

ANNUAL NOTIFICATIONS

Due to concern regarding the transporting of student medications in school vehicles, parents are strongly encouraged to deliver their child's medication(s) directly to the school. This process will ensure that medications arrive intact to their correct destination.

Any questions regarding this issue can be directed to Superintendent Rob Brandl at 249 5990.

Supplemental accident insurance

Parents are encouraged to review your current health and accident insurance policy to determine if your coverage is adequate for any injuries incurred by your child at school.

The school is making available supplemental accident insurance through Student Assurance Service, Inc., of Stillwater. This plan provides benefits for medical expenses incurred because of an accident. An explanation of the Cost and benefits is on the premium envelope, which will be sent home with students.

To purchase this insurance, follow the instructions on the envelope, detach and retain the summary of coverage, and return the envelope and your check to school within 10 days. All questions regarding the coverage should be directed to Student Assurance Service, Inc.

Student directory info

Cedar Mountain Schools have identified and selected information relating to students called directory information. This information is public. The parent or student may, however, request in writing that any or all of the information listed below not be released on that individual student. The written request must be received by the Cedar Mountain School District Office within 30 days after this official notice is published.

- Student's name
- Student's address
- Student's participation in officially organized activities and sports
- Student's degrees and awards received
- Student's phone number
- Student's date and place of birth
- Student's dates of attendance
- Students previous education agency or institution
- Student's pictures for school approved publications or newspaper

Nondiscriminatory policy

Cedar Mountain Schools are committed to providing equal education and employment opportunities to all persons and do not discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, with regard to public assistance, disability, or any other group or class against which discrimination is prohibited by Titles VI and VII of the Civil committed Rights Act of 1964, Title IX of the Educational Amendments of 1972, Minnesota Chapter 363, and other applicable state or federal laws. Inquiries regarding compliance should be referred to Superintendent Rob Brandl.

Annual notification of rights, protection, and privacy of student records

Pursuant to the requirements of state and federal law, the following constitutes the Cedar Mountain School District's annual notification to parents and students regarding data privacy practices.

The Cedar Mountain School District has adopted a student record data privacy policy incorporating state and federal requirements as to data privacy rights in student education records.

In summary the policy provides:

Privacy rights. Educational records which identify or could be used to identify a student other than directory information may not be released to members of the public without the written permission of the parent or guardian of the student, or student age 18 or older if the student attends a post secondary institution. This general rule is subject to specific and limited exceptions which cannot beset out here due to limitations of space, but which are set out in the complete policy.

Directory information. Directory information includes the following: Students' name, student's address, student's telephone number, date and place of birth, names of the student's parents, participation in official recognized activities, grade levels completed, weight and height of members of athletic teams, dates of attendance, degrees and awards received, the most previous educational institution attended, and photo of the student, if available.

Inspection of records. Parents of a student, or a student age 18 or older, may request to inspect and review any of the student's educational records except those which are by state and federal law made confidential. The school district will comply with the request immediately, if possible, and if not, within five working days. In certain special circumstances

an additional five working days may be required in order to comply. Copies of the record may be obtained at a reasonable fee as established by the school district.

Challenge to accuracy of records. A parent, or student age 18 or older, who believes that specific information in the student's educational record is inaccurate, misleading, incomplete or violates the privacy or other rights of the student may request the school district to amend the record in question. If, as a result of this review, it is determined that the challenged record is not inaccurate, misleading, incomplete or in violation of the privacy or other rights of the student, the parent, or student age 18 or older, will be notified of their rights to place a statement with the decision of the school district. The decision of the superintendent/school board is the final decision of the school district and may be appealed under the provision of the state Administrative Procedure Act, Minn. Stat. C15, relating to contested cases.

Transfer of records to other schools: The school district forwards educational records of a student to other schools and school districts in which a student seeks or intends to enroll upon request of that school or school district. A parent of a student who is 18 years of age may request and receive a copy of the records which are transferred and may, pursuant to this policy, challenge the accuracy of the records. The district does not, however; notify parents of students age 18 or older prior to such a transfer.

Complaints for noncompliance:

Parents or students age 18 or older who feel there has been a violation of the rights accorded them' may submit written complaints to the:

Family Education Rights and Privacy Act Office

U.S. Department of Education, Washington, DC 20201.

This review of the data privacy rights of students in the educational records maintained by the Cedar Mountain` School District is intended only to be a summary of the provisions of the district policy, and applicable state and federal law.

Notice Concerning Use of Pest Control

Our district utilizes a licensed, professional pest control service firm for prevention and control of rodents, insects, and other pests in and around the district's buildings. Their program consists of:

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

Application of EPA registered pest control materials when needed. 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 inspections and possible treatments is available for review or copying at each school office. A similar estimated schedule is available for 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 as application be deemed necessary on a day different from the days specified in the schedule.

Notification of asbestos abatement

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

Furthermore, the Cedar Mountain School District has completed its 3 year Re-inspection required by AHERA. Your district buildings, where asbestos containing materials were found, is under repair, removal, and operations and maintenance.

Federal law requires a periodic walk through (called "surveillance") every six months of each area containing asbestos. Also, the law requires for all buildings to be re-inspected three years after a management plan is in effect. This will be

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

The Cedar Mountain School District has a list of the location(s). type (s) of asbestos containing materials found in that school building and a description and timetable for their proper management.

Requests for copies of these policies or inquiries regarding compliance should be directed to Superintendent Rob Brandl at 507-249-5990

NOTICE OF COMPLIANCE WITH THE ADA It is the policy of CM Schools to comply with the provisions of the Americans with Disabilities Act (ADA). The ADA prohibits discrimination against qualified individuals with disabilities on the basis of their disability. The ADA provides, in part, that qualified individuals with disabilities shall not be excluded from participating in or be denied the benefits of any program; service, or activity offered by this district. The ADA requires that all programs, services and activities, when viewed in their entirety, are readily accessible to and usable by qualified individuals with disabilities. This district must communicate effectively with individuals who have speech, visual, and hearing impairments participating in or benefiting from this district's programs, services, or activities to afford equal opportunity.

The district has completed a self evaluation and a transition plan (which examines physical barriers) of its current services, policies, and practices of nondiscrimination on the basis of disability All interested persons, including individuals with disabilities or organizations representing individuals with, are invited to participate in this self evaluation process by submitting comments. Please contact your local school official or district superintendent for more information. Also, should you wish to review the ADA or its interpretive regulations, ask questions about your rights and remedies under the ADA, request a reasonable modification to this district's policies practices, or procedures, participate in the self evaluation process, or file a written grievance with the district alleging noncompliance with the ADA, please contact the district's designated coordinator:

Supt. Rob Brandl • Cedar Mountain Schools
PO Box 188, Morgan, MN 56266
Ph: 507 249 5990

LEAD IN WATER

Cedar Mountain Public School would like to inform all parents, staff, and community members that Cedar Mountain has a complete and updated Lead in Water program in which the goal is to provide lead safe drinking water sources throughout all its facilities.

Lead is a heavy metal that usually enters water through distribution systems, including pipes, solder, fixtures, and valves. When ingested, it can interfere with brain development and lead to other health problems, especially in young children. Lead levels may increase when water sits undisturbed in the system. Cedar Mountain has developed a routine testing program intended to identify the presence of lead in water and to reduce levels of lead as indicated by the U.S. Environmental Protection Agency. This program consists of periodic testing, following the testing protocol established by the Minnesota Department of Health and the Minnesota Department of Education, and remediation. Cedar Mountain has sampled water sources in the past and plans to complete another sample of all water sources within the next five years. Additional information about Lead in Water, including what actions parents can take at home, can be found under Lead in Drinking water on the MDE website at <http://www.health.state.mn.us/topics/lead/index.html>. Please contact Superintendent Rob Brandl if you have questions.

EMPLOYMENT BACKGROUND CHECKS

In accordance with Minnesota Statute it is the responsibility of the district to notify students and parents of our policy regarding employment background checks. It is the policy of the district to require a background check of every new employee. It is also the practice of the district to require background checks of volunteers depending upon their nature of their volunteer position. Employment Background Check Policy 404 is also available at the district office.

SPECIAL EDUCATION EVALUATIONS FOR HOME-SCHOOLED OR PRIVATE-SCHOOL STUDENTS

In response to the Individuals with Disabilities Education Improvement Act (IDEIA 2004), Minnesota School Districts must demonstrate that "all children with disabilities, including children with disabilities attending private schools, regardless of the severity of their disabilities, and who are in need of special education and related services, are

identified, located and evaluated.” This responsibility extends to children with disabilities who are educated at home or in non-public schools.

Upon request, your local public school will provide information to concerned parents on specific disabilities including information about the educational or behavioral characteristics of each disability. Parents who believe their child may indeed have a disability may request information on how to arrange for an evaluation through the district’s special education staff.

Parents of students who are evaluated and are found to be eligible for special education services will become part of a team which will develop, implement, and monitor the effectiveness of a Service Plan to meet the identified needs of their children.

If your child is home schooled and you have questions or would like to receive information about specific disabilities or an evaluation: please contact the principal of the school your child would be attending if he/she was enrolled in your resident district public school and was not being educated in your home.

If your child is being educated in a private school and you have questions or would like to receive information about specific disabilities or an evaluation: please contact the principal of the school building your child would attend in the district where the private school is situated.

Parent and student rights in identification, evaluation, placement

The following is a description of the rights granted by federal law to students with handicaps. The intent of the law is to keep you fully informed concerning decisions about your child and to inform you of your rights if you disagreed with any of these decisions. You have the right to:

- Have your child take part in and receive benefits from public education programs without discrimination because of his/her handicapping condition.
- Have the school district advise you of your rights under federal law.
- Receive notice with respect to identification, evaluation, or placement of your child.
- Have your child receive a free appropriate public education. This includes the right to be educated with non handicapped students to the maximum extent appropriate. It also includes the right to have the school district make reasonable accommodations to allow your child an equal opportunity to participate in school and school related activities.
- Have your child educated in facilities and receive services comparable to those provided non handicapped students. Have your child receive special education and related services if she/he is found to be eligible under the Individuals; with Disabilities Education Act (PL 101476) or Section 504 of the Rehabilitation Act.
- Have evaluation, educational, and placement decisions made based upon a variety of information sources, and by persons who know the student, the evaluation data, and placement options.
- Have transportation provided to and from an alternative placement setting at no greater cost to you than would be incurred if the student were placed in a program operated by the district.
- Have your child be given an equal opportunity to participate in nonacademic and extracurricular activities offered by the district.
- Examine all relevant records relating to decisions regarding your child’s identification, evaluation, educational program, and placement.
- Obtain copies of educational records at a reasonable cost unless the fee would effectively deny you access to the records.
- A response from the school district to reasonable requests for explanations and interpretations of your child’s records. Request amendment of your child’s educational records if there is reasonable cause to believe that they are inaccurate, misleading or otherwise in violation of the privacy rights of your child. If the school district refuses this request for amendment, it shall notify you within a reasonable time, and advise you of the right to a hearing.
- Request mediation or an impartial due process hearing related to decisions or actions regarding your child’s identification, evaluation, educational program or placement. You and the student may take part in the hearing and have an attorney represent you. Hearing requests must be made to Independent School District No. 2754, Superintendent of Schools.
- Ask for payment of reasonable attorney fees if you are successful on your claim.
- File for local grievance. For more information, contact:
Preston Palokangas Cedar Mountain 504 Coordinator
PO Box 188 • Morgan, MN, 56266 • 507-249-5990 • ppalokangas@cedarmt.org

SECTION 504 NOTIFICATION

If a student is found to be a “qualified disabled person” under Section 504, a Section 504 Plan is prepared and implemented in accordance with the regulations of Section 504 of the Rehabilitation Act. The Section 504 Plan is designed to meet the individual educational needs of disabled students as adequately as the needs of non-disabled students and should be in adherence to provisions that include identification, evaluation, placement and notice. Implementation of an Individualized Education Program (IEP) in accordance with the Individuals with Disabilities Education Act (IDEA) is one means of meeting this standard. If a student does not qualify for an IEP, they may qualify for a Section 504 Plan.