

HILLS-BEAVER CREEK, I.S.D. 671

H-BC Parents,

As the school year approaches, H-BC Schools are continuing to prepare. Traditionally we have shared information through a back to school packet. This email is intended to replace the information from the packet and will contain all of the necessary instructions for registration and getting the school year started.

Again, this year we will be collecting registration information through a website called FamilyID. The site allows us to securely collect information and parent permissions. Because it is new, families will be required to set up accounts. Instructions for completing the online registration are attached to this email. All students must be registered through this process before September 3. Thank you for your cooperation in completing the on-line registration process.

- Instructions for completing online registration
- Online registration link

Also attached to this email are documents that had previously been included in the packet. This information includes:

- Superintendent Holthaus' Back to School Letter – Including important dates and times
- Secondary and Elementary Supply Lists
- Secondary and Elementary Staff Directories
- Kindergarten Parents be on look out for email regarding Back to School Conferences
- 2019-2020 District Calendar
- Information on Free and Reduced Lunch Program
- 2019-2020 District Fee Schedule
- Minnesota Department of Revenue TAX Information—[website link](#)

Bussing information will be sent directly to parents by USPS mail, at a later time.

If you have any questions or concerns about registration, please contact either of the school offices.

Instructions for online student registration were sent out to parents by email this morning. Information on registration can be found at: <https://5il.co/9f5x>. All information that was previously in back to school packets will be in the email and online!

Sincerely,



Todd Holthaus
Superintendent

HILLS-BEAVER CREEK, I.S.D. 671

507-962-3240 PH.

301 N SUMMIT AVE.

507-962-3238(FAX)

P.O. Box 547

HILLS, MN 56138

August 2019

Dear Parents:

Welcome to a brand-new school year at Hills-Beaver Creek School District. Please mark your calendars for these important dates & times:

Wednesday, August 28th 5:30 pm-7:30pm

Elementary (Gr. 1-5 and Secondary (Grades 6-12) Open Houses.

6th grade students & parents meeting at 6:00 pm.

7th grade students & parents meeting at 6:30 pm.

8th grade students & parents meeting at 7:00 pm.

Tuesday, September 3rd

Grades 1-12 first day of school – Secondary 8:05 am start 3:05 pm end.

Elementary start @ 8:15-3:15 pm end.

Grade K – Parent-Student-Teacher Conferences as scheduled.

Conference times are/were sent out.

Wednesday, September 4rd

Grade K – Parent-Student-Teacher Conferences as scheduled.

Thursday, September 5th

Grade K first full day of school--8:15 am start – 3:15 pm end.

For your convenience, the district has gone to a *primarily* paperless registration process. Thank you for promptly taking the time to complete & submit all required needed information.

Please follow the directions on the attached Back To School Registration Sheet carefully.

- Only one primary parent/guardian is required to complete the full student registration process.
Example: Some parents, who do not reside together, have requested separate passwords. Both parents may log in and review the student data. Only one parent will complete the student registration portion. The second parent will only need to verify his or her own personal address/phone data.
- It is important that all Parents & Students review and understand all the district policies. These policies are necessary for a safe and secure learning environment.
- *All online registration and paper registration forms must be completed on or before day one of school.*
- Please carefully read all the information about our lunch program. Parents are encouraged to prepay for lunch and milk break. The PaySchools is a convenient payment option.

Please call with any questions you may have. We look forward to a great year at H-BC!

Sincerely,



Todd Holthaus
Superintendent

AN EQUAL OPPORTUNITY EMPLOYER
SERVING THE COMMUNITIES OF STEEN, HILLS, AND BEAVER CREEK

HILLS-BEAVER CREEK, I.S.D. 671

ONLINE STUDENT REGISTRATION INSTRUCTIONS 2019-2020

H-BC Schools are again utilizing an online registration system called FamilyID—it is the same system that was used to register/enrollment for this last school year 18-19.

FamilyID is a secure registration platform that provides you with an easy, user-friendly way to register for school. When you register through FamilyID, the system keeps track of your information in your FamilyID profile. You enter your information only once for each family member for multiple uses and multiple programs. This program is separate from our JMC student information system and you will have to initially enter student and parent information.

REGISTRATION PROCESS:

If you have a FamilyID account already from the 18-19 school year click on the link (or copy and paste in a web browser)below to register/enroll your student:

[Elementary Student Registration K-5](#)

[Secondary Student Registration Grades 6-12](#)

FIRST TIME USERS Follow these steps:

1. To register, click on the link THIS LINK: <https://www.familyid.com/hills-beaver-creek-isd-671>
2. Select the registration form under the word **Programs—either elementary K-5 or secondary 6-12**.
3. Next click on the green **Register Now**. Because this will be the first time you are logging in, you will need to create a Family ID account. Click on **Create Account** to get started.
4. **Create** your secure FamilyID account by entering the account owner First and Last names (parent/guardian), E-mail address and password. Select **I Agree** to the FamilyID Terms of Service. Click **Create Account**.
5. You will receive an email with a link to activate your new account. (If you don't see the email, check your E-mail filters (spam, junk, etc.).
6. Click on the link in your activation E-mail, which will log you in to FamilyID.com
7. Proceed to the enrollment button to enroll.

REGISTERING YOUR STUDENT

1. Once in the registration form, complete the information requested for student one. All fields with a red* are required to have an answer.
2. Click the **Continue** button when your form is complete.
3. Review your registration summary.
4. In order to register a second student, you may have to return to the original registration page and select the appropriate program or school

When finished, you have two options. You can indicate any payments that will take place through PaySchools or indicate that you will pay in cash or check. No payment will be recorded in the Family ID system, but you will click on **Pay** to complete the registration. After you click **Pay**, you will receive a completion email.

At any time, you may log in at www.familyid.com to update your information and to check your registration(s). To view a completed registration, select the 'Registration' tab on the blue bar.

SUPPORT:

- If you need assistance with registration, **contact** FamilyID at: support@familyid.com or 888-800-5583 x1.
- Support is available 7 days per week and messages will be returned promptly.

Sincerely,



Todd Holthaus
Superintendent

2019-2020 H-BC Elementary School Supply List

KINDERGARTEN	1ST GRADE	2ND GRADE	3RD GRADE
1 box 24 standard Crayola crayons (small)	10 #2 pencils (Ticonderoga)	1 box of crayons	1 box crayons
1 8 pack classic Crayola markers	1 pink eraser	1 bottle of white Elmer's glue	1 box colored pencils
4 #2 pencils (yellow)	1 school bag	2 large glue sticks	20 #2 pencils
1 bottle white Elmer's glue	2 wide-lined spiral notebooks	1 ruler – inches and metric	4 red pens
4 large glue sticks	1 plastic folder	1 school bag	1 box markers
1 Fiskar scissors (child size)	2 primary journals	1 pocket folder	1 calculator
1 large box tissues	1 ½" binder	1 scissors	2 bottles white Elmer's glue
1 large backpack	4 large glue sticks	1 spiral wide-ruled notebook	4 glue sticks
1 nap mat	1 bottle of white Elmer's glue	(NOT perforated)	1 large eraser
1 composition notebook	1 box of 24 Crayola crayons	1 three-ring binder -1" or 1½"	1 pointed scissors
1 plastic school box	1 set of Crayola markers	(NO trapper keepers)	1 wooden ruler-inches & metric
1 set Crayola watercolors	1 box of 4 Expo dry erase markers	10 #2 pencils (Ticonderoga Brand)	7 pocket folders -hard/plastic 1 each- blue, red, yellow, green, orange, purple & black
1 plain colored 2-pocket folder	1 white board eraser	1 large eraser	
1 plastic two-pocket folder with three-ring brass fastener inserts	1 Fiskar child size scissors	1 large box tissues	
1 large pink eraser	2 highlighters	2 large boxes snack crackers	5 wide-ruled spiral notebooks (different colors)
4 dry erase markers	1 large box tissues	1 yellow highlighter pen	1 1" flexible cover 3 ring binder w/ EZD rings
1 white board eraser	1 box snacks	1 small school box	1 yellow highlighter
Optional: 9 oz. plastic cups	Super stacker crayon box	2 dry erase markers	4 dry erase markers
Optional: plastic spoons	1 set Prang water colors	1 white board eraser	1 white board eraser
Optional: lunch size paper bags	Headphones in a Ziploc bag	1 set Prang water colors	1 white board
Optional: Quart size Ziploc bags	Optional: paper plates		2 large boxes tissues
			1 set Prang water colors
			Headphones in a Ziploc bag*

4TH GRADE	5TH GRADE	6TH GRADE
1 box crayons	1 box crayons	1 box crayons
1 set colored pencils	1 set colored pencils	1 box colored pencils
10 #2 pencils	4 pens – black or blue	1 set markers
4 red pens	1 highlighter pen	Pens: red, black & blue
1 calculator	1 Elmer's glue stick	10 #2 pencils
1 set Prang watercolors	3 colored folders (not plastic)	2 large erasers
1 wooden ruler-inches & metric	1 set Prang watercolors	6 pocket folders-assorted colors
2 yellow highlighters	1 <u>clear</u> plastic ruler	1 bottle Elmer's glue
5 dry erase markers	5 spiral notebooks	1 set Prang water colors
1 bottle Elmer's glue	2 boxes of tissues	1 scissors
1 white board eraser	1 1" three ring binder	1 ruler - inches & metric
5 spiral notebooks -red, blue, yellow, green, purple	1 white board (8x10)	5 spiral notebooks
	4 dry erase markers	2 large boxes of tissues
	1 white board eraser	1 school bag
5 hard plastic pocket folders: colors above	6 book covers (XL)	4 dry erase markers
2 large boxes tissues	1 eraser	1 white board eraser
1 set markers	1 set markers	1 calculator
1 glue stick	1 black Sharpie marker-fine	1 black Sharpie
1 pointed scissors	1 black Sharpie marker extra-fine	1 highlighter
1 set markers	10 #2 pencils	1 white board
Headphones in a Ziploc bag*	1 scissors	Headphones in a Ziploc bag*
	1 calculator	
	Headphones in a Ziploc bag*	
	<u>No trapper keepers</u>	

HILLS-BEAVER CREEK HIGH SCHOOL

2019-2020 SUPPLY LIST

SOCIAL STUDIES 11TH

CULTURE OF FOOD 8TH

PSYCH/WORLD GEOGRAPHY 10TH

SOCIAL STUDIES 11TH

SPANISH 1 AND 2

- a folder or dedicated place in a binder
- 1 set of colored pencils
- hand sharpener
- pencils/pens
- paper for everyday use
- red pens

ENGLISH 9TH-12TH

- notebook
- folder

MATH 9TH – 12TH

- Ti 84 Plus Graphing Calculator (recommended)
- 1 two-inch 3-ring binder
- pack of dividers for binder
- black dry erase marker
- loose leaf paper for binder
- pack of #2 pencils
- 2 composition notebooks
- box of kleenex

MATH 7TH-8TH

- 1 hardcover 3 ring binder (1 inch)
- glue sticks (at least 5)
- box of kleenex
- highlighters
- pack of #2 pencils
- pencil erasers or large eraser
- pack of red pens
- colored pencils
- tab dividers for binders
- expo markers
- loose leaf paper
- pencil box or bag
- 7th grade calculator (Texas Instruments Scientific Calculator, Preferred TI-30X, XA, XS, XIIS)
- 8th grade graphing calculator (Texas Instruments Calculator, Preferred TI 84 Plus)

SCIENCE 8TH

- 1 hardcover 3 ring binder – one inch
- glue sticks (at least 5)
- box of kleenex
- highlighters
- pack of #2 pencils
- pencil erasers or large eraser
- pack of red pens
- colored pencils
- tab dividers for binders
- expo markers
- loose leaf paper
- pencil box or bag

SCIENCE 7TH

- box of kleenex
- composition notebook
- 3 glue sticks

HISTORY 7TH

- folder

GEOGRAPHY 8TH

- colored pencils
- 1 black expo marker
- notebook
- box of Kleenex

SCIENCE 9TH -12TH

- binder or folder
- notebook or loose-leaf paper
- highlighter
- red pen
- colored pencils (Anatomy)
- scientific calculator (Physical Science and Chemistry)

ENGLISH 7TH-8TH

- highlighters
- colored pencils

H-BC Elementary School Directory 2019-2020

Local: 507-673-2541

Bus Hotline - 507-220-2035

EXT	Room #	Staff	Position	email
33	204	Jason Blossmo	Fifth Grade	j.blossmo@isd671.net
34	124	Donna Burgers	Food Service	d.burgers@isd671.net
28	134	Kala Bush	First Grade	k.bush@isd671.net
13	105	Ali Ceynowa-Breuer	Social Worker	a.breuer@isd671.net
14	110	Amy Comp	Vocal Music	a.comp@isd671.net
35	127	Darin DeBoer	Physical Education/DAPE	d.deboer@isd671.net
34	124	Lisa Durst	Food Service	l.durst@isd671.net
23	120	Macy Ellingson	Pre-School	m.ellingson@isd671.net
26	132	Macy Ellingson	2nd Grade	m.ellingson@isd671.net
17	113	Sarah Engelkes	Paraprofessional	s.engelkes@isd671.net
32	203	Shelly Fischer	RTI Specialist	s.fischer@isd671.net
11	102	Todd Holthaus	Principal	t.holthaus@isd671.net
13	105	Hilary Konstant	Psychologist	hilary.konstant@swsc.org
17	113	Kirsten Kooistra	Paraprofessional	k.kooistra@isd671.net
17	113	Courtney Kruger	Paraprofessional	c.kruger@isd671.net
12	111	Lois Leenderts	Nurse	l.leenderts@isd671.net
31	202	Rex Metzger	Fourth Grade	r.metzger@isd671.net
18 + 20	114 + 117	Lexi Moore	Computer Lab/Media	l.moore@isd671.net
10	116	Michelle Niehus	ECSE	michelle.niehus@swsc.org
10	116	Barb Niessink	Occupational Therapy	barb.niessink@swsc.org
15	110	Steve Olson	Band	s.olson@isd671.net
17	113	Sherry Paulsen	Paraprofessional	s.paulsen@isd671.net
10	101	Brenda Plimpton	Office	b.plimpton@isd671.net
10	101	Jason Rauk	Custodian	j.rauk@isd671.net
17	113	Amy Spykerboer	Paraprofessional	a.spykerboer@isd671.net
22	119	Jill Stiefvater	Special Education	j.stiefvater@isd671.net
17	113	Ashley Syndergaard	Paraprofessional	a.syndergaard@isd671.net
25	122	Haley Tollefson	Kindergarten	h.tollefson@isd671.net
27	133	Diane VandenHoek	Second Grade	d.vandenhoeck@isd671.net
30	201	Halden VanWyhe	Third Grade	h.vanwyhe@isd671.net
21	118	Jil Vaughn	Speech/Language	j.v Vaughn@isd671.net
17	113	Beth Westerbur	Paraprofessional	b.westerbur@isd671.net

H-BC High School Directory 2019-2020

Local: 507-962-3240

Bus Hotline - 507-220-2035

EXT	Room #	Staff	Position	email
39	317	Dalton Bass	Paraprofessional	d.bass@isd671.net
30	408	Stephanie Bass	7-8th Math/Science	s.bass@isd671.net
23	603	Donna Burgers	Food Service	d.burgers@isd671.net
27	110	Ali Ceynowa-Breuer	Social Worker	a.breuer@isd671.net
34	702B	Amy Comp	Vocal Music	a.comp@isd671.net
39	317	Shari Doerr	Paraprofessional	s.doerr@isd671.net
21	407	Renee Edmundson	6th grade	r.edmundson@isd671.net
18	400	Dan Ellingson	SS/PE/Counselor	d.ellingson@isd671.net
41	108	Karin Gaugler	Payroll Assistant	k.gaugler@isd671.net
23	603	Ed Gehrke	Food Service	e.gehrke@isd671.net
24	100	Chris Harnack	Transportation Director	c.harnack@isd671.net
31	316	Scott Harnack	Technology/SS/Computer	s.harnack@isd671.net
23	603	Heather Harris	Food Service	h.harris@isd671.net
	405	Deb Hartz	Custodian	d.hartz@isd671.net
13	109	Todd Holthaus	Superintendent	t.holthaus@isd671.net
25	703	Tyler Johnson	Art	t.johnson@isd671.net
26	203	Megan Klumper	English	m.klumper@isd671.net
27	110	Hilary Konstant	Psychologist	hilary.konstant@swsc.org
11	105	Glenda Kuehl	Business Manager	g.kuehl@isd671.net
12	106	Lois Leenderts	Nurse	l.leenderts@isd671.net
39	317	Brianna Leuthold	Paraprofessional	b.leuthold@isd671.net
32	504	Chris Lowagie	Industrial Arts	c.louwagie@isd671.net
15	306	Samantha McGaffee	Special Education	s.mcgaffee@isd671.net
39	317	Valerie Meinerts	Paraprofessional	v.meinerts@isd671.net
22	314	Lexi Moore	Media	l.moore@isd671.net
38	410	Randi Oftedahl	7-8th SS/Science	r.oftedahl@isd671.net
20	702A	Steve Olson	Band	s.olson@isd671.net
39	317	Emily Opheim	Paraprofessional	e.opheim@isd671.net
39	317	April Prohl	Paraprofessional	a.prohl@isd671.net
29	201	Teri Richards	Spanish/SS/FACS	t.richards@isd671.net
33	500	Katie Rogers	Agriculture	k.rogers@isd671.net
44	101	Molly Schilling	Principal	m.schilling@isd671.net
10	100	Starla Scholten	Office	s.scholten@isd671.net
43	409	Caitlin Slaba	7-8th English	c.slaba@isd671.net
19	312	Jeanette VandenHoek	Science	j.vandenhoeck@isd671.net
27	110	Jil Vaughn	Speech/Language	j.v Vaughn@isd671.net
37	406	Kale Wiertzema	Special Education	k.wiertzema@isd671.net
14	301	Steve Wiertzema	AD/Business/PE	s.wiertzema@isd671.net
28	202	Nora Wysong	Math	n.wysong@isd671.net
40	406	Meghan Zylstra	6th grade	m.zylstra@isd671.net

Hills-Beaver Creek Schools ISD #671

2019-2020

August 19						
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

September 19						
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29	30					

October 19						
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27	28	29	30	31		

November 19						
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December 19						
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29	30	31				

January 20						
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February 20						
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23	24	25	26	27	28	29

March 20						
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29	30	31				

April 20						
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26	27	28	29	30		

May 20						
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24	25	26	27	28	29	30

June 20						
Su	M	Tu	W	Th	F	Sa
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14	15	16	17	18	19	20
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28	29	30				

July 20						
Su	M	Tu	W	Th	F	Sa
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	










Aug. 26	Staff Dev. Day
Aug. 27	Staff Dev. Day
Aug. 28	Staff Dev. Day (Elem. & Jr./Sr. Hi Open Houses)
Sep. 3	First Day of School
Oct. 10	School in Session P/T Conf. Secondary - 3:45-7:15 pm
Oct. 18	No School-Education MN
Nov. 1	Early Dismissal/Staff Dev./End. Q. 1
Nov. 4	Begin 2nd Quarter
Nov. 14	School in Session- Evening P/T Conf. Elem.
Nov. 19	Evening P/T Confer
Nov. 27	Early Dismissal
Nov. 28/29	No School--Thanksgiving Break
Dec. 20	Early Dismissal/Staff Development
Dec. 23-Jan 1	No School-Christmas Break

Jan. 2	School Resumes
Jan. 17	End First Semester
Jan. 20	No School/Staff Dev.- MLK Day
Jan. 21	Begin 3rd Quarter
Feb. 13	School in Session- P/T Conf.
Feb. 14/17	No School-President's Day
Mar. 26	Last Day 3rd Quarter
Mar. 27	No School/Staff Development
Mar. 30	First Day 4th Quarter
April 9-13	No School--Spring Break
April 24	Early Dismissal/Staff Development
May 22	Senior Commencement-7 PM
May 25	No School--Memorial Day
May 28	Last Student Day/Early Dismiss/Staff Dev.
May 29	Staff Development

<u>Student Days</u>	
QTR. 1	43 days
QTR. 2	45 days
QTR. 3	46 days
QTR. 4	40 days
Total	174 days

<u>Staff Days</u>	
8/26	Staff Dev.
8/27	Staff Dev.
8/28	Staff Dev.
10/10	.5 P/T CF S
11/1	.5 Staff Dev
11/14	.5 P/T CF E
11/19	.5 P/T CF
12/20	.5 Staff De.
1/20	Staff Dev.
2/13	.5 P/T CF
3/27	Staff Dev.
4/24	.5 Staff Dev
5/28	.5 Staff Dev
5/29	.5 Staff Dev
Flex	1 day

KEY

 Staff Development /NO School	 Holiday-No School/Student/Staff	 P/T Conf. Evening
 Start/End Quarter	 P/T Conference Secondary Gr. 7-12	 Staff Development 1/2 Day
 Early Dismissal 12:30 HS/12:45 Elem.	 P/T Conference Elementary Gr. K-6	 Graduation 7 pm

Makeup Days--Any cancellation of days will be made up at the discretion of the Board of Education.

HILLS-BEAVER CREEK, I.S.D. 671

Dear Parent/Guardian:

Our school provides healthy meals each day. The current daily lunch costs \$2.65 for grades K-8 and \$2.80 for grades 9-12. 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 breakfast at no charge.

Return your completed Application for Educational Benefits to: H-BC Elementary (PO Box 49, Beaver Creek, MN 56116) or H-BC Secondary Office (PO Box 547, Hills, MN 56138) on or before September 3, 2019. Or complete the digital version of the application and email to s.scholten@isd671.net.

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 (FDPIR), and foster, homeless, migrant and runaway children can get free school meals without reporting household income. Alternatively, children can get free school meals if their household income is within the maximum income shown for their household size on the instructions.

To apply for free school meals, please complete the Application for Educational Benefits form.

COMMON QUESTIONS:

I get WIC or Medical Assistance. Can my children get free school meals? Children in households participating in WIC or Medical Assistance do not automatically qualify for free meals. Children may be eligible for free or reduced-price school meals 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 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. 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 for 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 FDPIR benefits.

Please provide the information requested about children's racial 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, call Starla Scholten, (507)962-3240, ext 10.

Sincerely,



Todd Holthaus
Superintendent

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.

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 (v)
						<input type="checkbox"/>
						<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, MFIP or FDPIR? Medical assistance **does not** qualify.

If **YES** > Enter SNAP, MFIP or FDPIR Case Number _____ then go to STEP 4 (Do not complete STEP 3)

If **NO** > Go to STEP 3.

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

A. Child Income

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

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

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.

Weekly	Bi-Weekly	2x Month	Monthly	Gross earnings from Work Report income before deductions or taxes, for each source in whole dollars (no cents).
<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"/>	\$

Monthly	Yearly	Net income from Self-Employment
<input type="checkbox"/>	<input type="checkbox"/>	\$
<input type="checkbox"/>	<input type="checkbox"/>	\$
<input type="checkbox"/>	<input type="checkbox"/>	\$
<input type="checkbox"/>	<input type="checkbox"/>	\$

Weekly	Bi-Weekly	2x Month	Monthly	All Other Gross Income such as SSI, Unemployment, Public Assistance, Child Support, and others on Page 2
<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 give 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

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)	Weekly	Bi-weekly	2X Month	Monthly	Annualize	Household Size	Categorical Eligibility	Free	Reduced	Denied
\$	<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

Determining Official's Signature Date

Confirming Official's Signature Date

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 <ul style="list-style-type: none"> a. Disability Payments b. 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: <ul style="list-style-type: none"> 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 	<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, audiotope, 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.

2019-2020 H-BC District Fee Schedule

EVENT OR ITEM	COST
ADMISSION TO SCHOOL SPONSORED EVENTS	
- One Athletic Event (Student)	\$4.00
- One Athletic Event (Senior Citizen)	Free w/Pass
- One Athletic Event (Adult)	\$6.00
- 10 Event Punch Pass for Athletic Events (Student)	\$30.00
-10 Event Punch Pass for Athletic Events (Adult)	\$45.00
-10 Event Punch Family Pass for Athletic Events (1 per family member up to 6)	\$130.00
- All Athletic Events (Senior Citizen & Must be District Resident)	Free w/Pass
- All Athletic Events (Employee & Spouse)	Free w/Pass
-Adult All Event Year Activity Pass	\$95.00
-Student All Event Year Activity Pass	\$65.00
- Non-Athletic Student Performances & Events	Varies
STUDENT PARTICIPATION	
- High School Athletic Participation Fee	\$60.00
- Cap on Family Participation Fee	\$180.00
SCHOOL LUNCH PROGRAM	
- Cost Per Single Milk	\$0.40
- Meal Ticket, Lunch (K - 8 Student)	\$2.65
- Meal Ticket, Lunch (9 - 12 Student)	\$2.80
- Meal Ticket, Lunch (Adult)	\$3.90
MISCELLANEOUS FEES	
- Driver Education Instruction	\$340.00
- Driver Parent Instruction	\$20.00
- Copy Charges, Cost Per Black/White Copy - non-employee	\$0.15
- Copy Charges, Cost Per Color Copy - non-employee	\$0.30
- Copy Charges, Cost Per Black/White Copy - employee	\$0.10
- Copy Charges, Cost Per Color Copy - employee	\$0.25
- Faxes, Sent or Received	\$1.00
- Lamination per running foot	\$1.25
DISTRICT TECHNOLOGY PROTECTION PLAN	
- Chromebook Protection Fee/Student (Max \$70/Family)	\$35.00
- Chromebook Protection Fee/Student (Free/Reduced Lunch)	\$15.00