



Friday, September 25, 2026

Viking Parents and Families,

Each new school year brings excitement, opportunities, and, of course, a few important reminders and required notifications. As we settle into the 2026–2027 school year, I want to make sure you have the information you need to stay informed and connected with Minneota Public Schools.

As part of our commitment to clear communication – and our responsibility to meet state and federal requirements – we annually provide families with information regarding certain school district policies, procedures, programs, and parent rights. Some of this information may apply directly to your family, while other sections may not. Regardless, we believe it is important that all families have access to the same information.

Attached to this email, you will find our **2026–2027 Annual Parent Notifications** document. The information is also available anytime on the Minneota Public Schools website. From the **Parents** tab at the top of the website, select **Annual Parent Notifications**, and then click **2026–2027 Annual Parent Notifications** to view the complete document.

I encourage you to take a few minutes to review the information. As always, if you have questions or would like clarification regarding any section, please feel free to contact me by email at scott.monson@minneotaschools.org or by phone at (507) 872-6175.

Thank you for your continued partnership and support of Minneota Public Schools. Working together with our families is an important part of making our school a great place for students to learn, grow, and succeed.

Have a great school year!

With Viking Pride,

Scott Monson
Superintendent of Schools

BULLYING PROHIBITION POLICY

A safe and civil environment is necessary for students to learn and achieve high academic standards and promote healthy relationships. Bullying, like other violent or disruptive behavior, interferes with a student's ability to learn and/or a teacher's ability to educate students in a safe environment.

The school district will take appropriate action to prevent, investigate, respond to, remediate, and discipline acts of bullying consistent with district policy and applicable law. The district prohibits bullying, intimidation, violence, reprisal, retaliation, and other similar disruptive and detrimental behavior.

A copy of Minnesota Public Schools' Bullying Prohibition Policy (*Policy #514*) can be accessed at [Board Policies & District Procedures - Minneota Independent School District 414](#).

DATA DESIGNATED AS DIRECTORY INFORMATION

The school district recognizes its responsibility to protect the privacy of student records in accordance with federal and state law. The district's policies and procedures comply with the Family Educational Rights and Privacy Act (FERPA), 20 United States Code Section 1232g, et seq., 34 Code of Federal Regulations Part 99, the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, and Minnesota Rules Parts 1205.0100–1205.2000.

Directory information means information contained in a student's education record that would not generally be considered harmful or an invasion of privacy if disclosed. Directory information includes:

- Student's name and photograph;
- Date and place of birth;
- Major field of study;
- Dates of attendance;
- Grade level and enrollment status;
- Participation in officially recognized activities and sports;
- Weight and height of athletic team members;
- Degrees, honors, and awards received;
- The most recent educational agency or institution attended by the student;
- Other similar information; and
- The name, address, and telephone number of the student's parent(s).

Directory information does **not** include a student's Social Security number or a student identification number (ID) if the ID may be used to access education records without one or more authentication factors, such as a personal identification number, password, or other factor known or possessed only by the authorized user. It also does not include identifying information regarding a student's religion, race, color, social position, or nationality.

Parents and eligible students have the right to refuse the release of students' names, addresses, and home telephone numbers for students in grades 11 and 12 without prior consent.

Parents and eligible students are being notified of:

- a) The types of personally identifiable information regarding students and/or parents that the school district has designated as directory information;
- b) The right of a parent or eligible student to refuse to allow the school district to designate any or all of this information as directory information; and
- c) The deadline for notifying the school district in writing that they do not want any or all of this information designated as directory information.

If a parent or eligible student wishes to opt out of directory information disclosures, written notice must be provided to the office of the school the student attends by October 15, 2026.

DISTRICT SURVEYS TO COLLECT STUDENT INFORMATION; PARENT NOTICE AND OPPORTUNITY FOR OPTING OUT

The school district may use surveys to obtain student opinions and information. Surveys, analyses, and evaluations conducted as part of programs funded through the U.S. Department of Education must comply with 20 United States Code Section 1232h.

The district's Student Surveys Policy includes the following parent rights and protections:

- a) Survey and Evaluation Materials: The right of a parent to inspect, upon request, a survey or evaluation created by a third party before it is administered or distributed to a student, within a reasonable period of time after the request is received.
- b) Student Privacy: Protections for student privacy when a survey or evaluation contains information covered by 20 United States Code Section 1232h, including the right of a parent to inspect the survey upon request.
- c) Instructional Materials: The right of a parent to inspect, upon request, instructional materials used as part of the student's educational curriculum within a reasonable period of time after the request is received.
- d) Physical Examinations or Screenings: Notice regarding physical examinations or screenings administered by the school district. This provision does not apply to surveys administered in accordance with the Individuals with Disabilities Education Act (20 United States Code Section 1400, et seq.).
- e) Personal Information: Protections regarding the collection, disclosure, or use of personal information from students for marketing or selling purposes.

"Personal information" means individually identifiable information, including a student's or parent's first and last name, physical address, telephone number, or Social Security number.

The marketing provision does not apply when personal information is collected, disclosed, or used exclusively to develop, evaluate, or provide educational products or services to students or educational institutions, including:

- Postsecondary education or military recruitment;
- Book clubs, magazines, and low-cost literary programs;
- Curriculum and instructional materials;
- Educational tests and assessments;
- Student fundraising activities; and
- Student recognition programs.

Parents have the right to inspect, upon request, any instrument used to collect personal information before it is administered or distributed to a student, within a reasonable period of time after the request is received.

To review Minnesota Public Schools Policy #520 – Student Surveys, go to [Board Policies & District Procedures - Minneota Independent School District 414](#).

EDUCATIONAL RIGHTS OF HOMELESS CHILDREN AND YOUTHS

The school district, through its homeless student liaison, Heather Anderson, High School Principal, shall ensure that public notice of the educational rights of homeless children and youths and unaccompanied youths is provided in locations frequented by parents, guardians, and unaccompanied youths, including schools, shelters, public libraries, and soup kitchens. The notice shall be provided in a manner and form understandable to parents, guardians, and unaccompanied youths.

Students living in shelters, hotels, or other temporary situations, as well as students in foster care, have certain rights and legal protections to ensure access to public education.

Minnesota Public Schools is guided by the McKinney-Vento Homeless Assistance Act and the Every Student Succeeds Act (ESSA). These laws provide protections and educational opportunities to help ensure that students experiencing homelessness and students in foster care have access to the same high academic standards and educational opportunities as other students in the district. If you know of a child or youth who may be experiencing homelessness, please contact Heather Anderson, Minneota High School Principal.

ENGLISH LEARNERS

Students whose home language is other than English, or who speak another language in addition to English, and who demonstrate limited English proficiency in speaking, listening, reading, or writing may be eligible for English Learner (EL) services. The goal of the program is to teach students social and academic English so that they will be able to fully participate in all classes and subjects taught in school.

Identification: When a parent/guardian indicates a language other than English on any question on the Minnesota Language Survey, an EL instructor will assess the student for eligibility for EL services when they first enroll in the district. Students are eligible for EL services based on English learner criteria established by the Minnesota Department of Education (MDE). Students who have qualified for EL services continue to be eligible, until they reach a level of English proficiency that allows them to independently access and succeed in the curriculum, as demonstrated by meeting exit criteria outlined by MDE.

Parent Notification: Parents will be notified within ten days of a student beginning EL Services each school year. The notification will include the criteria used to determine eligibility for EL Services, the child's level of English proficiency and general information about EL Services. Parents of English learners will be invited to meet with their child's EL instructor during fall Parent-Teacher Conferences to learn more about EL Services and how they can work cooperatively with the school to advance their child's English language skills.

EL Service Delivery: Minneota Public Schools offer language programs that are designed to meet the varying student needs across English proficiency levels. Our programs provide students at the beginning levels of English proficiency with more intensive services than students at the transitional levels. Decisions about service delivery are also made while considering special needs of English learners, which could include students with disabilities (e.g., 504 plan or IEPs), students with specific health challenges, students who are new to the country, education history, specific talents, or other individual factors.

Refusal of EL Services: Parents/guardians who do not wish their child to receive EL Services may refuse services by contacting your child's building principal. The request must be completed each year the parents wish to refuse EL Services.

SLIFE Identification: English learners with limited or interrupted formal education will be identified based on the following criteria:

- Come from a home where the language usually spoken is other than English, or usually speaks a language other than English;
- Enter school in the United States after grade 6;
- Have at least two years less schooling than the English learner's peers;
- Function at least two years below expected grade level in reading and mathematics; and
- May be preliterate in the English learner's native language.

Exit Criteria: English Learners who reach a level of English proficiency that allows them to independently access and succeed in the curriculum will be exited from English Learner Services. Students exit EL Services and are reclassified non-EL based on the MDE exit criteria for English Learners.

More Information: To inquire about EL services for your child, contact your child's building principal.

HAZING POLICY

Hazing activities of any type are inconsistent with the educational goals of the school district and are prohibited at all times. Hazing means committing an act against a student, or coercing a student into committing an act, which creates a substantial risk of harm to a person, in order for the student to be initiated into or affiliated with a student organization, or for any other purpose. Any person who believes he or she has been the target or victim of hazing or any person with knowledge or belief of conduct which may constitute hazing shall report the alleged acts immediately to an appropriate school district official designated by this policy. A person may report hazing anonymously. However, the school district may not rely solely on an anonymous report to determine discipline or other remedial responses. Minneota Public Schools Hazing Prohibition Policy (*Policy #625*) can be accessed at [Board Policies & District Procedures - Minneota Independent School District 414](#).

JUVENILE JUSTICE SYSTEM REQUEST

If our district receives a request to disclose student information to the juvenile justice system, we are obligated to notify the student's parent or guardian by certified mail of the request to disclose information before disclosing the information. See Minn. Stat. 13.32, Subd. 8(c) for additional information.

LEAD IN SCHOOL DRINKING WATER

Minnesota Statute 121A.335 requires public school buildings to test for lead in water every 5 years. This statute also requires school districts to make the results of the testing available to the public for review and notify parents of the availability of the information.

Minneota Public Schools conducts lead-in-drinking-water testing per the Minnesota Department of Health guidelines. The district's lead-in-water management plan and testing program comply with Minnesota Statute 121A.335 and Minnesota Department of Health (MDH) and Minnesota Department of Education (MDE) guidelines.

For more information about the district's lead reduction program and testing results, please contact Les Engler, Director of Buildings and Grounds.

MALICIOUS AND SADISTIC CONDUCT

The term, "bullying," specifically includes cyberbullying, malicious and sadistic conduct, and sexual exploitation. Malicious and sadistic conduct means creating a hostile learning environment by acting with the intent to cause harm by intentionally injuring another without just cause or reason or engaging in extreme or excessive cruelty or delighting in cruelty.

Prohibited conduct means bullying, cyberbullying, malicious and sadistic conduct, sexual exploitation, or retaliation or reprisal for asserting, alleging, reporting, or providing information about such conduct or knowingly making a false report about prohibited conduct. Malicious and sadistic conduct involving race, color, creed, national origin, sex, age, marital status, status with regard to public assistance, disability, religion, sexual harassment, and sexual orientation and gender identity as defined in Minnesota Statutes, chapter 363A is prohibited.

This prohibition applies to students, independent contractors, teachers, administrators, and other school personnel. Malicious and sadistic conduct and sexual exploitation by a school district or school staff member, independent contractor, or enrolled student against a staff member, independent contractor, or student that occurs as described in district policy is prohibited. The district's Bullying Prohibition Policy (Policy #514) can be accessed at [Board Policies & District Procedures - Minneota Independent School District 414](#).

POSTSECONDARY ENROLLMENT OPPORTUNITIES

Postsecondary Enrollment Options (PSEO) is a program that allows 10th, 11th and 12th grade students to earn both high school and college credit while still in high school, through enrollment in and successful completion of college-level, nonsectarian courses at eligible participating postsecondary institutions. Most PSEO courses are offered on the campus of the postsecondary institution; some courses are offered online. Each participating college or university sets its own requirements for enrollment into the PSEO courses. Eleventh and 12th grade students may take PSEO courses on a full- or part-time basis; 10th graders may take one career/technical PSEO course. If they earn at least a grade C in that class, they may take additional PSEO courses.

There is no charge to PSEO students for tuition, books or fees for items that are required to participate in a course. Students must meet the PSEO residency and eligibility requirements and abide by participation limits specified in Minnesota Statutes, section 124D.09. Funds are available to help pay transportation expenses for qualifying students to participate in PSEO courses on

college campuses. Schools must provide information to all students in grades 8-11 and their families by March 1, every year.

Students must notify their school by October 30 and by May 30 of each year if they want to participate in PSEO for the current school year and for the upcoming school year. For current information about the PSEO program, visit the Minnesota Department of Education's Postsecondary Enrollment Options (PSEO) webpage, <https://education.mn.gov/mde/fam/dual/pseo/index.htm>..

To assist the district in planning, a pupil must inform the district by October 30 or May 30 of each year of the pupil's intent to enroll in postsecondary courses during the following academic term. A pupil is bound by notifying (or not notifying) the district by October 30 or May 30.

PROCEDURAL SAFEGUARDS FOR STUDENTS WITH A DISABILITY

The material contained in this document and the link below is intended to provide general information regarding special education rights and procedural safeguards provided to parents of children ages 3 through 21 under state and federal law. This document and link explain some of the rights and procedural safeguards provided to parents under the Individuals with Disabilities Education Act (IDEA), the implementing regulations at 34 CFR Part 300, and applicable Minnesota laws and regulations. It is not a complete list or explanation of those rights.

For more information regarding special education rights and procedural safeguards, visit the Minnesota Department of Education's Procedural Safeguards webpage, <https://education.mn.gov/mde/dse/sped/proc/>.

RADON TESTING

Minneota Public Schools may conduct radon testing according to Minnesota Department of Health "Radon Testing Plan" (Minnesota Statute 123B.571). Any person interested in discussing the district Radon Testing program or results, please contact Les Engler, Director of Buildings and Grounds.

RIGHT TO ELECT AGAINST SAYING THE PLEDGE OF ALLEGIANCE

The school board recognizes the need to display an appropriate United States flag and to provide instruction to students in the proper etiquette, display, and respect of the flag. The purpose of the district's Pledge of Allegiance policy (*Policy #531*) is to provide for recitation of the Pledge of Allegiance and instruction in school to help further that end. Anyone who does not wish to participate in reciting the Pledge of Allegiance for any personal reasons may elect not to do so. Students and school personnel must respect another person's right to make that choice. You can access a copy of Policy #531 at [Board Policies & District Procedures - Minneota Independent School District 414](#).

SCHOOL DISTRICT ANNUAL REPORT CARD/MINNESOTA REPORT CARD

The MN Department of Education Report Card is meant to provide easy access to understandable district and school data. This interactive tool is designed to provide parents, educators, schools, districts, and citizens with easy access to important information about schools to help you make decisions and be engaged in the education of Minnesota students. The Report Card for our district can be found at https://rc.education.mn.gov/#mySchool/orgId--10414000000_groupType--district_p--3.

SCHOOL WELLNESS POLICY

A school district must post its current school wellness policy on its website. The Wellness Policy (*Policy #533*) for Minneota Public Schools can be accessed at [Board Policies & District Procedures - Minneota Independent School District 414](#).

SEXUAL, RELIGIOUS, AND RACIAL HARASSMENT AND VIOLENCE POLICY

The policy of the school district is to maintain a learning and working environment free from harassment and violence on the basis of race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability (Protected Class). The school district prohibits harassment or violence on the basis of Protected Class.

A violation of this policy occurs when any student, teacher, administrator, or other school district personnel harasses a student, teacher, administrator, or other school district personnel based on a person's Protected Class, as defined by this policy.

The school district will investigate all complaints, either formal or informal, verbal or written, of harassment or violence based on a person's Protected Class and will discipline or take appropriate action against any student, teacher, administrator, or other school district personnel found to have violated this policy.

Minneota Public Schools Harassment and Violence Policy (*Policy #413*) can be accessed at [Board Policies & District Procedures - Minneota Independent School District 414](#).

STUDENT DATA PRIVACY POLICY

Minneota Public Schools is providing reasonable notice of the adoption or continued use of policies concerning student privacy directly to the parents of students enrolled in the district. Policy #722 [*Public Data and Data Subject Requests*] can be accessed at [Board Policies & District Procedures - Minneota Independent School District 414](#).

STUDENTS RIGHTS PROTECTION OF PUPIL RIGHTS AMENDMENT

PPRA affords parents and students who are 18 or emancipated minors ("eligible students") certain rights regarding our conduct of surveys, collection, and use of information for marketing purposes, and certain physical exams.

These include the right to:

- A. Consent before students is required to submit to a survey that concerns one or more of the following protected areas (protected information survey) if the survey is funded in whole or in part by a program of the U.S. Department of Education:
 1. Political affiliations or beliefs of the student or student's parent;
 2. Mental or psychological problems of the student or student's family;
 3. Sex behavior or attitudes;
 4. Illegal, anti-social, self-incriminating, or demeaning behavior;
 5. Critical appraisals of others with whom respondents have close family relationships;
 6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;

7. Religious practices, affiliations, or beliefs of the student or parents; or
 8. Income, other than as required by law to determine program eligibility.
- B. Receive notice and an opportunity to opt a student out of:
1. Any other protected information survey, regardless of funding;
 2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
 3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.
- C. Inspect upon request and before administration or use:
1. Protected information surveys of students;
 2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
 3. Instructional material used as part of the educational curriculum.

Minneota Public Schools has developed and adopted policies regarding these rights, as well as arrangements to protect student privacy in the administration of protected surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes.

Parents will also be provided with an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

- Collection, disclosure, or use of personal information for marketing, sales, or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED.
- Any non-emergency, invasive physical examination or screening as described above.

Parents/eligible students who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-5920

Parents/eligible students who believe their rights have been violated may also file a complaint at <https://studentprivacy.ed.gov/file-a-complaint>.

USDA PUBLIC NOTIFICATION – NON-DISCRIMINATION STATEMENT

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, religious creed, disability, age, political beliefs, 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,

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 <https://www.usda.gov/non-discrimination-statement>.

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:

- (1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: program.intake@usda.gov.

Minneota Public Schools is an equal opportunity provider.