North Iowa Community School District Annual Notifications 2025

Immunizations

All students attending school or participating in school sponsored activities (athletics, fine arts, etc.) must show proof of immunizations or provide an exemption for immunizations.

In 2016 the Iowa legislature passed new immunization requirements requiring meningococcal vaccine (A,C,Y,W) which affects **students entering 7th and 12th grades.** Students must receive 1 dose of meningococcal vaccine on or after 10 years of age for applicants in grades 7 and above, if born after September 15, 2004. The requirement for the applicant in grade 12 is 2 doses of meningococcal vaccines if born after September 15, 1999, or 1 dose if received when the applicant is 16 years of age or older. Parents are required to provide proof of immunization to the health office **prior to the first day of school.**

In addition, the law requires that **7th grade students** have a Tdap (tetanus, diphtheria, acellular pertussis). Parents need to provide proof of immunizations before students can attend their first day of school.

Immunization Exemption Requirements: Schools are required in accordance with Iowa Code section 256.7 subsection 15 (2025 Iowa Acts, chapter 106 (House File 299)) and corresponding Iowa Administrative Rule to Communicate with families about approved record options to satisfy enrollment requirements, including immunization exemptions (medical or religious), or provisional. Please contact the school nurse with health related questions or concerns regarding your student. Call 641-562-2525 or email cassidy.gelhaus@northiowa.org.

https://www.northiowa.org/health-2

Physicals

All children should have a yearly well-child exam with their primary care provider which should include a discussion and administration of immunizations. Your primary care provider can also provide a dental screening which will meet the requirements for dental screening for kindergarten and freshman. It is however recommended that children see their dental provider for their dental exam. Your primary medical provider can also complete a vision screening which meets the state guidelines for kindergarten and grade 3 students. It is recommended that children see their vision care provider for the vision exam.

Students in grades 7 through 12 who wish to participate in athletics are required to provide an athletic physical **prior to the first day of practice.** You can print the form using the links below. You may also contact the office for a hard copy of the form. This athletic physical is not meant to replace a well-child

exam. However, the form can be completed at the time of your child's well-child exam.

https://www.northiowa.org/parents/registration

In order to participate in sports at North Iowa, a player will also need the permission to practice and concussion forms completed in addition to the physical form. All these forms can be found on the registration link above.

Board Support of Discipline Policies

The North Iowa School District's Board of Education has confirmed its intent to support the school discipline policy, to support school staff who enforce the discipline policy, and to hold school staff accountable for enforcing the discipline policy. The discipline policy may be found online in the Parent/Student Handbook section.

Abuse of Students by District Employees

As directed by Chapter 102 of the Iowa Code, the North Iowa Community School District has appointed a designated investigator responsible for the investigation of allegations regarding the abuse of students by school employees.

Categories of abuse are the following:

1. Physical abuse by intentional infliction of injury or excessive force.
2. Sexual abuse by sexual offenses or misconduct or encouraging prostitution.

For concerns regarding the abuse of a student by a district employee, please contact Tina Henely, Elementary Principal, or Joann Kenny, 6-12 Principal, at 641-562-2525. The district has assigned Level I and Level II investigators. Level I investigator is Stephanie Plathe, 6-12 Guidance Counselor (641-562-2525). For more information visit www.schoolinvestigators-iowa.com.

Dental Screening is a State Requirement

Children enrolling for the first time in an Iowa elementary or high school are required to have a dental screening.

Elementary

- Applies to Kindergarten
- Screening must occur no earlier than age 3 but prior to age 6
- Screenings can only be performed by: dentists, dental hygienists, physicians, nurses or physician assistants

High School

- Applies to 9th grade
- Screening must occur within one year prior to enrollment
- Screenings can only be performed by: dentists or dental hygienists

Local I-Smile Oral Health Coordinators will be working with schools throughout the state to help implement the requirement - including assisting families to get children screened and finding follow-up care as needed.

Required forms and additional information on the school dental screening requirement can be found at: https://idph.iowa.gov/Portals/1/userfiles/163/Certificate%20of%20Dental%20Screening%208-17-16.pdf

Or contact North Iowa School Nurse:
Cassidy Gelhaus
641-562-2525

Vision Screening

Schools are required to submit to the state results of vision screening for **students entering kindergarten and third grade.**

For kindergarten and grade 3 students, a screening will be counted if it is done no earlier than 1 year before and no later than 6 months after school starts. The certificate of vision screening can be found at the below link:

Iowa Department of Public Health CERTIFICATE OF VISION SCREENING

The screening can be performed by an eye doctor (ophthalmologist or optometrist), doctor's office, public health department, advanced nurse practitioner, physician assistant or community-based organization.

Feel free to contact Cassidy Gelhaus at cassidy.gelhaus@northiowa.org for any questions or assistance finding a vision provider or payment for services.

Talented and Gifted Program

The Talented and Gifted Program of North Iowa Community School is designed to provide unique opportunities for students eligible to receive these services. Emphasis is placed on both the cognitive and affective realms of learning. Questions about the Talented and Gifted Program can be directed to:

K-12 TAG Coordinator: Shelley Current
Address: 111 3rd Ave. NW
Buffalo Center, IA 50424
Phone: 641-562-2525
Email: shelley.current@northiowa.org

Open Enrollment Patron Notification

Iowa's open enrollment law allows students residing in one school district to request transfer to another school district upon the parents' request. Open enrolled students from low-income families may qualify for transportation assistance. Open enrollment may result in loss of athletic eligibility for students open enrolling. Students interested in open enrolling out of the school district must contact the superintendent for information and forms.

Students who open enroll and participate in sports may have to sit out for 90 school days. Parents/guardians of open enrolled students whose income falls below the federal poverty guidelines are eligible for transportation assistance.

For further details, contact the district office at 641-562-2525 or the Department of Education at 515-281-3778.

Homeless Children

A homeless child is defined as a child or youth between the ages of 5 and 21 who lacks a fixed, regular and adequate nighttime residence and includes a child or youth who is living on the street, in a car, tent, or abandoned building or some other form of shelter not designed as a permanent home. A homeless child could be living with someone who is living in a community shelter facility or who is living with non-nuclear family members or friends who may or may not have legal guardianship over the child.

All children are entitled to an education in the public schools of Iowa free of personal payment of tuition from the age of five (5) until their graduation from an approved public high school until they reach the age of 21. The North Iowa Community School District wants to make every effort to identify homeless children and youth of school age within our communities, encourage their enrollment and eliminate existing barriers to their receiving education which may exist for them. If you are aware of homeless children in our communities or have any questions, please contact our designated coordinator:

Homeless Coordinator: Stephany Plathe
Address: 111 3rd Ave. NW
Buffalo Center, IA 50424
Phone: 641-562-2525
Email: stephany.plathe@northiowa.org

Limited English Proficiency

English Language Learning (ELL) students have unique needs in the area of language acquisition, not only in terms of social interaction and acceptance, but also for the mastery of the academic language necessary to succeed in the school setting. The level of English language proficiency varies from student to student, as does the length of time it takes for a student to reach proficiency in the English language. (For some students, it may take as long as seven to ten years to achieve true proficiency with regards to academic language.) As a district, we are aware of this and are prepared to provide these students with the assistance, support, and instruction needed to achieve proficiency Questions pertaining to ELL students should be directed to:

ELL Coordinator: Joann Kenny
Address: 111 3rd Ave. NW
Buffalo Center, IA 50424
Phone: 641-562-2525
Email: joann.kenny@northiowa.org

Affirmative Action/Equal Education Opportunity/Section 504/ADA/Equity

The North Iowa Community School District has established policy of Equal Employment Opportunity with respect to race, color, religion, age, gender, gender identity, national origin, sexual orientation, creed or disability. The district has an established policy of taking affirmative action in recruitment, appointment, assignment, and advancement of women, minorities and disability. The buildings have pamphlets that explain parents/guardians rights under Section 504 of the Federal Rehabilitation Act of 1973 and the American Disabilities Act (1990). Section 504 of the Federal Rehabilitation Act of 1973 requires annual notification of parent/student rights in identification, evaluation, and placement.

Inquiries regarding compliance with affirmative action, equal education opportunity, Section 504/ADA and Equity shall be directed to:

Coordinator:	Joann Kenny
Address:	111 3rd Ave. NW
	Buffalo Center, IA 50424
Phone:	641-562-2525
Email:	joann.kenny@northiowa.org

Inquiries may also be directed, in writing, to the Iowa Civil Rights Department, or to the director of the Region VII Office of Civil Rights, U.S. Department of Education, 8930 Ward Parkway, Suite 2037, Kansas City, Missouri 64114. Such inquiry or complaint to the state or federal office may be done instead of, or in addition to, an inquiry or complaint at the local level.

Notification to School - Sex Offenders

The 2009 Iowa Legislature adopted new laws related to Iowa's Sex Offender Registry (SOR). This bill makes a number of changes to Iowa's sex offender statute and moves Iowa toward compliance with the federal Adam Walsh Act. While there are some new details about who has to register, etc., generally the law prevents those on th sex offender registry from being present on school grounds. Anyone on the SOR Registry wishing to be on school grounds must get permission from the superintendent of schools who has the authority to determine whether to grant access to registrants who have committed a sex offense against a minor.

Questions regarding this legislation should be directed to Superintendent Darwin Lehmann.

Amended Administrative Rules on Corporal Punishment, Restraint, Physical Confinement and Detention

The rules of the Iowa Code for corporal punishment, restraint, physical confinement and detention have changed and are effective as of November 12, 2008. The rules describe the acceptable and unacceptable ways to detain students. Parents are to be notified annually of these rules and of any additional policy changes.

- "All school employees, before using physical restraint or physical confinement and detention, shall receive adequate and periodic training, which shall be documented…" Iowa Administrative Code r.281-103.7 2

The training subjects shall include:

- Chapter 103 and the employer's policies and procedures
- Positive behavior interventions and supports
- Disciplinary options to seclusion and restraint
- Crisis prevention, crisis intervention, crisis de-escalation techniques
- Student and staffing debriefing
- Safe, effective use of restraint and confinement detention

Schools shall maintain documentation for each instance of restraint or confinement. The purpose of the documentation requires an accurate record of each instance, required notice to parents, and to use for decision making.

Questions regarding the administrative rules can be directed to Superintendent Darwin Lehmann at 641-562-2525 or any building principal.

Right to Know Information

The following "Right to Know" information may be found in the Parent/Student Handbook online:

- Multicultural/Gender Fair Policy
- Educational Equity
- Asbestos Management Plan
- Student Records
- Parent/Student Conferences

Multicultural and Gender Fair Equity Education Opportunity Code No. 602.1

Enrolled children in the school district community shall have an equal opportunity for a quality public education without discrimination regardless of their race, color, religion, age, gender, gender identity, marital status, national origin, socio-economic status, sexual orientation, creed or disability.

The education program shall be free of such discrimination and provide equal opportunity for the participants. The education program shall foster knowledge of, respect and appreciation for, the historical and contemporary contributions of diverse cultural groups as well as men and women to society. It shall also reflect the wide variety of roles open to both men and women and provide equal opportunity to both sexes. Integration of minority populations will occur throughout the educational program and the school system.

Inquiries regarding compliance with equal education opportunity shall be directed to:

Coordinator:	Joann Kenny
Address:	111 3rd Ave. NW Buffalo Center, IA 50424
Phone:	641-562-2525
Email:	joann.kenny@northiowa.org

Nondiscrimination on the Basis of Gender or Handicap Code No. 602.1-R

Public laws provide for the resolution of complaints brought by patrons, students or staff of the school district toward any activities sponsored or undertaken by the school board.

Complaints will be investigated and resolved within ten (10) days of receipt of the same, unless exceptional circumstances exist. Where special circumstances exist, the resolution shall not exceed thirty (30) days.

The complaint form is to be filed with the building administrator. In the event the complainant is not satisfied with the resolution at the building level, an appeal may be made to the district complaint officer.

Educational Records- The Family Educational Rights and Privacy Act (FERPA)

Student records containing personally identifiable information, except for directory information, are confidential. For a complete copy of the school district's policy on student records or the procedure for filing a complaint, contact the board secretary, in the central administration office.

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. They are:

The right to inspect and review the student's education records within 45 days of the day the district receives a request for access.

Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading or in violation of the student's privacy rights under FERPA.

Parents or eligible students may ask the school district to amend a record that they believe is inaccurate or misleading. They should write to the school principal, clearly identify the part of the record they want changed, and specify why it should be changed.

If the district decides not to amend the record as requested by the parent or eligible student, the district

will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.
One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board. A school official also may include a volunteer or contractor outside of the school who performs an institutional service of function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist, a parent or student serving on an official committee, such as a disciplinary or grievance committee or student assistance team, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the district discloses education records without consent to officials of another school district in which a student seeks or intends to enroll or is already enrolled and the disclosure is for the purpose of the student's enrollment of transfer. (Note: FERPA requires a school district to make a reasonable attempt to notify the parent of an eligible student of the records request unless it states in its annual notification that it intends to forward records on request.)

The right to inform the school district that the person does not want directory information, as defined below, to be released. Directory information can be released without prior parental consent. Any student over the age of eighteen or parent not wanting this information released to the public must make an objection in writing to the principal. The objection needs to be renewed annually.

NAME, ADDRESS, TELEPHONE LISTING, DATE AND PLACE OF BIRTH, E-MAIL ADDRESS, GRADE LEVEL, ENROLLMENT STATUS, MAJOR FIELD OF STUDY, PARTICIPATION IN OFFICIALLY RECOGNIZED ACTIVITIES AND SPORTS, WEIGHT AND HEIGHT OF MEMBERS OF ATHLETIC TEAMS, DATES OF ATTENDANCE, DEGREES AND AWARDS RECEIVED, THE MOST RECENT PREVIOUS SCHOOL OR INSTITUTION ATTENDED BY THE STUDENT, PHOTOGRAPH AND LIKENESS AND OTHER SIMILAR INFORMATION.

The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Ave. SW, Washington DC, 20202-4605.

Weather Related Information

Weather conditions may force the closing of school early in the day. If this should happen it may find some parents away from home. It is suggested that parents make arrangements with friends or neighbors to have their children stay with them in a situation of this kind. In the event of adverse weather, the district will more than likely need to make decisions on late starts, early dismissals, or school cancellations. If we do, please stay tuned to the following stations as announcements will be made on:

KIOW radio 107.3--Forest City
KGLO radio 1300 AM--Mason City
KBEW 98.1 FM / 1500 AM--Blue Earth
KJLY radio 104.5 FM--Blue Earth
KLGA 92.7 FM--Algona
KIMT TV Channel 3
KAAL TV Channel 6

Since numerous contacts need to be made, we ask that you please listen/watch for weather-related announcements or subscribe to our communication notification system, North Iowa Alerts, where cancellations / postponements / late starts will be sent by text or e-mail as soon as the decision is made.

Career and Technical Programs

The North Iowa Community School District offers career and technical programs in the following service areas:

- Agricultural, Food, and Natural Resources
- Business, Finance, Marketing, and Management
- Human Services
- Information Solutions

It is the policy of the North Iowa Community School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact the district's Equity Coordinator:

Joann Kenny, 6-12 principal
111 3rd Avenue NW
Buffalo Center, IA 50424
641.562.2525
joann.kenny@northiowa.org

The North Iowa Community School District ensures that parents will be notified in writing if their child has been assigned, or has been taught by a teacher for four or more consecutive weeks by a teacher who is not considered highly qualified.

Parents/Guardians Rights

Parents/guardians in the North Iowa Community School District have the right to learn about the following qualifications of their child's teacher: state licensure requirements for the grade level and content areas taught, the current licensing status of your child's teacher, and baccalaureate/graduate certification/degree. You may also request the qualifications of an instructional paraprofessional who serves your student in a Title I program.

Parents/guardians may request this information from the Office of the Superintendent by calling 641-562-2525 or sending a letter of request to the Office of the Superintendent at 111 3rd Ave. NW, Buffalo Center, IA 50424.