



2026-2027 BACK TO SCHOOL INFORMATION AND REGISTRATION

This packet contains policies and information that have traditionally been a part of the Back to School Packet. In an effort to collect information through a simplified registration process we have created this digital document and included all policies and information on our registration website. Parents can read policies and information and make approvals through the google form that is on the registration website. All families are required to complete the Google form before the start of the school year. Hard copies of the information are available for those who do not have access to a computer or device that allows them to complete the online registration.

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Luverne Public Schools

Learn · Live · Lead

Office of the Superintendent
Craig Oftedahl - Superintendent
c.oftedahl@isd2184.net

August 3, 2026

Dear Parents:

Welcome Back to the 2026-2027 School Year! As we begin the new year, we plan to share most of our information electronically through email. Family and student information will remain the same in our student information system. **Families will be required to complete an online registration form to confirm that they have received all the appropriate information from the district.** Any changes in family or student information can be made on the online form. All documents will be emailed directly to parents and made available on the school website:

<https://www.isd2184.net/page/back-to-school>

Paper copies of all policies, handbooks, and permission forms are available upon parent request.

Key points and logistical information as we begin the school year include:

- The first day for students in grades 1-12 will be **Tuesday, September 8**. The school day will begin at **8:00 and will run until 3:15** each day. Elementary students can report to their classroom on the first day of school. HS/MS students can report to their first hour class.
- Open house for both schools will be on **Wednesday, September 2**. Elementary from 4:00 – 6:00. HS/MS from 4:00-7:00.
- Teacher assignment letters will be sent from the elementary school and should arrive on **Monday, August 10**.
- MS/HS student schedules will be made available on Infinite Campus on **Tuesday, August 18**.
- Luverne is a part of the Minnesota Free School Meals Program. All students attending Luverne Public Schools are eligible for one free breakfast and one free lunch. This remains the same from previous years.
- We still ask all families to complete an application for educational benefits (Free and Reduced Application). Completed applications help generate compensatory aid, which helps provide extra funding for classrooms and programs at Luverne Public Schools.

We are excited to get another year started! We look forward to building relationships with the students and with you, the parents and families of Luverne.

Have a GREAT year!

Craig Oftedahl

Superintendent of Schools



Luverne Public Schools

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LUVERNE PUBLIC SCHOOLS

709 N. Kniss Ave., Luverne, MN 56156

Craig Oftedahl, Superintendent

Website: www.isd2184.net

Phone: 507-283-4491

STUDENT DATA PRIVACY INFORMATION

August 2026

Dear Parent:

Much attention has been focused on student records, computerization of data, individual rights of privacy, and the needs of your School District to obtain information concerning each student. ANY PARENT OR STUDENT, 18 YEARS OF AGE OR OLDER, MAY REFUSE TO HAVE DIRECTORY INFORMATION RELEASED including release of information to military recruiters. A WRITTEN REQUEST STATING SUCH REFUSAL MUST BE SUBMITTED TO THE BUILDING PRINCIPAL BY SEPTEMBER 15th. FURTHER INFORMATION IS FOUND IN THE SCHOOL DISTRICT POLICY HANDBOOK.

Your Board of Education has adopted Data Privacy Guidelines and the School administration has developed procedures to inform parents and students of their rights, of the informational needs of the District, and of the measures taken by the School District to protect your rights. These procedures are explained in the Data Privacy Guidelines.

While the School District must obtain and use certain information about each student to plan the best possible educational program, this need is balanced with the right of each student and parent to privacy. Access to student information by third parties is limited and controlled as specified by law.

Our Data Privacy Guidelines specify the types of information collected and how that information is maintained, summarized, or released. They also describe safeguards available to insure privacy of student records.

If you have any questions, please contact me at 507-283-8088.

Sincerely,

Craig Oftedahl

Superintendent of Schools

ANNUAL PARENT NOTIFICATION OF STUDENT INFORMATION

WHAT STUDENT INFORMATION IS COLLECTED?

By state law, Minnesota Public Schools must collect school census information on all students in public or private schools if the parents reside in their district. Census information includes student and parent names, address, telephone, schools attended, grade, school transportation information and special education program assignments. Other information typically collected for public school students includes district-wide testing data, subject marks, attendance, and in some instances, with approval, special tests or evaluations by professional staff. Financial aid to the school district is based on census and other information sent to the State Department of Education.

WHERE IS STUDENT RECORD INFORMATION KEPT?

While a student is enrolled in a public school, official records are kept in the student's Cumulative Record Folder. This folder holds the official student records and other data school officials believe is needed to provide the best instructional services for each student. Census and related administrative information is kept at the district's central office.

WHO MAY SEE STUDENT RECORDS?

Access is limited to the following:

- * Parents or legal guardians who present proper identification
- * Students age 18 and over who present proper identification
- * Staff members of the public school, such as the principal, teachers, counselors, school social workers, nurses and other authorized professional personnel.
- * Other schools, upon request, when a student graduates, transfers, or withdraws, unless otherwise restricted.
- * Other third parties (employers, social agencies, law enforcement, etc.) may have access to records only with written permission of adult students, parents, or legal guardians.

EXCEPTIONS:

Directory information (name, school, birthdate, dates of attendance, awards, pictures, extra-curricular information) is public information and may be released.

HOW LONG ARE RECORDS KEPT?

Most records are destroyed when they no longer are needed by professional personnel to plan the most appropriate instructional programs for students. Many evaluative records are destroyed after one year. Contents of the Cumulative Record Folder (less the permanent records) usually are destroyed within five years of the time a student leaves the school system. However, a summary of census information along with certain grade reporting and attendance data is kept permanently when students leave the school system, as required by law. These permanent files are kept to fill requests for information from former students who later need to verify school-related information from their own records.

WHAT HAPPENS WHEN A STUDENT LEAVES?

When a student leaves the school system (graduates, moves away, withdraws), contents of the Cumulative Record Folder are forwarded to other school systems, colleges, vocational institutes, at student request unless the parent (or adult student) signs a form specifically directing the Public School not to release information to other schools. This form may be obtained from the school at the time the student leaves. After the student leaves, the academic record and health form is forwarded to the school district's central office, where these records are preserved.

WHAT ARE YOUR RIGHTS REGARDING STUDENT RECORD INFORMATION?

- * State and federal laws governing school records allow parents, legal guardians, and adult students (age 18 and over) to examine and/or obtain copies of their records or those of their children upon proper identification.
- * The law requires release of student information to a non-custodial parent. Exceptional circumstances should be referred to the superintendent.
- * You may challenge the accuracy of the record. You may request that school officials change it. After consultation, school officials may decide whether to alter the record. If you disagree, you have the right to a hearing.

WHOM SHOULD YOU CONTACT REGARDING QUESTIONS ON RECORDS PROCEDURE?

The superintendent is the person authorized by the district to receive concerns about student records and may be contacted at the central office. We ask your support and cooperation with these procedures. If you have questions or comments on any of these matters, please call the superintendent.



Annual message for digital resources being utilized in schools

August 2026

Luverne Public Schools uses a variety of digital resources and tools to support student learning. Our School District takes great pride in ensuring that student information and academic data is protected to the highest of standards. Our (Technology Department) staff routinely evaluate providers utilized for digital assessment, online testing, digital curriculum resources, and digital curriculum activities to ensure that contractual requirements that ensure the safety

As a part of our ongoing process to inform you of the safety and privacy of the data that is held by technology providers utilized by our district, we have made a listing of the solutions and providers available for your review. Included in this listing you will find the data elements that the resource stores and utilizes as well as the grade levels in which the resource is authorized for use in.

Please visit: [School District Technology Provider Inventory](#) to access the current listing of these resources .Please reach out to Tech Support by Email (techsupport@isd2184.net) or phone (507-283-8088) for additional questions regarding specific digital tools used in classrooms, or if you would like to arrange for an appointment to inspect the complete contract for any of our technology providers in detail.

Sincerely,

Craig Oftedahl
Superintendent of Schools

CO/me

ASBESTOS, PESTICIDE, AND AIR QUALITY NOTIFICATIONS

LUVERNE PUBLIC SCHOOLS ASBESTOS NOTICE FOR PARENTS OR GUARDIANS

As a result of recent federal legislation (Asbestos Hazard Emergency Response Act - AHERA), each primary and secondary school in the nation is required to complete a stringent inspection for asbestos and to develop a plan of management for all asbestos-containing building materials. Luverne Public Schools has a goal to be in full compliance with this law and is following the spirit, as well as, the letter of the law. As a matter of policy, the District shall continue to maintain a safe and healthful environment for our community's youth and employees. In keeping with this legislation, all buildings (including portables and support buildings) owned or leased by the Luverne Public Schools were inspected by EPA accredited inspectors, and samples were analyzed by an independent laboratory. Based on the inspection, the school prepared and the state approved a comprehensive management plan for handling the asbestos located within its buildings safely and responsibly.

Furthermore, Luverne Public Schools has completed their 3-Year Reinspection required by AHERA. Our district buildings, where asbestos-containing materials were found, are under repair, removal and Operations and Maintenance.

This past year, Luverne Public School conducted and implemented the MacNeil Environmental Operations and Maintenance Program with respect to its asbestos containing building materials. Federal law requires a periodic walk-through (called "surveillance") every six months of each area containing asbestos. In addition, the law requires all buildings to be reinspected three years after a management plan is in effect. MacNeil Environmental, Inc., will accomplish this under contract.

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

Luverne Public Schools has a list of the location(s), type(s) of asbestos-containing materials found in that school building and a description and time table for their proper management. A copy of the Asbestos Management Plan is available for review in the school office. Copies are available at 25 cents per page. Questions related to the plan should be directed to MacNeil Environmental, Inc., Burnsville, Minnesota, at 800-232-5209 or by contacting the Luverne Schools.

LUVERNE PUBLIC SCHOOLS GENERAL PESTICIDE NOTICE FOR PARENTS OR GUARDIANS

A Minnesota state law went into effect in the year 2000 that requires schools to inform parents and guardians if they apply certain pesticides on school property. Specifically, this law requires schools that apply these pesticides to maintain an estimated schedule of pesticide applications and to make the schedule available to parents and guardians for review or copying at each school office. State law also requires that you be told that the long-term health effects on children from the application of such pesticides or the class of chemicals to which they belong may not be fully understood. If you would like to be notified prior to pesticide applications made on days other than those specified in the estimated schedule, please contact the District Office at 507-283-8088.

LUVERNE PUBLIC SCHOOLS INDOOR AIR QUALITY NOTICE FOR PARENTS OR GUARDIANS

The Luverne School District is proud to be taking a leadership role in providing a safe, comfortable and productive environment for our students and staff so that we achieve our core mission - educating students. Our school will follow the EPA guidance to improve our indoor air quality by preventing as many IAQ problems as possible, and by quickly responding to any IAQ problems that may arise. Good air quality requires an ongoing commitment by everyone in our school, because each of us daily makes decisions and performs activities that affect the quality of the air we breathe. School staff, students, and parents can obtain checklists or self-help information so they can properly evaluate their child's home or other out of school situation by contacting the school. Staff and parents can also obtain information about school facility construction, maintenance, and housekeeping practices, chemicals used, mold and HVAC related information, chemical producing academic subjects, and pesticide and herbicide applications to determine the extent to which school activities contribute to a child's symptoms by contacting the school. The Luverne School District Indoor Air Quality contact person is Phil Paquette, School Nurse. If there are any questions regarding the school's IAQ Program, please feel free to contact the school at 507-283-8088.

TRANSPORTATION INFORMATION

For those students who qualify, transportation will be furnished by the district. **Bus drivers will be notifying parents of transportation arrangements and pick-up times.** Bus drivers will also review with parents and students the regulations for conduct and safe bus ridership at this time.

The Board of Education requests your cooperation in controlling the excess use of our in-town bus service by students who are not eligible to ride. The district receives transportation aid for elementary pupils who reside one mile or more from school, and for secondary pupils who reside two miles or more from school. What has been happening over the past several years is students who are not eligible were riding the bus when they could be walking to school. This type of situation creates real problems for scheduling of routes and is a safety concern for the district. Therefore, we are asking that during the fall and spring seasons, members of your family who are in grades 6-12, and not eligible for transportation, are to walk to school when the weather is nice. We in turn will, during the cold winter months, provide transportation for those in grades 6-12 who need a ride.

Since the school district furnishes transportation, there will be no payments made to individuals who transport pupils. Should some students wish to furnish their own transportation, the cost of that transportation will be theirs. The district encourages every student who is entitled to transportation to ride the bus at least twenty times per year so that the district can realize maximum state transportation aid.

IMPORTANT: Every student that rides a district school bus will be trained and show competence in seven areas of safety and conduct. The seven competencies are: 1) Know that transportation by bus is a privilege and not a right; 2) know the district student conduct and safety policies; 3) know appropriate conduct on the school bus; 4) know the danger zones around a school bus; 5) know safe boarding and disembarking procedures; 6) know safe vehicle land crossing procedures; 7) know safe bus evacuation and other emergency procedures. Students not able to demonstrate and apply the above competencies by October 15 of each school year are subject to having their transportation privileges denied. Students will be trained this fall.

Parents and students are reminded that bus transportation is a privilege. Regulations governing safe and courteous conduct while riding the bus are posted in each bus and are listed below. Individuals that cannot abide by these ridership regulations may lose their ridership privileges. Bus drivers are responsible for the safe and courteous conduct of all students. We encourage our drivers to contact parents when a problem is developing and before it gets out of hand. However, if all else fails, the offending student(s) can lose riding privileges either temporarily or permanently. In cases where property has been damaged or destroyed or a violation of the law is suspected, the district will notify county law enforcement for investigation and if necessary, prosecution.

FOLLOW THESE BUS RULES

1. Load and unload buses only when stopped.
2. Remain seated when the bus is in motion.
3. You may talk to the driver when the bus is not moving.
4. Know all bus emergency exits and procedures.
5. Use inside voices when talking on the bus.
6. Listen and follow directions given by the driver. Show respect to the bus driver, other passengers, and the bus.
7. No profanity, suggestive language, throwing objects, hanging out the window.
8. Bus aisles must be kept free.
9. No person may walk behind the bus when it is loading or unloading (Recommended safety zone is 10 feet on all sides)
10. The bus driver has the authority to assign seats.
11. Students may have food and beverages on the bus providing wrappers and containers are disposed of properly (if approved by Driver). If abuse of rules occurs, all riders may lose these privileges.
12. Drivers will make every attempt to be on schedule to promote safety.
13. No weapons will be permitted on school buses.
14. Clothing bearing messages of violent or sexual nature may not be worn.
15. For the safety of all: Avoid horseplay, avoid distracting the driver, line up in an orderly manner when entering/exiting the bus and remain outside the bus safety zone - if you can touch the bus, you are too close.
16. School district policy prohibits the following: Tobacco, alcohol, and controlled substances; the use of profanity, and harassment of any kind
17. Generally, the same behavior is expected of the school bus riders as is expected of the student in the classroom.
18. No nuisance articles are allowed.
19. All students will be instructed in proper bus safety.

BREAKFAST AND LUNCH INFORMATION

The Luverne School District offers healthy meals each day. We continue to participate 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 here at school. Your application may also help the school qualify for education funds, discounts, and other meal programs.

Students in Middle School and High School can purchase additional ala carte items. These purchases will be charged to your family food service account. If you DO NOT want your child to have the ability to make these charges to the family account, please contact the District Office. **Families who have a negative account balance will not be able to charge a la carte items.** This Food Service Account is a **PAY IN ADVANCE PROGRAM**. Families are encouraged to deposit money into their account PRIOR to the first day of school. You will be notified when there is a negative balance of \$5.00 during the school year by e-mail (if available), phone/School Messenger, or by mail in accordance with Policy 534.

ONLINE payments may be made to your family food service account. Choose the link located on the school district's web page: www.isd2184.net. Students who take a carton of milk to drink with a *sack lunch* will be charged \$0.40 per carton. Students who choose to purchase extra cartons of milk or juice at breakfast or lunch will be charged \$0.40 per carton through the family account.

You will have ONE family food service account regardless of the number of students in your family. Students may turn money in to either the Elementary School office or the Middle/High School office. You may view your family's account balance and charges through the Infinite Campus Parent Access link located on the School District's web page. All insufficient fund checks and unpaid balances will be forwarded to a collection agency and will be charged a \$30.00 processing fee.

Application for Educational Benefits forms and information are included in this mailing. You **MUST** re-apply each year. Please return the application form **BEFORE** school begins.

Lunches will be served on the first day of school. Breakfast will start with the second day of school.

Offer Vs. Serve School Meal Provision

As a parent or guardian of children in grades K-12, your child(ren) may or may not partake in our school meal program. If and when they do, I would like to remind you of the "offer vs. serve" provision in which your child(ren) is eligible to participate. The "offer vs. serve" provision is the regulation that allows students to choose fewer than all of the five food component groups served on the lunch line. The regulation requires that students be offered all five food items of the lunch. Students must choose at least three of these items for their lunch. Declining one or two items does not relieve students from paying the full price for the school lunch, or further reduce the charge paid by students determined eligible for reduced-price lunches. If you have any questions concerning this provision, please feel free to contact the District Office.

Student, Parent, and Community Involvement

School food authorities shall promote activities to involve students and parents in the Program. Such activities may include menu planning, enhancement of the eating environment, Program promotion, and related student-community support activities. School food authorities are encouraged to use the school food service program to teach students about good nutrition practices and to involve the school faculty and the general community in activities to enhance the Program.

To the maximum extent practicable, school food authorities must inform families about the availability of breakfasts for students. Information about the School Breakfast Program must be distributed just prior to or at the beginning of the school year. In addition, schools are encouraged to send reminders regarding the availability of the School Breakfast Program multiple times throughout the school year.

Local school wellness policies. Local educational agencies must comply with the provisions of [§ 210.31\(d\)](#) regarding student, parent, and community involvement in the development, implementation, and periodic review and update of the local school wellness policy.

UNPAID MEAL POLICY – DISTRICT POLICY CODE NO. 534

I. PURPOSE

The purpose of this policy is to ensure that students receive healthy and nutritious meals through the school district's nutrition program and that school district employees, families, and students have a shared understanding of expectations regarding meal charges. The policy seeks to allow students to receive the nutrition they need to stay focused during the school day and minimize identification of students with insufficient funds to pay for school meals as well as to maintain the financial integrity of the school nutrition program.

II. PAYMENT OF MEALS

- A. Students have use of a meal account. When the balance reaches zero, a student may charge no more than \$25.00 to this account. When an account reaches this limit, a student shall not be allowed to charge further meals or ala carte items until the negative account balance is paid. Families may add money to students' accounts through electronic payment options or pay at the school office.
- B. If the school district receives school lunch aid under Minn. Stat. 124D.111, it must make lunch available without charge to all participating students who qualify for free or reduced-price meals regardless of account balance.
- C. A student with an outstanding meal charge debt will be allowed to purchase a meal if the student pays for the meal when it is received.
- D. The school district may provide an alternate meal that meets federal and state requirements to a student who does not have sufficient funds in the student's account or cannot pay cash for a meal. The school district will accommodate special dietary needs with respect to alternate meals. The cost of the alternative meal will be charged to the student's account or otherwise charged to the student.
- E. When a student has a negative account balance, the student will not be allowed to charge a snack item.
- F. If a parent or guardian chooses to send in one payment that is to be divided between sibling accounts, the parent or guardian must specify how the funds are to be distributed to the students' accounts. Funds may not be transferred between sibling accounts unless written permission is received from the parent or guardian.

III. LOW OR NEGATIVE ACCOUNT BALANCES – NOTIFICATION

- A. The school district will make reasonable efforts to notify families when meal account balances fall below zero.
- B. Families will be notified of an outstanding negative balance once the negative balance reaches -\$5.00. Families will be notified by automated calling system, email, or letters sent home.
- C. Reminders for payment of outstanding student meal balances will not demean or stigmatize any student participating in the school lunch program.

IV. UNPAID MEAL CHARGES

- A. The school district will make reasonable efforts to communicate with families to resolve the matter of unpaid charges. Where appropriate, families may be encouraged to apply for free and reduced-price meals for their children.
- B. The school district will make reasonable efforts to collect unpaid meal charges classified as delinquent debt. Unpaid meal charges are designated as delinquent debt when payment is overdue, the debt is considered collectable, and efforts are being made to collect it.
- C. Negative balances of more than -\$25.00, not paid prior to the end of the school year, will be turned over to the superintendent or superintendent's designee for collection. Collection options may include, but are not limited to, use of collection agencies, claims in the conciliation court, or any other legal method permitted by law.
- D. The school district may not enlist the assistance of non-school district employees, such as volunteers, to engage in debt collection efforts.

V. COMMUNICATION OF POLICY

- A. This policy and pertinent supporting information shall be provided in writing (i.e. back -to-school packet) to:
 - 1. all households at or before the start of each school year;
 - 2. students and families who transfer into the school district, at the time of enrollment; and
 - 3. all school district personnel who are responsible for enforcing this policy.
- B. The school district may post the policy on the school district's website, in addition to providing the required written notification described above.



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LUVERNE PUBLIC SCHOOLS

709 N. Kniss Ave., Luverne, MN 56156

Craig Oftedahl, Superintendent

c.oftedahl@isd2184.net

Phone: 507-227-2473

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:

LUVERNE PUBLIC SCHOOLS

ATTN: MEGHAN ELGERSMA

709 N KNISS AVE, LUVERNE, MN 56156

m.elgersma@isd2184.net

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 [507-283-8088].

Sincerely,

Craig Oftedahl, Superintendent

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: (School/District Information) Independence School District #2184/ Meghan Elgersma 709 N Kniss or m.elgersma@isd2184.net

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 (v)
						☐
						☐
						☐
						☐

STEP 2: Do Any Household Members (including you) currently participate in one or more of the following assistance programs: SNAP, MFIP or FDIIR? Medical assistance **does not** qualify. If **NO** > Go to STEP 3.

If **YES** > Enter SNAP, MFIP or FDIIR 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)
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 Working at Jobs			
Weekly	Bi-Weekly	2x Month	Monthly
☐	☐	☐	☐
☐	☐	☐	☐
☐	☐	☐	☐
☐	☐	☐	☐

Are you Self-Employed or a Farmer?		Net income from Farm or Self-Employment. Do not duplicate elsewhere.
Monthly	Yearly	
☐	☐	\$
☐	☐	\$
☐	☐	\$
☐	☐	\$

Any Other Gross Income			
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.

Do Not Fill Out: For School Office Use Conversions to Annualize All Income:	X52 Weekly	X26 Bi-weekly	X24 2X Month	X12 Monthly	X1 Annualize	Household Size: Categorical Eligibility	Free After Verified ☐	Reduced After Verified ☐	Denied After Verified ☐							
	All Total Income (include child and adult income)						Free	Reduced	Denied							
\$																
Determining Official Signature:																
Confirming Official Signature:																
Date:																
Date:																

Printed name of adult signing form _____ Daytime Phone _____

Address (if available) _____ Apt# _____ City _____ Zip _____

SIGN HERE: Signature of Household Adult _____ 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 (FDP/IR) 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.



Student Injuries Can Happen

Medical Expenses Can Be a Financial Hardship When the Unexpected Occurs

Approved By Your School/School District - Available for All Students PK-12

What is Student Accident Insurance?

- ◆ Coverage that provides financial assistance with your out-of-pocket medical expenses when your student sustains an accidental bodily injury.

Why Consider Student Accident Insurance For Your Student?

- ◆ High Deductible/Copayments to your Family's Primary Health Insurance
- ◆ No Health Insurance for your Student
- ◆ Your Student participates in an interscholastic sport where an unexpected injury is more likely to occur.
- ◆ Your Student is prone to injuries

Coverage Options Available Through Your School

- ◆ School Time Coverage - \$16.00
- ◆ 24-Hour/Full-Time Coverage - \$99.00
- ◆ Interscholastic Sports Coverage
(w/School Time-\$91.00 or 24 Hour Coverage-\$174.00)
- ◆ Football Coverage - \$250.00
(Grades 9-12 for the football season)
- ◆ Extended Dental Coverage - \$9.00
Premium Paid Once a School Year

To Enroll Your Student & Review Medical Benefits

Go to: www.sas-mn.com

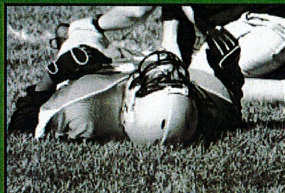
*or scan this QR code with
your smart phone to be
directed to our website*



Please locate "K-12 Students & Parents" on our homepage. Within this division, you will be able to search for your student's school district. Once located, you will have access to the following information:

- ◆ **Purchase Coverage**
(Managed Online or by Printing/Mailing Enrollment Form and Premium)
- ◆ **Brochure (English & Spanish)**
(Explains medical benefits, exclusions and coverage options)
- ◆ **Claim Form**
(Fillable form when enrolled student sustains an injury)

For Questions, Call Student Assurance Services at (800) 328-2739



Specializing in Student Accident Insurance Since 1971.

The above information is just a brief description of Student Assurance Services student accident insurance. For more information including costs, benefits, effective dates, exclusions, limitations, please refer to www.sas-mn.com Students are able to purchase coverage only if his/her school district is a policyholder with the insurance company

STUDENT ACCIDENT INSURANCE INFORMATION & FACT SHEET

1. **Extended Dental Accident Option:** can be purchased by itself or in addition to the School-Time, Full-Time or Football Coverages.
2. **Interscholastic Sports Coverage:** There are 2 types of School-Time and Full-Time coverage options available. Families looking to cover their student (Grades 7-12) for interscholastic sports must select either the School-Time Coverage or Full-Time Coverage that **INCLUDES** interscholastic sports. The Interscholastic Sports coverage will expire at the end of the regular sports season of the current school year.
3. **Football (Grades 9-12) Coverage:** can be purchased by itself, or in addition to the School-Time, Full-Time or Extended Dental Accident Coverage. Football Coverage covers student during the regular/playoff football season only. 7th & 8th grade football players can either select School-Time or Full-Time coverage including interscholastic sports to have coverage during their regular/playoff football season.
4. Coverage for sports camps and off-season conditioning (including football) is available to the parents by purchasing School-Time coverage if the activity is sponsored and supervised by the school or Full-Time coverage if the activity is not school sponsored and supervised. Football coverage expires on December 31 of the current year, spring and summer football are covered as explained above.
5. Students may enroll anytime during the policy year and coverage will become effective at 12:01 a.m. following the date the coverage is purchased online or the envelope containing the enrollment form and premium is postmarked by the U.S. Post Office. Please be aware that coverage rates are not prorated through the policy year.
6. Insurance remains in effect if an enrolled students move to another School District; however, if they then have a claim, families should indicate on the claim form the school district at which they purchased the insurance.
7. We will enter the names of all students that have purchased coverage into our system. School Districts are given an administrative access code to our website (www.sas-mn.com) Because of privacy issues this information should not be shared with the general public. After successfully entering in the code, you will have access to the Master Policy, roster of enrolled students, and claim status. A downloadable version of your brochure (English & Spanish) along with a claim form is available under "K-12 Students & Parents" section of the website.

Student Accident Insurance

Policy Identification Form and Claim Procedures

Claims Administrator:

Student Assurance Services, Inc. (SAS)
P.O. Box 196
Stillwater, MN 55082
(800) 328-2739
Monday-Friday 8:00am to 4:30pm CST

Website: www.sas-mn.com

- 1) Under K-12 Students/Parents select "Find My School"
- 2) Select State where the school is located
- 3) Search and select school name

Provides:

Plan Summary of Benefits
Claim Form

Policyholder Name: _____

Policy School Year: 2026-2027

Policy Number: _____

Policy Expiration: _____

NOTICE TO PARENTS/STUDENTS AND PROVIDERS: Using this Policy ID form is **NOT** a guarantee of benefits or confirmation of coverage under the plan. Benefits and eligibility will be evaluated when an accident claim is submitted for payment.

A completed SAS claim form must be submitted prior to or along with itemized bills. Only one claim form for each accident needs to be submitted.

Use either the student's social security number or date of birth as a personal member ID.

Parents or providers must first submit copies of itemized bills to the student's other medical and dental insurance plan. This plan pays second or after other insurance coverage. (Coverage is primary in ID and primary if parent-paid in IL) Also, this plan does not cover penalties imposed by the student's other insurance coverage for failure to use a preferred provider. (In KS penalty does not apply)

Submitting the accident claim and related expenses are parents/student's responsibility. **DO NOT** rely on the provider or school to send information.

To File an Accident Claim

- a) Download and print a claim form on the website www.sas-mn.com under school look-up.
- b) Notify the school immediately if the injury is school related, the school administrator must complete Part A of the claim form.
- c) Parents must complete Part B of the claim form. Answer all questions. If this injury is NOT school-related, then you may complete both Part A and Part B of the claim form.
- d) Parents or providers must submit itemized bills (often called UB04 or CMS 1500) that contain date of service, procedure code, diagnosis code, federal tax ID number, and NPI number of the hospital or doctor. Balance due statements can not be processed.
Note: You can leave a COPY of the claim form and this form with the provider or facility. Providers may submit itemized bills directly to SAS on the student's behalf. However, some providers may require payment at the time service is provided or may send the bill directly to the parent.
- e) Parents or providers must submit explanation of benefits (EOBs) from the student's primary insurance coverage showing write-offs, copays, coinsurance, deductibles and payments. This plan pays second to other dental or health insurance coverage. (Coverage is primary in ID and primary if parent-paid in IL)
- f) Mail the completed claim form, itemized bills, and other insurance EOBs to:

Student Assurance Services, Inc.
P.O. Box 196
Stillwater, MN 55082

Please allow 30 days after submitting the accident claim before calling to check claim status at (800)328-2739. The SAS claim office is available for calls between 8:00 a.m. to 4:30 p.m. Central Standard Time, Monday - Friday. Providers that receive electronic payments through **Instamed** must status claims with them.

There is a timely filing deadline of one year and ninety days to submit proof of loss. Do not wait to send information as this may result in claim denial. (Timely filing is one year and 180 days in North Carolina and does not apply in Utah)

PROOF OF CLAIM

There is a timely filing period of one year and ninety days. Do not wait to send information as this may result in claim denial.

Email, Fax or Mail completed form to:
STUDENT ASSURANCE SERVICES, INC.
P.O. BOX 196
STILLWATER, MINNESOTA 55082

NOTICE: Anyone who knowingly misrepresents or falsifies essential information requested by this form may upon conviction be subject to fine or imprisonment.

CLAIM PROCEDURE:

1. A school official must complete and sign PART A*.
2. The student's parent or guardian must complete PART B.
3. See Page 2 for important claim procedures.

PART A: NOTICE OF INJURY

1. Name of School _____ School District Name _____
School Address _____
(City) (State) (Zip)
2. Name of Student _____ Grade _____
3. Date of Injury _____ ☐ AM ☐ PM
4. Under whose supervision? _____ Was he/she a witness? _____
5. The accident was incurred while the Insured was participating in:

INTERSCHOLASTIC SPORTS

- ☐ Practice ☐ Travel to/from Sport
☐ Game
What Sport? _____

NON-INTERSCHOLASTIC SPORTS

- ☐ Travel to/from School ☐ Non-school activity
☐ In classroom ☐ Physical Education
☐ Other - Activity _____
☐ On school grounds

6. Part of the body injured _____ ☐ Left ☐ Right
7. Describe in detail how and where the injury occurred _____

Reported by _____
(Signature of School Official) (Title) Date(mm/dd/yyyy)

(*Part A may be completed by the parent if Full-Time Coverage was purchased.)
IMPORTANT INFORMATION ON Page 2

PART B: PARENT STATEMENT

1. Students Name _____ Date of Birth _____
Date (mm/dd/yyyy)
Students Social Security # _____ - _____ - _____
Parents Name _____ Relationship to Insured _____
Mailing Address _____
(Street, Route, Box, Apt., or Lot #) (City) (State) (Zip)
2. Home phone number _____
3. Father's Occupation _____ Employer _____
Mother's Occupation _____ Employer _____
4. Do you have insurance coverage? ☐ Yes ☐ No Is the student covered under your insurance plan? ☐ Yes ☐ No
Name of Insurance Company _____
☐ Group ☐ Individual ☐ Medicaid ☐ CHIP ☐ Tricare ☐ None

I hereby authorize any physician, medical practitioner, hospital, clinic, other medical or medically related facility, insurance company, or other organization, institution, or person that has any records or knowledge of the claimant's physical or mental health, to give the information to STUDENT ASSURANCE SERVICES, INC. To facilitate rapid submission of such information, I authorize all said sources, to give such records or knowledge to any agency employed by the insurance company to collect and transmit such information. A photocopy of this authorization shall be as valid as the original. This authorization expires one year from the date signed. By entering my name below, I am indicating my intent to sign this claim form and warrant that all of the information provided is true, complete, and accurate.

Date (mm/dd/yyyy) (Print Name of Student/Patient) (Signature of Parent or Guardian)

TO PARENT OR GUARDIAN:

STEPS TO FOLLOW WHEN FILING A CLAIM:

1. Only one Student Assurance Services, Inc. (SAS) completed claim form for each accident needs to be submitted. Students must be treated by licensed physician or facility within the required time as stated in the policy.
2. The claim form and benefit summary are available at SAS website: www.sas-mn.com. However, using this form is not a guarantee of benefits or confirmation of coverage under the plan. Benefits and eligibility will be evaluated when the claim is submitted, subject to all applicable terms, conditions, limitations and exclusions of the plan.
3. A school official **must** complete Part A of the claim form for all school related accidents. The parent or guardian must complete Part B – Parent Statement of the claim form. Answer all questions on the claim form. If the accident is not school related, the parent or guardian **may** complete both Part A and Part B.
4. At time of treatment, request all providers treating the student to submit itemized bills, along with primary insurance EOB (if applicable). **Balance due statements cannot be processed.** These itemized bills often called UB-04 or CMS-1500 provide the Address, Date of Service, Procedure Code, Diagnosis Code, Federal Tax ID Number and NPI number of the treating physician or facility. **This plan has a timely filing deadline, do not wait to send information.**

Note: A copy of the claim form can be given to the treating physician or facility. The provider may submit UB-04 or CMS-1500 itemized bills directly to SAS on the student's behalf. However, do NOT depend on the provider to submit the claim form or itemized bills to SAS. It is the parent/guardian's responsibility to provide this information.

5. **Submit copies of the itemized bills to the student's primary family and/or group insurance company first**, even if the other insurance plan has a large deductible or copay. This plan pays second or is supplemental to all other valid coverage (does not apply to SAS primary plans). This plan does not cover penalties imposed for failure to use providers preferred or designated by the other primary insurance plan. The other insurance plan will provide an Explanation of Benefits (EOB) showing payment, write-off, deductible, copay, and coinsurance.

If you receive a bill, please contact that provider and request them to submit the above mentioned to Student Assurance Services, Inc. directly. Please note: **provider must submit charges via USPS mail.**

6. Mail, fax, or email the completed claim form, student's itemized bills and other insurance EOBs to:

STUDENT ASSURANCE SERVICES, INC.

P.O. BOX 196

STILLWATER, MN 55082-0196

Fax: (651) 439-0200

Email: claims@sas-mn.com

Phone Number: 1-800-328-2739

NO CLAIM CAN BE PROCESSED UNTIL ALL OF THE FOLLOWING DOCUMENTS HAVE BEEN PROVIDED TO SAS:

1. Completed Claim Form
2. Itemized Bills (UB-04 or CMS-1500)
3. Explanation of Benefits (EOB) from the primary insurance plan
4. FOR DENTAL CLAIMS - American Dental Association Standardized itemized billing form

PLEASE REFER TO THE MASTER POLICY ISSUED TO THE SCHOOL/SCHOOL DISTRICT FOR SPECIFIC DETAILS.

JULY 2026 – JUNE 2027

LUVERNE PUBLIC SCHOOLS

July 2026

S	M	T	W	T	F	S
			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	
4 – Independence Day						
0 Days in Session						

January 2027

S	M	T	W	T	F	S
					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
1 - New Year's Day						
4 – School Resumes						
18- Staff Inservice- No School						
19 Days in Session / 91 Total						

August 2026

S	M	T	W	T	F	S
						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					
31- Staff Inservice						
0 Days in Session / 0 Total						

February 2027

S	M	T	W	T	F	S
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						
15 –President's Day - No school						
19 Days in Session / 110 Total						

September 2026

S	M	T	W	T	F	S
		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			
1-3 Staff Inservice						
7 – Labor Day						
8- First day of school						
17 Days in Session / 17 Total						

March 2027

S	M	T	W	T	F	S
	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			
25-26- Spring Break - No School						
28- Easter						
29- Staff Inservice- No School						
20 Days in Session / 130 Total						

October 2026

S	M	T	W	T	F	S
				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
15-16- MEA- No School						
20 Days in Session / 37 Total						

April 2027

S	M	T	W	T	F	S
				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	
23- Staff Inservice- No School						
21 Days in Session / 151 Total						

November 2026

S	M	T	W	T	F	S
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					
26-27 Thanksgiving- No School						
19 Days in Session / 56 Total						

May 2027

S	M	T	W	T	F	S
						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					
25- Last Day of School						
26- Staff Inservice						
30- Graduation						
31- Memorial Day						
17 Days in Session / 168 Total						

December 2026

S	M	T	W	T	F	S
		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		
Dec. 23- Jan. 1- Winter Break- No School						
16 Days in Session / 72 Total						

June 2027

S	M	T	W	T	F	S
		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			

School Day for Students: 8:00 a.m. – 3:15 p.m
 Snow Days- May 26, 27, 28, 2027
 Student Contract Days- 168 days

Quarter 1 – Sept. 8- Nov. 6 (42 days)
 Quarter 2 – Nov. 9- Jan. 22 (44 days)
 Quarter 3 – Jan. 25- March 24 (42 days)
 Quarter 4 – March 30- May 25 (40 days)



LUVERNE PUBLIC SCHOOLS TESTING INFORMATION 2026-2027

STATE AND LOCAL ASSESSMENTS INFORMATION

Name	Description	Subject	Grades	Time
MCA	State required comprehensive assessment used to determine standards proficiency	Reading	3-8 and 10	2-3 Hours
MCA	State required comprehensive assessment used to determine standards proficiency	Math	3-8 and 11	2-3 Hours
MCA	State required comprehensive assessment used to determine standards proficiency	Science	5,8, and 10	2-3 Hours
STAR	Local assessment used as a screening and diagnostic tool. May be used to help identify students for Rtl process.	Reading and Math	2-6	40 Minutes
ACCESS	State required assessment given to all <u>students receiving EL services.</u> Assessment given in the areas of reading, writing, listening, and speaking.	Reading Writing Listening Speaking	K-12 (select students)	2 Hours
Capti ReadBasix	State approved and required test connected to the READ Act. Used as a reading diagnostic and dyslexia screening tool	Reading	4-12	2 Hours
FastBridge	Locally used benchmark assessment to monitor early literacy skills.	Reading	K-6	5-10 Minutes
MTAS or Alt. MCA	Alternative assessment given to special education <u>students unable to take the MCA.</u>	Reading Math Science	K-12 (select students)	2 Hours

2026-2027 Luverne Public Schools Testing Schedule

Test	Subject	Grade Level	Dates
ACCESS	Reading Writing Listening	Kindergarten	Week of January 26
		Grades 1- 2	Week of January 26
		Grades 3-5	Week of February 2
		Grades 6-12	Week of February 9
MTAS or Alt. MCA	Math Reading Science	Grades 3-11 (Select Students)	Week of March 9
MCA	Math	Grade 3	Week of April 26
		Grade 4	Week of April 26
		Grade 5	Week of April 26
		Grade 6	Week of April 26
		Grade 7	Week of April 26
		Grade 8	Week of April 26
		Grade 11	Week of April 26
	Reading	Grade 3	Week of April 19
		Grade 4	Week of April 19
		Grade 5	Week of April 19
		Grade 6	Week of April 19
		Grade 7	Week of April 19
		Grade 8	Week of April 19
		Grade 10	Week of April 19
	Science	Grade 5	Week of May 3
		Grade 8	Week of May 3
		Grade 10	Week of May 3

PARENT PERMISSION LETTER FOR INTERNET, TECHNOLOGY & ELECTRONIC MAIL

We are pleased to offer students of Luverne Public Schools access to the district computer networks for electronic mail and the Internet. To gain access to e-mail and the Internet, all students must obtain parental permission and must indicate permission on the back to school registration paperwork.

Access to e-mail and the Internet will enable students to explore thousands of libraries, databases, and bulletin boards while exchanging messages with Internet users throughout the world. Families should be warned that some materials accessible via the Internet may contain items that are illegal, defamatory, inaccurate or potentially offensive to some people. While our intent is to make Internet access available to further educational goals and objectives, students may find ways to access other materials as well. We believe that the benefits to students from access to the Internet, in the form of information resources and opportunities for collaboration, exceed any disadvantages. But ultimately, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. To that end, the Luverne Public Schools support and respect each family's right to decide whether or not to apply for access.

District Internet and E-Mail Rules

Students are responsible for appropriate behavior on school computer networks just as they are in a classroom or a school hallway. Communications on the network are often public in nature. General school rules for behavior and communications apply.

The network is provided for students to conduct research and communicate with others. Access to network services is given to students who agree to act in a considerate and responsible manner. Parent permission is required. Access is a privilege – not a right. Access entails responsibility. Unethical and unacceptable behavior is just cause for taking disciplinary action, revoking information network access privileges, and/or initiating legal action for any activity through which an individual participates. Individual users of the district computer networks are responsible for their behavior and communications over those networks. It is presumed that users will comply with district standards and will honor the agreements they have signed. Beyond the clarification of such standards, the district is not responsible for restricting, monitoring or controlling the communications of individuals utilizing the network.

Network storage areas may be treated like school lockers. Network administrators may review files and communications to maintain system integrity and insure that users are using the system responsibly. Users should not expect that files stored on district servers will always be private. Within reason, freedom of speech and access to information will be honored. During school, teachers of younger students will guide them toward appropriate materials. Outside of school, families bear the same responsibility for such guidance as they exercise with information sources such as television, telephones, movies, radio, and other potentially offensive media.

As outlined in Board policy and procedures on student rights and responsibilities, copies of which are available in school offices, the following are not permitted:

1. Sending, receiving or displaying offensive messages or pictures;
2. Using obscene language;
3. Harassing, insulting or attacking others;
4. Damaging computers, computer systems or computer networks;
5. Violating copyright laws;
6. Using others' passwords;
7. Trespassing in other's folders, work or files;
8. Intentionally wasting limited resources;
9. Employing the network for commercial purposes;
10. Stealing data, equipment or intellectual property;
11. Invading the privacy of individuals;
12. Posting anonymous messages; and,
13. Violating any policy of the Luverne Public Schools.

Violations may result in a loss of access as well as other disciplinary or legal action. Parents can formally give permission by checking the Acceptable Use Policy question on the registration and permission page.



STUDENT HANDBOOKS AND DISTRICT POLICIES

PARENT REQUEST FOR PAPER COPIES

Student handbooks include information concerning individual school policies and procedures. In order to become more efficient, the district will NOT be mailing out full handbooks. All handbooks can be found on the school website or by clicking on the links below. Paper copies of handbooks and policies are available to all families upon request. Please contact a school office or complete this form if you would like a paper copy of a handbook mailed to you.

I would like to have the following sent to me:

- ☐ [Elementary Parent-Student Handbook](#)
- ☐ [HS/MS Parent-Student Handbook](#)
- ☐ [District Policy Book](#)
- ☐ [District Digital Learning Handbook](#)

Name: _____

Address: _____

Signature _____

Date _____

This form can be completed and returned to any school office and copies of requested handbooks will be sent.



Luverne Public Schools

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Office of the Superintendent
Craig Oftedahl - Superintendent
c.oftedahl@isd2184.net

ACTIVITY PASS AND FEE INFORMATION

All students in grades K-12 will be issued a pass to all LHS events. This includes all home sporting events and concerts throughout the school year. **The pass DOES NOT include playoff events or away events.** Students in grades K-5 **MUST** be accompanied by an adult when attending events.

Activity passes will be distributed through the Bound Application. Information on how to access student passes will be shared at open house. Students will be issued a digital pass that can be saved on their phone or printed out in a hard copy.

Other ticket prices and activity fees include:

Item	Price
Student Single Game Ticket – Visitor Students	\$5.00
Senior Citizen Single Game Ticket	\$5.00
Adult Single Game Ticket	\$8.00
Adult Season Pass	\$100.00
Family Season Pass	\$250.00

Item	Price
High School Sports Activity Fee (Per Sport)	\$100.00
High School Fine Art or Academic (Per Activity)	\$60.00
Middle School Sports Activity Fee (Per Sport)	\$60.00
Middle School Fine Art or Academic (Per Activity)	\$50.00
Family Maximum Activity Fee	\$325.00

Luverne Elementary School Supplies List: 2026-27

Preschool – Ms. Wixon

School Bag (large)
Kleenex (2 large boxes)
Baby Wipes (2 packages)

Jr. Kindergarten

Crayola Crayons (3 boxes of 24 count)
Crayola Washable Markers (2 boxes classic 8 colors)
Watercolor (Prang or Crayola) Paint Set – 8 colors
Elmer's Glue Sticks (3 large)
Large Eraser (1 large)
Dry Erase Markers (2 black markers)
Highlighter (1)
Scissors (Fiskars – child size, metal with pointed tip)
School Box (hard plastic)
Kleenex Tissues (2 large boxes)
Headphones (**NO** Earbuds) in Ziploc bag w/ Name
Bath Towel (**NO** rest mats)
School Bag/Backpack (large size, no wheels)
Gym Shoes (No tying laces)

Grade One

Crayola Crayons (2 boxes of 24 count)
Ticonderoga Brand #2 Pencils (24)
Eraser (large)
Elmer's Glue Sticks (2 large)
Elmer's School Glue Bottle (1)
Scissors (Fiskars)
Crayola Washable Markers (2 boxes of 10 count classic colors)
Highlighter (1)
School Box (small plastic)
Spiral Notebook – wide line 100+ pages (1)
2-Pocket Plastic Folders (1 red & 1 blue, 1 green)
1" – 3 Ring Binder (black or white)
Expo Dry Erase Markers (8)
Kleenex (2 large boxes)
Clorox Wipes **OR** 1-Gallon Ziploc Bags
Headphones (**NO** Earbuds) in Ziploc bag w/ Name
School Bag/Backpack (large size)
Gym Shoes

Grade Two

Pencils (12 - # 2)
Crayola Crayons
Erasers
EXPO Dry Erase Markers (8)
Highlighters (2)
Markers (Wide, washable: 8-10 Count)
8-Color Watercolor Paint Set (1)
Elmer's Glue Sticks (2 – large)
Glue Bottle (1)
Scissors
Spiral Notebooks (1 - wide line)
4 Plastic 2-Pocket Folders (blue, red, green, yellow)
School Box (small plastic box)
Kleenex (2 large boxes)
Old sock (to use as dry board eraser)
Headphones (**NO** Earbuds) in Ziploc bag w/ Name
School Bag/Backpack (large size)
Gym Shoes

Kindergarten

Crayola Crayons (3 boxes of 24 count)
Crayola Washable Markers (2 boxes 10 count classic colors)
Elmer's **PURPLE** Glue Sticks (24 small)
Ticonderoga Brand #2 Pencils (12)
Large Pink Eraser (1)
EXPO Dry Erase Markers (4 black)
Scissors (Fiskars – child size, metal with pointed tip)
Spiral Notebook – wide line (1)
Folder (1)
School Box (standard size, plastic)
Kleenex Tissues (1 large box) **OR** Baby Wipes (1 package)
Headphones with cord in Ziploc bag w/ Name
Bath Towel (**NO** rest mats, **NO** blankets)
Ziplock Bags
• Boys – gallon size
• Girls – snack size bags)
School Bag/Backpack (large size)
Gym Shoes (NO tying laces – ONLY Velcro/Slip-on)

Grade Three

Pencils (24)
Pencil Top Erasers (1 package)
Eraser - hand held/non-pencil top (1 large)
Crayola Crayons (2 boxes of 24 count)
Crayola Washable Markers (2 boxes of 10 count classic colors)
Crayola Watercolor Pain Set (8 colors)
EXPO Dry Erase Markers (8 markers)
Dry Erase Eraser **OR** old sock (to use as eraser)
Highlighter (2)
Elmer's School Glue (1 bottle)
Elmer's Glue Stick (4)
Scissors
Pencil Pouch
School Box (plastic & standard size)
Spiral Notebooks (single subject wide line)
• 1 Blue & 1 Yellow
2-Pocket Plastic Folders (5 – see details below)
• 1green, 1 blue, 1 red, 1 yellow, & 1 orange
Kleenex (2 large boxes)
Ziploc Bags (1 box) **OR** Clorox Wipes (1 package)
Headphones (**NO** Earbuds) in Ziploc bag w/ Name
USB Corded mouse (optional)
School Bag/Backpack (large size)
Gym Shoes

Grade Four

#2 Pencils (24)
Eraser (pencil top or regular)
Highlighters (2)
Markers (2)
Sharpie Black Marker (1)
Scotch Tape in dispenser (1 roll)
EXPO Dry Erase Markers (8)
Scissors
Elmer's Glue Stick (1 large)
Pencil Pouch (large)
Spiral Notebooks (wide line) (2 – 1 Red, 1 Blue)
Composition Notebook (1)
Pocket Folders (3 Plastic - any color)
Kleenex (2 large boxes)
Clorox Wipes (1 package)
Headphones or earbuds
School Bag/Backpack (large size)
Gym Shoes

Grade Five

Pencils (24)
Pens (2)
Large Eraser (1)
Highlighter (2)
Colored pencils
Markers (Washable: 8-10 Count)
Black Sharpie Marker (1)
White Board Markers (8)
Glue Stick(4)
White Elmer's glue (1 bottle)
Scissors
Spiral Notebook (3)
1" 3-Ring Binder (Health)
Multi-Pocket Expanding File
Headphones (**NO** Earbuds) in Ziploc bag w/ Name
Kleenex (2 large boxes)
School Bag/Backpack (large size)
Gym Shoes





Luverne Public Schools

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Luverne Middle School
709 N. Kniss, Luverne, MN
www.isd2184.net

Luverne Middle School Supply List 2026-2027

6th Grade Supplies	7th Grade Supplies
Pencils	Pencils
Highlighters	Pens - 2
Colored Pencils	Pencil bag or box
Black Sharpie Marker	1 package loose leaf paper (Lined and Punched)
2 - Glue Sticks	Dry Erase Marker
3 - Folders (Math, Science, Social)	Glue Stick
3 - Single Subject Notebook (Math, Social, Band)	25 - sheet protectors
4 - Dry Erase Markers (Math)	1.5" Three Ring Binder (Shared English/History)
1 - 1" Three Ring Binder (English)	1" Three Ring Binder (Math)
4 - Binder Divider Tabs	Combination lock for PE
1 package loose leaf paper (Lined and Punched)	2 - Folder (Health and Science)
Wired headphones for 3.5 mm audio jack	PE Clothes (shoes, shorts, shirt, sweats)
2 - Boxes of Kleenex (bring to advisory)	2 - Boxes of Kleenex (bring to advisory)
Combination lock for PE (needed in January)	
PE Clothes (needed in January)	
Composition Notebook (Science)	

8th Grade Supplies
Pencils
Pens - Black
2 - Dry Erase Markers
Colored Pencils
Pencil Bag or Box
2 - Boxes of Kleenex (bring to advisory)
Wired headphones for 3.5 mm audio jack
Combination lock for PE
PE Clothes (shoes, shorts, shirt, sweats)
3 - 1.5" Three Ring Binder (English, Math, Geography)
50 - sheet protectors
1 package loose leaf paper (Lined and Punched)
3 - Folders (Math, Science, English)
2 - Notebooks (Math, Science)
1 Basic Calculator
4 - AAA Batteries



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Luverne High School Supply List 2026-2027

English Courses:	
English 9:	English 10:
1" to 1.5" binder Highlighters Page protectors Girls: 1 box of tissues Boys: 1 container of Clorox Wipes	Notebook (for english only) Box of tissues for classroom use
College Speech:	AP Literature & Composition:
Notebook Pack of Index Cards (3x5 or 4x6)	2+” Binder Index Cards Post It Notes
English Foundations, ESL English, Foundations of Writing, Speech, American Literature, English Literature, College Writing & Research and Collge Literature	
Folder or Notebook	

Math Courses:	
Math Foundations:	Integrated Math I/Integreated Math 1:
Binder Highlighters	Whiteboard marker Folder 3 ring binder Notebook
Integrated Math II, Integrated Math 2, Integrated Math III and Integrated Math 3:	College Statistics, College Algebra and College Calculus:
1 inch 3-ring Binder or Folder Notebook Dry Erase Markers TI 83 or 84 plus calculator (optional)	1 “ Binder Notebook or loose leaf paper Dry Erase Markers

Science Courses:	
Science 9:	Biology:
Notebook Folder/Binder Headphones/earbuds capable of connecting to computers	Notebook Folder White Board Markers Headphones/earbuds capable of connecting to computers
Chemistry:	AP Biology:
Scientific or graphing calculator Folder Notebook	Notebook or lined paper 2" 3-ring binder
AP Physics:	Human Anatomy & Physiology:
Scientific or graphing calculator Folder Notebook	Notebook Folder Headphones/earbuds capable of connecting to computers
Non-Core Biology and Non-Core Chemistry	
Notebook Folder/Binder Headphones/earbuds capable of connecting to computers	

Social Studies Courses:	
World History:	US History
1" binder Lined paper Colored pencils	Notebook Folder
Government and Economics:	Geography:
3-Ring Binder	Folder or Binder
College Psychology:	Tragedies and Triumphs & Sports History and Officiating
1" binder Lined paper	Notebook Folder

World Languages Courses:	
German I, German II, German III & AP German IV	Spanish I, Spanish II, Spanish III & AP Spanish IV
3-Ring Binder Notebook/paper Folder Dry Erase Marker	3-ring binder Loose Leaf Paper Highlighters Dry Erase Markers Folder Gluesticks Headphones (optional) Mouse for Chromebook (optional)

World Languages Courses:	
Health 9 & Health 11	PE 9, PE 10, Lifetime Fitness and Advanced Weight Training
Folder	Gym clothes (shorts, tennis shoes, shirt other than what is worn to school) Combination lock (ONLY) Towel Shampoo Deodorant

Electives Courses:	
Intro to Ag, Animal Science A & B and Fish & Wildlife Management	AG Mechanics and AG Welding:
Folder	Folder Leather shoes/boots Pliers (optional) Welding helmet (optional)
Art I A & B, Pottery	Web Design, Personal Finance, Sports & Entertainment Marketing, Media Production, General Business & Business Internship
No Specific Items Needed	Folder Notebook
Family and Consumer Sciences:	Graphic Arts I & II:
Folder	No Specific Items Needed

Beginning Woods, Wood Crafts, Home Maintenance & Advanced Woods and CNC:	Building Construction and Careers:
Folder Wood pencils (No Mechanical Pencils, Please)	Tool Belt Hammer 16' Tape Measure or bigger Hand Square Wood chisel (prefer 3/4") Utility Knife Wood Pencils (No Mechanical Pencils, Please)
Band, Flag Corp, Concert Choir, & Tenor/Base Choir	
No Specific Items Needed	



Luverne Public Schools

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BACKPACK PROGRAM AND SCHOOL SUPPLY INFORMATION

Dear Luverne School Families:

In cooperation with the Luverne BackPack Program, we will once again participate in a special program called the "BackPack Program." This is a special program that requires families to contact one of our designated individuals below. At the end of each week, your child will be given a backpack of nutritious, easy-to-prepare foods for the weekend helping your family stretch its food buying dollar. This will begin on Friday, September 18 and continue until the end of the school year. In the elementary, the bags will be discreetly distributed to their locker on Fridays by the end of the school day by your child's teacher.

At the middle school/high school, your child will be allowed to pick the food they wish to receive. Additional details will be provided once enrollment is completed, however it will be your child's responsibility to pick their food each week.

There are only two requirements that you must meet for your child to receive the bags:

1. You must contact one of the designated individuals below
2. You must qualify for the free and reduced meal program

This program is highly confidential! The Luverne BackPack Program will not know which children receive the bags. We will simply provide the bags of food.

Another program connected to the BackPack Program offers school supplies for families in need. The supplies are provided at no cost through a variety of donations. If your family would like to take advantage of the school supply program, you can complete the following Google Form:

[School Supply Program Form](#)

If you would like your child to participate, please contact one of the individuals below. They would also be able to answer any questions that you may have about the program.

Mrs. Josey Arends at the Elementary School – 507-283-4497 ext. 3270 – j.arends@isd2184.net

Mrs. Stacy Schepel at the MS/HS – 507-283-4491 ext. 2070 – s.schepel@isd2184.net



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

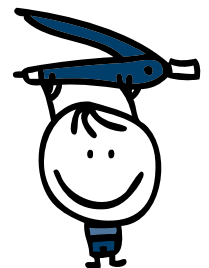
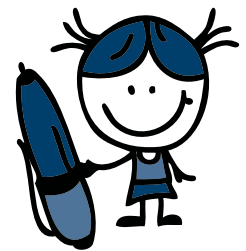
Income limits for Each Program

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	\$81,820
3	\$84,820
More than 3	\$87,820 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.





BACK TO SCHOOL OPEN HOUSE

Wednesday, September 2, 2026

ELEMENTARY SCHOOL

4:00 – 6:00

- Meet your teachers
- Bring in school supplies
- Find your locker
- Tour the school and classroom
- Ask questions and get answers
- Complete any necessary paperwork

MIDDLE- HIGH SCHOOL

4:00 – 7:00

- Pick up Chromebooks and schedules
- Find lockers and tour school
- Meet teachers and staff
- Complete any necessary paperwork
- Attend optional meetings listed below
- 4:30 – New Student Meeting – Media Center
- 5:30 – 6th Grade Orientation – PAC
- 6:00 – 9th Grade Orientation - PAC



LUVERNE PUBLIC SCHOOLS

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