Special Board of Education Meeting- Crisis Management Manual, Second Review
Monday, October 26, 2026 4:30 PM Central

Crosslake Community School
35808 Co Rd 66
Crosslake, MN 56442

1. **Call Meeting to Order**
Meeting called to order at 4:33 pm

2. **Pledge of Allegiance**
Please stand for the Pledge of Allegiance

3. **Roll Call and Establish a Quorum**
A full Roll Call will be taken.

Melanie Donley, Josef Garcia, Jared Griffin, Steena Johnson, Rhiannon Paulson, Lance Swanson, Aimee Tagtmeier, Colin Williams

We have established a quorum.

Will be attending remotely:
Rhiannon Paulson
14125 Louisiana Ave S
Savage, MN 55378

Aimee Tagtmeier
1290 330th St
Motley, MN 56466

4. **Agenda - District Crisis Management Manual, Second Reading**
Colin WIllimas a motion that the Crosslake Community Schools Board of Education close a portion of this meeting pursuant to Minnesota Statutes § 13D.05, subdivision 3(d), to review and discuss security-sensitive information contained in the 2026-2027 Districtwide Crisis Management Manual, including school facilities, building security systems, emergency-response procedures, and identified security vulnerabilities or recommendations, where public disclosure could pose a danger to public safety or compromise security procedures or responses. It was seconded by Joe Garcia. Motion carries 8/8. .

5. **Closed Session**

The Board will review and discuss security-sensitive portions of the Crosslake Community Schools Crisis Management Manual, including applicable:

- School emergency-response procedures
- Building security and access procedures
- Lockdown, evacuation, shelter, and response protocols
- Emergency communication procedures
- Coordination with law enforcement and emergency responders
- Security deficiencies, vulnerabilities, and recommended improvements
- Other building-specific security and crisis-response procedures

The closed portion of the meeting must be electronically recorded. The recording shall be retained for at least four years in accordance with Minnesota Statutes § 13D.05, Subdivision 3(d).

6. **Reconvene In Open Session**

Joe Garcia made a motion to reopen the meeting at 5:10_p.m. It was seconded by Colin Williams. Motion carries 8/8.

7. **Crisis Management Manual**

The board had a successful discussion about the Crisis Management Manual.

Colin WIlliams moved to approve the Crosslake Community Schools Crisis Management Manual as presented. It was seconded by Joe Garcia. Motion carries 8/8. .

8. **Adjourn the Special Board of Education Meeting**

The special meeting adjourned at 5:12pm.