HOWARD LAKE • WAVERLY • WINSTED
DAN EDWARDS, ED. D., SUPERINTENDENT
8700 CTY RD 6 SW • PO BOX 708 • HOWARD LAKE, MN 55349
PHONE: 320-543-4646 • **FAX:** 320-543-4630

Welcome to the 2026-2027 School Year,

The time has come to welcome all students and families to the 2026-2027 school year. It is with great excitement that I look forward to this new year. As I prepare for the first day, I am excited for my 51st 'first day' of school. I believe this will be a fantastic year and I am honored to continue to serve as your Superintendent of Schools for HLWW Public Schools.

The month of July has been a busy time of preparation for us. Included in this mailing is the information you will need to get ready for the year ahead. Our staff eagerly awaits the arrival of your students. Whether they are returning for their final year as a Laker or just beginning their educational journey with us, we are ready to welcome them to the Laker family for the 2026-2027 school year. As a district, our vision remains "Every Laker, Every Day," and we are committed to bringing this to fruition for each of our students.

This year brings exciting transitions, most notably the launch of our new grade-level elementary buildings. Humphrey Elementary will now be home to our K-2 students and preschool programs, while Winsted Elementary will serve grades 3 & 4 and preschool programs. We are also excited to implement our new K-8 Language Arts curriculum, which aligns with the Science of Reading practices to further support our students' literacy growth.

I look forward to meeting many more students and families as we launch the school year together; please make sure to say "hi" when we cross paths in the coming weeks.

Sincerely,

Dan Edwards

Dan Edwards, Ed. D.
Superintendent
Howard Lake-Waverly-Winsted Schools

Welcome Back Information

Middle School Open House

Wednesday, August 26

Families are encouraged to attend based on the student's last name:

- **A–F:** 4:30–5:15 p.m.
- **G–K:** 5:15–6:00 p.m.
- **L–P:** 6:00–6:45 p.m.
- **Q–Z:** 6:45–7:30 p.m.

High School Open House

Wednesday, August 26

- **Open House:** 5:00–7:00 p.m.
- **New Student Orientation:** 6:15 p.m.

We look forward to welcoming you and your family as we begin another great school year!

Elementary Welcome Back Sessions

Humphrey Elementary and **Winsted Elementary** will host **Welcome Back Sessions on September 1 and 2** to help students and families prepare for the upcoming school year.

- **Humphrey Elementary:** Kindergarten–Grade 2
- **Winsted Elementary:** Grades 3–4

Additional information, including an electronic sign-up link, will be included in the teacher assignment letter sent in August by your elementary principal.

Preschool families: The first day of preschool is **Tuesday, September 8, 2026**. Information regarding morning and afternoon preschool schedules will be provided by **Community Education**.

We look forward to welcoming everyone back and wish all of our students and families a successful 2026–2027 school year!

2026–2027 School Year

The 2026–2027 school year is fast approaching, and we are excited to welcome our students and families back! Please review the information below for the first day of school, school hours, and important back-to-school events.

School/Grades	First Day of School	School Hours
High School/Middle School (Grades 5–9)	**Tuesday, September 1, 2026**	**7:55 a.m. – 3:00 p.m.**
High School (Grades 10–12)	**Wednesday, September 2, 2026**	**7:55 a.m. – 3:00p.m.**
Humphrey Elementary (Kindergarten–Grade 2)	**Thursday, September 3, 2026**	**8:10 a.m. – 2:40 p.m.**
Winsted Elementary (Grades 3–4)	**Thursday, September 3, 2026**	**8:10 a.m. – 2:40 p.m.**

HLWW Public Schools

2026-2027

Academic Year Calendar

FINAL

Key

No School	2HR Late Start
Workshop (no students)	Comp Day (no students/staff)
No School Elm Only & 2hr late start 5-12	
2 HR Early Release	

Approved 12-15-25, updated 10-14-26

August/September

Su	M	Tu	W	Th	F	Sa
23	24	25	26	27	28	29
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 26

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 26

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 26

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 27

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 27

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 27

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 27

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 27

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 27

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Events/Holidays

8/20 New Teacher Workshop
9/1 First Day of School grades 5-9
9/2 First Day of School grades 10-12
9/3 First Day of School grades K-4
9/4 No School
9/7 Labor Day
10/15 & 16 Fall Holiday
11/25-27 Thanksgiving Break
12/23 -1/1 Winter Break

1/18 Martin Luther King Day/Teacher Day
2/5 No School Elem Only-PT Conf
2/15 Presidents' Day
3/19 Teacher Workshop
3/22-26 - Spring Break
5/23 Graduation
5/31 Memorial Day

6/2 Last Day of School-early release
6/3 Last Day for Staff

HLWW Public Schools may use E-Learning Day plans for weather related closures. State Law allows for 5 E-Learning Days in a school year.

Open Houses

8/26 - Middle School - 4:30-7:30 p.m.

8/26 - High School - 5:00-7:00 p.m.

9/1 & 9/2 - K-4 Open House will be held during individual Welcome Back Day Sessions

Parent/Teacher Conferences

Humphrey Elementary - Nov 23 & 24 - 4-8pm; Feb 4 - 4-8pm; Feb 5 - 7:30am-1:30pm
Winsted Elementary - Nov 19 & 23 - 4-8pm; Feb 4 - 4-8pm; Feb 5 - 7:30am-1:30pm
Middle School - October 12 - 4:00-7:00 p.m.; February 18 & 22 - 3:00-8:00 p.m.
High School - October 12, December 21, February 22 - 4:00-7:00 p.m.

End of Quarters/Semesters

Mid-Quarter Dates - Sept 30; Dec 8; Feb 17; Apr 28	Elem/MS/HS
End of Quarters/Semesters - Oct 30; Jan 15; Mar 18; June 2	Elem/MS/HS

updated 10-14-26

HLWW High School

2026–2027 School Supply List

The Basics

- #2 Pencils with erasers
- Pens (Blue, Black, Red)
- Colored pencils or markers
- Spiral notebooks / Composition notebooks
- Combination lock for locker

Organizational Helpers

- Student Planner
- 3 Ring binders with pockets
- Tab Dividers
- Pocket Folders
- Backpack

Study Aids

- Calculator w/trig functions and fraction key (ie-Texas Instruments TI-84) (Highly Recommended)
- Highlighters
- Ruled/Unruled Index Cards

Nice- to- have supplies for high school

- Locker Stand/Organizer
- Pencil/Pen Pouch
- Pocket Stapler
- Tape
- Glue/Glue Sticks
- Loose-leaf Paper (College Ruled)
- Graph Paper
- Water Bottle

Donations

- Boxes of Kleenex
- Expo Markers
- Clorox Wipes

2026-27 HOWARD LAKE-WAVERLY-WINSTED MIDDLE SCHOOL SUPPLY LIST

Updated: 06/12/26

Note to all grade levels:

☑ ***Physical Education clothes/uniform will be required (gray or white t-shirt and dark sweatpants/shorts that meet dress code for length).***

☑ ***Athletic style shoes required (no Dudes, Crocs, Vans, Converse, Boots, etc.)***

FIFTH GRADE

√ **Wired Headphones or Earbuds ***
√ Three spiral notebooks: 1 blue, 1 red, 1 black or purple
√ 5 two pocket folders: yellow, green, red, blue and black
√ 4 boxes of #2 pencils: 2 for you, 2 for teacher
√ 1 ½ inch 3-ring white binder
√ Pencil pouch
√ Markers
√ Colored pencils
√ Scissors
√ Glue sticks
√ 1 box Kleenex
√ 1 container Clorox wipes
√ 2 dry erase markers, any color
√ Lanyard for lunch barcde card

SIXTH GRADE

√ **Wired Headphones or Earbuds ***
√ Calculator - TI-30X
√ 2 Composition Books (Math) one for each semester
√ Black, blue, and red pens (no gel pens)
√ 4 Boxes of #2 pencils - 2 for you, 2 for teacher
√ Erasers
√ Spiral Notebooks and folders for five subjects:
- LA- Blue
- Math- Red
- Reading- Yellow
- Social- Green
- Science- Purple/Black

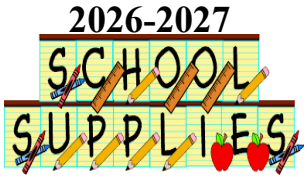
√ 12 count colored pencils
√ Markers
√ Two black dry erase markers
√ Scissors
√ Glue Sticks
√ Highlighters
√ 1 box Kleenex
√ 1 container Clorox wipes
√ Lanyard for lunch barcode card

SEVENTH & EIGHTH GRADE

√ **Wired Headphones or Earbuds*** (to be given to advisory teacher)
√ 1 boxes of Kleenex (to be given to advisory teacher)
√ 1 container Clorox wipes (to be given to advisory teacher)
√ Spiral Notebooks and folders for each class:
- LA- Blue
- Math- Red
- Health/PE-Yellow
- Social- Green
- Science-Purple folder & composition notebook

√ One extra notebook and folder (for exploratory class)
√ Black and blue pens (no gel pens)
√ Highlighters
√ Glue Sticks (at least 4 to start the year)
√ Scissors
√ Non-flexible Ruler
√ Markers (thin-tip)
√ 4 boxes of #2 pencils -2 will be given advisory teacher
√ 12 count colored pencils
√ Basic calculator
√ Lanyard for lunch barcode card

*** Essential for FastBridge assessments and MCA testing**



Howard Lake-Waverly-Winsted School District ISD #2687
Humphrey Elementary (Grades K-1-2) & Winsted Elementary (Grades 3-4)

Kindergarten
√ backpack (large enough to fit a pocket folder and zip closed with ease)
√ plastic two-pocket folder (2)
√ baby wipes (1 container)
√ Kleenex (1 large box)
√ napkins (1 large pack)
√ one set of extra clothes – long sleeve shirt, pants, socks, underwear (in a labeled zipper or plastic bag)
√ $30.00 school supply fee - items such as the following may be purchased by the kindergarten teachers and supplied to students: scissors, crayons, glue, pencils, erasers, markers, dry erase markers, pocket folders, highlighters, notebooks, plastic school box, binders, and consumable supplies for hands-on learning.
√ $80.00 snack fee – this covers the cost of snacks, utensils, plates, food-based learning activities and cooking projects.
√ $5.00 classroom celebration fee

Grade One
√ pencil box (5"x 8")
√ backpack
√ 1" 3-ring binder
√ Kleenex (1 large box)
√ disinfecting wipes or baby wipes (1 container)
√ $35.00 school supply fee - the following will be purchased in bulk through school: Crayola crayons, Crayola markers, binder materials, dry erase markers, glue, glue sticks, folders, pencils, spiral notebooks, erasers, scissors, and watercolor paints.
√ $5.00 classroom celebration fee

Grade Two
√ pencil box (5" x 8")
√ school bag
√ plastic two-pocket folder
√ Kleenex (1 large box)
√ Students bring items based on the beginning letter of their last name. A-K disinfecting wipes or baby wipes; L-Z paper towels.
√ $35.00 school supply fee - the following will be purchased in bulk through school and supplied to the students: crayons, markers, colored pencils, pens, glue sticks, school glue, folders, notebooks, binder, scissors and consumable supplies for hands-on learning.
√ wired headphones
√ $5.00 classroom celebration fee

Grades K-4 PE Shoes
A separate pair of shoes is NOT required for physical education (PE) classes. However, snow boots, sandals, high heels, etc., may not be worn on PE days. Please have your child bring a pair of tennis shoes for PE classes.

Grades K-4 (one per child)

--RESUABLE WATER BOTTLE

--WIRED HEADPHONES
(NOT Bluetooth/Wireless style)

Grades K-4, please **label all supplies** (using permanent marker/tape) with your child's name.

Grade Three
√ Kleenex (2 boxes)
√ Ticonderoga #2 pencils (24 count)
√ highlighters (4 pack)
√ multiplication flashcards
√ scissors
√ glue stick (2)
√ colored pencils, markers, and crayons
√ wide rule notebook
√ pencil box
√ 1" 3-ring binder w/clear cover
√ blue plastic folder (3-hole punched, no prongs)
√ Expo dry erase markers (4 pack or larger)
√ school bag
√ disinfecting wipes
√ composition notebook
√ 3x3 post-it notes (pack of 3)
√ wireless or wired mouse
√ wired headphones
√ $5.00 classroom celebration fee

Grade Four
√ pencil box
√ backpack
√ 1" binder
√ two-pocket folders (3-hole punched, 1 each color: red, blue, green, yellow)
√ composition notebook (2)
√ #2 pencils (24)
√ colored pencils (12)
√ markers (10)
√ Expo dry erase markers (4)
√ scissors
√ glue stick (6)
√ erasers (2)
√ highlighters (3-5)
√ pens
√ Clorox wipes
√ Kleenex (2 large boxes)
√ 3x3 post-it notes (1 pack)
√ wireless mouse
√ wired headphones
√ $5.00 classroom celebration fee
Please do not label the following supplies: pencils, colored pencils, markers, Expo dry erase makers, and highlighters.

School Supply Fee: For those grades that pay a school supply fee, you will not need to send replacement supplies throughout the school year.

Baby Wipes: For those grades that need baby wipes, they should be unscented, hypoallergenic and alcohol free.

HLWW Activities Parent Meeting

Open House • Wednesday, August 26, 2026 • 7:00 PM

Welcome! This annual meeting replaces the former seasonal PAC meetings. Registration information, eligibility rules, and the Activity Handbook will be reviewed. The meeting will last approximately 25 minutes followed by a Q&A with the Activities Director.

📅 Important Start Dates

Football (9-12): Mon. Aug. 17
Volleyball (9-12): Mon. Aug. 17
Cross Country (7-12): Mon. Aug. 17
Cheer (9-12): Mon. Aug. 17
7/8 Football & Volleyball: Tue. Sept. 1
7/8 Girls Basketball - Mon, Oct 26
Girls Basketball (9-12), Gymnastics (7-12) - Mon, Nov 16
Fall Musical Performances - Nov 20-22
Boys Basketball (9-12), Wrestling (7-12) - Mon, Nov 23
7/8 Boys Basketball - Mon, Jan 4
Softball (9-12), Track and Field (9-12) - Mon, Mar 15
Golf (7-12), Baseball (9-12) - Mon, Mar 22
7/8 Baseball, Softball and Track and Field - Mon, Apr 5
Spring Play Performances - April 15-16
Clay Target, Speech, DECA, Knowledge Bowl - TBD

💲 Fees & Passes

Activity Fees
• HS (9-12): $165
• MS (7-8): $135
• $15 early registration discount (up to one week before season)
• Individual Caps: HS $330 • MS $270 - After a student registers for 2 activities (excluding FFA), all subsequent registrations are free.
• Family Cap: $750

🎟️ Event Admission

Adults: $8
Students: $6
• Admission charged for 9th/C-squad games in Activity Center.
• Passes valid for regular-season home events only excludes tournaments.

Activity Passes
• Student: $50
• Adult: $70
• Family: $200 (includes free live streaming)
• Seniors (65+): Free
• Non-transferable & non-refundable.

✅ Registration & Physicals

Complete online registration and payment before participation.
Payment Plans available for those in need.
Athletes need a sports physical every 3 years.
Contact your clinic or the Activities Office to verify physical status.

Schedules:
gobound.com/mn/schools/hlww

Questions? Contact the HLWW Activities Office.
Activities Director - Joe Puncochar - jpuncochar@hlww.k12.mn.us
Activities Director Assistant - Danielle Kuznia - dkuznia@hlww.k12.mn.us

Thank you for supporting Laker Activities!

HOWARD LAKE
WAVERLY · WINSTED
Public Schools

8700 County Road 6 SW
Howard Lake, MN 55349
320.543.3900

Annual Notification of Rights: Protection and Privacy of Educational Rights

Pursuant to the requirements of ISD #2687 Howard Lake-Waverly-Winsted School District's Policy regarding educational data privacy, the following constitutes the School District's annual notification to parents and students regarding data privacy practices of the School District.

The School District has adopted a Data Privacy and Student Records Policy incorporating state and federal requirements as to data privacy rights. In summary, the policy provides:

A. Privacy Rights

Educational records which identify, or could be used to identify, a student other than directory information, may not be released to a member of the public without the written permission of the student's parents or guardians, or the student, if he or she is age 18 or attends a post-secondary institution ("eligible student"), unless permitted by state or federal law.

B. Directory Information

Directory information includes a student's picture, parents' name, student's name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, grade levels completed, degrees and awards received, the most recent previous educational agency or institution attended by the student and other similar information. Directory information may be released to the public without prior parent or eligible student consent unless the parent or eligible student has objected in writing to the release of one or more categories of such information. Directory information does not include identifying data which references religion, race, color, social position or nationality. Directory information also does not include a student's social security number or a student's identification number ("ID") if the ID may be used to access education records without use of one or more factors that authenticate the student's identity, such as a personal identification number, password, or other factor known or possessed only by the authorized user. A parent of a student or an eligible student in the District may refuse to permit the release of any or all categories of directory information by contacting the building principal in which said student attends and completing the form Non-release of Information (please contact school secretary for a non-release of information form). This objection must be given to the District within thirty (30) days of this publication notice. Data collected from non-public school students, other than those who receive shared time educational services, shall not be designated as directory information unless written consent is given by the student's parent or guardian.

C. Inspection of Records

Parents of a student or an eligible student may request to inspect and review any of the student's educational records except those which are, by state or federal law, made confidential or are otherwise private with respect to another individual. A written request should be submitted to the building principal designating those records requested to be reviewed. The School District will comply with the request immediately if possible and if not, within ten days, exclusive of weekends and holidays. Copies of records may be obtained at the actual cost of reproduction or as set forth in School District policies and procedures.

D. Challenge to Accuracy of Records

A parent or eligible student who believes that specific information in the student's educational records is inaccurate, misleading, incomplete or violates the privacy of the student, may request that the School District amend or correct the record in question. A request shall be in writing, directed to the Superintendent and shall identify the information that is requested to be changed and, the reason for the request.

If the Superintendent, within a period of thirty (30) days, declines to amend the record as requested, the parent or eligible student will be advised in writing of their right to request and obtain a hearing.

If either the Superintendent or Commissioner determines that the record in question is inaccurate, misleading, incomplete or violates the privacy rights of the student, the record will be amended, and the parents or eligible student will be notified. Data in dispute will be disclosed only if the statement of disagreement of the parent or eligible student is included with the disputed data.

E. Transfer of Records to Other Schools

ISD #2687 Howard Lake-Waverly-Winsted forwards educational records of students to other schools, school districts and post-secondary educational institutions in which a student seeks or intends to enroll or is already enrolled upon request of that school or school district as long as the disclosure is for the purposes related to the student's enrollment. A parent or eligible student may request and receive a copy of the records which are transferred and may, pursuant to the policy, challenge the accuracy of the records. The District does not, however, individually notify parents or eligible students prior to such transfer. Educational records may include information about disciplinary action taken as a result of any incident in which the student possessed or used a dangerous weapon, suspension and expulsion information pursuant to section 7165 of the Federal No Child Left Behind Act and data regarding a student's history of violent behavior and any disposition order which adjudicates the student as delinquent for committing an illegal act on School District property and certain other illegal acts.

Annual Notification of Rights: Protection and Privacy of Educational Rights (continued)

F. Data Sharing Within the School District

The School District may disclose education records to other school officials within the School District if the School District has determined they have legitimate educational interests. For purposes of such disclosure, a "school official" is a person employed by the School District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or other employee; a person serving on the school board; a person or company with whom the School District has consulted to perform a specific task (such as an attorney, auditor, medical consultant, therapist, public information officer, or data practices compliance official); or a parent or student serving on an official committee, such as a disciplinary or grievance committee; or any individual assisting a school official in the performance of his or her tasks. A school official has a "legitimate educational interest" if the individual needs to review an education record in order to fulfill his or her professional responsibility and includes, but is not limited to, an interest directly related to classroom instruction, teaching, student achievement and progress, discipline of a student, and student health and welfare and the ability to respond to a request for educational data;

G. Release of Data to Military Recruiters

Pursuant to applicable law, the School District gives notice to parents of students and eligible students in grades 11 and 12 of their rights regarding release of information to military recruiting officers and post-secondary educational institutions. The School District must release the names, addresses, home telephone numbers, and dates of birth of students in grades 11 and 12 to military recruiting officers and post-secondary educational institutions within sixty (60) days after the date of the request. Data released to military recruiting officers under this provision may be used only for the purpose of providing information to students about military service, state and federal veterans' education benefits, and other career and educational opportunities provided by the military and cannot be further disseminated to any other person except personnel of the recruiting services of the armed forces.

Should the parent of a student or the eligible student so desire, any or all of the listed information will not be disclosed to military recruiting officers and post-secondary educational institutions without prior consent.

In order to refuse the release of this information without prior consent, the parent or eligible student must make a written request to the building principal by October 1 of each year. This written request must include the following information:

(1) Name of student and parent, as appropriate;

(2) Home address;

(3) Student's grade level;

(4) School presently attended by student;

(5) Parent's legal relationship to student, if applicable;

(6) Specific category or categories of information which are not to be released to military recruiting officers and post-secondary educational institutions without prior consent; and

(7) Specific category or categories of directory information which are not to be released to the public, including military recruiting officers and post-secondary educational institutions.

Notice: Refusal to release the above information to military recruiting officers and post-secondary educational institutions alone does not affect the School District's release of directory information to the public, including military recruiting officers and post-secondary educational institutions. In order to make any directory information about a student private, the procedures contained in the directory information section of this notice also must be followed. If you do not want your child's or eligible student's directory information released to military recruiting officers or post-secondary educational institutions, you also must notify the School District that you do not want this directory information released to any member of the public, including military recruiting officers and post-secondary educational institutions.

H. Data Collection Rights

A parent or eligible student, when asked to supply private or confidential data, shall be informed of:

a. The purpose and intended use of the requested data;

b. Whether he/she may refuse or is legally required to supply the requested data;

c. Any known consequence arising from his/her supplying or refusing to supply the data;

d. The identity of the persons or entities authorized by state or federal law to receive the data.

I. Complaints for Non-Compliance

Parents and eligible students may submit written complaints of violation of rights accorded them by the Family Education Rights and Privacy Act to the Family Education Rights and Privacy Act Office, U.S. Department of Education, 400 Maryland Avenue SW, Washington, DC 20201. Requests for copies of the School District's Data Privacy and Student Records Policy and questions should be addressed to:

Superintendent of Schools, ISD #2687 Howard Lake-Waverly-Winsted, PO Box 708, Howard Lake, MN 55349.

2026-2027 Indoor Air Quality Notification

The Howard Lake-Waverly-Winsted School District has adopted an Indoor Air Quality Management Plan. This plan will be used by the School District to identify and implement the Districts commitment to the best indoor air quality for the student, parents, and staff. The plan contains maintenance procedures, building surveys, IAQ policies, and procedures for handling indoor air quality concerns and complaints. If you would like to view the Indoor Air Quality Management Plan or if you have any questions or concerns regarding indoor air quality at any of the districts buildings, please contact the districts Indoor Air Quality Coordinator, the Superintendent at 320-543-4646.

Allergy Alert

Based on studies in the United States approximately 1 out of 125 children has a peanut allergy. Allergies to peanuts, shellfish, and eggs, along with other allergies have increased in the last decade. Therefore, it seems that it is likely that we will have students with food allergies in our school system. A table will be set aside for students with peanut and other food allergies as needed. Our goal is to keep all students safe!

Testing for Lead in Drinking Water

MN Schools are required to start testing all drinking water sources in their facilities for the presence of lead. In 2020-2024, ALL HLWW sites were tested for lead in drinking water. As part of a five-year process beginning in 2020, HLWW tested its five sites (High School, Middle School, Humphrey Elementary, Winsted Elementary, MAWSECO facility) on a rotating basis.

The results of these tests can be found on our webpage. Any questions please contact the Superintendent at 320-543-4646.

2026-2027 Pesticide Notification

A Minnesota state law requires that schools inform parents and guardians if they apply certain pesticides on school property. 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. The HLWW School District does not apply pesticides on school property unless all other measures have failed to control the problem. In the event that insect control sprays and dusts need to be applied, it will only be done when students are absent from the area, and will be out of the area until any spray and any odor has dissipated. If you would like to be notified prior to a chemical application, please contact the Superintendent at the district office 320-543-4646.

2026-2027 Asbestos Notification

HLWW Public Schools has a stringent inspection and management program for all asbestos containing building materials. As a matter of policy, the District will maintain a safe and healthful environment for our community's youth and employees. The HLWW High School/Middle School and the MAWSECO buildings were built without specifying asbestos containing material. All accessible asbestos containing building materials were removed prior to the remodeling of Winsted Elementary and Humphrey Elementary Schools. A copy of the asbestos management plan is available for review in the district office. The district will charge reasonable costs to make copies of the management plan. Questions related to the plan should be directed to Wayne Warzecha at 320-293-0397.

Radon Testing

HLWW Public Schools conducted radon testing of all its facilities (High School, Middle School, Winsted Elementary, Humphrey Elementary, and MAWSECO) from 2018-2021. All results were well below the allowable levels of radon as advised by the Minnesota Department of Health (MDH), and no mitigation measures needed to be taken.

The results of these tests are on file at the District Office.

Unless the District has a future construction project, it will no longer test for radon, unless advised or required under the guidance of MDH.

Human Rights Notice

Any person who believes he or she has been the victim of religious, racial or sexual harassment or violence by a pupil, teacher, administrator or other school personnel of the school district, or any person with knowledge or belief of conduct which may constitute religious, racial or sexual harassment or violence toward a student, teacher, administrator or other school personnel should report the alleged acts immediately to the appropriate school district official designated by this policy.

The school district encourages the reporting party or complainant to use the report form available from the principal of each building, but oral reports shall be considered complaints, as well. Nothing in this policy shall prevent any person from reporting harassment or violence directly to a school district human rights officer or to the superintendent.

District Human Rights Officer: Superintendent Dr. Dan Edwards
Phone: 320-543-4646, ext. 4620; PO Box 708 Howard Lake, MN 55349

Notice of Program Accessibility for Persons with Disabilities

All programs or activities offered by the Howard Lake-Waverly-Winsted School District, when viewed in their entirety, shall be readily accessible to individuals with disabilities. Information relating to the existence, location or relocation of services, activities, and facilities that are accessible to and usable by individuals with disabilities can be obtained upon request. Services, activities, and facilities are relocatable, but only as required by law. Please contact the School District's Superintendent at: Superintendent Dr. Dan Edwards, Howard Lake-Waverly-Winsted School District, 8700 County Road 6 SW, PO Box 708, Howard Lake, MN 55349, Telephone number (320) 543-4646.

Interested persons, who need auxiliary aids and/or services for effective communication in programs or activities, including persons with impaired vision or hearing, are invited to make their needs and preferences known to the School District's Superintendent. Disabled individuals who need auxiliary aids and/or services to attend a meeting or function at school should make a request for reasonable accommodations within a reasonable time before the date of the event or function.

Wellness Policy

The Child Nutrition and WIC Reauthorization Act of 2004 (Public Law 108-265), passed by the U.S. Congress and signed into law by the President, established a new provision requiring districts/schools participating in the federally funded school meal programs to develop and implement a local wellness policy by the beginning of the 2006 school year.

The District will actively inform families and the public each year of basic information about this policy, including its content, any updates to the policy, and implementation status. The District will make this information available via the district website and/or district-wide communications. The District will provide as much information as possible about the school nutrition environment. This will include a summary of the District's events or activities related to wellness policy implementation. Annually, the District will also publicize the name and contact information of the Superintendent or designee, leading and coordinating the committee, as well as information on how the public can get involved with the school wellness committee. If you would like to review the policy or connected materials, they can be found on our school district website at www.hlww.k12.mn.us under the policy section - Policy #533 or you can contact HLWW Human Resource Coordinator, Jennifer Borrell at the 320-543-4622, if you have further questions.

Employment and Services Criminal History Background Checks

The School District has adopted a policy, the purpose of which is to promote the physical, social, and psychological well-being of its students. Pursuant to this policy, the School District shall seek criminal history background checks for all applicants who receive an offer of employment with the School District. The School District also shall seek criminal history background checks for all individuals, except enrolled student volunteers, who are offered the opportunity to provide athletic coaching services or other extracurricular academic coaching services to the School District, regardless of whether compensation is paid. These positions include, but are not limited to, all athletic coaches, extracurricular academic coaches, assistants, and advisors. The School District may elect to seek criminal history background checks for other volunteers, independent contractors, and student employees.

Title I

As part of the federal compliance guidelines for schools receiving Title I funding, parents of each student attending a school receiving Title I funds may request information regarding the professional qualifications of the students' classroom teachers.

Humphrey and Winsted Elementary receive Title I funding within the HLWW School District.

Initial information regarding your child's teacher can be found via the MDE website: http://www.education.state.mn.us/mde/index.html under the upper tab "Educator Excellence." Select "Licensing" within the drop down menu, then click the link "Teacher Licensure Lookup" in the center of the page. Enter the teacher's first and last name to find out more about his/her current licensure status. Information can also be requested by contacting Jennifer Olson, Elementary Principal, at either of the two elementary buildings (Humphrey Elementary—320-543-4680, or Winsted Elementary—320-543-4690).

Returned Check(s) / NSF

In the unlikely event your check is returned due to NSF or a closed bank account, your check may be collected electronically along with the state allowed fee. Your check is welcome as payment. Our School District has established the following policy for accepting checks and collecting bad checks: for a check to be an acceptable form of payment it must include your current, full and accurate name, address, and telephone number. When paying by check you authorize the recovery of unpaid checks and the recovery of the state allowed fee by means of electronic re-presentment or by paper draft.

2026-27 MN Student Privacy Law for Digital Tools:

Howard Lake-Waverly-Winsted Public School uses a variety of digital tools to support student learning. Technology vendors and software is utilized to support work as we help all students develop the skills necessary to succeed in an ever-changing world.

For additional questions regarding specific digital tools used in classrooms please reach out to Travis Eldred, HLWW Technology Director, at teldred@hlww.k12.mn.us.

School Closings, Delays & District Notifications

The safety of our students and staff is our highest priority. In general, school will remain in session if road conditions allow our buses to safely complete their routes. When weather conditions are questionable, district staff carefully monitor road conditions and weather forecasts before determining whether to open on time, delay the start of school, dismiss early, or close school.

In some cases, the district may implement an **E-Learning Day** instead of canceling school due to weather.

We recognize that weather conditions can vary throughout the district. Even when school is in session, parents and guardians are encouraged to use their own judgment when deciding whether it is safe for their child to travel to and from school.

District Notification System
Howard Lake-Waverly-Winsted Public Schools uses a district-wide notification system to keep families informed of important information, including:

- School closings, delays, and E-Learning Days
- Emergency and safety notifications
- School events and reminders
- Parent-teacher conferences
- Report card distribution
- Open houses and other district announcements

Notifications may be sent by phone, email, and text message to the contact information you have on file.

Please be sure to update your child's emergency contact information during Open House or whenever your contact information changes. Keeping your information current helps ensure you receive important district communications promptly.

Receive Text Messages
To receive district text message alerts, simply text **"Y"** or **"Yes"** to **67587**. This free service provides notifications about school closings, safety alerts, important events, and other district updates.
You may opt out of text messages at any time by replying **"STOP"** to any district text message.
If you have questions about the district notification system, please contact **Travis Eldred, Director of Technology**, at **teldred@hlww.k12.mn.us**.

Bullying Prohibition Policy

A safe and civil environment is needed for students to learn and attain high academic standards and to promote healthy human relationships. Bullying, like other violent or disruptive behavior, is conduct that interferes with a student's ability to learn and/or a teacher's ability to educate students in a safe environment. The school district cannot monitor the activities of students at all times and eliminate all incidents of bullying between students, particularly when students are not under the direct supervision of school personnel. However, to the extent such conduct affects the educational environment of the school district and the rights and welfare of its students and is within the control of the school district in its normal operations, the school district intends to prevent bullying and to take action to investigate, respond to, and to remediate and discipline for those acts of bullying which have not been successfully prevented. The purpose of this policy is to assist the school district in its goal of preventing and responding to acts of bullying, intimidation, violence, reprisal, retaliation, and other similar disruptive and detrimental behavior.

An act of bullying, by either an individual student or a group of students, is expressly prohibited on school premises, on school district property, at school functions or activities, or on school transportation. This policy applies not only to students who directly engage in an act of bullying but also to students who, by their indirect behavior, condone or support another student's act of bullying. This policy also applies to any student whose conduct at any time or in any place constitutes bullying or other prohibited conduct that interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student or other students, or materially and substantially interferes with a student's educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges. This policy also applies to an act of cyberbullying regardless of whether such act is committed on or off school district property and/or with or without the use of school district resources.

If you would like a copy of HLWW's Bully Prohibition Policy #514, please see our school website at www.hlww.k12.mn.us or contact the building principal for a copy.

American Indian Parent Advisory

The American Indian Parent Committee (AIPAC) serves as an advisory to help ensure that American Indian students are receiving culturally relevant and equitable educational opportunities. AIPAC is critical to the achievement and success of American Indian students at HLWW and offers a valuable opportunity to strengthen district and parent partnerships. AIPAC meets three times per year.

AIPAC must be comprised primarily of parents of American Indian students within the district. American Indian secondary students and American Indian district staff are also eligible to serve on the committee, as are American Indian community members. While non-Native district staff may participate in the AIPAC meetings, they are not official committee members, and should not outnumber committee members at meetings.

Prior to March 1 of each year, AIPAC meets to discuss whether or not they concur with the educational offerings that have been extended by the district to American Indian students. If the AIPAC finds that the district and/or school board have been meeting the needs of American Indian students, they issue a vote and resolution of concurrence. If they find that the district and/or school board have not been meeting the needs of American Indian students, they issue a vote and resolution of nonconcurrence.

HLWW AIPAC always welcomes American Indian parents, students and staff to join. Please reach out to Kelli Westling with questions or if wishing to join. kwestling@hlww.k12.mn.us

HOWARD LAKE
WAVERLY · WINSTED
Public Schools

Morgan Gandrud, RN
District Licensed School Nurse
763-290-3889
mgandrud@hlww.k12.mn.us

Welcome to the new school year! HLWW health office staff are excited for the upcoming school year and look forward to supporting the health of your student. We prioritize updating health records, school health plans, medication orders and immunizations at the start of the school year.

If your child has a physical or mental health condition such as severe allergies, asthma, seizures, diabetes, ADHD, anxiety, etc., please update their medication forms and healthcare provider's orders. This information must be updated annually *before* school starts.

Medications will not be administered at school until the appropriate forms are completed and received. Students that carry their own epi-pens and inhalers should have a current permission form on file, too. This gives school staff permission to administer the medication and help your student in an emergency. Medication forms are available on the school website under "Health Services". Medications must be in a current, labeled container from the pharmacy. If your child also takes the medication at home, ask your pharmacy to create a second labeled bottle for school. **Medications can only be transported to and from school by an adult.**

Immunization records must be up to date prior to the first day of school. Students are typically due for immunizations when they enter kindergarten, 7th and 12th grade. To review the recommended vaccine schedule, find resources to receive immunizations or to print the exemption form, please visit the school website under "Health Services → Immunization Requirements".

Please contact me if your child has a new health concern or if you have any questions regarding your child's health at school. I am happy to meet with you and your student before the school year begins. Call, text, or email me if you have any questions. Best wishes for a healthy school year!

Morgan Gandrud, RN, District Licensed School Nurse
Cell: 763-290-3889 | Email: mgandrud@hlww.k12.mn.us

Wright County Attorney

Brian A. Lutes

Justice Center
3700 Braddock Ave. NE
Suite 2100
Buffalo, MN 55313

Ph: (763) 682-7340
Fax: (763) 682-7700

www.co.wright.mn.us

July 1, 2025

Dear Parents:

As we approach a new school year, I am once again asking everyone (parents, guardians, schools, teachers, social workers) for their support and assistance in reducing truancy. COVID-19, distance learning and transitions back to in-person education have presented many challenges for our school districts, families, and students causing escalated truancy rates in recent years. Prior to the problems associated with COVID-19, we have all made a concerted effort, over the last years, to reduce truancy and were making progress. Your support and assistance in reducing the truancy rate is greatly appreciated. It was truly a team effort. When I met regularly with administrators and teachers from all school districts in Wright County, I consistently heard that schools have happily returned to a normal learning model. Similarly, we have returned to aggressively addressing truancy. Let's continue working together to get our children in school and reduce truancy.

I believe all children deserve a solid education to prepare them for the challenges of today's world. Likewise, I firmly believe parents want their children to receive the best possible education. Unfortunately, truancy deprives many children of their chance to obtain an education. If this letter does not pertain to you, I apologize. However, from my perspective the issue of truancy is important enough that I wanted to share with you some of my thoughts and concerns.

As the Wright County Attorney, I have supported open communication with our schools and have given many talks to various schools regarding the criminal justice system, the opportunities our great country offers, what it takes to be a good citizen, and the need for an education. As a father, I have five children who have received a public education in Wright County Schools with my youngest starting 8th grade this year. I also believe that to the best of our collective ability our children need to get an education without fearing drugs or violence. That is why I choose to sit on a number of Safe School Committees throughout the County. One of the issues raised in those committees is truancy. I have made the truancy issue a priority within my office. Eighteen years ago, my office participated in creating a truancy program by collaborating with schools, Social Services, Court Services, and the Courts to assist families facing truancy issues. The goal of the truancy program is to help families facilitate successful completion of their child's education. The program has been a success. Over ¾ of all families referred to the program in the last several years, excluding the difficult last couple of years, have been able to correct the truancy problem before Court involvement.

In the State of Minnesota, all children should attend school until the age of 18 and **must** attend school until the age of 17. *Minn. Stat. §120.A.22, Subd. 8.* **Continuing Truant** ...means a child who is under 17 years who is absent from attendance at school without lawful excuse for three days if the child is in elementary school or for three or more class periods on three days if the child is in middle school, junior high or high school. *Minn. Stat. §260.A.02. Subd. 3.* **Habitual truant** ...means a child under the age of 17 years who is absent from attendance at school without lawful excuse for seven school days if the child is in elementary school or for one or more class periods on seven school days if the child is in middle school, junior high or high school and who has not lawfully withdrawn from school. *Minn. Stat. §260C.007, Subd. 19.* Children who are truant can end up before a judge on a CHIPS (Children in Need of Protection or Services) Petition. It is the hope that through the truancy program, families who have a concern over truancy can be provided help to address the problem before a petition is filed.

There are many reasons why a child does not attend school: illness, family emergency, mental health issues, funeral, religious holiday, bullying at school, parent forgot to wake their child, parent did not know school schedule, child missed the bus and there was no back-up plan for transportation, child overslept, lack of awareness of the importance of an education, child didn't feel like going to school, child was sleepy, child thinks school is boring, and the parents did not understand their child's school attendance policy. Some of the above reasons are considered lawful excuses but many of the above are considered unlawful excuses.

The following are some tips for improving school attendance:

- Make your child's education a family priority.
- Tell your child how important his or her education is to them and you.
- Insist that your child attend school and do homework.
- Understand your child's school attendance policy.
- Make sure your child obeys curfew laws and gets plenty of sleep at night.
- Buy your child an alarm clock.
- Praise your child's effort.
- If possible, help with his or her homework.
- Do not enable your child by calling the school to cover illegal absences.
- If your child does not want to attend school, find out why. Talk to your child and listen for an answer. If there is a problem, try to solve it together.
- If your child refuses to go to school, do not be afraid to ask for help. Talk to school staff to find out if your child has a problem and what resources are available to you.
- Advocate for your child in the school system.

Regular school attendance is one of the most reliable predictors of academic achievement. Research shows that children who do not attend school do not learn at the same rate as children who do attend school. Also, in law enforcement circles, truancy is widely regarded as a gateway to crime. Research confirms that missing school is a key factor in predicting future delinquency and criminal behavior. Keeping children in school does not only promote educational success but is also a key crime prevention strategy.

Let us work together to reduce the truancy rate in Wright County. We owe it to our children. I ask for your help. I ask for your support. I thank you for your time and effort.

It is my sincere wish that our children's 2025--2026 school year is safe, productive and enjoyable.
Have a great year!

Brian A. Lutes

Brian A. Lutes
County Attorney

Wright County Attorney

Brian A. Lutes

Justice Center
3700 Braddock Ave. NE
Suite 2100
Buffalo, MN 55313

Ph: (763) 682-7340
Fax: (763) 682-7700

www.co.wright.mn.us

1 de julio de 2025

Estimados padres:

En 2007, la Fiscalía del Condado de Wright participó en la creación del Programa de Absentismo Escolar, colaborando con las escuelas del Condado de Wright, los Servicios Sociales, los Servicios Judiciales y los Tribunales para ayudar a las familias con problemas de ausentismo escolar. El objetivo del Programa de Absentismo Escolar es ayudar a las familias a facilitar la culminación exitosa de la educación de sus hijos. El programa ha sido un éxito, reduciendo la cantidad de casos de ausentismo escolar presentados ante el Tribunal del Condado de Wright en un 75% , con la excepción de los desafíos presentados por la COVID-19 y la educación a distancia.

Si la escuela ha identificado a su hijo como un ausente injustificado, se le pedirá que Participe en el Programa de Absentismo Escolar del Condado de Wright. Este programa está diseñado para informar a padres e hijos sobre las consecuencias del ausentismo escolar en el futuro del niño, qué puede suceder si persiste y los servicios disponibles para garantizar que su hijo reciba la educación que merece.

El Programa de Ausentismo Escolar del Condado de Wright se lleva a cabo en el Centro de Justicia del Condado de Wright y generalmente se lleva a cabo a las 5:00 p. m. del primer lunes de cada mes, de septiembre a junio, excepto festivos. Si su hijo o hija ha sido identificado como ausentista escolar, recibirá una invitación para reunirse con representantes del Condado durante una de estas reuniones.

En el estado de Minnesota, todos los niños deben asistir a la escuela hasta los 18 años y **deben** asistir a la escuela hasta los 17 años. Minn. Stat. §120A.22, subd. 8. **Ausentismo continuo** significa un niño menor de 17 años que está ausente de la asistencia a la escuela sin excusa legal durante tres días si el niño está en la escuela primaria o durante tres o más períodos de clase en tres días si el niño está en la escuela intermedia, secundaria o preparatoria. Minn. Stat. §260A.02, subd. 3. **Ausentismo habitual** significa un niño menor de 17 años que está ausente de la asistencia a la escuela sin excusa legal durante siete días escolares si el niño está en la escuela primaria o durante uno o más períodos de clase en siete días escolares si el niño está en la escuela intermedia, secundaria o preparatoria, o lo anterior o el niño tiene 17 años y no se ha retirado legalmente de la escuela. Minn. Stat. §260C.007, subd. 19.

Es importante comprender que se puede presentar una Petición de Ausentismo Escolar (CHIPS) después de la reunión si su hijo/a continúa faltando a la escuela sin justificación legal. Si tiene alguna pregunta sobre la asistencia de su hijo/a, comuníquese con la escuela.

Trabajemos juntos para reducir el ausentismo escolar en el condado de Wright. Se lo debemos a nuestros niños. Les pido su ayuda. Les pido su apoyo. Les agradezco su tiempo y esfuerzo.

Atentamente,

Brian A. Lutes

Brian A. Lutes
Fiscal del condado de Wright

Wright County Attorney

Brian A. Lutes

Justice Center
3700 Braddock Ave. NE
Suite 2100
Buffalo, MN 55313

Ph: (763) 682-7340
Fax: (763) 682-7700

www.co.wright.mn.us

1 de julio de 2025

Estimados padres:

Al acercarnos a un nuevo año escolar, les pido nuevamente a todos (padres, tutores, escuelas, maestros, trabajadores sociales) su apoyo y asistencia para reducir el ausentismo escolar. La COVID-19, el aprendizaje a distancia y la transición a la educación presencial han presentado muchos desafíos para nuestros distritos escolares, familias y estudiantes, lo que ha provocado un aumento en las tasas de ausentismo escolar en los últimos años. Antes de los problemas asociados con la COVID-19, todos hemos hecho un esfuerzo conjunto, en los últimos años, para reducir el ausentismo escolar y estábamos progresando. Agradezco enormemente su apoyo y asistencia para reducir la tasa de ausentismo escolar. Fue realmente un esfuerzo de equipo. Cuando me reuní regularmente con administradores y maestros de todos los distritos escolares del condado de Wright, escuché constantemente que las escuelas han regresado felizmente a un modelo de aprendizaje normal. De igual manera, hemos vuelto a abordar agresivamente el ausentismo escolar. Sigamos trabajando juntos para que nuestros niños asistan a la escuela y reducir el ausentismo escolar.

Creo que todos los niños merecen una educación sólida que los prepare para los desafíos del mundo actual. Asimismo, creo firmemente que los padres desean que sus hijos reciban la mejor educación posible. Desafortunadamente, el ausentismo escolar priva a muchos niños de la oportunidad de obtener una educación. Si esta carta no le concierne, le pido disculpas. Sin embargo, desde mi perspectiva, el problema del ausentismo escolar es tan importante que quería compartir con usted algunas de mis reflexiones e inquietudes.

Como Fiscal del Condado de Wright, he promovido una comunicación abierta con nuestras escuelas y he impartido numerosas charlas en diversas instituciones educativas sobre el sistema de justicia penal, las oportunidades que ofrece nuestro gran país, lo que se necesita para ser un buen ciudadano y la necesidad de una educación. Como padre, tengo cinco hijos que han recibido educación pública en las Escuelas del Condado de Wright; el menor comienza octavo grado este año. También creo que, en la medida de lo posible, nuestros hijos necesitan recibir una educación sin temor a las drogas ni a la violencia. Por eso he decidido formar parte de varios Comités de Seguridad Escolar en todo el Condado. Uno de los problemas que se plantean en estos comités es el ausentismo escolar. He priorizado este problema en mi oficina. Hace dieciocho años, mi oficina participó en la creación de un programa contra el ausentismo escolar, colaborando con escuelas, Servicios Sociales, Servicios Judiciales y los Tribunales para ayudar a las familias que enfrentan problemas de ausentismo escolar. El objetivo del programa es ayudar a las familias a facilitar la finalización exitosa de la educación de sus hijos. El programa ha sido un éxito. Más de ¾ de todas las familias derivadas al programa en los últimos años, excluyendo los últimos dos años difíciles, han podido corregir el problema del ausentismo escolar antes de la intervención del tribunal.

En el estado de Minnesota, todos los niños deben asistir a la escuela hasta los 18 años y **deben** asistir a la escuela hasta los 17 años. *Minn. Stat. §120A.22, Subd. 8.* Ausentismo **continuo...** significa un niño menor de 17 años que está ausente de la asistencia a la escuela sin una excusa legal durante tres días si el niño está en la escuela primaria o durante tres o más períodos de clase en tres días si el niño está en la escuela intermedia, secundaria o preparatoria. *Minn. Stat. §260A.02, Subd. 3.* Ausentismo **habitual...** significa un niño menor de 17 años que está ausente de la asistencia a la escuela sin una excusa legal durante siete días escolares si el niño está en la escuela primaria o durante uno o más períodos de clase en siete días escolares si el niño está en la escuela intermedia, secundaria o preparatoria y que no se ha retirado legalmente de la escuela. *Minn. Stat. §260C.007, Subd. 19.* Los niños que faltan a la escuela pueden comparecer ante un

juez mediante una petición CHIPS (Niños que Necesitan Protección o Servicios). Se espera que, a través del programa de ausentismo, las familias preocupadas por el ausentismo escolar puedan recibir ayuda para abordar el problema antes de presentar una petición.

Hay muchas razones por las que un niño no asiste a la escuela: enfermedad, emergencia familiar, problemas de salud mental, funeral, festividad religiosa, acoso escolar, padres que olvidaron despertar a su hijo, padres que desconocían el horario escolar, el niño perdió el autobús y no había un plan de transporte alternativo, el niño se quedó dormido, desconocimiento de la importancia de la educación, el niño no tenía ganas de ir a la escuela, el niño tenía sueño, el niño piensa que la escuela es aburrida y los padres no entendieron la política de asistencia escolar de su hijo. Algunas de las razones anteriores se consideran excusas legales, pero muchas se consideran ilegales.

A continuación se presentan algunos consejos para mejorar la asistencia escolar:

- Haga de la educación de su hijo una prioridad familiar.
- Dígale a su hijo lo importante que es su educación para él y para usted.
- Insista en que su hijo asista a la escuela y haga sus tareas.
- Comprenda la política de asistencia escolar de su hijo.
- Asegúrese de que su hijo obedezca las leyes de toque de queda y duerma lo suficiente por la noche.
- Cómprele a su hijo un reloj despertador.
- Elogie el esfuerzo de su hijo.
- Si es posible, ayúdelo con sus tareas.
- No permita que su hijo llame a la escuela para cubrir ausencias ilegales.
- Si su hijo no quiere ir a la escuela, averigüe por qué. Hable con su hijo y escuche. Respuesta. Si hay algún problema, intentemos resolverlo juntos.
- Si su hijo se niega a ir a la escuela, no dude en pedir ayuda. Hable con el personal de la escuela para... Descubra si su hijo tiene un problema y qué recursos tiene a su disposición.
- Abogue por su hijo en el sistema escolar.

La asistencia regular a la escuela es uno de los predictores más fiables del rendimiento académico. Investigación Los estudios demuestran que los niños que no asisten a la escuela no aprenden al mismo ritmo que los que sí asisten. Además, en las fuerzas del orden, el ausentismo escolar se considera una puerta de entrada a la delincuencia. Las investigaciones confirman que el ausentismo escolar es un factor clave para predecir la delincuencia y la conducta delictiva en el futuro. Mantener a los niños en la escuela no solo promueve el éxito educativo, sino que también es una estrategia clave para la prevención del delito.

Trabajemos juntos para reducir el ausentismo escolar en el condado de Wright. Se lo debemos a nuestros niños. Les pido su ayuda. Les pido su apoyo. Les agradezco su tiempo y esfuerzo.

Es mi más sincero deseo que el año escolar 2025-2026 de nuestros hijos sea seguro, productivo y agradable. ¡Que tengas un gran año!

Brian A. Lutes

Brian A. Lutes
Fiscal del condado

Wright County Attorney

Brian A. Lutes

Justice Center
3700 Braddock Ave. NE
Suite 2100
Buffalo, MN 55313

Ph: (763) 682-7340
Fax: (763) 682-7700

www.co.wright.mn.us

July 1, 2025

Dear Parents:

In 2007, the Wright County Attorney's Office participated in creating the Truancy Program by collaborating with Wright County schools, Social Services, Court Services and the Courts to assist families facing truancy issues. The goal of the Truancy Program is to help families facilitate successful completion of their children's education. The program has been a success, reducing the amount of truancy cases filed with the Court in Wright County by 75%, with the exception of the challenges presented by COVID-19 and distance learning.

If your child has been identified by his or her school as a truant, you will be asked to participate in the Wright County Truancy Program. This program is designed to present information to parents and children about the effects of truancy on the child's future, what can happen if the child remains truant and services that can be offered to help ensure that your child gets the education he or she deserves.

The Wright County Truancy Program is held at the Wright County Justice Center and generally occurs at 5:00 p.m. on the first Monday of the month from September to June, excluding holidays. If your son or daughter has been identified as a truant, you will receive an invitation to meet with representatives of the County during one of these meetings.

In the State of Minnesota, all children should attend school until the age of 18 and **must** attend school until the age of 17. Minn. Stat. §120A.22, subd. 8. **Continuing Truant** means a child who is under 17 years old who is absent from attendance at school without lawful excuse for three days if the child is in elementary school or for three or more class periods on three days if the child is in middle school, junior high or high school. Minn. Stat. §260A.02, subd. 3. **Habitual Truant** means a child under the age of 17 years old who is absent from attendance at school without lawful excuse for seven school days if the child is in elementary school or for one or more class periods on seven school days if the child is in middle school, junior high or high school, or the above or the child is 17 years old and has not lawfully withdrawn from school. Minn. Stat. §260C.007, subd. 19.

It is important to understand that a CHIPS (Child in Need of Protective Services) Truancy Petition may be filed after the meeting if your child continues to be absent from school without lawful excuse. If you have any questions about your child's attendance, please contact your child's school.

Let us work together to reduce the truancy rate in Wright County. We owe it to our children. I ask for your help. I ask for your support. I thank you for your time and effort.

Sincerely,

Brian A. Lutes

Brian A. Lutes
Wright County Attorney

Howard Lake - Waverly - Winsted Schools
ParentVue Information

Independent School District 2687

Howard Lake-Waverly-Winsted School District provides parent access through ParentVue to further promote educational excellence and to enhance communications. ParentVue provides parents with an opportunity to review their student's grades, assignments, schedule, attendance, health emergency information and much more.

If you DO NOT have a ParentVue account, you can create a ParentVue account by:

- Sending an email to parentvue@hlww.k12.mn.us
- Include the following information about your child:
    - First and last name
    - Grade level
    - School currently attending

You will receive a confirmation email with your login information.

If you have any questions or need help regarding ParentVue, please contact Travis Eldred at teldred@hlww.k12.mn.us or 320-543-4617

HOWARD LAKE • WAVERLY • WINSTED

DAN EDWARDS, ED. D, SUPERINTENDENT

8700 CTY RD 6 SW • PO BOX 708 • HOWARD LAKE, MN 55349

PHONE: 320-543-4646 • **FAX:** 320-543-4630

August 1, 2026

Volunteer at HLWW Public Schools

HLWW Public Schools has a long-standing tradition of support from our parents, families, and community members. We are grateful for the time and talents our volunteers share, helping create meaningful experiences for our students. Thank you for your interest in making a difference in our schools!

Volunteer information and required forms are available on the HLWW Public Schools website under the **District** tab by selecting **Volunteer**.

Before volunteering, please complete the following steps:

1. Review the **Volunteer Slideshow.**
2. Review the **Volunteer Bloodborne Pathogen (BBP) Handout.**
3. Review the **Bullying Policy Information for Volunteers.**
4. Complete the **Volunteer & Background Check Sign-Up Form.**

Please note: Submission of the Volunteer & Background Check Sign-Up Form provides your consent for HLWW Public Schools to conduct a background check.

Please allow **5–10 business days** for your application to be processed. Once your volunteer status has been approved, you will be contacted by your building secretary.

We sincerely appreciate your willingness to support our students, staff, and schools. We look forward to partnering with you and thank you for being an important part of the HLWW community!

Respectfully,

Dan Edwards

Dan Edwards, Ed. D.
Superintendent
Howard Lake-Waverly-Winsted Schools



Volunteers & Bloodborne Pathogens



Dear volunteers,

Thank you for sharing your time with the students and staff of ISD 2687. We welcome you and wish you a great experience!

Scraped knees, minor cuts and nosebleeds are a common occurrence in a population of young adults and children. It is important to be aware of bloodborne pathogens in these scenarios.

What is a bloodborne pathogen?

- Bloodborne pathogens are microscopic organisms in an infected person's blood. Diseases such as HIV/AIDS, hepatitis B, and hepatitis C are most commonly spread.

How could bloodborne pathogens spread at school?

- Bloodborne pathogens are spread through contact with infected blood.
- If blood is visible, bloodborne pathogens may also be found in body fluids such as nasal secretions, spit, vomit, urine or feces.
- The infection can enter your body through the eyes, mouth, nose or broken skin.

How do I protect myself from potential bloodborne pathogens?

- Treat all blood as if it contains bloodborne pathogens.
- Wash your hands with soap and water for at least 15 seconds if you suspect contact with blood or body fluids containing blood.
- Wait for a trained staff member with gloves to provide first aid. If a student is injured and bleeding, instruct them to hold pressure to the site independently.

What should I do if I suspect I was potentially exposed to a bloodborne pathogen?

- Contact the supervising staff member, a health office staff member or the district licensed school nurse *immediately* if you suspect you were potentially exposed to bloodborne pathogens. Health office staff will provide first aid and further instructions.

Morgan Gandrud, RN, District Licensed School Nurse
Cell: 763-290-3889
Email: mgandrud@hlww.k12.mn.us



6/2026 MJ



2026-2027

4.0 School Services- I.S.D. #2687
Howard Lake-Waverly-Winsted

Bus Routes
Shuttles and Transfers
Transportation Rules

School Start Dates

9/1-5th-9th Grade
9/2- 10th-12th Grade
9/3-K-4th Grade

PROTECT OUR CHILDREN

Know and Obey School Bus Laws

- **Flashing Amber Lights** are a pre-warning that The bus is preparing to stop.
- **Flashing Red Lights** and extended stop arm means that the bus is stopped to either load or unload school children.
- Coming from either direction **you must stop** when you see signals displayed.
- Stop at least 20 feet from the bus.

HLWW Bus Garage 320-543-4650
HLWW Main Number.....320-543-3900
HLWW District Office 320-543-4646
HLWW High School Office..... 320-543-4600
HLWW Middle School Office 320-543-4660
Humphrey Elementary Office 320-543-4680
Winsted Elementary Office 320-543-4690
HLWW Community Education Office.....320-543-4670

BUS ROUTE ASSIGNMENTS

If you would like to contact your bus driver please call the HLWW bus garage at 320-543-4650.

Regular Route Bus Preschool Bus

#1 James Galvan
#2 Kristin Sanderson (WES PRESCHOOL)
#3 Joe Borders (HES PRESCHOOL)
#4 Kari Berg (WES PRESCHOOL)
#5 Angie Moe (HES PRESCHOOL)
#6 Marlin Kottke
#7 Michelle Dahl
#8 Jami Berg (AM) Craig Kieser (PM)
#9 Julie Larson
#10 David Abbott
#11 Tim Edmondson
#12 Paul Larson
#14 Sharon Kottke
#15 Jody Kust
#16 Neal Wisch (AM) Greg Lammers (PM) (WRIGHT TECH BUS)

Bus route assignments and/or bus numbers are subject to change.

The main objective of the 4.0 transportation system is to provide your children with a safe and comfortable bus ride. It is important that we have open communication between us, the school district, the driver and the parents.

Minnesota state law states that transportation by school bus is a privilege, not a right. Inappropriate or unsafe behavior could result in the loss of this privilege.

Trespass on a School Bus

There is a trespassing on school buses law that is in effect. Minnesota Statute 609.605, Subd4a. (C), "Trespass on school, A person who boards a school bus when the bus is in 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." Please be aware that the driver is in charge of the bus. If they ask you to get off – please follow their directions. If you do not, it is considered a misdemeanor.

Consequences for school bus/bus stops misconduct will be imposed by the school district under adopted administrative discipline procedures. In addition, all school bus/bus stop misconduct will be reported to the school district's transportation director. Serious misconduct may be reported to local law enforcement.

Please note that all vehicles are equipped with video cameras and two-way radios, with base stations at HLWW High School, HLWW Middle School, Humphrey Elementary, Winsted Elementary, HLWW Community Education, HLWW District Office, and HLWW Bus Garage. We encourage you to contact us with questions or concerns by calling any of the numbers listed on the front page.

SHUTTLES AND TRANSFERS

AM Shuttles from the HS/MS

Bus #1, #2 - Winsted Elementary (Grades 3 &4) & Holy Trinity
Bus # 5, #7 - Humphrey Elementary (K-2)
Bus #6 - St. James

Elementary students attending school in Waverly or Winsted may switch to a different bus during their route. The bus will stop at the middle school/high school and will get on a different bus. Students who live in Waverly attending Humphrey Elementary Bus #10 may go directly to and from Humphrey Elementary depending on pick up and drop off locations. Winsted Elementary students who live in town near Winsted Elementary will be picked up & dropped off by Bus #14 and Bus #15 go directly to and from depending on pick up and drop off locations. Refer to ParentVue for more details on bussing information.

PM Shuttles to the HS/MS

Bus #2 - From Winsted Elementary To HS/MS (Including LAKER CARE)
Bus #5- From Humphrey Elementary to HS/MS (Including LAKER CARE)
Bus #4 From Holy Trinity
Bus #9 From St. James

IMPORTANT INFORMATION ON PICK-UPS AND DROP-OFFS*

There **will not** be any changes made to routes the first two weeks of school!

Wherever possible, bus stops will be combined to reduce the number of stops, and distance traveled, bus stops will be no more than ¼ mile from the end of the driveway.

Buses **will not** go up driveways to pick up or drop off students. Bus stops may not be visible from your home. Bus stops are collector points in the neighborhood and at generally located corners. If a parent/guardian is concerned about watching their child at the stop they will need to walk with them and supervise them at the bus stop. Daylight savings time/dark roads or cold weather **do not** determine stop changes.

Generally, we will not have buses travel into cul-de-sacs, private roads, dead-end streets or other areas where transportation is not able to safely and efficiently access. All students, regardless of age or grade, including preschools and daycares who reside in these types of areas, will need to walk or get a ride to the assigned bus stop.

All pick up and drop offs shall be consistent DAILY to eliminate the possibility of confusion on the part of all drivers, riders, school officials, and the transportation dept. There will only be one pick up/drop off per day. We will not be able to accommodate a weekly revolving schedule. Example: Every Monday will be the same pick up/drop off spots. We will not do any other Monday schedule. This includes children going to daycare. If a daycare provider is closed, it is the responsibility of the parent/guardian to make other arrangements to get your child to school.

****Bus drivers do NOT have the authority to make bus stop changes!**

Buses have a 5-minute window before and after scheduled time. Scheduled times are subject to change throughout the year with students being added to or taken off the bus. Students need to be outside waiting at their stop. Buses will stop at every stop, but it is not the drivers responsibility to wait for anyone. If there is a sub driver, they are instructed by me to stop and proceed if no one is in sight. If it is cold or rainy weather it is the parent/guardian's responsibility to have children dressed appropriately.

A temporary/short-term reassignment of the designated bus stop may be approved if the request can be accommodated with another existing bus route and bus stop, provided there is available seating. This request must be submitted in writing to a building administrator or secretary and the transportation department 48 hours before the requested date of change.

Bussing information can be viewed on **ParentVue.** Under the Student info tab click on Additional Information.

All students in 11th and 12th grade are removed from transportation. If your child is in need of bussing, please contact the transportation department and we will assign them to a bus.

If you have any questions, please contact Nicole McKee at 320-543-4650 or by email at nicole@fourpointo.com

**** If your child is NOT riding the bus or if he/she needs to be picked up and/or dropped off at a DIFFERENT location other than the previous school year, please contact the HLWW bus garage.**
******

SAFETY EQUIPMENT

All school buses operated by Howard Lake-Waverly-Winsted Schools are inspected annually and meet Minnesota and DOT standards plus carry additional equipment including video cameras, double crossover mirrors, lights on the stop arms and two-way radios.

PARENTS' ROLES

Each year we travel tens of thousands of miles transporting students to and from school and to school-related activities. Our goal is to accomplish this task safely and efficiently. Bus drivers have their hands full operating the bus safely with 70 or more children behind them. Safety awareness must begin at home.

· Stress the importance of remaining seated and quiet while the bus is moving. (Compare it to driving your car with several rambunctious, noisy youngsters jumping around in the back seat.)

· Train your children not to automatically expect traffic to stop for the red flashing lights. Many motorists fail to see or simply ignore the warning lights. Look before you cross.

· Have your children dress properly for bad weather. Vehicles can be delayed under such conditions. Proper dress will keep them comfortable if a delay occurs. Bright colors will make them more easily seen as winter brings dark mornings and snow piles around bus stops.

· Establish a leave time to get to the bus stop. A few minutes early will assure them of catching the bus and keeping it on schedule.



SAFETY TIPS

Waiting: Wait quietly away from traffic. Wait until the bus door opens. The bus could skid when stopping on the gravel or ice.

Loading: Quickly take your assigned seat and remain seated. A quick start may knock you down if you are not seated.

Unloading: Remain seated until the bus stops. Braking could cause falls and injuries. Move away from the bus quickly. There is a danger zone in front of and near the bus wheels. Wait for the driver's signal. The driver will signal when it is safe to cross. Students shall not board or exit the bus at any but their designated stop. We are responsible for your safe transportation to and from your stop.

Riding: A safe and more pleasurable ride can be accomplished with the full cooperation of students with the drivers. This includes a discipline policy which the School District has adopted to deal with behavioral problems.

The following steps are necessary for the driver to keep the bus safe, orderly, and clean: · Follow the driver's instructions - his/her full attention must be on driving safely.

· No throwing of anything.

· No abusive language, harassment or fighting.

· No food or drink on the bus.

· No pets or animals on the bus.

· No general abuse on the bus. Students will pay for vandalism.

· Overall avoid behavior that could cause discomfort to another student and/or the safe operation of the bus.

· Students who choose to disregard these safety rules will be given a Bus Report and dealt with by the administration.

Cellular Devices on Buses

· Cellular device usage by students while riding to and from school on the bus, or on the bus during school-sponsored activities is at the discretion of the bus driver and/or the student advisor/supervisor.

· Distracting behavior which creates an unsafe environment will not be tolerated.

· Cellular cameras and audio/video recorders may not be used on the bus.

· Keep light on low settings and absolutely no FLASH at any time is allowed while the bus is moving.

LITTLE LAKER LEARNERS PRESCHOOL

2026-2027 SCHOOL YEAR

Little Laker Learners

Classes for 3, 4 and 5 year olds

A great start for a successful learner!

School-based preschool programs are designed to help children learn, grow and develop, providing them with the skills and abilities for a successful transition to kindergarten and beyond.



- **Individualized Learning & Inclusion:** We get to know each student and tailor instruction so every child is engaged, supported and challenged.
- **Learning Through Play:** Play-based, hands-on experiences help children explore, problem-solve and build confidence.
- **Licensed Teachers & Caring Staff:** Our licensed Early Childhood teachers and staff bring expertise, warmth and a love of children to every classroom.
- **Engaging Classrooms & Environments:** Bright, welcoming classrooms include centers for dramatic play, art, building, sensory exploration, literacy and quiet time.
- **Connected to Howard Lake-Waverly-Winsted Schools:** As part of HLWW Public Schools, we partner closely with elementary staff to support a seamless bridge to kindergarten.
- **Family Partnerships:** We connect with families through conferences, regular communication and resources to support learning at home.
- **Flexible Program Options:** Morning and afternoon options are offered for 3, 4 and 5 year-olds to fit your family's schedule. Works with **Laker Care** to provide wrap around child care options.
- **School Readiness & Support:** Our program is aligned with Minnesota Early Learning Standards and uses ongoing observation and assessment to guide instruction and support each child's growth.



Parent Aware

QUALITY RATED

Little Laker Learners Preschool has earned the highest possible rating in the state's Parent Aware Quality Rating System, rating high quality school readiness preschool and child care programs.

Join us at Little Laker Learners Preschool!

Howard Lake-Waverly-Winsted Community Education
hlww.ce.eleyo.com 320-543-4670
LITTLELAKERLEARNERS@HLWW.K12.MN.US

LITTLE LAKER LEARNERS PRESCHOOL

HLWW.CE.ELEYO.COM
320-543-4670
LITTLELAKERLEARNERS@HLWW.K12.MN.US

Little Laker Learners Preschool offers fun and educational hands-on learning activities for children ages 3, 4 and 5. Students who attend Little Laker Learners Preschool have the opportunity to grow emotionally, physically, academically and socially by focusing on the Minnesota Early Learning Standards.

Little Laker Learners Preschool uses Creative Curriculum, the GOLD Assessment System, OWL and Everyday Math curriculums to achieve positive outcomes. By evaluating and planning, staff implements each child's learning experience and helps students reach their full potential by challenging students.

ENROLLMENT

Keep in mind that classes are first come, first serve so registering as soon as you can once registration opens will help make sure that you are able to enroll in the class that you prefer. Each registration we receive does not guarantee enrollment into your class, each registrant's application is pending approval of the Little Laker Learner staff and current number of students in class when enrollment was submitted.

Please note that it should take approximately 15-20 minutes to complete the registration process. When enrolling, please have the following information on hand before beginning the registration:

- Your preferred preschool class
- Emergency contacts
- Health and medication information, including primary physician, clinic and dentist clinic information.
- Electronic payment method (credit card or ACH)

All contract requests are pending approval by the Little Laker Learners Preschool office. Please allow up to 10 business days for processing.

Site Locations

Humphrey Elementary, Waverly **Winsted Elementary**



2026-2027

PreK 3

For children age 3-4 by September 1.

Tuesdays & Thursdays	8:10-10:40 am	Fee: $125 per month
Mondays, Wednesdays & Fridays	8:10-10:40 am	Fee: $180 per month

PreK 4

For children age 4-5 by September 1 who will enter kindergarten the fall of 2027.

Tuesdays & Thursdays	12:10-2:40 pm	Fee: $125 per month
Mondays, Wednesdays & Fridays	12:10-2:40 pm	Fee: $180 per month
Monday-Friday	12:10-2:40 pm	Fee: $240 per month *Humphrey, Waverly site only

TRANSPORTATION

There will be transportation options available for Little Laker Learner Preschool students for the 2026-2027 school year. Those that will be in need of middle of the day transport (after AM preschool, or before PM preschool), will be charged a monthly fee of $45 that will be included in their monthly invoice. Those being shuttled to and from Preschool and Laker Care, your monthly mid-day bus fee is covered by your Laker Care costs and will not be charged the $45.

Scholarships: Scholarships for preschool fees are available for families who qualify.

Preschool Registration online at **hlww.ce.eleyo.com** **Registration fee: $35 per child**

WELCOME TO LAKER CARE
GROWING LAKERS, TOGETHER

Pre-Laker Care 33 Months-5 Years

School Age Laker Care K- 6th Grade

6 am-5:45 pm

- **Current year: Limited openings - Enrollment is currently open**
- **Summer 2026: Enrollment is currently open**
- **Fall 2026: Enrollment is currently open**

Locations at Waverly and Howard Lake

Laker Care nurtures the developmental, social and academic growth of every child - from our youngest learners to our school-aged students - by partnering with the HLWW school district and fostering a supportive, small-town community environment.

We encourage curiosity, creativity and foundational skills tailored to each developmental stage. We provide reliable, high-quality care that supports our communities. Laker Care acts as a supportive extension of the home and the classroom - growing Lakers, together!





Check out additional information on Laker Care including Registration information at hlww.ce.eleyo.com or contact Jenn at 320-543-4670 ext. 3 or 651-304-4268

Follow Laker Care on facebook to see what students do during their time at Laker Care.



Pre Laker Care and School Age Laker Care

Summer and school year options available

Online enrollment at hlww.ce.eleyo.com

select carefully the age, season and site.

NEW SITE ADDED!

Site Locations

HLWW Middle School
Humphrey Elementary, Waverly (beginning September 2026)

Registration Fee

There is a non-refundable registration fee which must be submitted at the time of enrollment and renewed seasonally. Registration fees help cover the cost of processing registration and program supplies.

Summer 2026 - $45 per child, $100 family max
School Year 2026-2027 – $45 per child, $100 family max

PRE LAKER CARE (33 MONTHS-5 YEARS NOT IN KINDERGARTEN)

Full Day Rate participation anytime between 6 am-5:45 pm

Per Child Rates	5 days a week	4 days a week	3 days a week	2 days a week	Drop In Flat Rate Daily
June 2026-May 2027	$195 weekly ($39/day)	$164 weekly ($41/day)	$129 weekly ($43/day)	$92 weekly ($46/day)	$48/day

*Laker Care/Preschool Discount – If your child attends Little Laker Learners Preschool and Laker Care in the same day they will receive a $5.00 credit per day they attend both.

SCHOOL AGE SUMMER 2026 RATES – REGISTRATION FEE $45 PER CHILD

5 days a week	4 Days a week	3 Days a week	2 Days a week	Drop In Flat Rate
$165 weekly ($33/day)	$140 weekly ($35/day)	$111 weekly ($37/day)	$80 weekly ($40/day)	$42/day

School Age 2026-2027 fee structure based on number of days a week student is scheduled

Per Child Rates	5 days a week	4 days a week	3 days a week	2 days a week	Drop In Flat Rate
Before School	$50 weekly ($10/day)	$48 weekly ($12/day)	$42 weekly ($14/day)	$34 weekly ($17/day)	$19 daily
After School	$70 weekly ($14/day)	$64 weekly ($16/day)	$54 weekly ($18/day)	$38 weekly ($19/day)	$23 daily
Non-School day					$38 per day
Scheduled two hour late start					$18 per day

DEPARTMENT OF REVENUE
Published on Minnesota Department of Revenue (https://www.revenue.state.mn.us)
Last Updated December 15, 2025

K–12 Education Subtraction and Credit

Income Tax Fact Sheet 8

Minnesota has two programs to help families pay expenses related to their child's kindergarten through 12th grade (K–12) education: the K–12 Education Subtraction and the K–12 Education Credit. Both programs lower the tax you must pay and may even provide a larger refund when you file your Minnesota income tax return.

The amount of your subtraction or credit is based on the actual qualifying expenses you paid during the year for your child's K–12 education - for which you have documentation - up to the maximum amount allowed.

Open All [+] Close All [-]

Required Documentation

To claim either the subtraction or credit, you must have documentation (such as itemized receipts or invoices) to prove all specific qualifying expenses. Be sure to save your receipts and other documentation. The Minnesota Department of Revenue may ask you to provide these for review.

You may claim the subtraction and credit only to the extent of your actual expenses, and you cannot use the same expenses to claim both the subtraction and the credit.

We may require additional information, including the name of the organization or the qualified instructor to whom you paid fees for classroom or individual instruction.

Eligibility Requirements

To claim either the subtraction or credit, you must have paid qualifying expenses during the year to help your qualifying child's K-12 education. For details, see the "Qualifying Child" and "Qualifying Expenses" sections.

What is the subtraction and who qualifies?

If you purchased educational material or services for your child's K–12 education, you may be able to subtract your qualifying expenses from your taxable income (up to certain maximum amounts) when you file your Minnesota income tax return.

Unlike the K-12 Education Credit, there is no income limit to qualify for the K–12 Education Subtraction. Although you may qualify for the subtraction regardless of your filing status, your child must have attended a school located in Minnesota, Iowa, North Dakota, South Dakota, or Wisconsin.

What is the credit and who qualifies?

The education credit is a refundable credit that reduces your state income tax liability. If you qualify, you may claim a credit on your Minnesota income tax return equal to 75% of the qualifying expenses you paid during the year for your child's K–12 education, up to the maximum amounts.

> **For tax years 2022 and earlier** you must use household income to see if you qualify for the K-12 Education Credit.
>
> Generally, household income includes your Adjusted Gross Income (AGI) plus nontaxable income. To calculate household income, see the line instructions for Schedule M1ED, K-12 Education Credit.

To qualify for the education credit, your filing status must not be Married Filing Separately.

Additionally, your adjusted gross income must be below a certain limit for the year.

Income requirements. To qualify for the credit, your adjusted gross income must be under a certain limit based on the number of qualifying children you have in grades K–12 (see Qualifying child).

If your total number of qualifying children is:	Your household income limit is:
1 or 2	$81,820
3	$84,820
More than 3	$87,820, plus $3,000 for each additional child

Qualifying Child

A qualifying child must meet all of these requirements:

- Meet the definition of a qualifying child for the federal Earned Income Tax Credit
- Have been in grades K–12 during the year
- Have attended public or private school

Qualifying Expenses

In general, expenses that qualify for either the subtraction or the credit include:

- Instructor fees and tuition for classes or instruction taken **outside** the normal school day or school year, if the instructor is not the child's sibling, parent, or grandparent. Instruction must be a supplement to the regular school curriculum or instruction provided by the school.
- Purchases of required educational materials for use **during** the normal school day (the time that a student is attending school, whether in-person or online).
- Fees paid to others for transporting your child to and from school **for** the normal school day.
- Educational software and computer hardware for personal use in your home.

These expenses do not qualify for either the subtraction or the credit:

- Purchases of materials for use **outside** the normal school day
- Fees paid to others for transporting your child to and from activities **outside** the normal school day

For expenses to qualify as a subtraction, your child must have attended a school located in the five-state area of Minnesota, Iowa, North Dakota, South Dakota, or Wisconsin.

Qualifying expenses that apply only for the subtraction include private school tuition and tuition paid for college or summer school courses used to satisfy high school graduation requirements.

If you home school your child, see Income Tax Fact Sheet 8a, Qualifying Home School Expenses for K-12 Education Subtraction and Credit, for more information about qualifying expenses.

Fees paid for instruction or tuition

Expenses that qualify for **either** the subtraction or the credit include fees and expenses paid for instruction or tuition taken **outside** the regular school day or school year for which your child is not required to attend, such as:

- The instructional portion of fees and tuition paid for your child's after-school instruction, if the after-school program or camp is both:
  - Through an enrichment (or fine and performing arts) program, academic summer camp, or other educational study
  - Taught or provided instruction is provided by a qualified instructor (see "Qualified instructor")
- Fees paid for individual instruction by a qualified instructor, such as tutoring and music lessons
- Instructor fees for a driver's education course if the school offers a class as part of the curriculum, regardless of where your child takes the class

Expenses that qualify for only the subtraction include fees and expenses paid for instruction or tuition taken during the regular school day or school year or for mandatory classes held outside the regular school day or school year, such as:

- Private school tuition
- Tuition paid for college courses that are used to satisfy high school graduation requirements
- Instructor fees for driver's education course if the school offers a class as part of the curriculum
- Fees paid for individual instruction by a qualified instructor

- Instructor fees and tuition paid for attending mandatory summer school

These expenses do not qualify for the credit or subtraction:

- Room and board
- Instructor fees paid for the teaching of religious beliefs
- Fees or tuition paid for programs not academic in nature, such as sport camps and martial arts programs

Qualified instructor

To be a qualified instructor, the person must meet one of these requirements:

- Be a Minnesota licensed teacher
- Be directly supervised by a Minnesota licensed teacher
- Teach in an accredited private school
- Have at least a baccalaureate degree (the subject they teach does not have to be related to their academic training)
- Be a member of the Minnesota Music Teachers Association

A qualified instructor cannot be the child's sibling, parent or grandparent.

Required school materials

Generally, most expenses paid for required materials used for educational instruction during the regular school day or school year qualify. The materials must be used in teaching subjects normally taught in public schools in grades K–12.

Qualifying expenses include:

- Purchases of nonreligious textbooks
- Purchases of required educational material, such as paper, pens, pencils, notebooks, and rulers
- The purchase or rental fees of educational equipment, such as musical instruments and calculators
- Expenses paid for field trips, including entrance fees to exhibits

Be sure to keep your itemized cash register receipts and invoices as documentation.

Do not include:

- Cell phones
- Tissues
- School lunch, snacks, or treats
- School uniforms (including choir or band uniforms, dance costumes, and graduation robes)
- Clothing for school (except gym clothes that are required for class)
- Travel expenses, lodging, transportation (such as airline tickets), and meals for overnight class trips (only instructor fees paid for direct academic instruction is allowed)

For a more complete list of qualifying expenses and expenses that are not allowed, see "Expenses That Do Not Qualify" on our Qualifying Expenses page.

Transportation costs paid to others

The only qualifying transportation expense is the amount you paid to others to transport your child to and from school or for field trips during the normal school day. To claim this expense as a subtraction or a credit, your child must have attended a school located in Minnesota, Iowa, North Dakota, South Dakota, or Wisconsin.

Examples of transportation costs that do not qualify include expenses and costs for:

- You or other members of your household to drive your child to school
- Transporting your child to or from day care
- Transporting your child to or from any program or camp that is not part of the normal school day
- Transportation expense incurred to transport a student to or from a for-profit school
- Overnight class trips

Computer hardware and educational software

Personal computer hardware and educational software purchased during the year for use in your home qualifies, so long as it is not used in a trade or business. Examples of qualifying hardware can include a personal computer,

printer, monitor, CD-ROM drive, modem, additional hard drives, memory upgrades, or adaptive equipment for students with disabilities. Software must have a clear educational purpose. Computer games without educational value do not qualify.

Note: Monthly charges to a service provider for internet access do not qualify.

For limits to the computer expenses you may claim, see Limits to computer expenses.

Expense Examples

These common expenses may qualify for the education credit or subtraction.

Educational expenses	Credit	Subtraction	Neither
Private school tuition		X	
Tuition for college courses used to satisfy high school graduation		X	
Tutoring (led by a qualified instructor)	X	X	
Fees for after-school enrichment programs such as science exploration and study habits courses (taught by qualified instructors)	X	X	
Tuition for summer camps that are primarily academic in focus, such as language or fine arts camps (led by qualified instructors)	X	X	
Fees for all-day Kindergarten	X	X	
Music lessons (led by a qualified instructor)	X	X	
Instructor fees for a drivers education course (led by a qualified instructor) if the school offers a class as part of the curriculum	X	X	
Sports camps, lessons, or fees (sports include figure skating and gymnastics)			X
Nonreligious academic books and materials purchased for use during the regular public, private, or home school day	X	X	
Purchase of books and materials used for tutoring, enrichment, programs, or academic trips			X
Purchase or rental of musical instruments used for regular school music classes	X	X	
Fees paid to others for transportation to and from school, or for field trips	X	X	
Costs to transport your child to and from tutoring, enrichment programs, or camps that are not part of the school day			X
Travel expenses, lodging, and meals for overnight class trips			X
Home computer hardware and educational software	X	X	
Noneducational computer software			X

Claim the Expense in the Year of Payment

The year in which the payment was made determines when an expense qualifies. If the educational service or material was received in a year different than the year of payment, you may only claim the qualifying expense for the year in which the payment was made. This applies to both the subtraction and credit.

Determining year of payment for financed expenses

If you receive a loan from your local bank or use a third-party credit card to pay your qualifying expenses, your expenses are considered fully paid when you make the initial purchase.

The opposite is true if you purchased a qualifying expense on credit directly from a retailer (such as a non-third-party credit card). In this case, your purchase is not fully paid when you make the initial purchase. Rather, each payment you make to the retailer is considered a separate expense.

Example 1. Tammy bought a computer several years ago on credit using her personal credit card, and she's still making payments on this purchase. In this case, because her initial purchase was made several years ago, it does not qualify for a credit or subtraction on this year's income tax return.

Example 2. Charles received a loan from his local bank to pay educational expenses for his children. The expenses are considered to have been paid in the year they were made, regardless of when Charles paid back the loan.

Example 3. Last October, Don purchased a computer on credit directly from the computer store. He made two payments on this credit during the year. Don may only include the amounts of the two payments, up to the maximums allowed, as qualifying expenses.

Example 4. Rita's daughter took tutored classes in the fall, but she did not pay for the classes until January of the next year. For both the subtraction and credit, Rita's qualifying expenses must be claimed in the year in which the fee is paid, not when the class is taken.

Limits

Subtraction limits

You may subtract your actual qualifying educational expenses, up to a maximum of $1,625 per qualifying child in grades K–6, and $2,500 for a qualifying child in grades 7–12. In the case where a child went from 6th grade to 7th grade during the calendar year, the maximum for that child is $2,500.

There is no family maximum subtraction, only a per-child maximum.

Credit limits

Your credit is limited to 75% of the qualifying expenses you paid during the year for your qualifying child's K–12 education, up to the maximum amounts. You may not use the remaining 25% of qualifying expenses to claim the subtraction.

The maximum credit you may claim is based on your adjusted gross income and number of qualifying children in grades K–12.

Your maximum credit limit is determined when you complete Schedule M1ED.

Limits to Computer Expenses

If you qualify and claim your computer-related expenses for both the subtraction and credit, you cannot claim more than your actual computer expenses or $400, whichever is less. You may split qualifying computer expenses between the credit and subtraction up to your actual computer expenses, but the most you can claim for each is:

- $200 of the expenses for the subtraction
- $200 of the expenses for the credit (if you meet the income requirements)

How to Claim

Education subtraction

To claim the education subtraction, determine the amount of your qualifying expenses and fill in the amount on the appropriate line of your Minnesota income tax return.

Your subtraction must be based on your actual expenses during the year for which you have proof to substantiate your claim, such as cash register receipts and invoices. You are not required to submit the documentation with your return, but you are required to show it if we request it.

Note: If you qualify for both the subtraction and credit, you should first determine your credit. Once you reach the credit limits, you may take the remaining balance of your qualifying expenses, if any, as a subtraction.

Education credit

To determine your education credit, complete Schedule M1ED. Enter your credit amount on Schedule M1REF,

Refundable Credits. Include both Schedule M1ED and Schedule M1REF when you file your Minnesota income tax return.

If your credit is limited by the maximum amounts, you can then use the remaining qualifying expenses to claim the subtraction, up to the limits. You cannot claim both the subtraction and credit using the same expenses. Even though your credit is limited to 75% of your qualifying expenses, you cannot claim the remaining 25% as a subtraction.

Penalty for Fraudulently Claiming a Refund

If you file a return that fraudulently claims a credit or refund, including the K–12 Education Credit, we will assess you a penalty of 50% of the fraudulently claimed refund.

Questions You May Have

I home school my child. Am I eligible to claim the subtraction and credit?

Yes. If your qualifying child is in kindergarten through 12th grade, it does not matter if they are attending a public, private, parochial, or home school. You may claim your qualifying expenses. As a home school, you must annually report information regarding your program with your local public school district, and your program must meet the reporting requirements of Minnesota's compulsory attendance laws.

For more information about qualifying home school expenses, see Income Tax Fact Sheet 8a, Qualifying Home School Expenses for K-12 Education Subtraction and Credit.

My child's social studies class is taking a trip to Washington, D.C. to study our national government. What expenses qualify?

The amount paid for instruction qualifies if it is provided by a qualified instructor. Travel expenses, lodging, and meals do not qualify.

Can I claim expenses for my child who graduated from high school and entered college during the year?

Yes, but you may claim only the qualifying education expenses paid for and during their high school education.

Can I claim the full fee for sending my child to an academic camp?

No. Only the fee paid for instruction at the camp qualifies. For the instruction fee to qualify, your bill must separately list the qualifying expense (instruction fee) from the nonqualifying expenses, such as food, lodging, and transportation.

My child is taking dance classes from a qualified instructor. Do the fees qualify?

Yes. Fees paid for performing arts instruction qualify. The cost of costumes, shoes, props, and travel are not qualifying expenses.

Information and Assistance

Additional forms and information, including fact sheets and frequently asked questions, are available on our website.

Website: www.revenue.state.mn.us
Email: individual.incometax@state.mn.us
Phone: 651-296-3781 or 1-800-652-9094

How Are We Doing?
Rate Our Website

DEPARTMENT OF REVENUE

Save Receipts For Your Child's Education Expenses

If you're buying school supplies for your children in kindergarten through 12th grade, you may qualify for these tax relief programs:

- K–12 Education Subtraction
- K–12 Education Credit



Save your receipts! Both programs can help lower your taxes and may provide a larger refund when filing your Minnesota income tax return.

Common Expenses That Qualify:

- School supplies (pencils, paper, calculators)
- Educational computer hardware and software
- Tutoring K-12 curriculum by a qualified instructor
- Rental or purchase of musical instruments used during school



Expenses That Do Not Qualify:

- School supplies not used in education (backpacks, tissues, organizers)
- Clothing, including school uniforms (except required gym clothes)
- School lunches
- Family trip to museum or zoo





Do I qualify?

To qualify for either the credit or subtraction, both of the following must apply:

- You purchased educational services or materials to assist with your child's education
- Your child is attending kindergarten through 12th grade at a public, private, or home school

Income limits for Each Program

K-12 Education Credit: Your adjusted gross income must be below the levels shown here. If you qualify for the credit, you must file a Minnesota return to claim a refund.

Number of qualifying children in K-12:	Adjusted gross income must be less than:
1 or 2	$79,760
3	$82,760
More than 3	$85,760 plus $3,000 for each additional child

K-12 Education Subtraction: There are no income limits for the education subtraction.

For more information on these programs and other valuable tax information, visit **www.revenue.state.mn.us** and enter **K12** in the Search box or call us at 651-296-3781 or 800-652-9094.

Revised 7/2024, English

DEPARTMENT OF REVENUE

Guarde los recibos de los gastos de educación de su hijo(a)

Si está comprando útiles escolares para sus hijos desde el jardín de infantes hasta el grado 12, puede calificar para estos programas de alivio fiscal:

- Deducción para gastos educativos K-12
- Crédito de la educación K-12



¡Guarde sus recibos! Ambos programas pueden ayudar a reducir sus impuestos y pueden proporcionar un reembolso mayor al presentar su declaración de impuestos sobre la renta de Minnesota.

Gastos comunes que califican:

- Útiles escolares (lápices, papel, calculadoras)
- Hardware y software educativo para computadoras
- Tutoría del currículo K-12 por un(a) instructor(a) calificado(a)
- Alquiler o compra de instrumentos musicales utilizados durante la escuela





Gastos que no califican:

- Útiles escolares no utilizados en educación (mochilas, pañuelos, organizadores)
- Ropa, incluidos los uniformes escolares (excepto la ropa de gimnasia requerida)
- Almuerzos escolares
- Viaje familiar a un museo o zoológico



¿Califico?

Para calificar para el crédito o la deducción, ambos de los siguientes deben aplicar:

- Compró servicios o materiales educativos para ayudar con la educación de su hijo
- Su hijo debe estar matriculado en K-12 en una escuela pública, privada o de hogar

Límites de ingresos para cada programa

Crédito de educación K-12: Su ingreso bruto ajustado deben estar por debajo de los niveles que se muestran aquí. Si califica para el crédito, debe presentar una declaración de Minnesota para reclamar el reembolso.

Número de hijos calificados en K-12:	Ingreso bruto ajustado debe ser menos de:
1 o 2	$79,760
3	$82,760
Más de 3	$85,760 más $3,000 por cada hijo(a) adicional

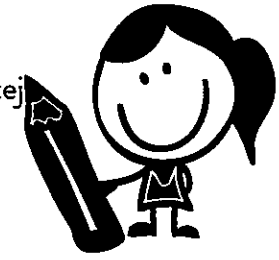
Deducción para gastos educativos K-12: No hay límites de ingresos para la deducción para gastos educativos.

Para obtener más información sobre estos programas y otra información fiscal valiosa, visite **www.revenue.state.mn.us** e ingrese **K12** en el cuadro de búsqueda o llámenos al 651-296-3781 o al 800-652-9094.

Revised 7/2024, Spanish

DEPARTMENT OF REVENUE

Khawv Cov Receipts Rau Koj Tus Me Nyuam Cov Nqis Kawm Ntawv



Yog tias koj yuav khoom siv kawm ntawv rau koj cov menyuam kawm Kindergarten mus rau qib 12, tej zaum cov kev pab cuam se no yuav pab tau koj:

- K–12 Education Subtraction
- K–12 Education Credit

Khawv koj cov receipts! Ob qhov kev pab cuam no tuaj yeem pab txo tau koj cov se thiab tej zaum tseem pab tau koj tau Minnesota qhov nyiaj se ntau tshaj thiab.

Cov nqis khoom ua pom zoo:

- Khoom siv kawm ntawv (xaum, ntawv, calculators)
- Computer hardware thiab software ua siv rau kev kawm ntawv
- Kev ntiav cob qhia ntawv K-12 los ntawm ib tug xibfwb
- Xauj los sis yuav cov khoom paj nruag ua siv thaum kawm ntawv



Cov nqis khoom ua tsis pom zoo:

- Khoom siv ua tsis yog siv rau kev kawm (hnab ev ntawv, ntaub so ntswg, cov khoom npaj cais khoom siv kawm)
- Khaub ncaws, suav nrog tsoos tsho kawm (tsuas yog tsoos tsho gym ua yuav tsum muaj)
- Su hauv tsev kawm ntawv
- tsev neeg mus ncig xyuas museum los sis zoo





Kuv puas tsim nyog tau kev pab?

Kom paub seb koj puas tsim nyog tau qhov credit los sis subtracton, ob yam hauv qab no koj yuav tsum muaj:

- Koj tau yuav cov khoom pab kawm ntawv los sis cov khoom siv kawm ntawv los pab rau koj tus menyuam txoj kev kawm
- Koj tus menyuam tab tom kawm Kindergarten mus txog qib 12 hauv ib lub tsev kawm ntawv rau pej xeem, tsev kawm ntawv private los sis kawm ntawv hauv tsev

Kev txwv ntawm qhov nyiaj khwv tau rau Qhov Kev Pab Cuam

K-12 Kev Kawm Credit: Koj qhov nyiaj khwv tau tag nrho thiab tau kho yuav tsum qis dua li pom hauv qab no. Yog tias koj yeej tsim nyog tau qhov credit no, koj yuav tsum tau ua daim ntawv se hauv Minnesota thiab thov tau qhov nyiaj no.

Cov menyuam kawm K-12:	Qhov nyiaj khwv tau thiab tau kho yuav tsum muaj tsawg dua:
1los sis 2	$79,760
3	$82,760
Ntau dua 3	$85,760 thiab $3,000 rau txhua tus me nyuam ntxiv

K-12 Education Subtraction: Tsis muaj kev txwv txog qhov nyiaj khwv tau rau ntawm qhov education subtractions.

Yog xav paub ntxiv txog cov kev pab cuam no thiab lwm yam ntaub ntawv tseem ceeb txog se, mus rau ntawm **www.revenue.state.mn.us** thiab sau **K12** rau qhov tias Search box los sis hu peb rau ntawm 651-296-3781 los sis 800-652-9094.

DEPARTMENT OF REVENUE

ပုၤသံဉ်ဘုံသးလၢအိဉ်ကျိာ်ဘဉ်ဃာ်ကလီၤတၢ်ကဲဘျၢဉ်

ဒီးသူဉ်ဘုံသးတၢ်ဃာ်လီၤကလီၤပှၤအၢဉ်ကိၢ်အကျူဉ်ဃာ်ဒ်သးဃဉ်တၢ်လၢပှၤကိၢ်ကဆံဉ်ခိဉ်အိဉ်ပှၤ,
အၢဉ်ကိၢ်တၢ်ကလဲဉ်ကထံဉ်ကျိာ်လၢယၢ်ညါအိဉ်ပှၤခိဉ်တၢ်ကိၢ်လၢ12ခိဉ်, နံဉ်ခိဉ်ထါအဂ့ၤတၢ်ဘုံသးအိဉ်အိဉ်:

- K–12 အဂ့ၤတၢ်ဃာ်လီၤကလီၤပှၤ
- K–12 အဂ့ၤတၢ်ဃာ်လီၤကလီၤပှၤ



တဖဉ်လၢတၢ်ဘုံသးတၢ်ဃာ်! အတၢ်ထွဉ်နှၤ်ကလၢပှၤဃာ်လၢနှဉ်လီၤထံဉ်ယၢ်ပှၤ,
ဒီးကလဲဉ်ကျဲဉ်နှၤ်တၢ်ယၢ်ပှၤအိဉ်လၢအိဉ်ဘဉ်ဃာ်လၢမၤကသးပှၤအဂ့ၤဒ်နှၤ်မူပှၤလီၤ Minnesota အခိဉ်ဘဉ်ဃာ်ဃူလီၤ။

အဂ့ၤတၢ်ကွံာ်နှၤ်မၤတီၤ:

- တ်ာတူၤထိဉ်ကသး (ပိၤဆၢက့ၤ, ဆၢလံဉ်, အၢဉ်ကိၢ်တူၤပှၤ)
- အစ့ၤတၢ်ကျိာ်အဲအိဉ်ဒ်ဒၢးဘုံ (ကိၢ်တူၤလီၤဒဲသး)
- အစ့ၤတၢ်ပှၤဘဉ်တၢ်လၢ K-12 တၢ်ထိဉ်ဆီဖှိဉ်တၢ်အလံၤ
- တ်ာတူၤနှၤ်မၤဒ်ဆံဉ်ဆီဖှိဉ်တၢ်ကိၢ်တူၤလၢဆိဉ်လၢမိဉ်ဆိဉ်အဂ့ၤပှၤ



အိဉ်စဲးနှၤ်မၤလၢကိၢ်မၤ:

- တၢ်တူၤမၤလၢအတၢ်ကွံာ်ဒဲအဂ့ၤတၢ်ဘုံသးအိဉ် (တၢ်ကိၢ်ဆီက့ၤလၢမၤ, လီၤကျိာ်)
- ဒီးလၢမၤနှၤ်မၤလၢအိဉ် (ထံဉ်ကျိာ်ကျိာ်ကွံာ်)
- အဂ့ၤတၢ်ပှၤမၤလၢဆိဉ်
- ပှၤဘဉ်လိၢ်လီၤပှၤကျိာ်တၢ်ထိဉ်ပှၤဃာ်လၢစိၤကျိာ်





မၤကလဲဉ်လဲဉ်အဂ့ၤဃာ်လီၤ?

ကလဲဉ်လဲဉ်အဂ့ၤတၢ်ပှၤခီဖျဉ်ဘဉ်ဃာ်, တၢ်ဒီးမၤကတၢ်ကွံာ်တၢ်အိဉ်သီတၢ်ပှၤအၢဉ်တဘျိၤ:

- ဒီးအိဉ်ဆိဉ်တၢ်ဃာ်လီၤဒ်ဆိဉ်လၢအိဉ်ကျိာ်ဘဉ်ဃာ်ကလီၤတၢ်လီၤ
- တၢ်ကလီၤတၢ်ကထံဉ်အိဉ်ဒီးကလီၤအၢဉ်ကိၢ်အကျူဉ်ဒ်ဆိဉ်လၢမိဉ်တၢ်ကလီၤ

ဃာ်ထံဉ်အိဉ်အလီၤလီၤအထိဉ်ဘဉ်ဃာ်ဃူလီၤ:

K-12 အဂ့ၤတၢ်ဃာ်လီၤကလီၤ: တၢ်ထိဉ်မၤလီၤအိဉ်ဒီးတၢ်အိဉ်လၢမိဉ်အိဉ်ဘဉ်ဃာ်ဃူအဂ့ၤခီဖျဉ်:

တၢ်ကလီၤကလီၤတၢ်ခိဉ် K-12:	အိဉ်ဘဉ်ဃာ်ထိဉ်မၤလီၤ:
1 ဒီး 2	$79,760
3	$82,760
သ့ဉ် 3 အဂ့ၤ	$85,760 ဒီး $3,000 လီၤခိဉ်ကွံာ်နှၤ်အဂ့ၤလၢတၢ်အိဉ်

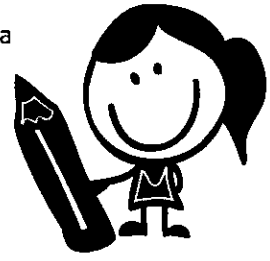
K-12 အဂ့ၤတၢ်ဃာ်လီၤကလီၤ: ကွံာ်အိဉ်ဘဉ်ဃာ်နှၤ်မၤလီၤအဂ့ၤတၢ်ဃာ်လီၤမၤဒး

ဒီးအနံၤကိးတၢ်ကွံာ်တၢ်ဘဉ်ဃာ်အဂ့ၤဃာ်နှၤ်အိဉ်ပှၤဖျဉ်အဂ့ၤတၢ်ပှၤ, အိဉ်သ့ဉ်ဃာ် www.revenue.state.mn.us
ဒီးတၢ် "K12" ဒီးSearch box တၢ်ဘျၢဉ်ဖှိဉ်ဒီးဆူဉ်ဖျိး ဒီးတၢ်အနံၤ651-296-3781 ဒီး 800-652-9094
ဒီးအဂ့ၤဖှိဉ်သ့ဉ်ဖျဲး.

Revised 7/2024, Sgaw Karen

DEPARTMENT OF REVENUE

Kaydso Rasiidada Kharashaadka Waxbarasheed ee Carruurtaada



Haddii aad iibsanayso qalab dugsiyeedka carruurtaada ee ku jirta Xanaanadda Caruurta ilaa fasalka 12-aad, waxaad u qalmi kartaa barnaamijyadan canshuur dhaafka ah:

- Ka-jarista Waxbarashada K-12
- Canshuur dhimista Waxbarashada K-12

Kaydso rasiidadaada! Labada barnaamijba waxay kaa caawin karaan inay canshuurtaada hoos u dhigaan waxayna kordhin lacagta kuu soo noqon doonto markaad buuxineyso canshuurta dakhliga ee Minnesota.

Kharashaadka Caamka Ah ee U Qalma:

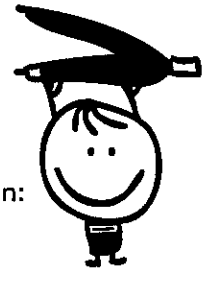




- Qalabka dugsiga (qalin, warqad, xisaabiyaha)
- Qalabka waxbarashada ee kumbuyuutarada iyo kuwa lagu shubtaba kumbuyuutarada
- Barista manhajka K-12 ee macallin aqoon u leh
- Kirada ama iibka qalabka muusikada ee lagu isticmaalo dugsiga

Kharashaadka Aan u Qalmin:

- Qalabka dugsiga ee aan waxbarashada loo isticmaalin (boorsooyinka, tishuga, galalka)
- Dharka, oo ay ku jiraan dharka dugsiga (marka laga reebo dharka jimicsiga ee loo baahan yahay)
- Qadada dugsiga
- Safarka qoyska ee matxafka ama goobaha xayawaanka (suuga)



Ma u qalmaa?

Si aad ugu qalanto dib uclelin canshuurta ama ka dhimis, labadan qodoba waa inay labaduba khuseeyaan:

- Waxaad iibsatay adeegyo waxbarasho ama qalab si aad uga caawiso waxbarashada carruurtaada
- Carruurtaadu waxay dhigtaan fasalka barbaarinta ilaa fasalka 12-aad ee dugsi dadweyne, gaar loo leeyahay, ama guriga

Xaddidaadaha Dakhliga ee Barnaamij kasta:

Canshuur celinta Waxbarashada K-12: Dakhligaaga guud ee la hagaajiyay waa inuu ka hooseeyaa heerarka halkan lagu muujiyay. Haddii aad u qalanto lacag celinta, waa inaad soo gudbisaa canshuur celinta Minnesota si aad u dalbato soo celinta.

Tirada carruurta u qalanta ee ku jirta K-12:	Dakhliga qoysku waa inuu ka yaryahay:
1 ama 2	$79,760
3	$82,760
In ka badan 3	$85,760 oo lagu daray $3,000 ilmo walba oo dheeraad ah

Ka-jarista Waxbarashada K-12: Ma jiraan xaddidaad dakhli oo loogu talagalay ka-jarista waxbarashada. Macluumaad dheeraad ah oo ku saabsan barnaamijyadan iyo macluumaad kale oo muhiim ah oo canshuurta ah, booqo www.revenue.state.mn.us oo gal sanduuqa Raadinta ee K12 ama naga soo wac 651-296-3781 ama 800-652-9094.

Save Receipts For Your Child's Education Expenses



If you're buying school supplies for your children in kindergarten through 12th grade, you may qualify for these tax relief programs:

- K–12 Education Subtraction
- K–12 Education Credit

Save your receipts! Both programs can help lower your taxes and may provide a larger refund when filing your Minnesota income tax return.

As a Tribal member, you may qualify for the K-12 credit and receive a refund, even if Minnesota does not tax you on your income because you live and work on your home reservation.



Common Expenses That Qualify:

- School supplies (pencils, paper, calculators)
- Educational computer hardware and software
- Tutoring K-12 curriculum by a qualified instructor
- Rental or purchase of musical instruments used during school





Expenses That Do Not Qualify:

- School supplies not used in education (backpacks, tissues, organizers)
- Clothing, including school uniforms (except required gym clothes)
- School lunches
- Family trip to museum or zoo

Do I qualify?

To qualify for either the credit or subtraction, both of the following must apply:

- You purchased educational services or materials to assist with your child's education
- Your child is attending kindergarten through 12th grade at a public, private, or home school

Income limits for Each Program

K-12 Education Credit: Your adjusted gross income must be below the levels shown here. If you qualify for the credit, , you must file a Minnesota return to claim a refund.

Number of qualifying children in K-12:	Adjusted gross income must be less than:
1 or 2	$79,760
3	$82,760
More than 3	$85,760 plus $3,000 for each additional child

K-12 Education Subtraction: There are no income limits for the education subtraction.

For more information on these programs and other valuable tax information, visit **www.revenue.state.mn.us** and enter **K12** in the Search box or call us at 651-296-3781 or 800-652-9094.

DEPARTMENT OF REVENUE

Rev. 7/24 - Tribal Member

Saving back-to-school shopping receipts can lead to tax time savings for Minnesota families

Date of Release
August 19, 2025

ST. PAUL, Minn. – The Minnesota Department of Revenue reminds parents and caregivers that they can claim valuable K-12 tax benefits at tax time next year by saving back-to-school shopping receipts for purchases made this year.

Two tax benefits can help Minnesota families pay expenses related to their child's education: the refundable K-12 Education Credit (income limits apply) and the K-12 Education Subtraction (no income limits).

Last year, more than 44,000 families received the K-12 Education Credit for an average credit of $379. Over 114,000 families received the K-12 Education Subtraction for an average subtraction of $1,438.

"With summer coming to a close and new school years kicking off across the state, we know that tax filing is not top of mind for most Minnesota families," said Revenue Commissioner Paul Marquart. "However, we wanted to remind parents to save those back-to-school shopping receipts so that they can claim the K-12 Education Subtraction or the K-12 Education Credit and potentially get a larger refund when filing their income taxes next year."

To qualify, the purchases must be for educational services or required materials. The child must be attending kindergarten through 12th grade at a public, private, or qualified home school and meet other qualifications.

Save those receipts

Remember to save your receipts to claim the credit or subtraction. Use a folder or envelope to store receipts for the upcoming tax filing season.

Most expenses for educational instruction or materials qualify, including:

- Paper
- Pens and notebooks
- Textbooks
- Rental or purchases of educational equipment such as musical instruments
- Computer hardware (hotspots, modems, and routers) and educational software (up to $200 for the subtraction and $200 for the credit) *
- After-school tutoring and educational summer camps taught by a qualified instructor

*Fees for internet service do not qualify

Household Income for the K-12 Education Credit

Number of qualifying children in K-12	*Household income must be less than*
1 or 2	*$79,760*
3	*$82,7600*
More than 3	*$85,760 plus $3,000 for each additional child*

Note: Taxpayers who are not required to file an income tax return must do so to claim a refund for any eligible education credit.

K-12 Education Subtraction

There are no income limits to qualify for the education subtraction. Most parents qualify. Parents can claim the K-12 Subtraction for tuition paid to private schools or college courses used to satisfy high school graduation

requirements.

Check out this video to learn more about the K-12 education tax credit.

Get the latest news and updates from the Minnesota Department of Revenue by following the department on Facebook, Instagram, and on X (formerly Twitter) or by signing up for email alerts.

Media Contact
Ryan Brown
651-556-6397
ryan.brown@state.mn.us



Food Service 2026-2027

Our school offers healthy meals each day. Our school participates in Minnesota's Free School Meals Program. All students can get one breakfast and one lunch free of charge each day at school. Although no application is required to receive this free meal benefit, filling out the Application for Educational Benefits is still important! Your child(ren) may qualify for other benefits like reduced fees at school (for example athletic fees or test fees). Your application may also help the school qualify for education funds, discounts, and other meal programs.

You are able to apply for free/reduced meals online by logging in to your online food service account. Click on the blue "Apply for Free/Reduced Benefits" box on the home page. A link to the free/reduced meal application can be found online within the back to school information as well. If you would like to request a paper copy please contact the district of ice at 320-543-4646 and one can be mailed to you. They will also be available in the district of ice and at each open house.*

If you would like to access your account online, please visit our website:

https://hlww.k12.mn.us/food/

FIRST TIME USERS WILL NEED A KEY CODE
(Please contact Sara Niesen or Michelle Johnson)

Schools are not required to provide second meals, second entrees, or other a la carte items if a student does not have the funds available to pay for the item(s). We will continue to offer extra milk, extra entrees and other a la carte items at the following costs:

Additional milk 50 cents (all grades)
Additional entrée $2.00 (available to grades 5-12 only)
Additional meal (student) TBD
Additional a la carte items are marked with pricing (available to grades 5-12 only)
Adult or guest meal TBD

- **<u>Students must have sufficient funds in their account or pay cash for a la carte items.</u> The individual a la carte items are not included as part of the reimbursable meals.** Restrictions may also be put on your student(s) account by calling 320-543-3900 x 4245.
- Barcodes will be used for all purchases. Meals are free (one breakfast and one lunch per day), but we still need to track the meals being served.

<u>Lactose intolerance</u>

For any student with lactose intolerance, the school will make available ***upon written request from a parent***:

- Lactose reduced milk
- Milk fortified with lactase in liquid, tablet, granular or other form or
- Milk to which lactobacillus acidophilus has been added

<u>Low Balances (for a la carte purchases)</u>

Low balance notices will be sent out via text message.

**When making payments, they are deposited to a family account that is shared by all students in that family.

We hope you all have a wonderful 2026-2027 school year. If you have any questions or concerns please call or email:

Michelle Johnson- Food Service Director
320-543-4615
E-mail: mjohnson@hlww.k12.mn.us

Sara Niesen- Food Service Cashier
320-543-3900 x4245
E-mail: sniesen@hlww.k12.mn.us

Dear Parent/Guardian:

Our school offers healthy meals each day. All students can get one breakfast and one lunch free of charge each day at school. Although no application is required to receive this free meal benefit, filling out the Application for Educational Benefits is still important! Your application may help the school qualify for education funds.

To apply, complete the enclosed Application for Educational Benefits and return it to:

Michelle Johnson

PO Box 708

Howard Lake MN 55349

Who should complete this application? Children in households participating in the Supplemental Nutrition Assistance Program (SNAP), Minnesota Family Investment Program (MFIP) or Food Distribution Program on Indian Reservations (FDPIR), and foster, homeless, migrant and runaway children qualify without reporting household income. Alternatively, children can qualify if their household income is within the maximum income shown for their household size on the instructions.

COMMON QUESTIONS:

I get WIC or Medical Assistance. Can my children qualify? Children in households participating in WIC or Medical Assistance do not automatically qualify. Children may be eligible depending on other household financial information. Please fill out an application.

Who should I include as household members? Include yourself and all other people living in the household, related or not (such as grandparents, other relatives, or friends).

May I apply if someone in my household is not a U.S. citizen? Yes. You or your children do not have to be U.S. citizens for you to complete an application.

What if my income is not always the same? List the amount that you normally get. If you normally get overtime, include it, but not if you get overtime only sometimes. For seasonal work, write in the total annual income.

Will the income information or case number I give be checked? It may be. We may also ask you to send written proof.

How will the information be kept? Information you provide on the form, and your child's approval, will be protected as private data. For more information, see the back page of the Application for Educational Benefits.

If I don't qualify now, may I apply later? Yes. Please complete an application at any time if your income goes down, your household size goes up, or you start getting SNAP, MFIP or FDPIR benefits.

If you have other questions or need help, call 320-543-4615 or toll free 833-788-HLWW (4599)

Sincerely,

Michelle Johnson

Food Service Director

How to Complete the Application for Educational Benefits

Complete the Application for Educational Benefits form for school year 2026-27 if any of the following applies to your household:

- Any household member currently participates in the Minnesota Family Investment Program (MFIP), the Supplemental Nutrition Assistance Program (SNAP), or the Food Distribution Program on Indian Reservations (FDPIR) or
- The household includes one or more foster children (a welfare agency or court has legal responsibility for the child) or
- The total income of household members is within the guidelines shown below (**gross earnings before deductions**, not take-home pay). Do not include as income: foster care payments, federal education benefits, MFIP payments, or value of assistance received from SNAP, WIC, or FDPIR. Military: Do not include combat pay or assistance from the Military Privatized Housing Initiative. The income guidelines are effective from July 1, 2026, through June 30, 2027.

Maximum Total Income

Household size	$ Per Year	$ Per Month	$ Twice Per Month	$ Per 2 Weeks	$ Per Week
1	29,526	2,461	1,231	1,136	568
2	40,034	3,337	1,669	1,540	770
3	50,542	4,212	2,106	1,944	972
4	61,050	5,088	2,544	2,349	1,175
5	71,558	5,964	2,982	2,753	1,377
6	82,066	6,839	3,420	3,157	1,579
7	92,574	7,715	3,858	3,561	1,781
8	103,082	8,591	4,296	3,965	1,983
Add for each additional person	10,508	876	438	405	203

Step 1: Children

List all infants and children in the household, their school and grade if applicable, and birthdate. Attach an additional page if needed to list all children. Check the box if a child is in foster care (a welfare agency or court has legal responsibility for the child).

Step 2: Case Number

If any household member currently participates in SNAP, MFIP or FDPIR, write in the case number and then go to Step 4. If you do not participate in any of these programs, leave Step 2 blank and continue to Step 3.

Step 3: Adult and Child Incomes / Last 4 Digits of Social Security Number

- **Social Security Number/Total Household Members.** An adult household member must provide the last four digits of their Social Security number or check the box if they do not have a Social Security number. Report the total number of household members and ensure all household members are listed individually on the application in the child or adult section as applicable.
- **Child Income**. If any children in the household have regular income, such as SSI or part-time jobs, list the total amount of regular incomes received by all children, and check the box for the frequency: weekly, bi-weekly, twice a month, or monthly. Do not include occasional earnings like babysitting or lawn mowing.
- **Adult income.** Report the names of adult household members and income in this section.
    - List all adults living in the household not listed in Step 1, whether related or not, such as grandparents, relatives, or friends.
    - **Gross Earnings from Work**. This is usually the money received from working at jobs where a paycheck is received. For each income, check the box to show how often the income is received: weekly, bi-weekly, twice per month, or monthly.
    - List gross incomes before deductions, not take-home pay. Do not list an hourly wage rate. For adults with no income to report, enter a '0' or leave the section blank. For seasonal work, write in the total annual income.
    - **Are you Self-Employed or a Farmer?** List the net income per month or year after business expenses. Do not list the same income twice on the application. A loss from farm or self-employment must be listed as 0 income and does not reduce other income.
    - **Any Other Gross Income**. List gross incomes before deductions from all other sources, such as SSI, unemployment, child support, public assistance, social security, rental income or annuities.

Step 4: Signature and Contact Information An adult household member must sign the form. If you do not want your information to be shared with Minnesota Health Care Programs, check the "Don't share" box in Step 4.

Optional: Please provide the information on ethnicity and race that is requested on the second page of the form. This information is not required and does not affect eligibility. The information helps to ensure we are meeting civil rights requirements and fully serving our community.

2026-27 Application for Educational Benefits

Mail or return completed form to: HLWW School Attn: Michelle Johnson PO Box 708 Howard Lake MN 55349

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

Definition: A Household Member is "Anyone living with you and shares income and expenses, even if not related." Read *How to Complete the Application for Educational Benefits* for more information. Adults over grade 12 living in the same household should be reported in Step 3. If children in the household attend different districts or charter/nonpublic schools, return an application at each one.

Child's First Name (list all children in household)	MI	Child's Last Name	School	Grade	Birthdate	Foster Child (√)
						☐
						☐
						☐
						☐
						☐

STEP 2: Do Any Household Members (including you) currently participate in one or more of the following assistance programs: SNAP, MFIP or FDPIR? Medical assistance **does not** qualify. **If NO** > Go to STEP 3.
If YES >Enter SNAP, MFIP or FDPIR Case Number (between 4-9 digits, do not report EBT card number) ___ ___ ___ ___ ___ ___ ___ ___ ___ then go to STEP 4 (Do not complete STEP 3)

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

A. Last Four Digits of Social Security Number (SSN) of Adult Household Member: **XXX-XX-** ☐☐☐☐ Or Check if Adult has **No SSN**: ☐ **Total Number of All Household Members** (Children + Adults) ☐

B. Child Income.

Sometimes children in the household earn or receive income, such as from a part time job or SSI. Please include the TOTAL income received by all children listed in STEP 1. Do not include income received by adults in the box to the right.

Total Income Received by All Children	Weekly	Bi-weekly	2x Month	Monthly
$	☐	☐	☐	☐

C. All Adult Household Members (including yourself). For each Household Member listed, if they do receive income, report total gross income only. If they do not receive income from any source, write '0' or leave any fields blank. You are certifying (promising) that there is no income to report. Not sure what income to include here? Flip the page and review "Sources of Income" for information. "Sources of Income" will help you with the Child Income section and All Adult Household Members section.

Names of All Adult Household Members (First and Last)	Gross Earnings from Working at Jobs					Are you Self-Employed or a Farmer?			Any Other Gross Income				
List all Household members not listed in STEP 1 (including yourself) even if they do not receive income. Include children who are temporarily away at school or in college.	Weekly	Bi-weekly	2x Month	Monthly	Report income **before deductions or taxes** in whole dollars (no cents).	Monthly	Yearly	**Net income** from Farm or Self-Employment. Do not duplicate elsewhere.	Weekly	Bi-weekly	2x Month	Monthly	SSI, Unemployment, Public Assistance, Child Support, and others on Page 2
	☐	☐	☐	☐	$	☐	☐	$	☐	☐	☐	☐	$
	☐	☐	☐	☐	$	☐	☐	$	☐	☐	☐	☐	$
	☐	☐	☐	☐	$	☐	☐	$	☐	☐	☐	☐	$
	☐	☐	☐	☐	$	☐	☐	$	☐	☐	☐	☐	$

STEP 4: Contact information and adult signature. "I certify (promise) that all information on this application is true and that all income is reported. I understand that this information is given in connection with the receipt of Federal funds, and that school officials may verify (check) the information. I am aware that if I purposely give false information I may be prosecuted under applicable State and Federal laws."

☐ I have checked this box if I *do not* want my information shared with Minnesota Health Care Programs as allowed by state law.

Printed name of adult signing form Daytime Phone

Address (if available) Apt# City Zip

SIGN HERE: Signature of Household Adult Date

Do Not Fill Out: For School Office Use Conversions to Annualize All Income:	X52	X26	X24	X12	X1	☐ **Verified? Attach Tracker**	No change ☐	Free After Verified ☐	Reduced After Verified ☐	Denied After Verified ☐
All Total Income (Include child and adult income)	Weekly	Bi-weekly	2X Month	Monthly	Annualize	**Household Size:**	Categorical Eligibility	Free	Reduced	Denied
$	☐	☐	☐	☐	☐		☐	☐	☐	☐
Determining Official Signature:								**Date:**		
Confirming Official Signature:								**Date:**		

OPTIONAL: Children's Racial and Ethnic Identities

We are required to ask for information about your children's race and ethnicity. This information is important and helps to make sure we are fully serving our community. Responding to this section is optional and does not affect your children's eligibility. Respond to both Step One, *Ethnicity* and Step Two, *Race*.

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

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

INSTRUCTIONS: Sources of Income

Sources of Income for Children

Sources of Child Income	Examples
• Earnings from work • Social Security a. Disability payments b. Survivor's benefits • Income from person outside the household • Income from any other source	• A child has a regular full or part-time job where they earn a salary or wages • A child is blind or disabled and receives Social Security • A parent is disabled, retired, or deceased, and their child receives Social Security benefits • A friend or extended family member regularly gives a child spending money • A child receives regular income from a private pension fund, annuity, or trust

Sources of Income for Adults

Earnings from Work	Public Assistance / Alimony / Child Support	All Other Income
• Salary, wages, cash bonuses (before deductions or taxes) • Net income from self-employment (farm or business) • If you are in the U.S. Military: a. Basic pay and cash bonuses (do NOT include combat pay, FSSA or privatized housing allowances) b. Allowances for off-base housing, food and clothing	• Cash Assistance from State or local government • Supplemental Security Income • Unemployment benefits • Worker's compensation • Alimony payments • Child support payments • Veteran's benefits • Strike benefits	• Social Security • Disability benefits • Regular income from trusts or estates • Annuities • Investment income • Rental income • Regular cash payments from outside household

The Richard B. Russell National School Lunch Act requires that we use information from this application to see who qualifies for free or reduced-price meals. We can only approve complete forms. We may share your eligibility information with education, health, and nutrition programs to help them deliver program benefits to your household. Inspectors and law enforcement may also use your information to make sure that program rules are met.

Please be sure to provide the last four numbers of the Social Security number of the adult household member who signs the application. If the adult does not have one, 'Check if no Social Security Number.' Applications for a foster child do not need to list a Social Security number. Applications for children in households receiving Supplemental Nutrition Assistance Program (SNAP) or Temporary Assistance for Needy Families (TANF) or Food Distribution Program on Indian Reservations (FDPIR) do not need to list a Social Security number. Some children qualify for free meals without an application. Please contact your school to get free meals for a foster child, and children who are homeless, migrant, or runaway.

At public school districts and charter schools, each student's eligibility status also is recorded on a statewide computer system used to report student data to MDE as required by state law.

Nondiscrimination statement: In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: https://www.usda.gov/sites/default/files/documents/ad-3027.pdf, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted 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; or (2) **fax:** (833) 256-1665 or (202) 690-7442; or (3) **email:** program.intake@usda.gov

This institution is an equal opportunity provider.

HOWARD LAKE • WAVERLY • WINSTED

SPECIAL EDUCATION
8700 CTY RD 6 SW • PO BOX 708 • HOWARD LAKE, MN 55349
PHONE: 320-543-4646 • FAX: 320-543-4630

Date: August 1st, 2026

Dear Parent(s) or Guardian(s),

We are contacting you to thank you for your support of our special education program and to provide you with an annual written notification that we will be billing Medical Assistance/Minnesota Care directly for IEP health related services provided to your child. You have provided written consent through your MHCP Application at the county and/or MA Parental Consent at the school district. If you do not revoke this consent, we will bill Medical Assistance for the IEP health related services as outlined in MN Statutes 256.B, Subd.26. Revocation is not retroactive.

Let us assure you again since this is a separate federal fund set aside just for special education, there is **NO** cost to your family and this will **NOT** affect your MA or MC coverage or other public benefits in any way including any waivers or other services your child receives. Additionally, private insurance companies are **NEVER** billed.

Our special education students benefit from the funds that our district receives by following the State of Minnesota requirements for seeking Third Party Reimbursement, and we are grateful for your continued support of this program. If you have any questions, please feel free to contact Rachel Boyack at rboyack@mawseco.k12.mn.us.

Sincerely,

Rachel Boyack
Special Education Supervisor

2026-27 Backpack Food Program

HLWW Public Schools

Meeker and Wright Special Education Cooperative

What is the Backpack Food Program?

Our schools provide free and reduced meals to families in need through the National Lunch Program. In some instances, if it weren't for these meals, our children would be trying to learn on an empty stomach. What happens to these children on the weekends when there is no school. That is where the Backpack Food Program comes in.

This school district-wide program provides at-risk children with easy-to-prepare foods for the weekends until school and access to the meal programs resume. At the end of each week, the food is packaged and distributed in discreet bags for the children to carry home. The schools have been chosen to be the distribution sites because of their relationship with the students, the confidentially aspect, the ease of access, and the safe environment they provide.

In cooperation with the schools, Living Waters Christian Fellowship (Waverly), and Wright County Community Action, is continuing this program for the 2026-27 school year. At this time, we are asking families with children in need, in Kindergarten through Grade 12, to please fill out the bottom part of this sheet and return it to the school office if you are interested in participating in this program. All information will be kept confidential at the school.

(cut here)

Please fill out and return this section to your school office if you are interested in participating in this program.

ONE FORM PER FAMILY PLEASE. In 2026-27, the program will start on October 14, 2026.

Family Name (Please Print) : _____

Number of children in your household in Kindergarten through Grade 12 for the 2026-27 school year?

(Please specify number of children by school) St James _____ Humphrey _____

Winsted_____ Middle School_____ High School_____ MAWSECO _____

Parent's signature: _____ Date: _____