Medicine	How much	to take		and how often to		Take at  ☐ Home ☐ School ☐ Home ☐ School
Physical Activity	Use albuterol/levalbuterol	puffs, 15	minutes befor	e activity	□ with all activity	√	d feels he/she needs it
Yellow Zone: Cau	tion						
	oblems breathing - Cough, w Meterto(bet					- Wake at night	
Quick-relief Medicin Control Medicine(s)	Quick-relief Medicine(s)   Albuterol/levalbuterol puffs, every 4 hours as needed						
	□ Add						
	better within 20-60 minute I follow the instructions in th	-				orse or is in the Ye	llow Zone for more
Red Zone: Get He	lp Now!						
	roblems breathing – Canno	t work or play	- Getting w	orse inste	ead of better - Me	edicine is not help	ing
	w Meter (less than 50		_			·	
Take Quick-relief Me	edicine NOW! Albuterol/I	evalbuterol _	puffs,			(how fred	uently)
Call 911 immediately	y if the following danger sign	s are present	• Lips or fing	ernails ar		ess of breath	
School Staff: Follow the Yellow and Red Zone instructions for the quick-relief medicines according to asthma symptoms.  The only control medicines to be administered in the school are those listed in the Green Zone with a check mark next to "Take at School".  Both the Healthcare Provider and the Parent/Guardian feel that the child has demonstrated the skills to carry and self-administer their quick-relief inhaler, including when to tell an adult if symptoms do not improve after taking the medicine.							
Healthcare Provider							
Name		Date	_ Phone (	_)	Signature	è	
☐ I consent to commu	or the medicines listed in the a unication between the prescr providers necessary for asth	ibing health ca	are provider o	r clinic, th	e school nurse, the		
Name		Date	Phone (	_)	Signature	2	
School Nurse  The student has de not improve after to	monstrated the skills to carry aking the medicine.	/ and self-adm	inister their q	uick-relie	f inhaler, including	when to tell an ad	ult if symptoms do

### Emergency Action Plan for Allergic Reactions

Student Name:	Grade:
Parent(s)/Guardian:	
Address:	
Phone # (please specify)	
Accidental ingestion or exposure to the above allest anaphylaxis. Signs of an allergic reaction included to Mouth – itching and/or swelling of lips, tong – Throat – itching and/or a sense of tightness – Skin – hives, itching and/or swelling of the f – Stomach – nausea, abdominal cramps, vomi – Lungs – shortness of breath, repetitive coug – Heart – lightheadedness, fainting	le: gue or mouth in the throat, hoarseness or cough ace or extremities ting and/or diarrhea
MUST BE COMPLETED BY PRESCRIBING PROVIDER	1
Γreatment Plan:	
<ol> <li>If an accidental exposure is suspected or mild so (diphenhydramine) mg by mout</li> <li>If hoarseness, a sensation of tightness in the threat two or more of the above symptoms develop, g         <ul> <li>( ) Epinephrine 0.3 mg, ( ) Epinephrine 0.1 mearest medical facility. Brand of Epinephrine 3.</li> </ul> </li> <li>Other treatment:</li> </ol>	h immediately ( teaspoons). roat, difficulty breathing, or any symptoms from ive 15 mg, and call 911 to arrange transport to the
Signature of Provider:	Date:
request and give my permission for school person child. I understand it is my responsibility to refill in dosage or new medications require a new provi note from a parent. I understand the school is not	medication when notified, and that any change der's signature. Discontinuations require a
Signature of Parent/Guardian:	Date:
	Reviewed/Date

Enter the dates for each vaccine your child	<b>Immuniz</b>	zation Fo	orm	Birthdate						
specify the month, ady,	Immunizations r	mmunizations required for child care, early childhood programs, and school.								
and year of each dose such as 01/01/2010.	Birth to 6 months			12 -24	months	At Kindergarten	At 7th grade	At 12th grade		
Vaccine										
Hepatitis B										
Diphtheria, Tetanus, Pertussis (DTaP, DT, Td)										
Haemophilus influenzae type b (Hib)										
Pneumococcal (PCV)										
Polio										
Measles, Mumps, Rubella (MMR)										
Chickenpox (varicella)										
Hepatitis A										
Tetanus, Diphtheria, Pertussis (Tdap)										
Meningococcal (MCV4)										

Minnesota law requires children enrolled in child care, early childhood education, or school to be immunized against certain diseases, unless the child is medically or non-medically exempt.

### Instructions for parent or guardian:

- 1. Fill out the dates in chronological order even if your child received a vaccine outside of the age/grade category that the box is in. Depending on the age of your child, they may not have received all vaccines; some boxes will be blank.
  - If you have a copy of your child's immunization history, you can attach a copy of it instead of completing the front of this form.
  - Your doctor or clinic can provide a copy of your child's immunization history. If you are missing or need information about your child's immunization history, talk to your doctor or call the Minnesota Immunization Information Connection (MIIC) at 651-201-3980 or 800-657-3970.
- 2. Sign or get the signatures needed for the back of this form.
  - Document medical and/or non-medical exemptions in section 1.
  - Verify history of chickenpox (varicella) disease in section 2.
  - Provide consent to share immunization information (optional) in section 3.



<b>nstructions:</b> Complete section 1 to desection 2 to verify history of varicella mmunization information.						
L. Document a medical and/or non-n			e are exemptions to more than one vaccine, mark e	ach vaccine with an X		
Vaccine	Medical Exemption	Non-Medical Exemption	their parent or guardian's beliefs. However, choosing not to vaccinate may put the heal			
Diphtheria, Tetanus, and Pertussis			or life of your child or others they come in contact with at risk. Unvaccinated children wh are exposed to a vaccine-preventable disease may be required to stay home from child care, school, and other activities in order to protect them and others.			
Polio			,			
Measles, Mumps, Rubella			By my signature, I confirm that this child will not receive the vaccines marked wit the table because of my beliefs. I am aware that my child may be required to stay			
Haemophilus influenzae type b			from child care, school, and other activities if exp			
Chickenpox (varicella)			Signature:	Date:		
Pneumococcal			(of parent or guardian in presence of notary)			
Hepatitis A			Non-medical exemptions must also be signed and stamped by a notary:			
Hepatitis B			This document was acknowledged before me			
Meningococcal			on (date)	Notary Stamp		
A. Medical exemption: By my signature below, I confirm that this child should not receive the vaccines marked with an X in the table for medical reasons (contraindications) or because there is laboratory confirmation that they are already immune.  Signature:  Date:  Of health care practitioner*)			by (name of parent or guardian)  Notary Signature:	STATE OF MINNESOTA, COUNTY OF		
P. History of chickenpox (varicella) demonth and year	irm that this child d this child was provided a description his child had chick entative of a public ex occurred before	does not need eviously diagnosed on that indicates this tenpox on or before  Date: clinic, or parent/e September 2010.	<ul> <li>3. Consent to share immunization information to share your child's immunization record with system. Giving your permission will:</li> <li>Provide easier access for you and your school as at school entry each year.</li> <li>Support your school in helping to protect so vulnerable to disease based on their immunication and during a disease outbreak.</li> <li>Under Minnesota law, all the information you poto those authorized to receive it. Signing this seen not to sign, it will not affect the health or education.</li> <li>I agree to allow my child's school to share my commence in the second system.</li> </ul>	Minnesota's immunization information bol to check immunization records, such tudents by knowing who may be nization record. This can be important rovide is private and can only be released ction of the form is optional. If you choose tional services your child receives. hild's immunization documentation with		
*Health care practitioner is defined as a li physician assistant.		ourse practitioner, or	Signature: (of parent/guardian)	Date:		

### **SEIZURE ACTION PLAN (SAP)**

How to give \_\_\_\_\_





Name:			Birth Date:				
			Phone:				
	Phone:						
Emergency Contact/Relations	snip	Phone:					
Seizure Informat	ion						
Seizure Type	How Long It Lasts	How Often	What Happens				
Protocol for soi	izuro durina sa	chool (cho	ck all that apply) 🗹				
☐ First aid – Stay. Safe. S	ide.		ntact school nurse at				
☐ Give rescue therapy ac	cording to SAP	☐ Ca	☐ Call 911 for transport to				
☐ Notify parent/emergend	cy contact	☐ Oti	☐ Other				
First aid for any seizure  STAY calm, keep calm, begin timing seizure  Keep me SAFE – remove harmful objects, don't restrain, protect head  SIDE – turn on side if not awake, keep airway clear, don't put objects in mouth  STAY until recovered from seizure  Swipe magnet for VNS  Write down what happens  Other			When to call 911  □ Seizure with loss of consciousness longer than 5 minutes, not responding to rescue med if available □ Repeated seizures longer than 10 minutes, no recovery between them, not responding to rescue med if available □ Difficulty breathing after seizure □ Serious injury occurs or suspected, seizure in water  When to call your provider first □ Change in seizure type, number or pattern □ Person does not return to usual behavior (i.e., confused for a long period) □ First time seizure that stops on its' own □ Other medical problems or pregnancy need to be checked				
When rescu	<b>ie therapy</b> mag	y be need	ded:				
WHEN AND WHAT TO DO	0						
If seizure (cluster, # or leng							
Name of Med/Rx			How much to give (dose)				
How to give			<u></u>				
If seizure (cluster, # or leng	gth)						
Name of Med/Rx			How much to give (dose)				
How to give							
If seizure (cluster, # or lend	gth)						
Name of Med/Rx How much to give (dose)							

Care after seiz			
	•		
Special instruc	tions		
First Responders:			
Emergency Department	t:		
Daily seizure m	nedicine		
Medicine Name	Total Daily Amount	Amount of Tab/Liquid	How Taken (time of each dose and how much)
Other informat	ion		
Triggers:			
Important Medical History			
Allergies			
Epilepsy Surgery (type, da	ite, side effects)		
Device: ☐ VNS ☐ RNS	S □ DBS Date Implant	ed	
Diet Therapy ☐ Ketogen	nic $\square$ Low Glycemic $\square$	Modified Atkins ☐ Of	ther (describe)
Special Instructions:			
Health care contacts	 ;		
Epilepsy Provider:			Phone:
Primary Care:			Phone:
Preferred Hospital:			Phone:
Pharmacy:			Phone:
My signature			Date
Provider signature			Date







### www.studentinsurance-kk.com

We Take Fun Seriously



Testimonials About Us Agents Claims FAQ Contact Us

### K-12 Voluntary Student Accident

> 24 Hour

> At School

> High School Football

Is your child covered by a highdeductible employer plan? If you have to pay hundreds, or even thousands of dollars in order to meet your deductible, the K-12 Accident insurance plan can reimburse you for your children's eligible medical expenses as you continue to work toward meeting the deductible on your employer plan

### Login/Register

First time users must register in order to save their Quotes & Applications: <u>Register here</u>

E-mail

Password

Same and

Forgot password?

Need Assistance?

Call 1-855-742-3135

Ask us a question

CO

### **Quick Services**

Select Service Type

File a Claim

Applications & Brochures

K-12 Medical Accident is not available in New York, New Hampshire and Virgin Islands





Glossary | FAQ | Site Map | K&K Canada Need Assistance, Please Call 1-855-742-3135

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FATCA Notice: Please click http://www.aon.com/FATCA to obtain the appropriate W-9.

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### **PANTHER ACTIVITES**



Park Rapids Area Parents and Students:

Park Rapids Area Schools is excited to offer all Park Rapids Area students, K-12, school sponsored activities. This year activity fees have been reinstated and are as follows:

Students Grades 9-12 \$100 Students Grades 7-8 \$50

Fine Arts: \$50

Family cap for the year: \$300

Band/Choir: No Fee

\*\*For those families that qualify you may be eligible for reduced or free activities by filling out a Meal Application.

We encourage all families to support Panther Activities and cheer for our students. Below are the admission prices for the 25-26 season:

Park Rapids Area Students: Free

Seniors 65+: Free

Visiting Students & Seniors 62-65: \$4

Adults: \$6

Again, thank you for supporting Park Rapids Area Schools and Panther students and activities.

Contact Jeremy Nordick for more information at 218-237-6550 or inordick@parkrapids.k12.mn.us

Go Panthers!

Jeremy Nordick Athletic Director 218-237-6550



### 2025-2026 Educational Benefits Application

Our educational benefits application is critical to Park Rapids School district in receiving Compensatory Revenue, Title 1 Funding, and other various grants from the State of Minnesota. These funds directly benefit the school site your student attends and can help us generate funding through other sources. It can also benefit you through the following programs listed below. We ask that ALL families complete our application to ensure continued funding to support ALL students in our district. If you think you may qualify or could benefit from the decreased rates, please take the time to click the link and fill out an application for this school year. <a href="https://lingconnect.com">https://lingconnect.com</a>



### **School Funding**

Increased Funding to ensure students receive the support they need to receives a comprehensible world class education



### Athletics/Phy. Ed.

Discounts on athletic fees and Physical Education uniforms



### **Community Ed Classes**

Reduced rates for some community education courses, Preschool classes and afterschool childcare program.



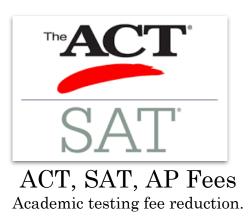
College Application Fees

Waived fees when you fill out college application fees.



### Next School Year

Benefits carry over to mid October of the next School year.



Questions? Please contact Kim Splett at 218-237-6500 or by email ksplett@parkrapids.k12.mn.us



### PREAF...WHAT DOES IT STAND FOR?

PREAF is an acronym that stands for Park Rapids Education & Activities Foundation. The Foundation was established in 2000, and throughout the last 25 years, the Foundation has allocated over \$876,000 to the educational, fine arts, and athletic programs in the Park Rapids Area Schools. Decisions are made by a Board of Directors, a group of volunteer community leaders with a strong commitment to educational excellence. Allocation priorities include: art, music, and drama activities; educational and academic activities and equipment; and athletic programs. Grant requests are considered by members of the Allocation Committee within a defined set of guidelines on a case-by-case basis.

### PREAF...WHY DOES IT EXIST?

The mission of the PREAF is to ensure the funding for strong and healthy educational, fine arts, and athletic programs of the Park Rapids Area Schools; as well as to provide a contribution structure for these and other school programs. The goals of the PREAF are to establish an annual Park Rapids Area Schools fundraising effort, to create a sustaining Park Rapids Area School District Endowment, to allow for a tax-exempt vehicle for contributions, gifts, grants, trusts, or other fundraising efforts for the school, and to minimize door-to-door fundraising for the Park Rapids Area School District.

### PREAF...HOW DOES IT BENEFIT ME?

All allocations are directly funded by individuals, associations, and corporation membership contributions...that is why participation is extremely crucial to our students and the Park Rapids Area Schools. In addition to your membership contribution, there are membership benefits that the PREAF provides for YOU! The PREAF provides a variety of levels of membership that will benefit you and your family's needs...season passes to athletic and fine arts performances, Panther Prowl gift certificates, advertising space in game programs...it's all waiting for YOU! Sustaining memberships are also available.

### PREAF...PLEASE SIGN ME UP!

Membership forms can be found on the school website <a href="www.parkrapids.k12.mn.us">www.parkrapids.k12.mn.us</a> under the Community tab (select Education & Activities Foundation), and at all Park Rapids school offices. Memberships can be mailed directly to PREAF at PO Box 211, Park Rapids, MN 56470. Please contact Steph Carlson at 252-1597 or Lisa Koppelman at 237-4545 for additional information or questions. Or you can email us at <a href="mailto:preafoundation@gmail.com">preafoundation@gmail.com</a> or send us a message on our PREAF Facebook page.



A nonprofit corporation dedicated to the development of Park Rapids Area Youth. Please consider supporting the educational, athletic, and fine arts activities of the Park Rapids Area Schools with any of the available giving opportunities. All options are either partially or fully tax deductible.

DI EASE RETURN THIS FORM BY AUGUST 1ST TO BE LISTED IN THE ATHLETIC PROGRAM/CALENDAR

T LEASE RETURN I	1115 1 (	ORM BY AUGUST 1 TO BE LISTED IN THE ATHLETIC FROORAM/CALENDAR
Name		
E-mail Address		
Address	***************************************	
Names on season passes	•••••	
(2 names per pass)		
Annual Giving Opportu	JNITIES	S
Donation		Amount \$
Panther \$50		One 8 punch transferable pass for admission to all regular season athletic contests & fine arts performances
Panther Cub \$100		One annual season pass – good for admission to all regular season athletic contests & fine arts performances, recognition in game programs
Panther Den \$309		Two annual season passes – good for admission to all regular season athletic contests & fine art performances, 1" x 2" advertising space in game programs, \$40 gift certificate for Panther apparel at the Panther Prowl Store
Panther Pride \$1,000		Four annual season passes, 2" x 4" advertising space in game programs, 2-\$40 gift certificates for Panther apparel at the Panther Prowl Store, 1" x 3.5" advertisement in the PREAF School Activity Calendar
ENDOWMENT FUND GIVIN	g <b>O</b> pr	PORTUNITIES
Silver \$3,090		Same benefits as Panther Pride membership (renewed annually for 3yrs)
Gold \$10,000		Same benefits as Panther Pride membership (renewed annually for 10yrs)
Miscellaneous Gifts		Recognition in game program \$
PAYMENT OPTIONS		
Payment Enclosed		Cash or Check payable to Park Rapids Education & Activities Foundation (PREAF)
Venmo		@PREAF

Please return to: PREAF, PO Box 211, Park Rapids, MN 56470

or email to: <a href="mailto:preafoundation@gmail.com">preafoundation@gmail.com</a>

# Why PRAVA Works for You

Park Rapids Area Virtual Academy (PRAVA) is a Minnesota State-Approved online learning provider for grades 6-12. Licensed Park Rapids teachers offer personalized instruction, guidance, and support.

Students benefit from flexible scheduling, advanced courses, special education, mental health services, and academic interventions.

Students receive a district email, Google Suite and Apex Learning access, and may request a Chromebook and Wi-Fi hotspot.



Flexible scheduling allows Mia to barrel race competitively. She appreciates the personalized instruction from local teachers and the Apex platform.

## 

Flexible learning.
Real results.
PRAVA makes it
possible.

### PHONE

218-237-6418

#### **EMAIL**

jstevenson@parkrapids.k12.mn.us

#### WEBSITE

https://prava.parkrapids.k12.mn.us/

Students can enroll in PRAVA fulltime or choose a hybrid schedule, combining online learning with on-campus classes at Park Rapids Schools.

# PRAVA: Park Rapids Area Virtual Academy



Maggie, Class of 2025 Valedictorian and volleyball captain, used PRAVA's flexibility to balance a fulltime job, sports, and studies. "PRAVA taught me independence, time management, and selfmotivation."

### **Your Future**

### Starts Here.

We offer over 55 accredited courses in the core subject areas: English, Language Arts, Mathematics, Science, Health/Physical Education, and Social Studies, as well as electives in Creative Writing, Probability & Statistics, Pre-Calculus, Environmental Science, Physics, Earth & Space, Sociology, Psychology, Spanish, College & Career Prep, Business, and much more!



Mylee earned her pilot certificate while enrolled in PRAVA. "Being in PRAVA allowed me to work, get ahead in school, and save money for my future."



Launch

Your Future.

# PARK RAPIDS AREA VIRTUAL ACADEMY

- Personalized Instruction
- Mentorship & Support
- Friendly, Knowledgeable Teachers
- Excellent Communications Network
- Academic Requirement Guidance
- High School Graduation & Diploma from Park Rapids Area Schools
- A Model of Instruction that embraces family values to learn from home!





Reid has a passion for stock car racing, which fits into his busy study schedule. PRAVA's support network allows him to complete his education requirements.



# Is PRAVA a good fit for you?

Virtual Online learning requires strong family support, a quiet study space, high-speed internet, and flexible time to complete assignments. Families play a key role in guiding students on their educational journey.

PRAVA requires a high level of student engagement. Successful students work independently, are self-motivated, meet deadlines, and ask for help when needed.



Wondering if PRAVA is right for you? Scan to find out.

### **PARENT VUE INSTRUCTIONS**

Follow the web address below to begin creating Your account or go to the Park Rapids School Website www.parkrapids.k12.mn.us.

From Menu

For Parents/Students-Links for Parents & Students-ParentVue/StudentVue

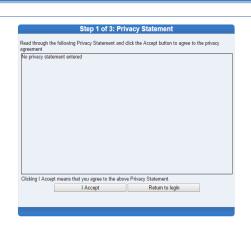
You will need the letter and activation key information you received from the principal's office.

https://rt3.region1.k12.mn.us/rt0309/login\_pxp.aspx





All parents and students can create their own ParentVue or StudentVue account.

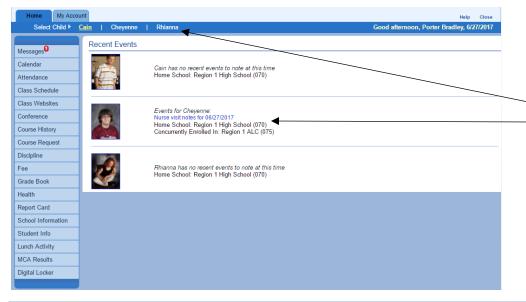


Click Accept to Continue

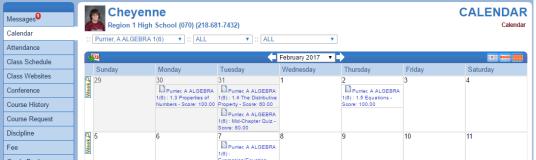


Enter your name and activation key as it appears on the letter you received from the building secretary.

Continue to step 3 to enter your user name, password and primary email address.



All your students, District Events, Recent Events for each student



Calendar can be viewed by day, week, or month.



Click on letter grade to view individual assignments.

Assignment	Details for ALGEBRA 1	l (611) / Period:	6 / Alyssa Purri	er / B+ (88.8%)				
Date	Assignment	Assignment Type	Resources	Score	Score Type	Points	Notes	Drop Box
02/07/2017	Expression/Equation Story Project	Project	0	45.83 out of 50.00 (A-)	Raw Score	45.83/50.00		-
02/02/2017	1.5 Equations	Homework	1	5 out of 5.00 (A)	Raw Score	5.00/5.00		1/25/2017 - 1/26/2017
01/31/2017	1.4 The Distributive Property	Homework	1	3 out of 5.00 (D-)	Raw Score	3.00/5.00		1/25/2017 - 1/26/2017
01/31/2017	Mid-Chapter Quiz	Quiz	0	20 out of 25.00 (B-)	Raw Score	20.00/25.00		-
01/30/2017	1.3 Properties of Numbers	Homework	1	5 out of 5.00 (A)	Raw Score	5.00/5.00		1/25/2017 - 1/26/2017
01/26/2017	1.2 Order of Operations	Homework	1	5 out of 5.00 (A)	Raw Score	5.00/5.00		1/25/2017 - 1/26/2017
01/24/2017	1.1 Variables & Expressions	Homework	0	5 out of 5.00 (A)	Raw Score	5.00/5.00		1/23/2017 - 5/31/2017
Totals						88.83 out of 100.0000 Current Score B+ (88.8%)		

### **LINQ Connect**

# LINQ Connect is a secure, online portal that allows families to:

- Make an online payment to their student's meal account
- Remotely monitor their student's accounts
- Set up automatic recurring payments
- Set up low balance email message alerts
- View and purchase fees assigned to their student in the Online Store
- Submit an online application for free and/or reduced meals
- View online breakfast and lunch menus

### NEED ADDITIONAL SUPPORT?

support@lingconnect.com

https://linqconnect.com

### How do I get started? It's as easy as 1, 2, 3:

### 1. Register

Create an account at <a href="https://linqconnect.com">https://linqconnect.com</a> and selecting Register.

### 2. Verify your Account

Verify your account by clicking on the email verification link sent to your email address.

### 3. Sign In

Now you can sign in at <a href="https://linqconnect.com">https://linqconnect.com</a> using your email and password.

### I just registered and when I try to log in it says, "Invalid email or password"?

Your account will not be active until you have verified your email address and password. Check your email for the verification link.

### What if I forget my Username or Password?

On the login page, click **Forgot your password?** Enter your email address and click **Reset Password**. A temporary password will be emailed to you. Upon logging in with the temporary password, you will be prompted to set your new password.

### When I log in, I do not see my student's account?

You will need to add your student to your LINQ Connect account. Click on + then **Type** and complete the information to link your student. You will need to complete this process for each student you wish to add.

### What if I have several student's in different districts?

You can add as many children student's as you need, as long as they attend a school district utilizing LINQ Connect for their meal payment account.

### How do I add money/make a payment to my child's account?

Once you have added your child to your LINQ Connect account, you can add money by clicking the **Add Money to Account** button on the dashboard or by clicking the **Meal Accounts** button on the student card. You can choose to either **Add to Balance** or set up a **New Recurring Payment with Auto Pay**.

If you select **Add to Balance**, the funds will be immediately available on your student's account upon completion of the transaction.

If you select **New Recurring Payment with Auto Pay**, you will be setting up a future automatic payment for the specified amount, frequency, day, and starting date that you choose.

### Can I set up automatic meal payments?

Yes. Click on **Auto Pay**. Enter the Payment Amount for each student, Frequency, Day, Starting Date, Billing Address, Payment Method, and click **Save**.

### How can I cancel or change my automatic meal payments?

Go to the Meal Accounts page and click on the trash can icon on the Auto Pay card.

### Can I transfer my funds from one student's account to another?

If your school district has added the transfer funds feature, you can transfer funds between accounts. To determine if you have access, navigate to the **Transfer Balances** card on the **Meal Accounts** page. If you see your student's name, you're able to transfer funds within the district. Funds can only be transferred for students within the same school district.

### Can I set spending limits on my student's account?

You can set specific spending limits on your student's account only if your school district has added the spending limits feature. To determine if you have access, navigate to the **Spending Limits** card on the **Meal Accounts** page and locate your child's name. Click on the pencil icon to the right to set a spending limit.

### Where do I find fees assigned to my student's account?

Fees assigned to your student will display on their student card on the Dashboard. Optional fees, such as sports tickets, can be added to your cart from the Online Store.

### Why can't I see assigned fees in LINQ Connect?

You will only see assigned fees if your district is using the Fee Management module. Only unpaid assigned fees display on your child's student card and dashboard.

### How do I view items in the Online Store?

There are two ways to do this. The first way is to select **Fees** on the student card. The second way is to select **Store** from the Navigation panel.

### Where can I download forms that are attached to fees (e.g., permission slips)?

There are two ways to access forms and links. First, go to the Online Store and select the **Fee**. Forms will be listed by name at the bottom of the screen. Click on a form to download it to your device. Second, you can select **Forms** from the Navigation panel and you'll see a complete library of forms and links.

### **How do I see my Transaction History?**

Transaction History includes all in school meal purchases as well as any online payments, fee payments or store purchases. You can see this detailed history and obtain an email copy of transactions by clicking **Transaction** > **History**.

# If I have more than one child in the district, can I deposit money one time and have the amount divided evenly among each of my student's accounts?

Yes, if your district has "Shared Accounts" for its students and you've requested this for your student. To determine if your student has been set up for shared accounts, select any payment option. If siblings are sharing an account, you'll see all your student's names listed next to the deposit amount. You can then enter the deposit amount—funds added will be shared between accounts until the funds have been depleted.

### I made an online meal payment. How long will it take before the funds will be available in my child's account?

If you selected **Add Money to Account**, the funds will be available immediately in your student's account upon completing the payment transaction.

If you selected **Add Auto Pay**, the funds will be available the following day from the day is scheduled to run. For example, if the payment is to be made every Monday, the funds will be available Tuesday morning.

### Is there a fee or service charge for making online payments?

Yes, you can find the processing fee during checkout.

### What credit cards/methods of payment can I use?

Go to the **Payment Methods** card on your profile and select **New Payment Method** to identify which methods you can use.

### When entering my Payment Method, it asks for a "Description"— what do I put?

This is a free form field, and you can name it anything. For example, you can name it "Household Credit Card" or "Chase Credit Card."

### I am trying to enter my credit card information and it keeps saying "Invalid Card"—what am I doing wrong?

The system will not allow you to continue if any required items are missing. Check to see that you have entered the following:

- 1. Check to see that the credit card information is correct.
- 2. Make sure the type of card you are entering is accepted. For example, American Express or Discover may not be accepted.

### I am trying to make a payment but the "Confirm and Pay" button is gray, and I can't continue?

The system will not allow you to continue if any required items are missing. Check to see that you have entered the following correctly:

- 1. Billing address
- 2. Credit card information

### Can I receive a notification when my student's account balance is low?

Yes. The system is defaulted to send an email reminder when the balance falls below \$5.00. You can change the Payment Reminder by editing the dollar amount on the **Payment Reminder** card on the Meal Accounts page.

### How can I see activity on my student's account?

Click on **History** to view previous transaction history.

### What happens to the money in my student's account at the end of the school year?

Your account balance moves with your student from grade to grade and school to school (within the district).

### How can I remove a student from my LINQ Connect account?

Open the student card and click on the three dots in the bottom right-hand corner, where you can select Remove.

### How can I be sure my information is safe?

LINQ Connect is protected by 256-bit SSL encryption between all browsers and our centralized data center.

### Why is there a "pending" charge on my bank statement after my card was declined?

It is common practice in the banking industry to hold the transaction fee on online payments. The fee may temporarily appear on your bank statement, but the fee will automatically be removed in approximately 1-8 banking days. If you have any questions about this fee, please contact your credit card company directly.

### How can I apply for free/reduced meals online?

### 1. Apply

Go to <a href="https://lingconnect.com">https://lingconnect.com</a> and click Start Meal Application.

### 2. Log In

If you have already registered for a LINQ Connect account and have logged in, you can click on **Start Meal Application**.

### How will I find out the status of my free/reduced meal application?

The district will notify you within 10 school days, either by email or letter. If you have not received a notice, please contact the school district's child nutrition department directly. You can access your eligibility letter once your district has processed the application within the Notification bell in the upper right corner of the dashboard.

### How can I update my email address and password?

In the upper right-hand corner, click on the Profile icon, then select your account name. To change your email address, select the **Update Email** button. To update your password, click on **Update Password**.

### Can I see my student's school menu online?

Yes, if the school is using TITAN Menu Planning. From the login screen on linqconnect.com, enter your district's name into **Check District Menu**.

### When should I contact the Child Nutrition Department of my student's school district?

- If you would like a refund
- If you have a question about your child's meal service or activity on their account
- If you would like to restrict your student from purchasing items due to allergens or restrictions
- If you have questions related to your student's meal account

# My spouse and I are no longer together. Can we both have access to LINQ Connect to view our student's accounts, but with separate accounts and logins?

Yes. Simply set up a new account with your email address. When you link your student to your account, you can then view account balances and deposit funds separately. Your financial information will only be visible to you. However, available student balances will be visible to any guardian or family member who has access to your student through LINQ Connect.

### Can I access my account through any browser?

You can access your account through any browser except Internet Explorer, which is no longer supported.

### Can I access my account through a mobile app?

Yes, you will need to download the new LINQ Connect app in the Apple Store available soon or Google Play Store available now. The app can be downloaded now and will go live on May 23rd.

### How can I deposit funds to the Feed it Forward program?

On the **Meal Accounts** page, scroll to the **Feed it Forward** section and select an available district and will help support your district in funding meals for those who cannot. Please note this is separate from your student(s) having an account balance.

### What Is the web address for meal applications?

Please utilize <a href="https://linqconnect.com">https://linqconnect.com</a> for your meal applications.

### Will there be an option for families to view menus If the district doesn't use the Front of House portion of Titan?

If your district has enabled this feature, you can view your schools menu through LINQ Connect.

### Will families need to create a login to view menus?

No, an account is not required to view menus, they can view on linqconnect.com by entering the district name in the **Check District Menus** card.





### **Ethnic and Racial Demographic Designation Form**

Studen	t's First Name:		Middle Nan	ne/Initial: ˌ		Last Name:		
Date of	f Birth: [	istrict:				School:		
Minneso Parents federal	are required to report ethnicity ota state law, Minnesota disagg or guardians are not required to questions (in bold), federal law te the form. State questions are	regates each o answer the requires sch	n category into d e federal questio ools to choose f	etailed grounns (in bold) or you. This	ups to for the sister a	o further repres their children. If last resort—we	ent ou you c prefe	ur student populations. choose not to answer the r if parents or guardians
currentl learn m	ormation helps improve teachir ly underserved. The information ore about the purpose of collected. Ed. The privacy notice can be fo	this form co	ollects is conside rmation, how it	red private will be used	info	rmation. You ca d not used, and I	n revie	ew the privacy notice to ne detailed groups were
Mexica	tudent Hispanic/Latino as d n, Puerto Rican, South or Ce ust select "yes" or "no" to this	ntral Ameri	_					-
	Yes [If yes, go to Question A.	-		0	No	[If no, go to Qu	estion	11
	ies [i] yes, go to question A.			O	140	[ij iio, go to Qu	ESLIUI	<i>i 1.</i> ]
	Optional Question A: If yes answered by school staff):	was choser	above, select	all that ap <sub>l</sub>	ply f	rom the list be	low (	this question will not be
	<ul><li>□ Decline to indicate</li><li>□ Colombian</li><li>□ Ecuadorian</li></ul>	<ul><li>☐ Guate</li><li>☐ Mexic</li><li>☐ Puerto</li></ul>	an I	□ Salvado □ Spaniar Spanish	d/Sp	oanish/		Other Hispanic/Latino Unknown
	Go to Question 1.							
[Select	"yes" to at least one of the Qu	estions (1-6)	below.]					
state o	on 1: Does the student iden f Minnesota definition includ in cultural identification thro id/funding.]	es persons	having origins	in any of t	he o	riginal peoples	of N	orth America who
0	<b>Yes</b> [If yes, go to Question 1a.	1		0	No	[If no, go to Que	estion	2.]
	Optional Question 1a: If yearswered by school staff):	was chose	n above, select	all that ap				. ,
	<ul><li>□ Decline to indicate</li><li>□ Anishinaabe/Ojibwe</li></ul>		Cherokee Dakota/Lakot			Other North A Unknown	meric	an Indian Tribal Affiliation
	Go to Question 2.							

<sup>&</sup>lt;sup>1</sup>Federal Register, Vol. 72, No. 202/Friday, October 19, 2007/Notices/59274

Question 2. Is the student American Inc	dian from South o	or Central America?				
O Yes [Go to Question 3.]		O <b>No</b> [Go t	o Question 3.]			
origins in any of the original peoples of t Cambodia, China, India, Japan, Korea, M	the Far East, Soutl	neast Asia, or the Indiar the Philippine Islands, <sup>-</sup>	subcontinent including, for example, Thailand, and Vietnam.1			
Optional Question 3a. If yes was cho answered by school staff):	osen above, select	all that apply from the	list below (this question will not be			
<ul><li>Decline to indicate</li><li>Asian Indian</li><li>Burmese</li></ul>	<ul><li>□ Chinese</li><li>□ Filipino</li><li>□ Hmong</li></ul>					
Go to Question 4.						
		-	covernment? The federal definition			
O <b>Yes</b> [If yes, go to Question 4a.]		O No [If no	, go to Question 5.]			
Optional Question 4a. If yes was cho answered by school staff):	osen above, select	all that apply from the	list below (this question will not be			
□ Decline to indicate		Ethiopian-Other	□ Somali			
Go to Question 5.	_	go.te	_ ••			
O Yes [Go to Question 6.]		O <b>No</b> [Go t	o Question 6.]			
	•	_	,			
O Yes		O No				
Parent(s)/Guardian Name	Asian Indian   Filipino   No [If no, go to Question 4.]  Setion 4. Is the student black or African American as defined by the federal grovernment? The federal government? The federal definition includes persons having ins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, inbodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.¹  O Yes [If yes, go to Question 3a.]  Optional Question 3a. If yes was chosen above, select all that apply from the list below (this question will not be answered by school staff):    Decline to indicate   Chinese   Karen   Other Asian   Other Asian   Hmong   Vietnamese  Go to Question 4.    Setion 4. Is the student black or African American as defined by the federal government? The federal definition undes persons having origins in any of the black racial groups of Africa.¹  O Yes [If yes, go to Question 4a.] O No [If no, go to Question 5.]  Optional Question 4a. If yes was chosen above, select all that apply from the list below (this question will not be answered by school staff):    Decline to indicate   Ethiopian-Other   Somali   Other black   Dierian   Dierian   Other black   Dierian   Dierian   Other Pacific ids.³  O Yes [Go to Question 6.]					
Parent(s)/Guardian Signature						

Print/Save



### CENTURY ELEMENTARY SCHOOL LIST BY GRADE

#### **VOLUNTARY PRE-KINDERGARTEN**

Please write your child's name on the inside of their folder before open house so they get their own folder back!

- Washable Broad Crayola Markers
- 3 Elmer's Glue Sticks
- 1 Elmer's Washable Glue Bottle
- 1 Plastic Pocket Folder for Backpack Mail
- Lysol or Clorox Disinfecting Wipes
- Box of Kleenex
- Roll of Paper Towels
- Pre-Packaged Snacks for 24
- \$5 Supply Fee Envelope for Classroom Parties

The following items aren't required, but greatly appreciated:

- Dry Erase Markers
- Baby Wipes
- Napkins
- Themed Stickers
- Ziplock Bags: Quart& Gallon
- Paper Plates: Large or Small
- Hand Sanitizer
- Blue Hand—Wipe Rags

#### **KINDERGARTEN**

Please check the teacher specific supply lists as well

- 2 plastic folders with prongs
- 12 #2 wooden pencils (not plastic coated)
- 2 boxes of 24 crayons
- 1 large box of Kleenex
- 1 large school backpack (no wheels)
- 1 package of Crayola markers
- 1 box of crackers or similar snack (to be shared)
- Tennis shoes with good traction/soles
- 6 glue sticks or 1 glue bottle
- 1 child's Fiskars scissors
- Headphones (NO earbuds or Bluetooth)
- Water bottle with name on it

#### **FIRST GRADE**

Please check the teacher specific supply lists as well

 12- #2 sharpened Ticonderoga wooden pencils (not plastic coated)

- 2 glue sticks
- 2 containers of Lysol wipes
- 1 school box (about 5"x8")
- 1 backpack (no wheels)
- 1 pointed child's Fiskars scissors
- 1 large box of Kleenex
- Corded plug-in headphones (please no earbuds or headphones that need to be charged!)
- 1 large pencil eraser
- 1 ream of colored copy paper
- Tennis shoes that tie
- 1 box of 24 count Crayola crayons
- 4 Expo dry erase markers
- 1 (4oz) bottle of Elmer's glue (no gel or colors)
- 2 sturdy plastic folders WITH PRONGS
- 1 3-ring binder (1" with plastic sleeve on the front cover)
- Water bottle with name on it
- 1 box of any sized Ziplock bags

#### SECOND GRADE

Please check the teacher specific supply lists as well

- 2 wide-lined 70-sheet spiral notebooks
- Large pink eraser
- 1 large box of Kleenex
- 1 box of Crayola crayons
- 1 container of disinfectant wipes
- 2 large or 4 small glue sticks
- Plastic 5"x8" pencil box
- 2 plastic folders with pockets
- 4 Expo dry erase markers
- Backpack (no wheels)
- Tennis shoes that tie
- 24 #2 sharpened pencils (no plastic coating)
- Index cards
- Post it notes
- 1 pack of colored pencils
- Headphones
- Water bottle with name on it
- Recommended: addition/subtraction flash cards for practice at home
- Scissors

#### THIRD GRADE

- 3 wide-ruled spiral notebooks
- Headphones
- Backpack (no wheels)
- Scissors



### CENTURY ELEMENTARY SCHOOL LIST BY GRADE

- 4 Expo dry erase markers (dark colors with broad tip)
- 1 deck of playing cards
- 6 Elmer's alue sticks
- Plastic 5"x8" pencil box
- 2 boxes of Kleenex
- 12 pk of #2 pencils
- Tennis shoes that tie
- 1 pk of Crayola crayons or colored pencils
- Crayola markers
- Erasers
- 1 ream of colored copy paper
- Water bottle with name on it
- 2 containers of Lysol wipes

#### **FOURTH GRADE**

- Backpack
- Crayons or colored pencils
- Headphones (if we don't have yours from 3rd grade)
- Scissors
- Glue Sticks
- 12-24 #2 wooden pencils
- 1-2 Highlighters
- Pencil-top erasers or large eraser
- Pack of low odor Expo markers
- White board eraser
- 3-4 wide-ruled notebooks
- Pocket folders
- 1-2 boxes of Kleenex
- 2 boxes of Lysol/Clorox wipes

#### FIFTH GRADE

- 2 dozen pencils- NO mechanical pencils
- Headphones or earbuds
- 5 spiral notebooks
- Scissors
- Colored pencils
- Big eraser
- 2 big boxes of Kleenex
- Glue stick
- Highlighter
- 5-2 pocket folders
- Disinfecting wipes

#### SIXTH GRADE

- 2 ½" binder
- 5 folders for binder
- Pencil pouch with 3 holes
- Scissors
- Highlighter

- Colored pencils
- Pens
- Markers (package or 8 or more)
- 2 notebooks
- 2 composition notebooks
- Erasers, glue sticks, hand-held pencil sharpener
- Headphones/earbuds
- 1 box of Kleenex
- Pack of Expo markers
- 2 dozen pencils
- TI30xs Multiview or Casio fx-300ES Plus Scientific calculator (optional)
- 1 container of Clorox wipes

<sup>\*</sup>please do not send pencil sharpeners or binders

### 7th & 8th Grade Supply List

### Required Personal Use Items

Headphones or Earbuds (Nothing Wireless)

Scientific Calculator

(Casio fx-300ES OR TI-30xiis)

Ruler

Pencils

Pens

5 Notebooks

5 Folders

Colored Pencils

Hand Held Pencil Sharpener

Markers

Highlighters

Scissors

Gluesticks

### Items to Donate to Homeroom Classroom

Facial Tissues

Hand Sanitizer

Sanitizing Wipes

Expo Markers

Wooden Pencils

Colored Pencils

Markers

Glue Sticks

# Park Rapids Area High School General Supplies for students

### All 9-12 Classes:

Pencils

**Folders** 

3-ring binder

Loose leaf paper

**Notebooks** 

**Head phones** 

### **Physical Education:**

Gym clothes/shoes

### ART:

Photography I & II-SD Card

Drawing, Painting, Fund/ Art-Pencil, Eraser

Graphic Design, Calligraphy-Pencil, Eraser

**MATH:** In addition to the above we also highly recommend a calculator. A TI-30x IIs is what our department uses. For students in Adv. Algebra 2, Algebra 2, Trig/Statistics, College Algebra and Calculus a TI-84 plus would be very useful. If you have any questions, please contact your math teacher.

# IF YOU WISH TO DONATE ANY ITEM TO YOUR CHILD'S CLASS, PLEASE REFER TO THIS LIST:

- Low-odor Expo dry erase markers
- Kleenex
- Pencils



### PARK RAPIDS AREA SCHOOLS 2025-2026 CALENDAR



Aug 25 <sup>th</sup> – 28 <sup>th</sup> Staff Development
August 27 <sup>th</sup> Open House
August 29 <sup>th</sup> Floating Staff Development day
September 1 <sup>st</sup> No School K-12, Labor Day
September 2 <sup>nd</sup> School Begins
September 22 <sup>nd</sup> No School, Staff Development Day
October 16 <sup>th</sup> & 17 <sup>th</sup> No School
October 20 <sup>th</sup> & 22 <sup>nd</sup> K - 6 <sup>th</sup> Grade P/T Conferences
October 22 <sup>nd</sup> 7 <sup>th</sup> – 12 <sup>th</sup> Grade P/T Conference
November 25 <sup>th</sup> End of the Trimester
November 26 <sup>th</sup> No School, Staff Development Day
November 27 <sup>th</sup> & 28 <sup>th</sup> No School, Thanksgiving Break
Dec. 24 <sup>th</sup> – Jan. 1 <sup>st</sup> No School, Winter Break
January 2 <sup>nd</sup> No School, Staff Development day
January 14 <sup>th</sup> 7 <sup>th</sup> – 12 <sup>th</sup> Grade P/T Conference
January 19 <sup>th</sup> No School, Staff Development Day
February 16 <sup>th</sup> No School
February 26 <sup>th</sup> End of the Trimester
February 27 <sup>th</sup> No School, Staff Development day
March 2 <sup>nd</sup> & 4 <sup>th</sup> K - 6 <sup>th</sup> Grade P/T Conferences
March 16 <sup>th</sup> No School, Staff Development Day
April 1 <sup>st</sup> 7 <sup>th</sup> – 12 <sup>th</sup> Grade P/T Conference
April 3 <sup>rd</sup> No School, Easter Break
April 6 <sup>th</sup> No School, Easter Break
April 20 <sup>th</sup> No School, Staff Development Day
May 22 <sup>nd</sup> Last day of school/Early Out
May 24 <sup>th</sup> Graduation
May 25 <sup>th</sup> No School, Memorial Day
E-Learning Days will be held in the event of unplanned school closures due to
emergency situations 1st Trimester = 58 Days
2 <sup>nd</sup> Trimester = 54 Days
2 Hilliestel – 34 Days

Total - 168 student contact days
Total – 183 Teacher Contract days

\*\*2 Principal Discretionary Days (½ Open House, ½ Online Trainings, 1 day designated on August 29 to be used at some time in the month of August)

3<sup>rd</sup> Trimester = 56 Days

	KEY									
	No School Day – Students & Staff									
	End of Trimester									
	No School for Students – Staff Development									
,	Parent Teacher Conference									
	Last day of school/Early Out									

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<sup>\*\*2</sup> Parent Teacher Conference Days