



Cardinal Country Highlights

Upsala Area Schools District #487
Positive Attitudes Create Excellence

FALL 2019



Postage paid by
Upsala Lions Club

District: (320) 573-2174

K-12: (320) 573-2175

(320) 573-2176

WELCOME NEW STAFF MEMBERS



My name is Karla Welle and I live in Albany which is where I grew up, I have been married for 26 years to my husband, Jim, and we have two adult children, who we are very proud of - which you will find out if you are around me. After college, I got married and was a stay at home mom until my children were in school. After that I did some long term subbing which brought me to Upsala last year. I absolutely love it here. The staff and students are amazing. As for hobbies, I love to read, so if you have a good book for me to read shoot me an email!! I also love spending time with my family. We enjoy camping, fishing, biking and just hanging out together. I am looking forward to starting this new journey in my life here at Upsala. I am very excited to be part of the Upsala Cardinals family.

Table of Contents	
District News	1-11
Administration's News	2-3
School Supplies	4-6
Free/Reduced Lunch Info	7-10
Lunch Menu	11
Community Education	12-14
GRRL	15
Calendar	16

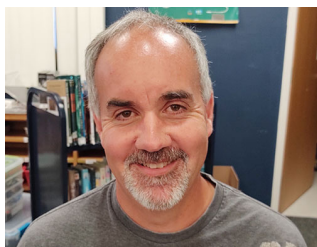


HI! I'm Melanie Daniel - Feel free to call me Mel. My wonderful husband Brian and I just moved here at the end of May. We have 3 kids - Rebeka is off to St. Catherines in the Cities pursuing her degree, Lukus is in 8th grade and Lilieana is in the 7th grade. We have 2 cats and 2 dogs. I LOVE books, I am

a bit of a hoarder of books, being outside and Art. I mostly paint on canvas and ceramic. I have been known to dabble in charcoals but so far my favorite medium is oil paints. I'm the new person in the office and can't wait to meet all of you! I'll recognize your face but am slow to know your name so please be patient with me!

UPCOMING EVENTS

- 8/28 Open House - 3:30-7:30
- 9/3 First Day Of School
- 9/6 Picture Day
- 9/22 Homecoming Coronation
- 9/27 Homecoming Game
- 10/16 PSAT Test
- 10/17-18 MEA
- 10/26 ACT Test
- 10/29 Kindness Retreat
- 11/1 End Of Quarter
- 11/4 Conferences
- 11/7 Conferences
- 11/8 Guitar Crash Course (GRRL)
- 11/11 No School
- 11/15-16 Fall Play
- 11/18-22 CE Driver's Training 6-9
- 11/27 Early Out
- 11/28 Thanksgiving - No School
- 11/29 No School
- 12/2-6 CE Driver's Training 6-9



I'm Dan Cheney, better known to many of the students as "Mr. Dan." I've been around the school for quite a long time as the drama advisor, and now working in the school will be my day job as well. I was hired as the High School Media Specialist/Community Ed Coordinator and I'm excited to begin

this new chapter in my life! My wife Denise has been the band/choir teacher in Upsala for quite a while, and I have three adult kids - Brett, Aaron and Danica. In my spare time I like to play volleyball and tennis, travel, and follow the record charts.

NO MORE CLIPPING

SCAN YOUR RECEIPT

SEE HOW AT BTFE.COM

Superintendent's Corner



Welcome to the 2019-2020 school year!! Once again we have had a busy summer getting ready for the upcoming year. I am excited to welcome back students and staff for another great year here at UAS.

We have had a few staffing changes here at UAS which means we will have some

new faces around the building this year. First, I would like to recognize a few of our staff members who have made the decision to retire from our school family over the summer. Ms. Vicki Pangrac retired after 40 years of service to the Upsala School District and community. I have had the pleasure of working as a colleague of Ms. Pangrac's throughout my career here in Upsala and I cannot think of a more dedicated teacher. She has not only ensured that her students learned the academic skills needed to succeed, but also nurtured them so that they knew they were cared for. Ms. Pangrac has left a lasting impression on many Upsala graduates and her retirement is well-deserved.

Ms. Rita Herbes, after 27 years of service, is also retiring. Rita has been an invaluable member of our support staff working as an administrative assistant. She has had numerous responsibilities over the years, most recently as our office assistant and student information coordinator. I will always have fond memories of watching Rita interact with our younger students. Every day she provided a welcoming smile and greeting to each student that passed through the office. Her dedication and service is much appreciated and we wish her all the best in the future.

Finally, Leon Fuchs has retired from the Lead Custodian position after 26 years. Leon's service over the years ensured that our facilities were safe and well-maintained for the students and staff. Keeping the building in top shape, preparing fields for events, and managing our custodial staff were just some of his responsibilities. Whenever I asked Leon to complete a task, he did so in a quick and efficient manner. He also never failed to have a smile for students and was eager to share fishing and

hunting stories with them. Now, he will be able to spend a lot more time hunting and fishing and we wish him the best of luck.

Each of these long-time UAS team members has left a lasting impression on our District. Thank you Ms. Pangrac, Ms. Herbes, and Mr. Fuchs for your dedication and commitment to the Upsala School District. We will miss each of you!

Next, I would like to welcome our new staff members, some are familiar and some are new to UAS. One familiar face is Mr. Dan Cheney, who will be our Media Specialist/Community Education Coordinator replacing Ms. Lisa Newhouse. Mr. Cheney has been a member of the UAS team as our Drama Coordinator, as well as being a long-time member of our community.

Ms. Karla Welle will be joining our staff as our new K-12 Physical Education/Health instructor. Ms. Welle was a long-term substitute for us last year and has accepted the position full-time for the upcoming year replacing Ms. Ferguson.

Also, we have added Ms. Melanie Daniel as our new administrative assistant/student information coordinator. Ms. Daniel is new to our District and has 'hit the ground running' since being hired recently.

A familiar face that isn't new, but will be in a new role this year is Mr. Wade Lange. Mr. Lange has been promoted to Lead Custodian and has been hard at work this summer making sure that our building is ready for the students and staff to return.

We have a number of support staff positions available for the upcoming year, and we will be working hard over the final weeks to make sure we are fully staffed for the upcoming year. If you are interested, please check out the District website at www.upsala.k12.mn.us for job postings.

We are ready for the 2019-2020 school year to begin! I am eager to see what new achievements and experiences are in store and to celebrate success with our students and staff. As always, please contact me if you have any questions.

Cardinal Pride!!

Vern Capelle
Superintendent



Hello,

Wow, summer sure flies by! I wanted to take this opportunity to welcome everybody back for the 2019-2020 school year!

For those of you new to the district, welcome and we are excited you are here!

The school has been through some changes this summer in the infrastructure. Both gym floors have been refinished and they look great! Wade and the summer custodial crew have done a great job getting the school clean and ready for the new school year.

We are also nearly finished with the security camera update that started last fall. When complete, all the public areas and school entrances will be covered.

We had a couple of long time district employees retire over the summer.

Rita Herbes one of our administrative assistants has retired after nearly 30 years working for the district! Rita's passion for our school and her dedication to the students here will be missed.

Our head custodian Leon Fuchs also retired this summer. Thank you Leon for your years of service to the district!

Elementary teacher Vicki Pangrac has retired after 40 years of teaching! Vicki has had such an impact on this school and community that it is hard to put into words. Her love of teaching and for the students in this district spanned generations. Thank you Vicki for all you have done for the students at Upsala Elementary!

With these retirements and other staff departures, we will have some new faces in the building and some current employees will be taking on new roles.

Wade Lange will be the new lead custodian.

Kennedy Eichers will be the new second grade teacher after teaching 4th grade for three years.

Karla Welle will be our new K-12 Phy Ed. teacher replacing Melissa Ferguson who moved on to a new district. Karla did some long term subbing last year at Upsala Schools.

Melanie Daniel will be our new administrative assistant. Melanie and her family our new to our district!

Dan Cheney will be our new Media Specialist and Community Ed. Director. As many of you know, Dan has been involved at Upsala Schools for many years in our theater and musical performances.

If you see them, please extend them a warm welcome!

Nick Klug, K-12 Dean of Students

Picture DAY

**FRIDAY
SEPTEMBER 6**

2019-20 School Supplies

These school supplies are recommended for students and should be brought in on the 1st day of school, Sept 3rd or OPEN HOUSE August 28th.

Upsala Area Schools encourages each student to apply for and maintain a library card at Great River Regional Library. Please visit your local branch library to apply for a library card or update your existing card.

Students are asked to provide a set of inexpensive headphones/ear buds in a plastic ziplock bag. Please label the headphones with the student's first and last name.

Elementary PE classes' requirement is a pair of tennis shoes to be left at school for PE classes only.

Elementary Special Education Students: Tissues, Pencils, 2 Container of disinfecting wipes, pink eraser

Speech-Language Pathologist Students: Tissues and Disinfecting Wipes

Kindergarten

Please Label Items

Box of Eight Crayons

1 Glue Bottle

Many Glue Sticks

#2 Pencils

6x9 Pencil Box

Scissor

Backpack

Small Rug, Blanket Or Kinder Mat

NO large blankets or sleeping bags

Large Tissue Box

Clorox Disinfecting Wipes

Sandwich or Quart Baggies

DO NOT need headphones or extra shoes for PE

1st Grade

Please Replenish If Needed

4oz Glue

6 Large OR 9 Small Glue Sticks

2 Folders with Pockets

1 1" Binder with Front Sleeve

24 (or less) Box of Crayons

8 Basic Color Markers

10 #2 Pencils

2 Pink Erasers

2 Expo Fine Tip Markers

6x9 Pencil Box

1 Spiral Notebook

Scissors

Paint Shirt

Backpack (No Wheels)

Large Tissue Box

Clorox Disinfecting Wipes

Sandwich or Quart Baggies

2nd Grade

Please Replenish If Needed

Backpack (No Wheels)

24 #2 Pencils (No Mechanical)

2-3 Pink Erasers

4oz Glue

4-5 Glue Sticks

Scissors

12" Ruler with Centimeters

Box Of Crayons

Markers

Pencil Box OR Zippered Pocket

Folder with Pockets

2 Expo Fine Tip Markers

Large Tissue Box

Clorox Disinfecting Wipes

3rd & 4th Grade

Please Replenish If Needed

7 #2 Pencils

Scissors

Pencil Box OR Zippered Pocket

2 Wide Ruled Notebooks

Blue, Yellow, Red, Black Folders

Crayons, Colored Pencils, Markers

Backpack (No Wheels)

3 Glue Sticks

Protractor

Calculator

Ruler

Large Tissue Box

Clorox Disinfecting Wipes

Highlighter

2 Pairs of Earbuds

Expo Multi Colored Markers w/ Eraser

5th & 6th Grade

Please Replenish If Needed

Issued School Planner will be supplied to each student

Pencil Box or Zippered Pocket

6 #2 Pencils with Erasers

3 Mechanical .7 Lead Pencils

4 Red Ink Pens

Colors Pencils and/or Markers

3 Highlighters

Non-Point Scissors

1 Glue Stick

3 Notebooks

1 1/2" 3 Ring Binder

Pocket Folders for Each Class

Calculator (big display)

Protractor & Compass

12" Ruler with Centimeter

Earbuds

2 Large Tissue Boxes

Clorox Disinfecting Wipes

Backpack (No Wheels)

Deoderant, Tennis Shoes & Lock for PE

Mrs. Sholz's Classes

Please Replenish If Needed

Pencils, Notebook, Folder

7TH GRADE MATH & ALGEBRA I

Scientific Calculator w/Probability Functions

GEOMETRY

Scientific Calculator OR Graphing Calculator

Protractor and Compass

Small Ruler

CAREER MATH

Scientific Calculator OR Graphing Calculator

TEST PREP

TI 84 Calculator Recommended OR

Graphic Calculator

Ms. Gondringer's Classes

Please Replenish If Needed

Large Notebook with Perforated Pages

Blue OR Black Pen

Pencils, Colored Pencils

Glue Sticks

Pocket Dictionary OR Dictionary Application

Mrs. Ferguson's Health Classes

Please Replenish If Needed

Pens, Pencils, Markers, Glue Stick

Notebook, Folder, Scissors

Tissue Box, Notecards

Mrs. Cheney's Classes

Please Replenish If Needed

Pencils

Oil & Reeds for Instruments

Mrs. Robertson's FACS Classes

50 Index Cards

FACS 1

1 Fat Quarter Cotton Fabric

Matching Coloreds

2 Hand Towels, 2 Pot Holders, 2 1" Buttons

Cross Stitch Project OR

Needle Point Embroidery or Plastic Canvas

FACS 2

Fabric & Supplies for Sewing Machine Project

Yarn to Knit or Crochet

Project Supplies can be purchased in first 2 weeks

Mrs. Hovland's Classes

Replenish If Needed

Pencils, Folder

2 Small OR 1 Large Notebook

Graphing Calculator Required

TI 84 is used on MCAs

AVID 9TH GRADE

AVID & Math Supplies Provided

Mrs. Schleper's Classes

Replenish If Needed

Non-Spiral Notebook, Folder

3 Ring Binder, Pencils, Safety Glasses

WELDING & WOODS

Calculator, Tape Measure, Pliers

Non-Flammable Clothing & Closed Shoes

No Shorts

8TH GRADE

Tape Measure, Mechanical Pencils

Protractor with Eraser

2019-20 School Supplies (cont.)

Mrs. Bergmann's Spanish Classes

Please Replenish If Needed
Notebook, #2 Pencils, Pens, Folder
Cloth Book Cover

Mr. Robertson's Classes

Please Replenish If Needed
Notebook Folder, Pencils
Safety Glasses, Headphones, Hand Sanitizer

Mr. Ross's Classes

Please Replenish If Needed
Notebook, Pencils, Erasers, Colored Pencils
Blue/Black Pens, Highlighters

Mr. Leither's PE Classes

Please Replenish If Needed
T-Shirt, Shorts, Sweats, Socks
Tennis Shoes, Deoderant
Towel, Locker Lock

HS Special Education

Please Replenish If Needed
Tissue Box, Pencils, Ream of Paper, Notebook

Mr. Fisher's Classes

Please Replenish If Needed
Pocket Folder, Colored Pencils
Ruler, Scissors, Notebook, Pencils, Glue

Mrs. Poissant's Art Classes

Please Replenish If Needed
4 #2 Pencils, 2 Pink Erasers
2 Black Ballpoint Pens (not Gel or Marker)
Marker, Ice Cream Bucket with Lid
4 Magazines for Clipping
Sketchbook, 1 Black Fine Point Sharpie
Pencil Box or Bag, Folder
2D ART
\$15 Fee
3D ART
\$15 Fee, Scotch Packaging Tape

Mrs. Henry's Classes

Please Replenish If Needed
Large Notebook with Perforated Pages
Folder, Pens, Pencils
11TH & 12TH GRADES
Bring Own Computer or One Will Be Provided

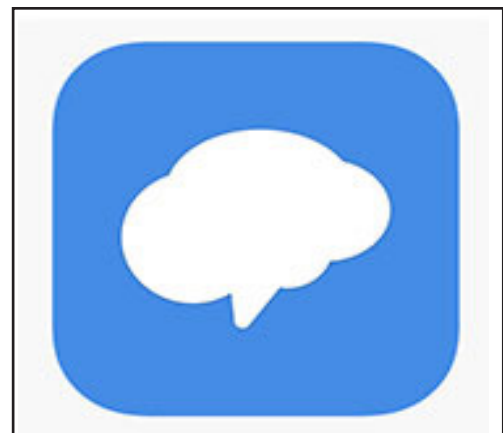
STAY CONNECTED TO UHS WITH THESE APPS

Activity Scheduler by rSchoolToday



Install the app, pick Upsala from the long list of schools, and you will have the activities calendar at your fingertips.

Remind: School Communication



Create an account or log in with Google, then "join a class" by searching for Upsala Secondary and then pick which activities to follow.

Free/Reduced Price Meals

7

An Equal Opportunity Employer

Upsala Area Schools

Independent School District No. 487
415 South Main Street
Upsala, MN 56384

Serving . . . The Elmdale, St. Francis, and Upsala Area

Nick Klug
K-12 Dean of Students
Elementary: 320-573-217

Vern Capelle
Superintendent/Principal of Schools
District Office: 320-573-2174
Fax: 320-573-2173

Colleen Harren
Business Manager
High School: 320-573-2176

Dear Parent/Guardian:

Our school provides healthy meals each day. Breakfast is FREE to all students.

Your children may qualify for free or reduced-price school meals. To apply, complete the enclosed application for Educational Benefits following the instructions. A new application must be submitted each year. At public schools, your application also helps the school qualify for education funds and discounts.

State funds help to pay for reduced-price school meals, so all students who are approved for either free or reduced-price school meals will receive school meals at no charge. State funds also help to pay for breakfasts for kindergarten students, so all participating kindergarten students receive breakfasts at no charge.

Return your completed application for educational benefits to:

Upsala Area Schools, PO Box 190, Upsala, MN 56384

This form can also be found on the parent portal of upsala.onlinejmc.com.

Who can get free school meals? Children in households participating in the Supplemental Nutrition Assistance Program (SNAP), Minnesota Family Investment Program (MFIP) or Food Distribution Program on Indian Reservations (FDPRI), and foster, homeless, migrant and runaway children can get free school meals without reporting household income. Or children can get free school meals if their household income is within the maximum income shown for their household size on the instructions.

I get WIC or Medical Assistance. Can my children get free school meals? Children in households participating in WIC or MA may be eligible for free school meals. Please fill out the 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 your children to qualify for free or reduced-price school meals.

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.

Will the information I give be checked? Yes, and we may also ask you to send written proof.

How will the information be kept? Information you provide on the form, and your children's approval for school meal benefits, 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 FRPIR benefits.

Please provide the information requested about children's race identity and ethnicity, which helps to make sure we are fully serving our community. This information is not required for approval of school meal benefits.

If you have other questions or need help, Melanie Daniel at (320)573-2174 Ext 101.

Sincerely,



Vern Capelle
Superintendent/Principal

www.upsala.k12.mn.us

www.upsala.k12.mn.us



2019-20 Application for Educational Benefits

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

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." Children in Foster care are eligible for free meals. Read *How to Complete the Application for Educational Benefits* for more information.

Child's First Name	MI	Child's Last name	School	Grade	Birthdate	Foster Child (Y)
						<input type="checkbox"/>
						<input type="checkbox"/>
						<input type="checkbox"/>
						<input type="checkbox"/>

STEP 2: Do Any Household Members (including you) currently participate in one or more of the following assistance programs: SNAP, MFP or FPIPR? Medical assistance **does not** qualify.

STEP 3: Report Income for All Household Members (Skip this step if you answered 'Yes' to STEP 2)
 If YES > Enter SNAP, MFP or FPIPR Case Number _____ then go to STEP 4 (Do not complete STEP 3)
 If NO > Go to STEP 3.

	Child Income	Weekly	Bi-weekly	2x Month	Monthly
\$		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

A. Child Income
 Sometimes children in the household earn or receive income. Please include the TOTAL income received by all children listed in STEP 1.

B. 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.

Name of Adult Household Members (First and Last) 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.	Gross earnings from Work				Net income from Self-Employment		All Other Gross Income such as SS, Unemployment, Public Assistance, Child Support, and others on Page 2				
	Weekly	Bi-Weekly	2x Month	Monthly	Monthly	Yearly	Weekly	Bi-Weekly	2x Month	Monthly	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$

C. Last Four Digits of Social Security Number (SSN) of Primary Wage Earner or Other Adult Household Member XXX-XX-_____ Check if no SSN: Total Household Members (Children and Adults) _____

STEP 4: Contact information and adult signature. Mail or return completed form to: (School/District information)
 I certify (promise) that all information on this application is true and that all income is reported. I understand that this information is given in connection with the receipt of Federal funds, and that school officials may verify (check) the information. I am aware that if I purposely give false information, my children may lose meal benefits, and I may be prosecuted under applicable State and Federal laws.

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 _____

Street Address (if available) Apt# City ZIP

Signature of Household Adult Daytime Phone

Determining Official's Signature

Date

Confirming Official's Signature

Date

Do not fill out: For School Use Only
 Annual Income Conversion:
 Weekly x 52
 Bi-Weekly x 26
 Twice a Month x 24
 Monthly x 12

All Total Income (include child and adult income)	Household Size					Categorical Eligibility	Free	Reduced	Denied
	Weekly	Bi-weekly	2X Month	Monthly	Annualize				
\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Selected for Verification – attach Verification Tracker

Free/Reduced Price Meals

INSTRUCTIONS: Sources of Income

Sources of Income for Children

Sources of Child Income	Examples
<ul style="list-style-type: none"> Earnings from work Social Security Disability Payments <ol style="list-style-type: none"> Survivor's Benefits Income from person outside the household Income from any other source 	<ul style="list-style-type: none"> 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
<ul style="list-style-type: none"> Salary, wages, cash bonuses (before deductions or taxes) Net income from self-employment (farm or business) If you are in the U.S. Military: <ol style="list-style-type: none"> BASIC pay and cash bonuses (do NOT include combat pay, FSSA or privatized housing allowances) Allowances for off-base housing, food and clothing 	<ul style="list-style-type: none"> 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 	<ul style="list-style-type: none"> Social Security Disability benefits Regular income from trusts or estates Annuities Investment income Rental income Regular cash payments from outside household

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 for free or reduced price meals.

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

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

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

At public school districts, each student's school meal status also is recorded on a statewide computer system used to report student data to MDE as required by state law. MDE uses this information to: (1) Administer state and federal programs, (2) Calculate compensatory revenue for public schools, and (3) Judge the quality of the state's educational program.

Nondiscrimination statement: In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency/State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, you have two options: 1. Complete the [USDA Program Discrimination Complaint Form, \(AD-3027\)](#) found online at [Filing a Program Discrimination Complaint as a USDA Customer](#), and at any USDA office; or, 2. Write a letter addressed to USDA; provide in the letter all of the information requested in the form. To request a copy of the complaint form, call 866-632-9992. Submit your completed form or letter to USDA by one of the following methods:

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

This institution is an equal opportunity provider.

Free/Reduced Price Meals

How to Complete the Application for Educational Benefits

- Complete the Application for Educational Benefits form for school year 2019-20 if any of the following applies to your household:
 - Any household member currently participates in the Minnesota Family Investment Program (MFIP), or 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, 2019 through June 30, 2020.

Maximum Total Income

Household size	\$ Per Year	\$ Per Month	\$ Twice Per Month	\$ Per 2 Weeks	\$ Per Week
1	23,107	1,926	963	889	445
2	31,284	2,607	1,304	1,204	602
3	39,461	3,289	1,645	1,518	759
4	47,638	3,970	1,985	1,833	917
5	55,815	4,652	2,326	2,147	1,074
6	63,992	5,333	2,667	2,462	1,231
7	72,169	6,015	3,008	2,776	1,388
8	80,346	6,696	3,348	3,091	1,546
Add for each additional person	8,177	682	341	315	158

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 on to Step 3.

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

- 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 earned 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.** For each income, check the box to show how often the income is received: weekly, bi-week, 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.
 - Self-employment or Farm Income.** List the net income per month or year after business expenses. A loss from farm or self-employment must be listed as 0 income and does not reduce other income.
 - All Other Gross Income.** List gross incomes before deductions from any other sources, such as SSI, unemployment, child support, public assistance, social security, rental income or annuities.
- 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. The total household members is reported.

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 approval for school meal benefits. The information helps to ensure we are meeting civil rights requirements and fully serving our community.

School Lunch

Monday	Tuesday	Wednesday	Thursday	Friday
 <ul style="list-style-type: none"> Long John OR Cold Cereal Pizza Crunchers w/Sauce (K) OR Turkey on a Flatbread, Green beans, bread slice (J/HS), fresh veggies, fresh/canned fruit 	<ul style="list-style-type: none"> Dutch Waffle OR Popart Fiesta/da Pizza OR Mini Corn dogs (K) Tiny Whole Potatoes, Fresh Veggies, Fresh Canned Fruit 	<ul style="list-style-type: none"> Apple Frudel OR Banana Bread Slice Taco in a bag (K) OR Chicken Fajita, Taco Fixings, Buttered Corn, Fresh/Canned Fruit 	<ul style="list-style-type: none"> Hard Egg OR Blueberry Muffin Build a Burger OR Ham Patty on a bun, Baked Beans, fresh veggies, fresh/canned fruit 	<ul style="list-style-type: none"> Mini pancakes OR Oatmeal Breakfast Bar Cheese Pizza (K) OR Mandarin Orange Chicken, bread slice (SH), 4-way veggies, fresh veggies, fresh/canned fruit
<ul style="list-style-type: none"> Assorted Bagels OR Oatmeal Breakfast Bar Pepperoni Pizza (K) OR Turkey Croissant, 4-way veggies, fresh veggies, fresh/canned fruit 	<ul style="list-style-type: none"> French Toast Sticks OR Banana Bread Slice Panakes w/ Syrup, Breakfast Sausage OR Yogurt/Cheese Stick, Hash Brown Patty, Fresh Veggies, Fresh/Canned Fruit 	<ul style="list-style-type: none"> Pancake Bites OR Cereal Bar Pork Chop Patty OR Chicken Nuggets (K), mashed potatoes, w/gravy, cranberry sauce, dinner roll, fresh/canned fruit 	<ul style="list-style-type: none"> Dutch Waffle OR Popart Pulled Pork OR Hamburger (K) on a Bun, potato salad, green beans, fresh/canned fruit 	<ul style="list-style-type: none"> Cherry Frudel OR Unrustable PB&J Chicken Strips OR Max Stick w/Sauce (K), Green Peas, bread slice (SH), fresh veggies, fresh/canned fruit
<ul style="list-style-type: none"> Dutch Waffle OR Popart Cheese Quesadilla OR Teriyaki Chicken w/Rice, green beans, tiny whole potatoes, bread slice, fresh/canned fruit 	<ul style="list-style-type: none"> Cinnamon Roll OR Cold Cereal Hot Dog (K) OR Ham Wrap, Baked Beans, fresh veggies, fresh/canned fruit 	<ul style="list-style-type: none"> Hard Egg OR Blueberry Muffin Tator Bowl (K) OR Salisbury Steak, mashed potatoes w/gravy, corn, dinner roll, fresh/canned fruits 	<ul style="list-style-type: none"> Assorted Snack Breads W/ String Cheese OR Yogurt w/ Granola Lasagna Roll-up OR Corn Dog(K), Carrot Coins, Fresh Veggies Fresh/Canned Fruit 	<p style="text-align: center;">Early Release</p> <ul style="list-style-type: none"> Breakfast Pizza OR Oatmeal Bar Build a Burger OR Turkey Deli on a Bun, Baked Beans, Fresh Veggies Fresh/Canned Fruit
<ul style="list-style-type: none"> Assorted Frudel OR Yogurt W/ Granola Italian Pasta (K) OR Egg Roll, carrot coins, bread slice (J/HS), fresh veggies, fresh/canned fruit 	<ul style="list-style-type: none"> Breakfast Round OR Cold Cereal Chicken Patty (K) OR Pizza Burger on a Bun, tiny whole potatoes, fresh veggies, fresh/canned fruit 	<ul style="list-style-type: none"> Mini pancakes OR Oatmeal Breakfast Bar Choice of Sub Sandwich, sub fixings, chicken noodle soup, crackers (J/HS), fresh/canned fruit 	<ul style="list-style-type: none"> Assorted Bagels OR Banana Bread Cheese Quesadilla OR Teriyaki Chicken w/Rice, green beans, tiny whole potatoes, bread slice, fresh/canned fruit 	<ul style="list-style-type: none"> Muffin OR Unrustable PBJ Bosco Sticks w/Sauce (K) OR Turkey Wrap, steamed carrots, bread slice (J/HS), fresh veggies, fresh/canned fruit

Upsala September

All meals served meet the nutritional standards established by the USDA. Menus are subject to change.

Lunch Prices 2019-20	
Elementary	2.40
Secondary	2.55
Adult	4.00
Milk	0.35
Doubles Card (14)	14.15

*One extra item is \$1.02(per day ticket only). Purchase a doubles card for \$14.15. If your child takes two or more milk, add 35¢ per additional milk.

September Totals for 20 days	
Elementary	48.00
Secondary	51.00

Lunch payments are due on the first school day of each month.

Check your balance online at <http://mc.upsala.k12.mn.us/Parent>

Breakfast is served FREE for all students!

Salad bar is served every day for the SH Lunch line.

Don't forget – take at least **1** fruit or veggie and **3** items total, so your meal counts as a complete lunch.

Nondiscrimination Statement

This explains what to do if you believe you have been treated unfairly. In accordance with federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, Office of Adjudication, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call



At Upsala Community Education our goal is to provide opportunities for people of all ages and to enrich their lives through many different offerings beyond the regular school day and school year. We work with other groups including civic, non-profits and local businesses to enrich the lives of our community members.

If you have a talent, interest, or area of expertise; consider sharing your talents or interests with your community by becoming a Community Education instructor.

Please refer to our Registration/ Policies for questions about Out-of-District registration or email dancheney@upsala.k12.mn.us.

How to register for classes online

1. Visit our webstore <https://upsala.revtrak.net>
2. Click the **Community Ed** button
3. Select the **program**
4. Select the **class** you want to register for
5. Select the **Click here to register** link
6. In the sign-in screen
 - a. Enter your email address and password if you are a returning customer. **OR**
 - b. If you do not have an account, select **create account**
 - i. Enter your contact information
 - ii. Create a password
7. The participant window will open. Select the participant's name and complete the required fields.

If your child's name does not appear in the participant's list, select **A New Person** Enter their name and click submit. Proceed to fill out the required fields
8. If you have another child to register, click on **Continue to Shop**. If you are finished, click **Checkout** to add your class to the shopping cart and make payment. Your shopping cart window will open.
9. Verify the information for accuracy and click **Go to Checkout**.
10. Verify your registrations. Enter the payment information and click **Place Order** Payment will be processed. Your receipt can be viewed and printed.
11. **View & Print Receipt** Click Log out in the lower left corner. Credit card statements will show payment made to the school district.

The screenshot shows a registration form for 'AR - Summer Reading'. It includes fields for Class #, Group, Date, Days, Time, and Location. A red circle highlights a 'CLICK HERE to Register for this Class' link. Below this is a section titled 'Who are you registering?' with radio buttons for '(self)', '(other)', and 'A New Person'. The 'A New Person' option is selected. There are input fields for Address, City, State, and Phone Numbers (Home, Work, Mobile). A red circle highlights the 'Add and Go To Shopping Cart' and 'Add and Continue To Shop' buttons at the bottom.

The screenshot shows the 'Review & Submit' page. It displays a 'BILLING' section with an 'EDIT' button. Below is an 'ITEMS' table with one entry: 'AR - SUMMER READING' for \$0.00, with a quantity of 1. The item details include dates from June 4 to August 1 and meeting times. A green 'PLACE ORDER' button is at the bottom.

Flag Football



Join our USA (Upsala/Swanville) combined Flag Football program. This introductory, "low contact"

program is for anyone in grades 1-6 interested in learning about the exciting game of football. Experience this fall tradition, where the emphasis is on learning the fundamentals of football while having some fun. Join us for four mornings of teamwork and flag football fun.

The program will be run by Varsity Football coaches and players. Students will be divided into age groups. Coaches will have drill stations set up to run players through in rotation. The second half of practice will consist of splitting into teams and playing the game.

Practice will be 10-noon and rotate between Upsala and Swanville football fields.

Dates:
Sept. 7--Upsala
Sept. 14--Swanville
Sept. 21--Upsala
Sept. 28--Swanville
Buddy Day--Oct. 3 after school

Driver's Training



Upsala will offer a complete Driver's Education Package through Today's Driving School. The package consists of 30 hours of classroom instruction and 6 hours of behind-the-wheel.

The fall class is scheduled for November 18-22 and December 2-6. Class sessions will be from 6-9pm.

More specific details will be available at a later date.

Youth Volleyball



The youth volleyball program will be held on Monday evenings, Sept. 16, 23, Oct. 7 from 6pm-7pm. The program is open to elementary students.

Youth Night will be at a Varsity home game to be determined.

Information will be sent home the first week of school

Prairie Fire



Cast photo from the August Prairie Fire Childrens Theatre production of "Sleeping Beauty"

Administration:	School Board:
Vern Capelle, Superintendent	Dean Peterson
Nick Klug, Dean of Students	Karin Nelson
Mark Herbes, Athletic Director	Ryan Thomas
Colleen Harren, Business Mgr.	Trevor Soltis
	Stephen Roerick
	Andrew Wensmann



Some of the members of the Upsala HS Band in the Heritage Days parade. Thanks to Matt & Karen Hoffman and family for the transportation!

Registration & Policy Information

Register Early Please register by noon on the deadline indicated, so we can make enrollment decisions. If there is not a deadline listed, please register at least 3 business days in advance. Late registrations will be accepted provided space is available with a \$5 late fee.

If registering with a paper, please use one form per student and staple together with the total for all on the last form.

Are you registered? If you provided an email you will automatically get a confirmation invoice. If there is an error on your registration invoice, please let us know ASAP. We will only contact you for cancelled or rescheduled classes.

Adult Programs Unless otherwise noted, Adult Programs are open to ages 16 and older. (Parental signature is required until 18.)

Inclement Weather No classes or activities will be held when school has been cancelled or closed early due to bad weather. Please check our website www.upsala.k12.mn.us or follow us on social media for cancellation notices.

Cancellation Policy We reserve the right to cancel classes if enrollment is below needed minimum. Registrants will be notified and a full refund given. Cancellations and rescheduled games and other activities are announced on our website.

Refund Policy We will issue a credit voucher or refund only if you notify the Community Education Office at least 48 hours prior to the beginning of the class. Written requests via email are preferred. Pro-rated refunds may be given for most classes with multiple meeting times. *Exceptions include trips with advance ticket sales.

Statement of Release Upsala Area Schools and its employees are not responsible for accidents or injuries resulting while participating in any activity. Photographs may be taken at events and used for advertising.

Advisory Council Vern Capelle, Superintendent; Kathy Blonigen, Chairperson /Community Member; Denise Cheney, Staff /Community Member; Dan Cheney, CE Coordinator; Elizabeth Gunderson, Community Member; Jonathan Leither, Assistant AD/Youth Rec. Coordinator; Carie Leners, Coach/Community Member; Karin Nelson, School Board Member; Wendy Rene, Community Member; Stephen Roerick, School Board Member; Jessica Wenker, Community Member; Jennifer Servatius, Community Member

Special Needs If you have special needs such as childcare, wheel chair, interpreter, etc. please call at (320) 573-2175, ext. 173. Every attempt will be made to assist you with advance notice.

Fee Assistance Upsala Community Education is committed to serving the residents of our community through affordable learning and enrichment classes. Please email or call the Community Education office for more information about scholarships and/or fee assistance.

Transportation Upsala Community Ed does not provide transportation to its activities, with the exception of trips (example Disney on Ice). Other participants may be willing to rideshare.

Out of District We welcome participation in our after school and adult activities. Out of district registration (non-UAS student /non-district resident) for athletics is only accepted if there is room on teams after our registration due date with the additional out of district fee. We charge a \$20 per out of district participant fee.

Income Tax Deduction and Credit for Education Related Expenses The MN deduction allows parents to subtract from their taxable income up to 2500 for qualifying expenses on behalf of each child in grades seven to 12 and up to 1,625 for each child in grades kindergarten to six. The list of qualifying expenses includes Community Education classes, tutoring and academic summer school and camps.

Community Ed Meetings

Join the advisory board!!! It is low commitment, only four or five meetings a year. Make suggestions for new and current programs.

All are welcome to attend. Meetings are held in the HS Cardinal Media Center.

- Next Meeting: TBD

Great River Regional Library - Upsala



117 Main St. Upsala, MN 56384 - Phone: 320-573-4282 - <https://griver.org>

Mon: 10:00-3:00

Tues: 3:00-6:00

Wed: 2:00-8:00

Thu: Closed

Fri: 2:00-8:00

Sat: 10:00-1:00

MEET MINNESOTA AUTHORS!



Jane Schuette (9/10)

Lorna Landvik (9/17)

Nancy Atkinson (9/25)

Dr. Rene Clausen To Lead Choral Festival



The USA Community Chorus will again host a day-long choral workshop/festival at Upsala Area Schools on Saturday, Oct. 26. This year's festival will feature Dr. Renè Clausen, professor of Choral Conducting at Concordia College (Moorhead).

There is no charge for participants other than meals if you choose to take advantage of the catered meals. Area Community choirs and church choirs are encouraged to attend. Some of the students/choirs attending are from Upsala, Swanville, Royalton, Little Falls, Brainerd and Alexandria.

If you are interested in joining us for a great day of singing and learning, please contact M.J. Nelson or Denise Cheney.



FOOTBALL SCHEDULE

Thu, Aug 29 - @ Howard Lake/Waverly

Fri, Sep 6 - vs BBE

Fri, Sep 13 - @ Benson

Fri, Sep 20 - vs KMS

Fri, Sep 27 - vs Parkers Prairie

Fri, Oct 4 - @ Browerville

Fri, Oct 11 - @ LPGE

Wed, Oct 16 - vs Royalton



VOLLEYBALL SCHEDULE

Tue, Aug 27 - @ Kimball

Fri, Aug 30 - vs Pillager

Tue, Sep 3 - @ Osakis

Thu, Sep 5 - vs Browerville/EV

Mon, Sep 9 - vs Royalton

Tue, Sep 10 - vs Swanville

Sat, Sep 14 - Crosby-Ironton Tourney

Tue, Sep 17 - vs Holdingford

Thu, Sep 19 - @ LPGE

Tue Sep 24 - vs Osakis

Thu, Sep 26 - @ Browerville/EV

Sat, Sep 28 - Mora Tourney

Mon, Sep 30 - @ Bertha-Hewitt

Tue, Oct 1 - @ Swanville

Tue, Oct 8 - @ Eden Valley-Watkins

Thu, Oct 10 - vs LPGE

Thu, Oct 17 - Upsala Tourney



Upsala Area Schools
 415 South Main Street
 PO Box 190
 Upsala MN 56384
 www.upsala.k12.mn.us

Bulk Rate
 US Postage Paid
 Non-Profit Org
 Permit No. 2

OR CURRENT RESIDENT

Upsala Area Schools 2019-2020 Calendar

Month	Su	Mo	Tu	We	Th	Fr	Sa	Total Days	Wk	Notes
Aug	25	26	27	28	29	30	31	T=3		Aug. 26-28 = Teacher Workshop/Aug. 28 = K-12 Open House
Sep 19	1	2	3	4	5	6	7		1	Sept. 2 = Labor Day /Sept. 3 - First Day of School
	8	9	10	11	12	13	14		2	
	15	16	17	18	19	20	21	S=20	3	
	22	23	24	25	26	27	28	T=20	4	Sept 27 = Early Release - Professional Development
Oct	29	30	1	2	3	4	5		5	
	6	7	8	9	10	11	12		6	
	13	14	15	16	17	18	19	S=21	7	Oct 17-18 = Ed Minnesota Conference Days
	20	21	22	23	24	25	26	T=21	8	
Nov	27	28	29	30	31	1	2		9	Nov 1 = End of Quarter 1
	3	4	5	6	7	8	9		10	Nov 4 and 7 = K-12 PT Conferences
	10	11	12	13	14	15	16		11	Nov 11 = Veteran's Day - No School (Trade Day)
	17	18	19	20	21	22	23	S=18	12	
Dec	24	25	26	27	28	29	30	T=19	13	Nov 27 = Early Release - (Trade Day-PM) Nov 28-29 = Thanksgiving Break
	1	2	3	4	5	6	7		14	
	8	9	10	11	12	13	14		15	
	15	16	17	18	19	20	21	S=15	16	
Jan 2020	22	23	24	25	26	27	28	T=15	17	Dec 23 - Jan 3 = Winter Break - Dec. 25 - Christmas
	29	30	31	1	2	3	4		18	Jan 1 = New Year's Day
	5	6	7	8	9	10	11		19	End Fall Semester
	12	13	14	15	16	17	18	S=19	18	Jan 20 = Martin Luther King Day - In-Service
Feb	19	20	21	22	23	24	25	T=20	19	
	26	27	28	29	30	31	1		20	
	2	3	4	5	6	7	8		21	
	9	10	11	12	13	14	15		22	Feb 14=In-Service
Mar	16	17	18	19	20	21	22	S=18	23	Feb 17 = Presidents' Day
	23	24	25	26	27	28	29	T=19	24	
	1	2	3	4	5	6	7		25	
	8	9	10	11	12	13	14		26	
Apr	15	16	17	18	19	20	21	S=22	27	Mar 20=End Quarter 3 - Early Release
	22	23	24	25	26	27	28	T=22	28	Mar 23 and 26 = K-12 PT Conferences
	29	30	31	1	2	3	4		29	
	5	6	7	8	9	10	11		30	Apr 9 Early Release/Apr 10=Spring Break
May	12	13	14	15	16	17	18	S=20	31	Apr 13=Spring Break (Trade Day)
	19	20	21	22	23	24	25	T=21	32	
	26	27	28	29	30	1	2		33	
	3	4	5	6	7	8	9		34	
May	10	11	12	13	14	15	16		35	
	17	18	19	20	21	22	23	S=19	36	
	24	25	26	27	28	29	30	T=20	37	May 25 = Memorial Day /May 28=Last Student Day-Early Release/May 29=Workshop
	31	1	2	3	4	5	6		38	

Total Days Students(S)=172 Teachers(T)=180

Quarters/Semesters	
Quarter 1: September 3-November 1	42 Days
Quarter 2: November 4-January 17	42 Days
Fall Semester = 84 Days	
Quarter 3: January 21-March 20	42 Days
Quarter 4: March 23-May 28	46 Days
Spring Semester = 88 Days	

Make Up Days
 In the event of school closing, make up days will be assigned as follows:

First Day = No Make Up
 Second Day = January 20 (MLK Day)
 Third Day = February 17 (President's Day)
 Fourth Day = April 13 (Easter Monday)
 Fifth Day and on = May 29, etc.

** The Upsala Area School Board will make final decision on any calendar revisions.*

*** The Superintendent's decision shall be final regarding school closings.*

In accordance with MN Stat. 126.13 and 645.44, Upsala Area Schools will be in session on Columbus Day