

August 2025



# Martin County West

*Connected to the Past, Celebrating the Present, Cultivating the Future*

## Dear Maverick Families,

Welcome to August, Maverick country!

I am writing this on the very day that some exciting developments are taking place at what will soon be an active construction site. After over a year of planning, designing, and waiting, things are going to start taking shape very soon!

The most visible sign that things are happening there so far is the placement of a construction trailer. This will serve as an office for all the people working onsite. We lost a few parking spots but gained a place for important work to happen to make sure our building is built correctly.

Equipment is being staged to start the tree work that has to happen before excavating can begin. I saw some big machinery in the area, just waiting to get to work.

Some slabs of precast concrete have been delivered and more are coming. These are samples of what the exterior walls of the building could look like. They put them there so the architects and

designers can make sure they look how we want them to look, before Wells Concrete makes the huge slabs that will be the exterior walls.

As tempting as it will be to check out all this construction stuff up close, please help us keep the site safe and secure by staying away from all the equipment and materials. Remind the curious adults and kids among us to look from the parking lot.

If you want to follow along with what's happening at the construction site, there's a link on the district's home page ([martin.k12.mn.us](http://martin.k12.mn.us)) that will take you to the latest updates on the building project. Follow along as we build our future together.

Enjoy these last days of summer!

Cori Reynolds  
Superintendent



**Bus Routes will be posted on the district website at the end of August.**

## Important Dates:

- > August 5—MSHSL Meeting
- > August 1—2025-2026 Registration opens ONLINE
- > August—18—School Board Meeting
- > August—25—Staff Workshop Begins
- > August 27—7th grade and new student orientation at the Jr/Sr High
- > September 1—Labor Day
- > September 2-3—Elementary Back to School Conferences
- > September 2—Classes Begin for grades 7-12
- > September 4—All grades K-12 in session
- > September 26—Homecoming

## Inside this issue:

<a href="#">Jr/Sr High</a>	2
<a href="#">Trimont Elementary</a>	3
<a href="#">Sherburn Elementary</a>	4-6
<a href="#">25-26 Registration</a>	7-8
<a href="#">Fee Schedule</a>	9
<a href="#">School Supplies</a>	10-11
<a href="#">MSHSL Eligibility Brochure</a>	12-19
<a href="#">Educational Benefits App.</a>	20-23
<a href="#">Community Ed</a>	24-26
<a href="#">Health and Safety Notice</a>	27-29
<a href="#">K-12 Education Tax Credit</a>	30
<a href="#">September Meal Menus</a>	31-32



## MCW JR/SR High School ~ August 2025 Newsletter

### Dates to Remember

\*Online Student Registration opens Aug 1st

\*7th Grade / New Student Orientation & All Student Open House is Aug 27

\*1st Day of School Grades 7-12, Sept 2nd

\*Homecoming Week Sept 22 - 26, football game on Friday, Sept 26th at 7:00 p.m..  
ORDER CLASS SHIRTS [HERE!](#)

### 2025-2026

#### No School Days

- MEA Oct 16-17
- Early Dismissal Sept 24
- Teacher Workshop Oct 20
- Early Dismissal Nov 7
- Fall Break Nov 27-28
- Early Dismissal Dec 19
- Winter Break Dec 22 - Jan 1
- Teacher Workshop Jan 2
- Early Dismissal Jan 23
- Presidents Day Feb 16
- Early Dismissal Feb 25
- Staff Workshop Mar 13
- Early Dismissal Mar 27
- Spring Break Apr 3 - Apr 6
- Early Dismissal Apr 29
- Teacher Workshop May 22
- Memorial Day May 25
- Last Day of School Early Dismissal May 29

**MCW Families**, We have been busy over the summer planning the 2025-2026 school year! We are excited to see our 7th to 12th grade students and look forward to a year filled with new opportunities, experiences, and learning. Let's make this year one of growth, learning, and success! ~Autumn Welcome, Principal

**Jr/Sr High School Office Hours** - Building offices open August 4th, 7:30am - 4:00pm.

**MANDATORY MSHSL Activities Meeting (NEW LOCATION!)** - Tuesday, Aug 5th from 7pm-8pm at TRIMONT ELEMENTARY GYM. ALL students participating in MSHSL activities & their guardians MUST attend. To participate in activities (practice & events), ALL fees MUST BE paid and physicals must be complete by the first day of practice. **Please plan to turn in fees and forms no later than this evening.**

- Turn In: [Activity fees](#) (paid directly to school office or through School Pay)
- Turn In: [Physical form](#) (required every 3 years, typically 7th & 10th grade years)

**Fall Sports Eligibility** - Fall sports eligibility is based on students' fourth quarter grades from '24-25 school year. Students need to pass all classes to be eligible to participate in fall sports. Students not meeting these requirements will miss ¼ of the regular season for the sport they participate in, their grades will be checked again at mid-quarter. Students with incompletes will remain ineligible until a passing grade is earned.

### August 27th - 3 Events

- **7<sup>th</sup> Grade / New Student Orientation & All Student Open House** - A Transition Evening for incoming 7<sup>th</sup> graders and any **new** students at the Junior/Senior High will be held on **Wednesday, August 27, 2025 (parents/guardians may attend)**. The JH/SH Staff and Student Council members will provide an orientation session from 4:15pm – 6:20pm. Busing will be provided to and from Trimont, Welcome, and Ceylon. Activities are planned to help get students ready for the first day of school. **Before and after** the Orientation, the school will be open to all students so they can find their locker, classes and view/update their schedules.
  - 3:30 - 4:15 **AND** 6:15-7:30 Open house for all 7-12th grade students and families
  - 4:15 - 6:20 7th grade & new student orientation scheduled events.
- Optional Informational Meeting for 1:1 iPads from 5:45-6:20

**School Pictures** - School pictures this year will be taken by Steve Seifried Photography. Ordering information will be released electronically. There will be two dates, three locations. Students are able to be photographed at ANY LOCATION.

- Jr/Sr High School - September 2nd (first day of school for 7th-12th graders), 7:30am-11:00am
- Sherburn Elementary - September 2nd, 3:00pm-7:00pm
- Trimont Elementary - September 3rd, 9:00am-12:00pm

**9-12 Schedule Changes, See Mr. Neduzak** - Before school starts, Mr. Neduzak is available via email and phone. In-person, he plans to be available during the afternoons at the Jr/Sr High School starting on August 18th. Please let your student(s) know that they are welcome to come into the building and work with Mr. Neduzak on their schedules prior to school starting on these days as well as the evening of our open house on August 27th from 3:30-7:30.

### 2025-2026 School Year Info

- **Jr High School Supply List** - <https://www.martin.k12.mn.us/Page/71>
- **Student Registration REQUIRED for All Attending Students** - Online registration opens August 1st. Registration provides the school important information such as contact info, medication/allergy info, media publication info, etc... If you are a returning family, please be sure to update all phone numbers, addresses and emails! To complete online registration current MCW families will log into their Infinite Campus portals, new families can find a link on the district website: [www.martin.k12.mn.us](http://www.martin.k12.mn.us).
- **SchoolPay** - Pay for school related fees electronically. [www.martin.k12.mn.us/Page/105](http://www.martin.k12.mn.us/Page/105)

**New Jr/Sr High School Staff** - We are excited to introduce our new staff!

- \*Sami Jo Helmers-Nelson, 7th & 8th grade English
- \*Michael Mattick, 8th & 9th grade Science
- \*Taber Sheldrup, 8th-12th grade Ag
- \*Darcy Greenwood, 3rd-12th grade Special Ed
- \*Tony Anthonisen, Custodian

**District webpage:** <https://www.martin.k12.mn.us/> and LIKE US! on our Facebook page at [facebook.com/mcwJHSHschool](https://facebook.com/mcwJHSHschool)

# MCW Trimont Elementary

August, 2025

## Dates to Remember:

**August 4th-** Trimont Office opens and online registration begins.

Office hours are 7:30 a.m. – 4:00 p.m.

**Sept. 2nd and 3rd-** Back to School Conferences

**Sept. 4th-** School begins K-6

**Oct. 15 –** Early Dismissal

**Oct. 16-17-** No School- MEA Break

**Oct. 20** No School- Teacher Workshop



Follow us on  
Facebook at [MCW Trimont Elementary | Facebook](#)



### Trimont Elementary School Office Hours

Building opens August 4th, 7:30 a.m. - 4:00 p.m.

### Registration/Office Hours

To complete online registration, families will need to login into their Infinite Campus parent portal. If you would prefer to come into the building, we would be happy to assist you with this process. Give us a call beginning August 5th.

### Thanks and Appreciation from Trimont Elementary!

The shelves in local stores are filled with school supplies and we are gearing up for another amazing school year at Trimont Elementary. We are thrilled you have decided to enroll your child at Martin County West and are looking forward to welcoming your child to school this year.

### School Pictures 2025-2026 School Year

- 9/2/25 from 7:30am - 11:00am at the Jr/Sr High School
  - 9/2/25 from 3:00pm - 7:00pm at Sherburn Elementary
  - 9/3/25 from 9:00am - 12:00pm at Trimont Elementary
- Trimont retakes are scheduled for October 21<sup>st</sup>.

### Back to School Conferences

MCW will be hosting K-6 conferences September 2<sup>nd</sup> and 3<sup>rd</sup>. Parents will need to sign up for a time to meet with their child's teacher by calling the school. Look for more information soon regarding this sign up. These 20 minute conferences will give parents and students the opportunity to meet with their teacher prior to the start of the school year. These conferences are an important part of starting the year off on a positive note and are a great opportunity to get students ready for learning.

### World's Finest Chocolate Sales

In support of the student activities funds for our elementary schools, we will be selling chocolate bars through World's Finest Chocolate again this year beginning Sept. 22<sup>nd</sup>. This candy bar fundraiser helps us incorporate fun and engaging educational field trips and experiences for students each year. We had great success with selling chocolate bars last year and hope you will support this amazing fundraiser once again this year.



### Student Pick-up and Drop-off Zones

*"Safety is Everyone's Responsibility"*

The parking lot and surrounding areas at Trimont Elementary can be a very busy place, especially during pick-up and drop-off times. With the higher levels of traffic comes an increased level of safety concerns. Please plan on taking extra time when near the school and put mobile devices away. The safety of our students is our top priority.



## BACK TO SCHOOL



### SCHOOL OPENING

Sherburn Elementary School  
Building opens August 4th,  
Office Hours 7:30am - 4:00pm.

### ONLINE REGISTRATION

Online Registration for the 2025-2026 school year will begin August 1, 2025. To complete online registration, families will need to login into their Infinite Campus parent portal. For "how to" online registration information, please see the main page of the district website <https://www.martin.k12.mn.us/>

**Returning families and student who came to Kindergarten Roundup should log on as a CURRENT student (NOT A NEW STUDENT)**

### SCHOOL PICTURES

School pictures will be  
September 2 from 3-7pm

\*PICTURES MAY BE TAKEN AT  
ANY SCHOOL IF THE TIME/DATE  
AT A DIFFERENT SCHOOL WORKS  
BETTER FOR YOU

### BUS PICKUP/DROPOFF

The parking lot and surrounding areas at Sherburn Elementary can be a very busy place. (Parents and buses dropping off students, students and staff walking into school...etc.) With the higher levels of traffic comes an increased level of concern pertaining to safety. Students don't always look before crossing the road and we need to take every precaution for the safety of all children. Please plan on taking extra time when near the school and put mobile devices away. Distracted driving is one of the leading causes of pedestrian/vehicle accidents. If you are picking up your child after school, please park your vehicle outside of the horseshoe and walk to the front entrance to pick them up. We want to keep the horseshoe clear for buses and type 3 transportation.

### WELCOME

Hannah Cough  
1<sup>st</sup> Grade Teacher  
Elizabeth Hoefs  
Preschool ESP



August 2025  
Newsletter



# Welcome

## BACK TO SCHOOL



### BACK TO SCHOOL PARENT - TEACHER CONFERENCES SCHEDULE AT REGISTRATION WITH CAROLYN

September 2- 12pm to 8pm

September 3 - 8am - 12pm

Take advantage of conference time to interact with your child's teacher. Not only is this a great opportunity for students to become acquainted with their teacher and classroom, it also provides a time for the sharing of important information that will benefit your child's successes in this upcoming school year.

### SCHOOLPAY

SchoolPay is the safest and easiest way to electronically pay for school-related fees. Eliminate last minute check-writing hassles and lost cash. SchoolPay allows parents to pay for items across many school departments and school non-profits from a unified checkout. This is a great way to pay for lunch fees and any other fees accrued at school. Click on the link to set up an account.

<https://www.martin.k12.mn.us/Page/105>



### BUSSING OF STUDENTS

Support staff will be on duty beginning the first day of school and daily there-after at the Sherburn Elementary School site. Bus Schedules are being reviewed over the next couple of weeks and will be posted at the school site when completed.

Please call, if questions arise as to times of pick-up/drop-off of students.



### SCHOOL SUPPLY LIST

Back to School Supplies List Link  
<https://www.martin.k12.mn.us/Page/71>



Elementary  
August 2025  
Newsletter

# Welcome

## BACK TO SCHOOL

### UPCOMING EVENTS

Student Registration - August 1 online  
Conferences - September 2nd - 3rd  
School pictures - September 2 - 3-7pm  
1st Day of School K-6 - September 4th  
Homecoming Week - September 22nd-26th

### STAY INFORMED

The District webpage,  
<https://www.martin.k12.mn.us/> will serve as a  
hub for all things related to returning to school  
and changes in plans throughout the school year,  
please check in regularly for updates. Another  
informative connection point is our Facebook  
page at  
<https://www.facebook.com/sherburnelementary>  
LIKE US!

### NO SCHOOL DAYS

Early Dismissal - Oct 15  
MEA - Oct 16-17  
Teacher Workshop - Oct 20  
Early Dismissal - Nov 7  
Fall Break - Nov 27-28  
Early Dismissal - Dec 19  
Winter Break - Dec 22 - Jan 2  
Early Dismissal - Jan 23

Presidents Day - Feb 16  
Early Dismissal - Feb 25  
Teacher Workshop - Mar 13  
Early Dismissal - Mar 27  
Spring Break - Apr 3-6  
Early Dismissal - Apr 29  
Teacher Workshop - May 22  
Memorial Day - May 25  
Early Dismissal - May 29

## 2025-2026 School Year Registration

Registration for all MCW students will take place **online** this year. This process will begin on August 1.

In order to register your student(s) for school, you will need to log in to your Infinite Campus parent portal. If you have never used this tool before, please access it at the following website:

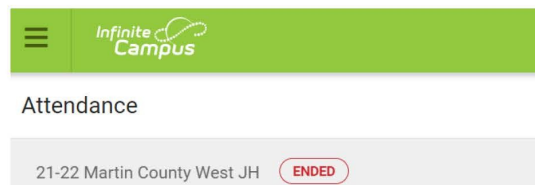
<https://martinmn.infinitecampus.org/campus/portal/parents/martin.jsp>. Please note that this URL has changed, so if it saved in your browser you will need to update the bookmark. Families who are new to the District may follow the link on MCW's webpage.

All parent/guardian usernames are formatted as follows: "parentfirstname.parentlastname". Your password can be reset by building secretaries if you are not able to successfully log into your portal account.

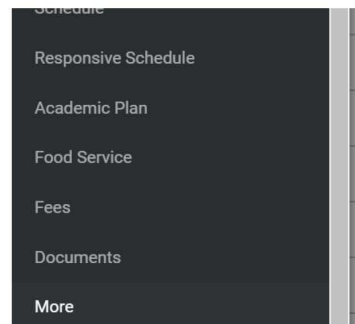
Offices will not be accepting paper registration forms, as the forms that have been on our website previously are now out of date due to our updated system. If you do not have access to technology to complete your registration, you may visit any of the school office buildings after August 4, and there will be a computer or tablet to use to complete the registration process while you are at the building. You may also be able to get computer time at your local public library.

## How to Access Online Registration

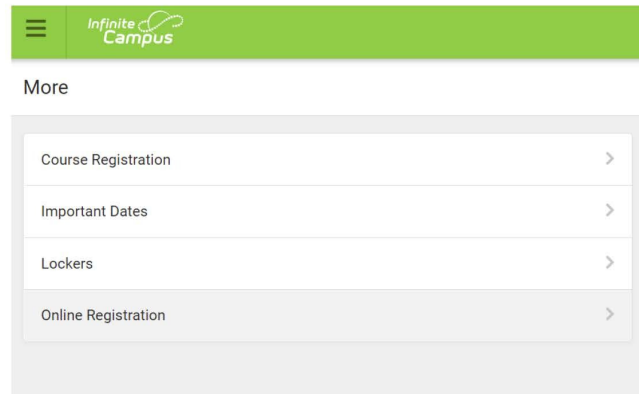
Log into your parent portal on a computer or tablet, the website is not optimized for cell phones at this time. In the upper left hand corner, select the three lines to bring up the menu.



Scroll to the bottom of the menu, and select "More"



Select "Online Registration"



Follow the directions and prompts in the to fill out/update registration information for all your MCW students.

If you need any assistance, please contact any MCW office.

### Things to remember

- You must provide your **physical** address during registration. This information is necessary so the district can keep accurate records of open enrolled students, and is also important for transportation planning. If you do not provide a physical address, your registration will not be processed until that information is provided. There is an option to add a mailing address in the process as well, so anything that needs to be sent through the mail will still get where it needs to go.
- If your student lives in two households, only the household that registered them last year will be able to register them this year. If that information needs changed, please contact your school secretary and they can make that update.
- In order for office staff to schedule a conference for your elementary school student, you must have completed online registration for your student. Conference sign ups will begin August 19.
- Families who are new to the district will be able to find a link on the MCW website to register their students.
- If your child needs a prescription medication form, Special Diet Statement, or Asthma Action Plan, those can be uploaded during the registration process. Remember, it is the responsibility of the parent/guardian to have a physician sign those forms prior to the school year. Health office staff will not be able to fax forms to providers. We will still accept paper copies of these forms.
- If your child received any immunizations outside the State of Minnesota, or requires a vaccine exemption form (that we do not already have on file), those can be uploaded during the registration process as well. We will still accept paper copies of these forms.

# Martin County West Fee Schedule

## 2025-2026

Student Meals	
Breakfast & Lunch	Free
2nd or Nonconforming Student Breakfast	\$2.40
2nd or Nonconforming Student Lunch	\$5.00
Extra Milk	\$0.40
Kindergarten Milk Break	Free
Elementary Milk Break	\$42

Adult Meals	
Breakfast	\$2.40
Lunch	\$5.00

Event Ticket Prices	
Adult	\$7.00
Student	
MCW w/Student ID	Free
Other Student	\$5.00
College w/Student ID	\$5.00
Senior Citizen (65+)	Free
Adult Punch Passes	
10 Punches	\$55
20 Punches	\$70
Adult Pass (Non-Transferrable)	
Single	\$80
Couple	\$135



Athletic Fees		
	Regular	Fr/Red
Varsity Football	\$120	\$40
Other Varsity Sports	\$95	\$40
Jr. High Football	\$90	\$30
Other Jr. High Sports	\$75	\$25
Family Max	\$350	\$350

Extra and Co-Curricular Fees			
		9th-12th	7th-8th
Speech	Regular	\$65	\$40
	Fr/Red	\$30	\$20
Fall School Play	Regular	\$40	\$40
	Fr/Red	\$20	\$20
Spring Musical	Regular	\$30	\$30
	Fr/Red	\$20	\$20
Knowledge Bowl	Regular	\$50	\$50
	Fr/Red	\$20	\$20
Robotics	Regular	\$50	\$40
	Fr/Red	\$20	\$20
Band		Free	
Choir		Free	
Family Max	Regular	\$250	\$250
	Fr/Red	\$250	\$250

Participation Fees	
National Trips	\$260/member

Instrument Rental		
	Regular	Percussion
High School	\$125	\$70
Jr. High/Elementary	\$90	\$55

Drivers Education		
Student Fees (Class of 2025)	\$100	Blue Card (Written Test)
	\$250	White Card (Road Test)
Instructor	\$23.50/hour (last update 7-21-25)	

# 2025-2026 MCW School Supplies List

## Trimont Preschool

Full-sized backpack (labeled with child's name)

1 pkg regular size Elmer's Glue Sticks

1 box Kleenex

Extra Change of Clothing

1 container Lysol Wipes

1 pack Crayola Markers

1 box gallon sized ziploc bags

1 box sandwich size ziploc bags

## Sherburn 4 Preschool

Full-sized backpack (labeled with child's name)

1 container Lysol Wipes

1 Folder

Extra Change of Clothing

## Sherburn 3 Preschool

Full-sized backpack (labeled with child's name)

1 box Kleenex

Elmer's Glue Sticks

Extra Change of Clothing

1 container Lysol Wipes

## Kindergarten (PLEASE DO NOT LABEL SUPPLIES)

1 Large Backpack (large enough for library books and art)

Extra Change of Clothing

1 Pencil Box

1 box Kleenex

1 pack Crayola Markers

1 24 count boxes of Crayola Crayons

4 Spiral Notebooks (Wide Ruled)

1 Large Pink Eraser

2 Large Containers of Clorox Wipes

2 Poly Folders (with clasps and pockets)

1 Crayola Watercolor Set

1 4oz bottle of Elmer's Glue

1 24 pack of Ticonderoga Pencils

1 pair Tennis Shoes (tied or Velcro, rubber-bottom)

1 pack of glue sticks

Scissors



## First Grade (LABEL ALL SUPPLIES WITH CHILD'S NAME)

1 Pencil Box (Regular sized to hold supplies)

1 Pair Scissors

3 Boxes of Crayola Crayons

2 Large Pink Erasers

1 Large Box of Kleenex

1 Container of Clorox Wipes

24 Ticonderoga Pencils

12 Elmer's Glue Sticks

3 Pocket Folders

2 Spiral Notebooks (8 x 10 1/2) Wide Ruled

1 Pack Standard Colored Crayola Markers

1 Pack Expo Dry Erase Markers

1 Old Sock (For Dry Erase Boards)

Girls—Quart Ziploc Bags

Boys—Gallon Ziploc Bags

1 pair Tennis Shoes (tied or Velcro, rubber-bottom)

## Second Grade (PLEASE DO NOT LABEL SUPPLIES)

1 24 pack Ticonderoga Pencils

1 Pair Small Scissors

2 Wide Lined Spiral Notebook

1 Pencil Box (small)

2 Pocket Folders

1 Pack Expo Dry Erase Markers & Eraser

Colored Pencils

1 Pack Standard Colored Crayola Markers

4 Glue Sticks

2 Box Kleenex

1 Container Clorox Wipe

1 pair Tennis Shoes (tied or Velcro, rubber-bottom)

## Third Grade

3 Spiral Notebooks (8 x 10 1/2) Wide Lined (Journals)

4 Two-Pocket Folders

1 2in Binder

1 pair Tennis Shoes (tied, rubber-bottom)

1 Pencil Box or Toolbox (no larger than 11 1/4 x 7 1/4) to hold:

- 1 Box (24-36 Count) of Crayons (Standard Colored)
- Glue Sticks
- Small Scissors
- 1 Pack (8 Count) of Colored Pencils or Crayola Twistables

Supplies Collected by Teachers:

- 2 Large Boxes of Kleenex
- 1 Set of Expo Dry Erase Markers
- 1 Box of Pencil Top Erasers
- 2 dozen Ticonderoga Pencils

**Fourth Grade**

Crayons  
Markers  
Scissors  
Ruler  
6 Single Subject Spiral Notebooks  
4 Two-Pocket Folders  
1 1 inch Three-Ring Binder  
1 pair Tennis Shoes for inside use only (tied, rubber-bottom)  
Supplies Collected by Teachers:

- 24 **Ticonderoga** Pencils
- Erasers
- Glue Sticks
- 4-6 **Expo** Markers (Black Preferred)
- 2 Boxes of **Kleenex**
- Clorox Wipes

**Fifth Grade**

1 **Elmer's** Glue (4oz) (No Rubber Cement)  
1 Glue Stick  
24 Pencils (**NO MECHANICAL PENCILS**)  
Erasers  
1 **Crayola** Crayons (24 Count Box)  
1 **Kleenex** (Large Box)  
6 Spiral Notebooks  
Scissors  
Ruler (English & Metric)  
Washable Markers (Assorted Colors)  
Pens (Black or Blue)  
Water Paint Set (**Prange** or **Crayola** Have the Best Colors)  
4 Two-Pocket Folder  
3 **Expo** Dry Erase Markers  
Colored Pencils (Art)  
1 Two-Pocket Folder and Pencil (Music)  
Hand Held Pencil Sharpener  
1 pair Tennis Shoes for inside use only (tied, rubber-bottom)

**3-6 Physical Education Supplies**

If possible, please purchase your own wrist guards for roller skating. You will be using them through 6<sup>th</sup> grade. Please put your child's name on them and they will be stored in their locker.

Thank you!

Mrs. Janssen

**Sixth Grade**

#2 Pencils  
Erasers  
Scissors  
7 Pocket Folders (Preferably 7 Different Colors)  
4 oz **Elmer's** Glue or Glue Stick  
Pens  
2 Large Boxes **Kleenex**  
Ruler (English & Metric)  
7 Single Subject Notebooks (Preferably 7 Different Colors)  
Colored Pencils  
Highlighter  
Dry Erase Markers (At Least 6)  
Small Protractor  
Compass  
Texas Instrument Calculator TI-30 XS (Will be able to use in Math & Pre-Algebra also)  
1 pair Tennis Shoes for inside use only (tied, rubber-bottom)

**Jr. High School**

1 - 3 inch Binder (or trapper keeper binder or smaller individual binders - some way to keep each class organized)  
5 - Notebooks  
1 - Sketchbook  
5 - Folders (different colors)  
1 - Basic Scientific Calculator (TI-30 is acceptable)  
1 - Pack of Colored Pencils  
1 Package - #2 Pencils, Pens, Highlighters & Whiteboard markers  
Athletic Clothes & Tennis Shoes for PE  
Optional for HS Math: Graph paper notebook, graphing calculator

**ALL K-6 STUDENTS!**

All K-6 students will now be asked to bring personal headphones with auxiliary plug (not lightning plug).





# 2025-2026 MSHSL ELIGIBILITY BROCHURE

**Students:** Your participation in high school activities is dependent on your eligibility. PROTECT that eligibility by reviewing with your parent(s)/guardian(s) this summary of Minnesota State High School League rules which govern your participation. Complete regulations are found in the MSHSL Official Handbook which is available at each member high school and which is also posted on the MSHSL Web site: [www.mshsl.org](http://www.mshsl.org).

Please keep this brochure for reference, and if there is a question about any rule interpretation, **CONTACT YOUR SCHOOL PRINCIPAL OR ATHLETIC/ACTIVITIES DIRECTOR.**

I understand that once I sign the eligibility statement all eligibility rules apply:

- Twelve (12) months of the year;
- Whether I am currently participating or not;
- Continuously from the first signing of the statement.

**Parents/Guardians:** REVIEW the following rules with your son or daughter. Your role in stressing the value of following these rules cannot be overstated.

**General Student Eligibility Checklist (must be completed by all students)** *(If you cannot check all 7 items, see your athletic/activities director or principal)*

1. Making academic progress toward graduation.
2. Will not have turned 21 before the start of the season in which I participate.
3. Have not dropped out of school or repeated a grade while in high school.
4. Have not and will not use or possess tobacco or alcoholic beverages, use, consume, have in possession, buy, sell or give away any other controlled substance, including steroids, or drug paraphernalia.
5. Have not and will not violate the racial/religious/sexualharassment/violence/and hazing bylaws of the MSHSL.
6. I agree to fully cooperate in any investigation honestly and truthfully.
7. Regardless of my age I agree to follow all of the MSHSL Bylaws in order to be eligible to represent my school in League-sponsored activities.
8. **Both the student and parent have reviewed the concussion management information contained in the Eligibility Brochure and found on the following website: [www.cdc.gov/concussion](http://www.cdc.gov/concussion)**

**Athletic Eligibility Checklist (must be completed by all athletes)** *(If you cannot check all 5 items, see your athletic/activities director or principal)*

1. Physical exam within the last three (3) years on file with the school.
2. Have not transferred schools.
3. Will not participate in more than six (6) seasons in any sport in grades 7-12.
4. Have not accepted cash in any amount or merchandise valued at more than \$100 for participating in a sport.
5. Have not and will not compete in non-school events in my sport after reporting for the school team.

**INFORMED CONSENT:** By its nature, participation in interscholastic athletics includes risk of injury and the transmission of infectious diseases such as HIV, Hepatitis B, herpes and others. Although serious injuries are not common and the risk of HIV transmission is almost nonexistent in supervised school athletic programs, it is impossible to eliminate all risk. Participants have the responsibility to help reduce that risk. Participants must obey all safety rules, report all physical and hygiene problems to their coaches, follow a proper conditioning program, and inspect their own equipment daily.

## GENERAL RULES

1. **\*ACADEMIC** — (Credit Requirement) To be eligible, a student must be making satisfactory progress toward the school's requirement for graduation.
2. **\*AGE** — A student who turns 20 during the 11<sup>th</sup> or 12<sup>th</sup> semester since first entering the 7<sup>th</sup> grade shall be allowed to participate through the completion of the 12<sup>th</sup> semester. Adapted athletes are eligible to participate until their 22<sup>nd</sup> birthday, provided they meet all other eligibility requirements.
3. **\*AMATEUR STATUS** — A student must be an amateur in that sport. A student may not receive cash or merchandise for athletic participation. A student does not lose her/his amateur status because of reimbursement for officiating, instructing, teaching or coaching a sport.
4. **\*AWARDS** — Acceptable awards to students in recognition of participation in high school activities include medals, ribbons, letters, trophies, plaques and other items of little or no intrinsic value (\$100.00 or less). Violation will render a student ineligible for participation in that activity.
5. **\*ENROLLMENT, ATTENDANCE, AND REQUIRED SUBJECT LOAD** — Students must be fully enrolled in (as defined by the Minnesota Department of Education) and attending the school before they are eligible to represent that school in MSHSL sponsored activities. Students must be properly registered, attending school and classes regularly. Students must be on track to meet the school's graduation requirements in six years (12 consecutive semesters) beginning with the first day of attendance in the 7<sup>th</sup> grade.
6. **\*FOREIGN EXCHANGE STUDENTS** — Approved Foreign Exchange Students are limited to 1 calendar year of high school eligibility beginning with their 1st date of enrollment and attendance. **INTERNATIONAL STUDENTS** – students not participating in a CSIET approved foreign exchange program are eligible only at the B-squad or JV level for one calendar year.
7. **\*GENERAL ELIGIBILITY** — In order to be eligible for regular season and MSHSL tournament competition, a student must be fully enrolled as defined by the Minnesota Department of Education and a bona fide member of his or her high school in good standing. A student who is under penalty of exclusion, expulsion or suspension, whose character or conduct violates the Student Code of Responsibilities and is not in good standing, shall be ineligible for a period of time as determined by the principal.  
**Student Code of Responsibilities**  
*As a student participating in my school's interscholastic activities, I understand and accept the following responsibilities:*
  1. I will respect the rights and beliefs of others and will treat others with courtesy and consideration.
  2. I will be fully responsible for my own actions and the consequences of my actions
  3. I will respect the property of others.
  4. I will respect and obey the rules of my school and the laws of my community, state and country.

5. *I will show respect to those who are responsible for enforcing the rules of my school and the laws of my community, state and country.*  
A student ejected from a contest shall be ineligible for the next regularly scheduled game or meet at that level of competition and all other games or meets in the interim at any level of competition, for the first ejection. All subsequent ejections shall result in ineligibility for four (4) regularly scheduled games or meets.
8. **\*SEASONS OF PARTICIPATION** — No student may participate in more than six (6) seasons in any sport while enrolled in grades 7-12, semesters 1-12 inclusive.
9. **\*SEMESTERS IN HIGH SCHOOL** — A student shall not participate in an interscholastic contest after the student's twelfth semester in grades 7-12 inclusive. All twelve semesters shall be consecutive, beginning in the 7th grade.
10. **JUNIOR HIGH/MIDDLE SCHOOL PARTICIPATION** — Participation in high school interscholastic programs is limited to students in grades 7-12 inclusive. Students in grade 7, 8 and 9 may participate if enrolled in the regular continuation school for the educational unit and if all other eligibility requirements of the League have been met. Elementary students in grades 1-6 are not eligible for participation in any MSHSL-sponsored activity; B-squad, junior varsity or varsity level.
11. **\*GRADUATE** — Students who have graduated from a secondary school, or who have completed the terminal or final grade of a secondary school, or who have earned a GED or diploma are not eligible for participation in any League activity. A student who graduates while a member of a team with a season in progress may complete the season if three or fewer weeks of the regular season, exclusive of League tournament play, remain.
12. **\*MOOD-ALTERING CHEMICALS**
  - A. **Bylaw**  
**Twelve (12) months of the year, a student shall not at any time, regardless of the quantity: (1) use or consume, have in possession a beverage containing alcohol; (2) use or consume, have in possession tobacco; or, (3) use or consume, have in possession, buy, sell, or give away any other controlled substance or drug paraphernalia.**
    1. The bylaw applies continuously from the first signing of the student Eligibility Brochure.
    2. It is not a violation for a student to be in possession of a controlled substance specifically prescribed for the student's own use by her/his doctor.
  - B. **Penalty:**
    1. First Violation: After confirmation of the first violation, the student shall lose eligibility for the next three (3) contests or 25% of the regular season contests scheduled whichever is greater. This will vary per sport (regular season contests already played in that season) but must be no less than two (2) weeks (14 calendar days). No exception is permitted for a student who becomes a participant in a treatment program.
    2. Second Violation: After confirmation of the second violation, the student shall lose eligibility for 50% of the regular season contests scheduled. This will vary per sport and must be no less than three (3) weeks (21 calendar days). No exception is permitted for a student who becomes a participant in a treatment program.
    3. Third and Subsequent Violations: After confirmation of the third or subsequent violations, the student shall lose eligibility for 100% of the regular season contests scheduled. This will vary per sport but may be no less than four weeks (28 calendar days). If after the third or subsequent violations, the student has been assessed to be chemically dependent and the student on her/his own volition becomes a participant in a chemical dependency program or treatment program, then the student may be certified for reinstatement in MSHSL activities after a minimum period of six (6) weeks. Such certification must be issued by the director or a counselor of a chemical dependency treatment center.
    4. Penalties are progressive and consecutive.

5. **Denial Disqualification: A student shall be disqualified from all interscholastic athletics for nine (9) additional weeks beyond the student's original period of ineligibility when the student denies violation of the rule, is allowed to participate and then is subsequently found guilty of the violation.**
- C. **Category II Activities**  
**Definition - Category II Activities:** Those League-sponsored activities in which a member school does not have a schedule of interscholastic contests, exclusive of League-sponsored tournaments.  
Fine Arts Activities
  1. Speech activities including One Act Play when a school schedules no interscholastic contests and participates only in the League-sponsored tournament series.
  2. Music Activities.
  3. Visual Arts Activities.
  4. This also includes non MSHSL activities the school participates in. Examples are inclusive of but not limited to School Play, FFA, Student Council, FPS, Prom, etc.**Penalties – Category II Activities:**
  1. If a student violates the Academic Eligibility Policy or MSHSL rules, he/she will be ineligible for any Category II event for 4 weeks, 28 days from the date of notification. (There may or may not be any events during that time period.)
  2. The second violation will be a loss of eligibility for a period of 8 weeks, 56 days from the date of notification.
  3. The penalty for the third violation is the loss of eligibility for the next 16 weeks, 112 calendar days from the date of notification.
  4. If a student is determined to be chemically dependent they may voluntarily enter a treatment program and upon successful completion as verified by the program director reduce the period of 16 weeks to 8 weeks.
  5. Students with current chemical violations will not be eligible for Homecoming Court or Prom King and Queen.
  6. This Policy is inclusive of grades 7-12.
13. **\*SEXUAL/RACIAL/RELIGIOUS HARASSMENT/ VIOLENCE and HAZING**
  - A. **Reference Bylaw 209.00:**  
A student shall not engage in the sexual, racial, religious harassment, violence or hazing during the school year or any portion of an activity season that occurs prior to the start of the school year or after the close of the school year.
  - B. **Reporting Procedures:**
    1. Any person who believes he or she has been the victim of sexual, racial, religious harassment, violence or hazing or any person with knowledge or belief of conduct, which may constitute hazing, shall report the alleged acts immediately to an appropriate school district official designated by this policy.
    2. The building principal is the person responsible for receiving reports of sexual, racial, religious harassment, violence or hazing at the building level. Any person may report hazing directly to a school district human rights officer or to the superintendent.
    3. Teachers, administrators, officials, volunteers, and employees of the school district shall be particularly alert to possible situations, circumstances or events which might include sexual, racial, religious harassment, violence or hazing. Any such person who receives a report of, observes, or had other knowledge or belief of conduct, which may constitute sexual, racial, religious harassment, violence or hazing, shall inform the building principal immediately.
    4. Submission of a good faith complaint or report of sexual, racial, religious harassment, violence or hazing will not affect the complainant or reporter's future employment, grades or work assignments.

### C. Reprisal

The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, coach, official contractor or employee of the school district who retaliates against any person who makes a good faith report of alleged sexual, racial, religious harassment, violence or hazing or against any person who testifies, assists, or participates in an investigation, or against any person who testifies, assists or participates in a proceeding or hearing relating to such sexual, racial, religious harassment, violence or hazing. Retaliation includes, but is not limited to, any form of intimidation, reprisal or harassment.

### D. Penalties for Category I Activities:

1. First Violation: the student shall lose eligibility for the next two (2) consecutive interscholastic contests or two (2) weeks, 14 calendar days, of a season in which the student is a participant, whichever is greater. *Recommendations: 1) It is recommended that the school develop a local education program through which the student would receive information about sexual, racial, religious harassment, violence or hazing. 2) It is recommended that, when appropriate, the school refer a student to a community agency or a professional individual outside the school for counseling.*
2. Second Violation: the student shall lose eligibility for the next six (6) consecutive interscholastic contests or three (3) weeks, 21 calendar days, whichever is greater, in which the student is a participant. *Recommendation: It is recommended that before being re-admitted to activities following suspension for the second violation, the student shall show evidence in writing that the student has received counseling from a community agency or professional individual such as a school counselor, medical doctor, psychiatrist, or psychologist.*
3. Third or Subsequent Violations: the student shall lose eligibility for the next twelve (12) consecutive interscholastic contests or four (4) weeks, 28 calendar days, whichever is greater, in which the student is a participant.
4. Penalties are progressive and consecutive.

### Penalties – Category II Activities:

1. If a student violates the Academic Eligibility Policy or MSHSL rules, he/she will be ineligible for any Category II

event for 4 weeks, 28 days from the date of notification. (There may or may not be any events during that time period.)

2. The second violation will be a loss of eligibility for a period of 8 weeks, 56 days from the date of notification.
3. The penalty for the third violation is the loss of eligibility for the next 16 weeks, 112 calendar days from the date of notification.
4. If a student is determined to be chemically dependent they may voluntarily enter a treatment program and upon successful completion as verified by the program director reduce the period of 16 weeks to 8 weeks.
5. Students with current chemical violations will not be eligible for Homecoming Court or Prom King and Queen.
6. This Policy is inclusive of grades 7-12.

**14. SERVING A MSHSL PENALTY** — a student must be a student in good standing, and able to be placed in the game, meet or contest except for the penalty being served. (Students who are not in good standing due to suspension, expulsion, injury, illness, family vacations, etc are not able to be placed in a game, meet or contest and are therefore not able to count those contests toward the penalty).

**15. PROGRESSIVE AND CONSECUTIVE PENALTIES:** Penalties shall be progressive and consecutive beginning with the student's first participation in a League activity and continuing through the student's high school career.

**16. COLLEGE/UNIVERSITY TEAMS** — Individuals who have participated with a college or university team are ineligible for participation in any activity of the League.

**17. FAIR HEARING PROCEDURE** — The League Constitution provides a Fair Hearing Procedure for the student or parent contesting a school's determination of ineligibility for a student. **The student has 10 calendar days in which to appeal the school's decision.** The appeals process includes an appeal before a hearing panel at the school and the right, if desired, to appeal that decision to the League's Board of Directors. An independent hearing examiner will hear the appeal and make written findings of fact, conclusions and a recommendation for the Board of Directors following the hearing. The Board's decision shall be final. A complete listing of the Fair Hearing Procedure may be obtained from the athletic director or principal of the high school or on Web at [www.mshsl.org](http://www.mshsl.org) in the Publications section.

## ATHLETIC RULES

1. **\*PHYSICAL EXAMINATION AND PARENTS PERMIT** — Any student who intends to participate in high school interscholastic athletics and cheerleading activities must have on file in the school a record of a physical examination performed within the previous three (3) years. A health questionnaire shall be completed annually and could indicate the need for a physical examination prior to participation. The signature of the parent or guardian approving participation is required.
2. **LAST DATE TO JOIN A TEAM** — To be eligible for section and state competition, a student must be a member of that school's team not later than the fourth Monday from the official start of that sport season. Gymnasts must be on the school's team not later than the third Monday from the official start of that season. When a sport season begins on a Monday, that day shall be counted as the first Monday.
3. **NON-SCHOOL COMPETITION AND TRAINING FOR TEAM AND INDIVIDUAL SPORTS** —
  - A. **During the High School Season:** During the high school season a student may not participate as a member of a team or as an individual competitor in non-school sponsored games, meets, tournaments or contests, in the same sport. *Participation defined: practice, training, tryouts, scrimmaging and competing. Season Defined: The high school season shall run from the first date that practice may begin until the team is eliminated in MSHSL tournament competition.* Baseball, Softball and Skiing

are exceptions to this rule.

**Exception: Non-School Training During the High School Season for Athletes Who Qualify as Individual competitors to the State Tournament: (Swimming, Cross Country, Tennis, Skiing, Gymnastics, Wrestling, Synchronized Swimming, Golf, and Track and Field)**

**Lessons/Training:** During the MSHSL high school season athletes may take lessons from professionals and other non-school coaches without limit as to where, when or who may provide the training. Athletes may not miss a high school practice, game, or meet to take a lesson or train for a non-school event. Athletes may take lessons and or train with a non-school team/club during the high school season in the same sport.

**Competition:** Athletes will be able to compete in non-school events/competitions that do not match the events in which athletes currently compete in high school competition.

**Exception: Summer Vacation Period** — Students may participate in non-school competitions, meets, games, tournaments in the same sport they currently play at the high school level during the summer vacation period. *See definition of summer vacation below: 14.C.*

**Summer Coaching waiver:** If a student participates on a team coached by a member of the high school coaching staff, coaching contact shall end on July 31 unless a conditional extension to the summer waiver is granted by the school's

athletic director.

- B. **During the School Year, Prior To and Following the High School Sports Season:** A student may participate in contests, meets or tournaments as an individual competitor or as a member of a non-school team provided that these activities are voluntary and not influenced or directed by a salaried or non-salaried member of the student's sophomore, B-squad, junior varsity or varsity high school coaching staff.

1. A student may not use any type of high school uniform.
2. A student may not receive coaching or training from a salaried or non-salaried member of the student's sophomore, B-squad, junior varsity or varsity high school coaching staff in that sport. Power skating, by tennis, gymnastics, and indoor soccer are included in this limitation.
3. A student may receive training through private lessons from a person who is not a salaried or non-salaried member of the student's sophomore, B-squad, junior varsity or varsity high school coaching staff in that sport.
4. A student's fee for non-school coaching or training must be provided by the student or the student's parent(s) or guardian(s) unless approved by the Board of Directors.

C. **Summer Vacation Period:**

A student may compete as an individual or as a member of a nonschool team even though competing on a high school team in the same sport. *Summer shall be defined as June 1 through Labor Day. Summer for the sport of soccer shall be defined as June 1 through Sunday immediately preceding the official starting date of the MSHSL high school soccer season. Note: Students may participate in activities during the summer, as defined above, even though their high school sport season in the same sport has begun. For example, students may play in a non-school tennis tournament while a member of the high school team or participate in road races while a member of the cross country team through Labor Day. Soccer is excluded from dual participation as defined above.*

D. **Penalty:**

1. First Violation: After confirmation of the first violation, the student shall lose eligibility in that sport for the next two (2) consecutive interscholastic contests or two (2) weeks of that season, whichever is greater. If there are fewer than two (2) events remaining in that sport, the loss of eligibility will continue into the next season in that sport. Note: This means that a senior who violates the bylaws at the end of one sport season will lose eligibility for two (2) games in the next sport season in which the student participates.
2. Second Violation: After confirmation of the second violation, the student shall lose eligibility in that sport for the next six (6) consecutive interscholastic contests or three (3) weeks, whichever is greater.
3. Third Violation: After confirmation of the third or subsequent violations, the student shall lose eligibility in that sport for the next twelve (12) consecutive interscholastic contests or four (4) weeks, whichever is greater.
4. Penalties are progressive and consecutive.

E. **Special Considerations:**

1. National Teams and Olympic Development Programs  
The MSHSL may permit participation by high school students on bona fide national teams or in Olympic development programs if:
  - a. The program is approved and supported by the national governing body of the sport or if there is an Olympic development program of training and competition.
  - b. Directly funded by a national governing body on a national level.
  - c. Authorized by a national governing body for athletes having potential for future national team participation.
 Students who are invited to participate on National Teams or in Olympic Development Programs must contact their high school principal to obtain an application form. This must be completed at least thirty (30) days prior to participation.
2. During the school year, students who participate for their school in a sport may participate through training, try-out or

competition on a National Team or in a United States Olympic Development Program provided the student receives an individual invitation from the United States Olympic Committee or the United States National Governing Body on the national level for that sport.

3. Students who have completed their eligibility in a sport are exempt from the non-school competition and training rules in that sport.

4. **ATHLETIC CAMPS AND CLINICS —**

- A. **School Year:** Students may attend athletic camps and clinics which have been approved by their high school principal.
- B. **Summer Vacation Period:** Non-school specialized athletic camps and clinics do not require approval.
  1. The non-school sponsored camp or clinic fee must be provided by the student or the student's parent(s) or guardian, unless other arrangements are approved by the Board of Directors.
  2. A student may attend a camp or clinic where a member of the school's coaching staff (sophomore, B-Squad, junior varsity or varsity) in that sport owns, administers, directs, organizes, or serves as an instructor or is a staff member during the student's attendance.

C. **Penalty:**

1. First Violation: After confirmation of the first violation, the student shall lose eligibility in that sport for the next two (2) consecutive interscholastic contests or two (2) weeks of that season, whichever is greater. If there are fewer than two (2) events remaining in that sport, the loss of eligibility will continue into the next season in that sport. Note: This means that a senior who violates the bylaws at the end of one sport season will lose eligibility for two (2) games in the next sport season in which the student participates.
2. Second Violation: After confirmation of the second violation, the student shall lose eligibility in that sport for the next six (6) consecutive interscholastic contests or three (3) weeks, whichever is greater.
3. Third Violation: After confirmation of the third or subsequent violations, the student shall lose eligibility in that sport for the next twelve (12) consecutive interscholastic contests or four (4) weeks, whichever is greater.

5. **TRANSFER RULE — Bylaw 111**

- A. A transfer student is eligible for varsity competition provided the student was in good standing on the date of withdrawal from the last school the student attended and one (1) of the provisions in Section B (below) is met.
- B. A transfer student is eligible for varsity competition if:
  1. 9<sup>th</sup> Grade Option: The student is enrolling in 9th grade for the first time.
  2. Family Residence Change: the student transfers from one public school district attendance area to another public school district attendance area at any time during the calendar year in which there is a change of residence and occupancy in Minnesota by the student's parents. If the student's parents move from one public school district attendance area to another public school district attendance area, the student will be eligible in the new public school attendance area or a non-public school if the student transfers at the same time the student's parents move.  
If the parents move from one public school district attendance area to another, the student shall continue to be fully eligible if the student continues enrollment in the prior school for the balance of the current marking period or for the balance of the academic school year. If the student elects either of the current enrollment options above, the student will be fully eligible upon transfer to the new school.  
A student who elects not to transfer upon a parent's change in residence shall continue to be eligible at the school in which the student is currently enrolled.
  3. Court Ordered Residence Change for Child Protection: the student's residence is changed pursuant to a child protection order placement in a foster home, or a juvenile court disposition order.

- |  |  |
|--|--|
| <p>4. Divorced Parents: a student of legally divorced parents who have joint physical custody of the student may move from one custodial parent to the other custodial parent and be fully eligible at the time of the move. The student may utilize this provision only one time during grades 9-12 inclusive.</p> <p>5. Move from Out of State: if a student's parents move to Minnesota from a state or country outside of Minnesota and if the student moves at the same time the parent establishes a residence in a Minnesota public school district attendance area, the student shall be eligible at the first school the student attends in Minnesota.</p> <p>6. Enrollment Options Program: a student who utilizes Minnesota Statute 124D.03 Enrollment Options Programs, and transfers without a corresponding change of residence by the student's parents shall elect one of the following:</p> <ol style="list-style-type: none"> <li>a. retain full eligibility for varsity competition for one (1) calendar year at the school where the student was enrolled prior to the transfer after which time the student shall become fully eligible at the school to which the student has open enrolled; or</li> <li>b. be eligible only at the non-varsity level in the school to which the student has open enrolled for one (1) calendar year.</li> </ol> <p>C. If none of the provisions in Athletic Rule 5.B.2.1-5 (above) are met, the student is ineligible for varsity competition for a period of one (1) calendar year beginning with the first day of attendance in the new school.</p> | <ol style="list-style-type: none"> <li>1. Students are immediately eligible for competition at the non-varsity level.</li> <li>2. A student may not obtain eligibility as a result of a transfer. If at the time of transfer the student was not fully eligible in the previous school, the student shall be ineligible in the new school. A student who was not in good standing at the time of transfer shall be ineligible until the penalty from the previous school has been served.</li> </ol> <p>Each time a student transfers and the conditions of the transfer do not meet any of the provisions of Bylaw 111.2.A-E, the student will be ineligible for varsity competition for a period of one (1) calendar year beginning with the first day of attendance at the new school. For example, if a student, while serving a one-year transfer suspension, transfers to another school and none of the provisions of Bylaw 111.2.A-E are met, an additional one-year suspension will be applied. The student will begin serving the additional one-year suspension immediately following the completion of the previous one-year suspension.</p> <p>* Denotes rules applicable to cheerleaders</p> |
|--|--|

*REV. 8-7-17*

## MCW Academic Eligibility Policy

A student must also be passing all of their classes. Ineligibility starts on the day report cards are issued. If a student receives an "Incomplete", they will be ineligible until the work is made up and they receive a grade and a quarterly GPA is calculated. Should a student fail a course the student will be ineligible for ¼ of the regular season events and then placed on probation until mid quarter. At mid quarter, their academic standing will be reviewed. Should the minimum academic standards (**passing all classes**) not be met at that time, the student would be declared ineligible for the remainder of the quarter. If the beginning of a new quarter occurs during the extracurricular season, any student that does not meet eligibility requirements for the new quarter will be ineligible for ¼ of the regular season events and then placed on probation until mid-quarter. Fourth quarter grades will carry over to the first nine weeks of the following school year. (A student could be declared ineligible from the quarter report card, miss ¼ of the events for the quarter during the first two weeks, begin their probationary period of participation, and then be declared ineligible for the remainder of the quarter after the mid quarter grade check.)

- In calculating the number of events missed for a quarter: the total number of regular season events scheduled divided by 4 will determine the number of events missed. Examples of calculating the number of events missed: If there were 10 events in a season the number of games missed would equal 3. One-day tournaments count as one event (2-day tournaments count as 2 events.) Doubleheaders count as two events. Students are eligible to participate in practices and scrimmages during the time of their ineligibility at the coach's discretion.

- Academically ineligible students will not be able to participate in MSHSL tournaments at the end of the seasons and these events will not be included in calculating the number missed. Their period of ineligibility will be served in regular season events. Graduating seniors will be eligible for their end of the year MSHSL tournaments that take place as an extension of their spring sports seasons.

- This requirement may be waived or adjusted for special education students with IEPs, 504 plans, ESL LEP's, or other circumstances as deemed appropriate by the building principal/AD if it is determined their effort is satisfactory and they are making progress. This determination is made by the building principal in consultation with the parents/guardians and teachers.

- Specific events of co-curricular activities are excluded from this policy if participation in that event is required of all students in that class. (i.e. A band member would be allowed to participate in a band concert or a pep band performance at a game, but he/she would not be allowed to perform at a band festival.)

- The policy is inclusive of but not limited to, such co-curricular activities as Mock Trial, Knowledge Bowl, FFA, FCCLA, BPA, cheerleading, Student Council, etc.

- Incoming 7<sup>th</sup> graders will be reviewed at the end of the first quarter.



## CONCUSSION MANAGEMENT RECOMMENDATIONS FOR MSHSL ATHLETES

### **Acute injury**

When a player shows any symptoms or signs of a concussion, the following should be applied.

1. The player should not be allowed to return to play in the current game or practice.
2. The player should not be left alone, and regular monitoring for deterioration is essential over the initial few hours after injury.
3. The player should be medically evaluated after the injury.
4. Return to play must follow a medically supervised stepwise process.

A player should never return to play while symptomatic. "When in doubt, sit them out!"

### **Return to play protocol**

Return-to-play decisions are complex. An athlete may be cleared to return to competition only when the player is free of all signs and symptoms of a concussion at rest and during exercise. Once free of symptoms and signs of concussion, a stepwise symptom free exercise process is required before a player can return to competition.

- Each step requires a minimum of 24 hours.
- The player can proceed to the next level only if he/she continues to be free of any symptoms and or signs at the current level.
- If any symptoms or signs recur, the player should drop back to the previous level.

The return to play after a concussion follows a stepwise process:

1. No activity, complete rest until all symptoms have resolved. Once asymptomatic, proceed to level 2.
2. Light aerobic exercise such as walking or stationary cycling, no resistance training.
3. Sport specific exercise—for example, skating in hockey, running in soccer; progressive addition of resistance training at steps 3 or 4.
4. Non-contact training drills.
5. Full contact training after medical clearance.
6. Game play.

The final return to competition decision is based on clinical judgment and the athlete may return only with written permission from a health care provider who is registered, licensed, certified, or otherwise statutorily authorized by the state to provide medical treatment; is trained and experienced in evaluating and managing concussions; and is practicing within the person's medical training and scope of practice.

Neuropsychological testing or balance testing may help with the return to play decision and may be used after the player is symptom free, but the tests are not required for the symptom free player to return to play.

For more information please refer to the references listed below and [www.concussionsafety.com](http://www.concussionsafety.com).

### **Signs Observed By Coaching Staff**

Appears dazed and stunned  
Is confused about assignment or position  
Forgets sports plays  
Is unsure of game, score, or opponent  
Moves clumsily  
Answers questions slowly  
Loses consciousness (even briefly)  
Shows behavior or personality changes  
Can't recall events prior to hit or fall  
Can't recall events after hit or fall

### **Symptoms Reported By Athlete**

Headache or "pressure" in head  
Nausea or vomiting  
Balance problems or dizziness  
Double or blurry vision  
Sensitivity to light  
Sensitivity to noise  
Feeling sluggish, hazy, foggy, or groggy  
Concentration or memory problems  
Confusion  
Does not "feel right"

REV.



# 2024-2025 Eligibility Statement

*Statement to be signed by the participant from a MSHSL member school and by the participant's parent or guardian*

*Please check all items:*

- ☐ I have read, understand, and acknowledge receiving the 2024-2025 MSHSL Eligibility Brochure, which contains only a summary of the eligibility rules of the Minnesota State High School League. I understand that a copy of the Official Handbook of the MSHSL is on file with the senior high school athletic director and or principal and that I may review it, in its entirety, if I so choose. The Official Handbook and MSHSL bylaws are also posted on the MSHSL Web site: [www.mshsl.org](http://www.mshsl.org) under Handbook.
- ☐ **We, the student and parent, have reviewed Concussion Management Recommendations for MSHSL Athletes contained in the Eligibility Brochure and on the following website: [www.cdc.gov/concussion](http://www.cdc.gov/concussion)**
- ☐ I understand that once I sign the eligibility statement all eligibility rules apply:
  - Twelve (12) months of the year;
  - Whether I am currently participating or not;
  - Continuously from the first signing of the statement through the completion of my high school eligibility.
- ☐ Regardless of my age I agree to follow all of the MSHSL Bylaws in order to be eligible to represent my school in League-sponsored activities.
- ☐ I further understand that a member school of the MSHSL must adhere to all of the rules and regulations that pertain to the League athletics/activities a school may sponsor and that local rules may be more stringent, and penalties more severe, than MSHSL rules.

## STUDENT CODE OF RESPONSIBILITIES

- ☐ As a student participating in my school's interscholastic activities, I understand and accept the following responsibilities:
  - I will respect the rights and beliefs of others and will treat others with courtesy and consideration.
  - I will be fully responsible for my own actions and the consequences of my actions.
  - I will respect the property of others.
  - I will respect and obey the rules of my school and the laws of my community, state and country.
  - I will show respect to those who are responsible for enforcing the rules of my school and the laws of my community, state and country.

**A student whose character or conduct violates the Student Code of Responsibilities or is suspended or expelled is not in good standing and is ineligible for a period of time as determined by the principal. While a student is not in good standing, a student may not serve any penalty for MSHSL Bylaw violations.**
- ☐ **Informed Consent:** By its nature, participation in interscholastic athletics includes risk of injury and the transmission of infectious diseases such as HIV, Herpes and Hepatitis B and others. Although serious injuries are not common and the risk of HIV transmission is almost nonexistent in supervised school athletic programs, it is impossible to eliminate all risk. Participants have the responsibility to help reduce that risk. Participants must obey all safety rules, report all physical and hygiene problems to their coaches, follow a proper conditioning program, and inspect their own equipment daily. **PARENTS, GUARDIANS OR STUDENTS WHO MAY NOT WISH TO ACCEPT THE RISK DESCRIBED IN THIS WARNING SHOULD NOT SIGN THIS FORM. STUDENTS MAY NOT PARTICIPATE IN AN MSHSL-SPONSORED ACTIVITY WITHOUT THE STUDENT'S AND PARENT'S/GUARDIAN'S SIGNATURE.**
- ☐ I consent to the athletic trainer or coach treating injuries and authorize them to discuss those injuries with and release any applicable medical information or records relating to those injuries to coaches, school staff and other qualified health care providers as deemed necessary within their scope of practice.
- ☐ I further understand that in the case of injury or illness requiring transportation to a healthcare facility, that a reasonable attempt will be made to contact the parent or guardian in the case of the student-athlete being a minor, but that, if necessary, the student-athlete will be transported via ambulance to the nearest hospital.
- ☐ By signing this we acknowledge that we have read the information contained in the MSHSL Eligibility Brochure and Statement.
- ☐ I/we acknowledge the electronic signature confirms I/we have read and reviewed the information contained in the contents of the Eligibility Brochure and Statement. I/we also acknowledge this electronic signature has the same legal effect, validity, and enforceability as a signature in a non-electronic form.

**The student/parent authorizes the release of documents and other pertinent information by the school in order to determine student eligibility. In addition, the student/parent understands and agrees that public information shall include names and pictures of students participating in or attending extra-curricular activities, school events, and High School League activities or events.**

\_\_\_\_\_  
Student's Printed Name Birth Date Grade in School

\_\_\_\_\_  
Student's Signature Date

\_\_\_\_\_  
Parent's or Guardian's Signature Date

**MSHSL ANNUAL SPORTS HEALTH QUESTIONNAIRE**

DATE --

Name Male ☐ Female ☐ Age Birth Date / /

Grade School Sport(s)

Address

Phone Date of Last Sports Qualifying Physical Exam (SQPE) / /

**Check** Yes or No boxes for each question or **Circle** question numbers for which you cannot answer.**IN THE LAST YEAR, since your last complete Sports Qualifying Physical Exam with your physician or your Year 2 Annual Health Questionnaire, HAVE YOU HAD ANY CHANGES TO THE FOLLOWING QUESTIONS:**

- |   | YES                      | NO                       |
|---|--------------------------|--------------------------|
| 1. In the last year, has a doctor restricted your participation in sports for any reason without clearing you to return to sports?  | <input type="checkbox"/> | <input type="checkbox"/> |
| IMPORTANT HEART HEALTH QUESTIONS ABOUT YOU IN THE LAST YEAR   |                          |                          |
| 2. In the last year, have you passed out or nearly passed out <i>during or after</i> exercise?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. In the last year, have you had discomfort, pain, tightness, or pressure in your chest during exercise?   | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. In the last year, does your heart race or skip beats (irregular beats) during exercise?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. In the last year, do you get light-headed or feel more short of breath than expected during exercise?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. In the last year, have you had an unexplained seizure?   | <input type="checkbox"/> | <input type="checkbox"/> |
| IMPORTANT HEART HEALTH QUESTIONS ABOUT YOUR FAMILY IN THE LAST YEAR   |                          |                          |
| 7. In the last year, has anyone in your immediate family died suddenly and unexpectedly for no apparent reason?   | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. In the last year, has any family member or relative died of heart problems or had an unexpected or unexplained sudden death before age 50 (including an unexplained drowning, an unexplained car accident, or Sudden Infant Death Syndrome)?                                     | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. In the last year, has anyone in your immediate family had instances of unexplained fainting, seizures, or near drowning?   | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. In the last year, has anyone in your immediate family developed hypertrophic cardiomyopathy, Marfan Syndrome, arrhythmogenic right ventricular cardiomyopathy, long QT Syndrome, short QT Syndrome, Brugada Syndrome, or catecholaminergic polymorphic ventricular tachycardia? | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. In the last year, has anyone in your immediate family been diagnosed with Marfan Syndrome, arrhythmogenic right ventricular cardiomyopathy, long or short QT Syndrome, Brugada Syndrome, or catecholaminergic polymorphic ventricular tachycardia?                              | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. In the last year, has anyone in your immediate family under age 50 had a heart problem, pacemaker, or implanted defibrillator?  | <input type="checkbox"/> | <input type="checkbox"/> |
| MEDICAL RISK QUESTIONS IN THE LAST YEAR   |                          |                          |
| 13. Have you had infectious mononucleosis (mono) within the last month?   | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. In the last year, have you had a head injury or concussion that still has symptoms like continuing headaches, concentration problems or memory problems?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. In the last year, have you had numbness, tingling, weakness in, or inability to move your arms or legs after being hit or falling?  | <input type="checkbox"/> | <input type="checkbox"/> |

**Parents or Legal Guardians: Please note below any health concerns, medications, or allergies that may be important for the coaches or athletic/activities director to know.**

I do not know of any existing physical or additional health reason that would preclude participation in sports. I certify that the answers to the above questions are true and accurate and I approve participation in athletic activities.

Parent or Legal Guardian Signature

Athlete Signature

Date

**Athletic/Activity Director Notes: (a YES answer to any of the questions above requires a clearance note from a physician prior to participation.)**

SQPE Due / /

CLEARED FOR SPORTS: YES ☐ NO ☐

Reference: Preparticipation Physical Evaluation (Third Edition): AAFP, AAP, AMSSM, AOSSM, AOASM ; McGraw-Hill, 2004.

Revised 7/25/17



## MARTIN COUNTY WEST PUBLIC SCHOOLS

Independent School District No. 2448  
105 East 5<sup>th</sup> Street, Sherburn, MN 56171  
martin.k12.mn.us | 507-764-2330

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: 105 E. 5<sup>th</sup> St, Sherburn, MN 56171.

**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 [phone number].

Sincerely,

Cori Reynolds  
Superintendent

## How to Complete the Application for Educational Benefits

Complete the Application for Educational Benefits form for school year 2025–26 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, 2025 through June 30, 2026.

Maximum Total Income

Household size	\$ Per Year	\$ Per Month	\$ Twice Per Month	\$ Per 2 Weeks	\$ Per Week
1	28,953	2,413	1,207	1,114	557
2	39,128	3,261	1,631	1,505	753
3	49,303	4,109	2,055	1,897	949
4	59,478	4,957	2,479	2,288	1,144
5	69,653	5,805	2,903	2,679	1,340
6	79,828	6,653	3,327	3,071	1,536
7	90,003	7,501	3,751	3,462	1,731
8	100,178	8,349	4,175	3,853	1,927
Add for each additional person	10,175	848	424	392	196

### 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.

## 2025–26 Application for Educational Benefits

Mail or return completed form to: (School/District Information)

**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 (Y)
						<input type="checkbox"/>
						<input type="checkbox"/>
						<input type="checkbox"/>
						<input type="checkbox"/>

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

If YES > Enter SNAP, MEIP or FDIPIR 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
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
\$				

**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
<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"/>

Are you Self-Employed or a Farmer?		Net Income from Farm or Self-Employment. Do not duplicate elsewhere.
Monthly	Yearly	
<input type="checkbox"/>	<input type="checkbox"/>	\$
<input type="checkbox"/>	<input type="checkbox"/>	\$
<input type="checkbox"/>	<input type="checkbox"/>	\$
<input type="checkbox"/>	<input type="checkbox"/>	\$

Any Other Gross Income			
Weekly	Bi-Weekly	2x Month	Monthly
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**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 Program as allowed by state law.

Printed name of adult signing form \_\_\_\_\_ Daytime Phone \_\_\_\_\_

Address (if available) \_\_\_\_\_ Apt# \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

SIGN HERE: Signature of Household Adult \_\_\_\_\_ Date \_\_\_\_\_

<b>Do Not Fill Out: For School Office Use</b> Conversions to Annualize All Income:	X1	X12	X24	X26	X52	<input type="checkbox"/> <b>Verified? Attach Tracker</b>	<input type="checkbox"/> Free After Verified	<input type="checkbox"/> Denied After Verified
<b>All Total Income</b> (Include child and adult income) \$	Annualize	Monthly	2x Month	Bi-weekly	Weekly	<b>Household Size:</b>	<input type="checkbox"/> Free	<input type="checkbox"/> Reduced
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/> Categorical Eligibility	<input type="checkbox"/> Denied
<b>Determining Official Signature:</b>							<b>Date:</b>	
<b>Confirming Official Signature:</b>							<b>Date:</b>	

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	Sources of Income for Adults	
<ul style="list-style-type: none"><li>Earnings from work</li><li>Social Security<ul style="list-style-type: none"><li>Disability payments</li><li>Survivor's benefits</li></ul></li><li>Income from person outside the household</li><li>Income from any other source</li></ul>	<ul style="list-style-type: none"><li>A child has a regular full or part-time job where they earn a salary or wages</li><li>A child is blind or disabled and receives Social Security</li><li>A parent is disabled, retired, or deceased, and their child receives Social Security benefits</li><li>A friend or extended family member regularly gives a child spending money</li><li>A child receives regular income from a private pension fund, annuity, or trust</li></ul>	Earnings from Work <ul style="list-style-type: none"><li>Salary, wages, cash bonuses (before deductions or taxes)</li><li>Net income from self-employment (farm or business)</li><li>If you are in the U.S. Military:<ul style="list-style-type: none"><li>Basic pay and cash bonuses (do NOT include combat pay, FSSA or privatized housing allowances)</li></ul></li><li>Allowances for off-base housing, food and clothing</li></ul>	Public Assistance / Alimony / Child Support <ul style="list-style-type: none"><li>Cash Assistance from State or local government</li><li>Supplemental Security Income</li><li>Unemployment benefits</li><li>Worker's compensation</li><li>Alimony payments</li><li>Child support payments</li><li>Veteran's benefits</li><li>Strike benefits</li></ul>
		All Other Income <ul style="list-style-type: none"><li>Social Security</li><li>Disability benefits</li><li>Regular income from trusts or estates</li><li>Annuities</li><li>Investment income</li><li>Rental income</li><li>Regular cash payments from outside household</li></ul>	

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 (FDPRI) 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](mailto:program.intake@usda.gov)

This institution is an equal opportunity provider.

## Community Education & Recreation

Nickole Bowie, Director ♦ [nickolebowie@mcwmavericks.org](mailto:nickolebowie@mcwmavericks.org) ♦ 507-764-2336



### Sign up for Kinder Kamp 2025

Kinder Kamp 2025 is slated for August 18 through August 20 from 8:00 AM to 11:00 AM. Transportation is available to those interested. Kinder Kamp is a program designed to introduce incoming MCW Kindergarten students to the routines of school. Students will build confidence and understanding on how to be a student. Activities include Breakfast and understanding how the meal time process works, table time, carpet time, reading and math. This is a NO-COST program! Register today on SchoolPay!!

### MCW CER 2025-20256 Preschool

MCW CER would like to invite families with children that will be 3 to 4 years old by September 1, 2025 to register for the 4-Star Parent Aware Preschool Program. Students will attend 2 or 3 days each week. Lessons in ABC's and 123's are standards in the classroom. Your student will learn so much more! From how to hold a pencil and start writing their names! Students will explore the world around them through play, carpet time, music and socialization with others. The three step registration process starts by checking out the CER website at [www.mcw.k12.mn.us](http://www.mcw.k12.mn.us).



Early Childhood Screening is scheduled for Friday, October 10, 2025! If your child is 3 to 5 years old (or you know a child 3 to 5), watch for more information on this opportunity for screening!

## Community Education & Recreation

Nickole Bowie, Director • [nickolebowie@mcwmavericks.org](mailto:nickolebowie@mcwmavericks.org) • 507-764-2336

### Child & Safety Babysitting Class

**August 21, 2025  
9:00 AM - 12:00 PM**

**CABS Certification!**

- ✓ Students 4<sup>th</sup> grade and up
- ✓ Register by August 17, 2025
- ✓ \$55.00 per student
- ✓ Scholarships are available



Sherburn Elementary



### HOME ALONE

**\$35**

Learn, Explore & Grow

**IS YOUR CHILD READY?**

2nd Grade and up  
Minimum of 10 students to hold the class  
Register by August 17, 2025

**August 21, 2025  
12:30 PM - 2:30 PM**

**REGISTER NOW**



Sherburn Elementary



## MCW CER Partners with Martin County Beyond the Yellow Ribbon Program for Scholarships



Martin County West Community Education & Recreation is partnering with Martin County Beyond the Yellow Ribbon to show support for families actively serving in the military. This summer, families serving full time or in the National Guard are eligible for scholarship funding. Families must reside in Martin County and have a valid military ID. Please reach out to CER to inquire about discounts for Summer Programming by calling 507-764-2336 or email

## Scholarships

Martin County West Community Education & Recreation does have funding available for families that qualify for scholarships. There is a simple google form to complete. To have this form emailed to you, send a message to [cer@mcwmavericks.org](mailto:cer@mcwmavericks.org). Scholarships can be awarded once per calendar year per student, and it will cover 50% of the registration cost. Please call 507-764-2336 if you have additional questions regarding any of our programs.



**Community Education & Recreation**

Nickole Bowie, Director • [nickolebowie@mcwmavericks.org](mailto:nickolebowie@mcwmavericks.org) • 507-764-2336

# Youth Sports



The poster features a background image of children playing flag football on a grassy field. Overlaid on this image is a large blue curved banner. The text '2025 MCW' is in blue, '1ST-3RD GRADE' is in blue, 'FLAG' is in yellow, and 'FOOTBALL' is in yellow. A black starburst shape contains the price '\$45'. A QR code is located on the left side of the banner. Below the QR code, the text 'MONDAYS AND TUESDAYS', 'SEPTEMBER 8 - OCTOBER 7', and '6:00 - 7:00 PM' is displayed. The location 'NORTH SIDE OF SHERBURN ELEMENTARY SCHOOL' is written in yellow. At the bottom, instructions to use the QRC to register on SchoolPay or the website are provided, along with a deadline of August 14, 2025, and a note that the offer is not combined with Fairmont this year. Two white stick figures running with footballs are positioned at the bottom corners of the banner.

**2025 MCW  
1ST-3RD GRADE  
FLAG  
FOOTBALL**

**\$45**



**MONDAYS AND TUESDAYS  
SEPTEMBER 8 - OCTOBER 7  
6:00 - 7:00 PM**

**NORTH SIDE OF  
SHERBURN ELEMENTARY  
SCHOOL**

Use the QRC to register on SchoolPay  
or [www.schoolpay.com](http://www.schoolpay.com) by  
August 14, 2025

*Not combined with Fairmont this year*

## **Martin County West Health and Safety Annual Notification 2025-2026**

Martin County West Public Schools is committed to providing a healthy and safe environment for all employees, students, and public citizens utilizing the school facilities. The District maintains a Board approved Health and Safety Program that lists and documents the procedures and plans for maintaining a safe and healthy environment. The Health and Safety Program also helps the District maintain compliance with the numerous state and federal regulations and laws governing health and safety issues in the District. As a part of that compliance, each year the District notifies the employees and parents of the following ongoing programs.

### **1. Presence of Asbestos within District Buildings**

The Martin County West Public School District has continued to respond to asbestos present in our school buildings through monitoring and maintenance. Asbestos, most often found contained in thermal pipe insulation, is a mineral fiber associated with increased levels of disease when inhaled.

Since the implementation of the Asbestos Management Plan in 1989 the District has continued with its ongoing asbestos operations and maintenance program, including a periodic surveillance every six months in each of the District's buildings. During the periodic surveillance, damage to material containing asbestos is noted and repaired following strict procedures. Asbestos is dangerous only when it is broken loose from building material into fine, dust-like fibers and inhaled. When this condition becomes a possibility, asbestos is removed.

This past year the District conducted the periodic surveillances as required by the Asbestos Management Plan. These inspections are done to maintain asbestos-containing materials in a safe condition in all areas of the buildings where asbestos is present.

The detailed Asbestos Maintenance Plan and updated information for each building, and for the entire district, is open to public review. You can find the Asbestos Management Plan located in the District Office of Martin County West Public Schools. If you have any further questions about asbestos or other safety related issues, please contact the District's Safety Coordinator, Timothy Harbo, at (507) 351-5495 or the District Office.

### **2. Integrated Pest Management**

Martin County West Public Schools, as part of the District's Health and Safety Program, has an Integrated Pest Management Program. This program establishes procedures on the use of pesticides in and around the District's Buildings.

Martin County West Schools utilize a licensed, professional pest control service firm for the prevention and control of rodents, insects, weeds, and other pests in and around the district's building. Their program consists of :

1. Inspection and monitoring to determine whether pests are present, and whether any treatment is needed;
2. Recommendations for maintenance and sanitation to help eliminate pests without the need for pest control materials;
3. Utilization of non-chemical measures such as traps, caulking, and screening;

4. Application of EPA registered pest control materials when needed after regular school hours or when school is not in session.

Pests can sting, bite, cause contamination, damage property, and spread disease, therefore we must prevent and control them. The long-term health effects on children from the application of such pest control materials, or the class of materials to which they belong, may not be fully understood. All pest control materials are chosen and applied according to label directions per Federal law.

In addition, school district personnel may apply pest control materials inside or on school grounds as needed.

Pest control materials are registered by the U.S. Environmental Protection Agency (EPA) and are selected and applied according to label directions.

An estimated schedule of interior pest control inspections and possible treatments is available for review or copying at each school office. A similar estimated schedule is available for the application of herbicides and other materials to school grounds. Parents of students may request to receive, at their expense, prior notification of any application of a pest control material, should such an application be deemed necessary on a day different from the days specified in the schedule.

### 3. Air Quality

The District maintains a comprehensive program for Air Quality in the school buildings. The purpose of this program is to maintain optimum air quality in the District buildings. Throughout the year air quality is monitored and air handling systems are maintained on an established schedule to ensure good air quality. The District will continue to monitor, maintain, and address air quality issues. If you have any questions or concerns regarding air quality and the Air Quality Management Program please contact Jeremiah Anthonisen, Buildings and Grounds, or the District Office.

### 4. Emergency Procedures

The District has developed detailed plans for emergency procedures such as fires, tornadoes, or other crisis issues. Plans have building specific procedures which will be provided by the building administration to staff at the start of the school year.

### 5. Employee Right To Understand

The Health and Safety Program provides detailed information on chemicals and conditions determined to pose potential hazards to employees who work with these chemicals. Affected employees receive annual training and the District maintains safety data sheets on these chemicals and conditions. For more information on this program, contact the District Office.

### 6. Lead

Martin County West Public Schools, as part of the District's Health and Safety Program,

has collected water samples from all fixtures used for drinking and/or cooking. Samples are taken and analyzed for lead content by a MDH certified laboratory every 5 years. Samples were last collected by Timothy Harbo of Harbo Consulting Agency and analyzed by Minnesota Valley Testing Laboratories(MVTL).

The High School was tested in 2024 and five taps came back above the action level of 5 ug/L: Wood Schop Fountain(13.8 ug/L), Ag shop drinking fountain(38.4 ug/L), Kitchen Kettle Filler(21.9 ug/L), 2A by door(8.11 ug/L), and Media Center office(10.9 ug/L). The drinking fountains in the industrial tech were not being used, so they were permanently disconnected. The sinks in the media center and 2A were not being used for drinking or food preparation, so signs were posted in each location to ensure they continue to be used for only non-drinking purpose. The kitchen kettle filler was retested after flushing for 30 seconds came back at <.5 ug/L. A daily flushing protocol will be established by the food service staff going forward.

Results are available for review at the District office. Martin County West Public Schools is making every effort to eliminate or reduce building occupant's exposure to lead through the drinking water. If you have any questions or concerns regarding this issue, you may contact Tim Harbo, 507-351-5495.

#### 7. Safety Committee

The District has an employee/administration safety committee that meets regularly during the school year to address safety concerns and issues. Please feel free to contact Timothy Harbo at the District office if you have concerns or issues relating to health and safety in the District.

Timothy Harbo  
Environmental Coordinator



## 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 one or both of these tax relief programs:

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

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

Last year, more than 17,500 families received the K-12 Education Credit and saved an average of \$282. Over 138,000 families received the K-12 Education Subtraction with an average subtraction of \$1,285.

### 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 these must be true:

- 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	\$76,000
3	\$79,000
More than 3	\$79,000 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](http://www.revenue.state.mn.us) and enter **K12** in the Search box or call us at 651-296-3781 or 800-652-9094.

Revised 7/2023, English



**BREAKFAST**

Menu is subject to change without notice. Sorry for any inconveniences.

# SEPTEMBER 2025

## Martin County West Schools

**Monday****No School****Cereal**Fruit Choice  
Juice Choice  
Milk**15****Cereal**Fruit Choice  
Juice Choice  
Milk**22****Cereal**Fruit Choice  
Juice Choice  
Milk**29****Cereal**Fruit Choice  
Juice Choice  
Milk**Tuesday****Strawberry Cream Cheese Bagel**Fruit Choice  
Juice Choice  
Milk

7-12 start

**Breakfast Pizza**Fruit Choice  
Juice Choice  
Milk**16****Breakfast Sandwich**Fruit Choice  
Juice Choice  
Milk**23****Assorted Donuts**Fruit Choice  
Juice Choice  
Milk**Blue Berry Bubble Bread**Fruit Choice  
Juice Choice  
Milk**Wednesday****Biscuits/Gravy**Fruit Choice  
Juice Choice  
Milk**Scrambled Eggs/Tostitos**Fruit Choice  
Juice Choice  
Milk**17****Banana Bread**Fruit Choice  
Juice Choice  
Milk**24****Biscuits/Gravy**Fruit Choice  
Juice Choice  
Milk**Thursday****French Toast Sticks**Fruit Choice  
Juice Choice  
Milk

K-6 start

**Pancakes**Fruit Choice  
Juice Choice  
Milk**18****Pancake on a Stick**Fruit Choice  
Juice Choice  
Milk**25****French Toast Sticks**Fruit Choice  
Juice Choice  
Milk**Friday****Cinnamon Roll**Fruit Choice  
Juice Choice  
Milk**Fruit/Yogurt Granola/UBR**Fruit Choice  
Juice Choice  
Milk**19****Frudel Bar**Fruit Choice  
Juice Choice  
Milk**26****Assorted Muffins**Fruit Choice  
Juice Choice  
Milk

**\*\*High School**  
**\*Elementary**

Breakfast is free to all students if they take the required items. Breakfast include choice of fruits/veggies, meat/ meat alternates, grain, & milk. Must choose 3 items, one being fruit or veggie, to count as a complete breakfast. Grains are at least 51% whole grain. Milk is low-fat or fat free plain or fat free flavored. Fresh and canned fruits and 100% fruit juices are offered every day. Cold cereal is offered every day.

Martin County West Schools are equal opportunity employers.

**LUNCH**

# SEPTEMBER 2025

## Martin County West Schools

Menu is subject to change without notice. Sorry for any inconvenience

**Monday**

**1**  
**No School**

**8**  
**Italian Dunkers**  
Dipping Sauce  
California Blend  
Fruit Choice

**15**  
**Orange Chicken**  
Fried Rice  
Stir Fry Veggies  
Mandarin Oranges

**22**  
**Ham/Turkey Sub**  
Assorted Toppings  
Oven Fries  
Fruit Choice

**29**  
**Popcorn Chicken**  
Mashed Potatoes/Gravy  
Corn  
Fruit Choice  
Dinner Roll

**Tuesday**

**2**  
**Hamburger/Bun**  
Potato Salad  
Steamed Broccoli  
Watermelon  
7-12 Begin

**9**  
**Chicken Strips**  
Mashed Potatoes  
Corn  
Fruit Choice  
Dinner Roll

**16**  
**Pulled Pork/Bun**  
Potato Wedges  
Cole Slaw  
Fruit Choice

**23**  
**Walking Tacos**  
Seasoned Beef  
Assorted Toppings  
Fiesta Beans  
Fruit Choice

**30**  
**Sloppy Joe/Bun**  
Cole Slaw  
Baked Beans  
Fruit Choice

**Wednesday**

**3**  
**Spaghetti**  
Meat/Sauce  
Garlic Bread  
Peas  
Peaches  
Cheese Stick

**10**  
**Beefy Nachos**  
Assorted Toppings  
Cheese Sauce  
Fiesta Beans  
Rosy Applesauce

**17**  
**Chicken Fajita**  
Rice Pilaf  
Red/Green Peppers  
Refried Beans  
Fruit Choice

**24**  
**Hotdog on a Bun**  
Baked Beans  
Fruit Choice  
Early Out

**\*Elementary**  
**\*\*High School**

**Thursday**

**4**  
**Hotdog on a Bun**  
Baked Beans  
Carrot Sticks  
Fruit Choice  
K-6 Start

**11**  
**Hot Ham and Cheese WG Bun**  
Cooked Carrots  
Fruit Choice

**18**  
**Pizza**  
Green Beans  
Fruit Choice

**25**  
**Chicken Alfredo**  
Rotini  
Steamed Broccoli  
Garlic Bread  
Fruit Choice

**Friday**

**5**  
**Pizza**  
Green Beans  
Pears

**12**  
**Chicken Patty/Bun**  
\*Pasta Salad  
Steamed Broccoli  
Spiced Apples

**19**  
**French Toast Sticks**  
Sausage Patty  
Hash Brown  
Carrot Sticks  
Orange Juice Cup

**26**  
**Hamburger/Bun**  
Potato Salad  
Steamed Broccoli  
Watermelon  
Homecoming

**Lunch Notes:** All breads are a minimum of 51% whole grain. Salad dressings are all fat free or light if available. Milks are low fat or fat free. Fresh and/or canned fruits are available every day. Fresh veggie bar available every day. Meals are free for students ONLY if they take the required components. A complete meal consists of 1/2 C of fruit or veggie plus 2 more full meal components. If not taking a complete meal you will be charged ala carte prices. MCW is an equal opportunity employer.