



MEMO TO: School Board

FROM: Jessi Buttell

DATE: August 1, 2026

SUBJECT: District Crisis Management Plan

The following changes are being recommended for the 2026-2027 Crisis Management Plan:

1. Condensing the Crisis Management Plan from individual building documents into one district-wide document.

Benefits of a district-wide plan are provided below:

- **Consistency across buildings** — ensures every school in the district responds to crises (severe weather, lockdowns, medical emergencies, fires, etc.) using the same procedures, rather than each site improvising its own approach
- **Faster, clearer decision-making** — gives staff defined roles and steps to follow, reducing confusion and delay during high-pressure situations
- **Reliable communication** — establishes consistent protocols for notifying families, staff, and first responders during an emergency
- **Legal and regulatory compliance** — enhanced ability to update based on statutory requirements
- **Reduced risk** — makes sure every building is equally prepared
- **Accountability and readiness** — supports regular training and drills so staff and students know what to do when an emergency occurs

2. Addition of the Cardiac Emergency Response Plan:

- Beginning 2026-2027 school year, Minnesota Statute ([Sec. 121A.241 MN Statutes](#)) mandates that every school district implement a Cardiac Emergency Response Plan (CERP)