

GOODHUE COUNTY EDUCATION DISTRICT BOARD AGENDA

Thursday, August 24, 2023 at 7:00 PM

River Bluff Education Center, Red Wing

395 Guernsey Ln

Red Wing, MN 55066

AGENDA

- I. **Call to Order/Adoption of Agenda:**
- II. **Consent Agenda:**
 - A. Approval of July 27, 2023 Minutes

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**GOODHUE COUNTY EDUCATION DISTRICT BOARD
MINUTES**

Thursday, July 27, 2023 at 7:00 PM

River Bluff Education Center

395 Guernsey Ln.

Red Wing, MN 55066

MEMBERS PRESENT: J. Stehr, D. Balow, T. Bjornstad, B. Brintnall, J. Lohmann

MEMBERS ABSENT: M. Syverson

OTHERS: C. Johnson, J. Paradis, C. Luhman

- I. Call to Order/Adoption of Agenda:** D. Balow called the meeting to order. J. Stehr motioned to adopt the agenda. B. Brintnall seconded, motion carried.
- II. Consent Agenda:** D. Balow motioned to approve the consent agenda. J. Lohmann seconded, motion carried.
 - A. Approval of June 21, 2023 Minutes**
 - B. Approval of Claims:** Dawn Balow
 - C. Staff Updates:**
 - 1. Resignations:** *Kendra Holdorf, School Social Worker - 5RO*
 - 2. New Hire:**
 - 3. Transfers:**
 - 4. Re-assignment:**
 - 5. Retirement:** *Patti Visconti, Paraprofessional - RBEC effective 7/31/2023.*
- III. Public Input:** The policy of the education district board is to encourage discussion by persons of subjects related to the management of the district at board meetings. The board shall, as a matter of policy, protect the legal rights to privacy and due process of employees and students. Persons who wish to have a subject discussed at a public board meeting must notify the executive director's office in advance of the board meeting. The person should provide his or her name, address, the name of the group represented (if any), and the subject to be covered or the issue to be addressed. The board retains the discretion to limit discussion of any agenda item to a reasonable period of time as determined by the board.
- IV. Reports and Communication:**
 - A. Business Manager Report:** J. Paradis reported on the 2022-23 budget as of 6/30/23. This is our first look at year end 6/30/23. We have received \$14,378,263 or 79.74% of the revised budget. We have expended \$15, 298,479 or 84.04% of the revised budget. There are still many receivables and payables to be booked before the audit. Our audit is scheduled for early October. Cash flow and the June bank reconciliation is included in the packet for your information.
 - B. Staffing Update:** C. Johnson shared where both GCED and the member districts are with special services staffing.
 - C. Fall Professional Development Opportunities:** C. Johnson shared professional development plans for the coming school year. Special Services staff new to the county will begin their mentoring on August 23. Special Services Day for all county special services staff will occur on August 24. Restrictive Procedures training will be offered August 21-23. Summer Symposium is again being offered August 14-18. Principals from the member districts provided the needs for this training.
 - D. Special Education Teacher Mentoring Plan:** C. Johnson shared the Special Education Mentoring Plan. This plan has been developed for special education teachers on Tier 1 or 2 or an Out-Of-Field Placement (OFP). This does not replace the mentoring and onboarding in each district but is rather extra support for special education staff.
 - E. Opioid Grant Collaboration:** Goodhue County Health and Human Services (GCHHS) has asked for our partnership with an Opioid Grant. If awarded, GCHHS would manage the grant. GCHHS is seeking support for this work from the districts through input, the formation of a student group and work on opioid use impact on our students. The Superintendent's Council has agreed.
 - F. Teachers on Call End of Year Report:** C. Johnson presented the Teacher's on Call End of Year Report. Board members asked for comparison information for the next board meeting.
- V. Old Business:**
 - A. Unpaid Lunch Accounts Update:** C. Johnson reported that the unpaid lunch balances have been fulfilled through a donation from RiseUp Red Wing. T. Bjornstad motioned to approve the resolution and expressed gratitude for the donation. B. Brintnall seconded, motion carried via roll call vote. J. Stehr-yes; D. Balow-yes; B. Brintnall-yes; T. Bjornstad-yes; J. Lohmann-yes.

- B. Second Reading of Policies 102 and 504:** D. Balow motioned to approve the second reading of Policies 102 and 504. J. Lohmann seconded, motion carried.
- VI. New Business:**
- A. 2023-24 Student Handbook:** J. Stehr motioned to approve the 2023-24 Student Handbook. B. Brintnall seconded, motion carried.
- B. GCED Organizational Chart:** C. Johnson reviewed the current GCED Organizational Chart. One of the member districts is considering an increase in special education leadership FTE. If the increase is approved at that districts, GCED would need to backfill the part of the position that covers 5RO Special Education Coordination. C. Johnson proposed adding a 1.0 Coordinator position to cover 5RO, ALC's and itinerant services, if this change occurs. D. Balow motioned to approve the addition of a coordinator position pending the discussed action at the member district. T. Bjornstad seconded, motion carried.
- C. Annual LTFM Resolution:** J. Paradis presented the annual LTFM plan. T. Bjornstad motioned to approve the LTFM Resolution. J. Lohmann seconded, motion carried via roll call vote. J. Stehr-yes; D. Balow-yes; B. Brintnall-yes; T. Bjornstad-yes; J. Lohmann-yes.
- D. Building Support Specialists and Administrative Assistant Agreements 2023-25:** C. Johnson presented the Building Support Specialist and Administrative Assistant Agreements. These agreements have been updated to include changes from the last legislative session and extended through 2025. D. Balow motioned to approve both agreements. J. Lohmann seconded, motion carried.
- E. School Resource Officer Contract:** C. Johnson presented the School Resource Officer Contract. This is a three-year contract with the City of Red Wing for the services of a School Resource Officer. B. Brintnall motioned to approve the School Resource Officer Contract. J. Stehr seconded, motion carried.
- VII. Other: Recap of Special Education Legislative Summit:** C. Johnson shared details on her legislative visit to DC in early July.
- VIII. Comments: Board/Director**
- IX. Next Meeting Date: Thursday, August 24, 2023 at 7:00 PM at the River Bluff Education Center in Red Wing.**
- X. Adjournment:** B. Brintnall motioned to adjourn. J. Lohmann seconded, motion carried.

B. Approval of Claims: Jerry Stehr (please come in early to review the claims)

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Goodhue County Ed District Payment Reg by Bank and Check

| Bank | Batch | Pmt No | Check No | Pay Type | Grp Code | Rcd | Vendor | Tax Class | Print | Recon | Void | Pay/Void Date | Amount |
|------|-------|--------|----------|-------------|----------|-------|------------------------------------|-------------------|-------|-------|------|---------------|------------|
| MERC | | 38394 | | Wire | 1 | 04060 | PERA-PUBLIC EMPLOYEES RETIREMT | | No | Yes | No | 07/27/2023 | 6,644.11 |
| MERC | | 38395 | | Wire | 1 | 04062 | MN TEACHERS RETIREMENT ASSOC | | No | Yes | No | 07/27/2023 | 51,946.35 |
| MERC | | 38396 | | Wire | 1 | 2284 | E. B. C., LLC /ACS | | No | Yes | No | 07/27/2023 | 17,579.82 |
| MERC | | 38397 | | Wire | 1 | 2392 | US DEPT. OF TREASURY | | No | Yes | No | 07/27/2023 | 80,904.60 |
| MERC | | 38398 | | Wire | 1 | 2396 | MN Dept of Revenue | | No | Yes | No | 07/27/2023 | 14,250.24 |
| MERC | | 38399 | | Wire | 1 | 2501 | Merchants Bank | | No | Yes | No | 07/27/2023 | 2,392.84 |
| MERC | | 38400 | | Direct Pymt | 1 | 1984 | E. B. C., LLC/Flex Contributions | | Yes | Yes | No | 07/27/2023 | 835.84 |
| MERC | | 38401 | | Direct Pymt | 1 | 02672 | METRO SALES, INC. | | Yes | No | No | 08/03/2023 | 577.50 |
| MERC | | 38402 | | Direct Pymt | 1 | 03350 | REGION V COMPUTER SERVICES | | Yes | No | No | 08/03/2023 | 1,557.75 |
| MERC | | 38403 | | Direct Pymt | 1 | 04565 | ZUMBROTA-MAZEPPA PUBLIC SCHOOL | | Yes | No | No | 08/03/2023 | 25,638.28 |
| MERC | | 38404 | | Direct Pymt | 1 | 09129 | RED WING IND SCHOOL DIST 256 | | Yes | No | No | 08/03/2023 | 58,951.27 |
| MERC | | 38405 | | Direct Pymt | 1 | 1115 | RODGERS, MATT | | Yes | No | No | 08/03/2023 | 9.17 |
| MERC | | 38406 | | Direct Pymt | 1 | 1784 | NCS PEARSON, INC. | C Corporation | Yes | No | No | 08/03/2023 | 26,437.50 |
| MERC | | 38407 | | Direct Pymt | 1 | 2761 | DALSIN ALISHA | | Yes | No | No | 08/03/2023 | 381.47 |
| MERC | | 38408 | | Direct Pymt | 1 | 3040 | INTEREUM | S Corporation | Yes | No | No | 08/03/2023 | 36.79 |
| MERC | | 38409 | | Direct Pymt | 1 | 3145 | MARQUARDT, JENNIFER | | Yes | No | No | 08/03/2023 | 30.00 |
| MERC | | 38410 | | Direct Pymt | 1 | 3163 | ILLUMINATE EDUCATION, INC | C Corporation | Yes | No | No | 08/03/2023 | 81,855.72 |
| MERC | | 38411 | | Direct Pymt | 1 | 3222 | BAUER, SARAH | | Yes | No | No | 08/03/2023 | 1,889.01 |
| MERC | | 38412 | | Direct Pymt | 1 | 3360 | BOLDUAN, NICOLE | | Yes | No | No | 08/03/2023 | 308.83 |
| MERC | | 38413 | | Direct Pymt | 1 | 3412 | BAKER TILLY MUNICIPAL ADVISORS, LL | LLC - Partnership | Yes | No | No | 08/03/2023 | 1,850.00 |
| MERC | | 38414 | | Direct Pymt | 1 | 3563 | IMAGINE LEARNING, LLC | | Yes | No | No | 08/03/2023 | 750.00 |
| MERC | | 38415 | | Direct Pymt | 1 | 3616 | PRICE, MORGAN | | Yes | No | No | 08/03/2023 | 424.44 |
| MERC | | 38416 | | Direct Pymt | 1 | 3623 | E.B.C. LLC/FLEX MONTHLY | | Yes | No | No | 08/03/2023 | 125.00 |
| MERC | | 38446 | | Wire | 1 | 03977 | SOUTHEAST SERVICE COOPERATIVE | | No | No | No | 08/03/2023 | 88,615.75 |
| MERC | | 38447 | | Wire | 1 | 1280 | DELTA DENTAL PLAN OF MN | | No | No | No | 08/03/2023 | 6,273.12 |
| MERC | | 38448 | | Wire | 1 | 2216 | KWIK TRIP EXTENDED NETWORK | | No | No | No | 08/03/2023 | 204.71 |
| MERC | | 38449 | | Wire | 1 | 3232 | ENTERPRISE FM TRUST | | No | No | No | 08/03/2023 | 4,079.42 |
| MERC | | 38451 | | Wire | 1 | 04060 | PERA-PUBLIC EMPLOYEES RETIREMT | | No | No | No | 08/15/2023 | 7,782.79 |
| MERC | | 38452 | | Wire | 1 | 04062 | MN TEACHERS RETIREMENT ASSOC | | No | No | No | 08/15/2023 | 61,331.38 |
| MERC | | 38453 | | Wire | 1 | 2284 | E. B. C., LLC /ACS | | No | No | No | 08/15/2023 | 17,642.32 |
| MERC | | 38454 | | Wire | 1 | 2392 | US DEPT. OF TREASURY | | No | No | No | 08/15/2023 | 103,281.50 |
| MERC | | 38455 | | Wire | 1 | 2396 | MN Dept of Revenue | | No | No | No | 08/15/2023 | 18,493.90 |
| MERC | | 38456 | | Wire | 1 | 2501 | Merchants Bank | | No | No | No | 08/15/2023 | 2,392.84 |
| MERC | | 38457 | | Direct Pymt | 1 | 1984 | E. B. C., LLC/Flex Contributions | | Yes | No | No | 08/15/2023 | 835.84 |
| MERC | | 38458 | | Direct Pymt | 1 | 00510 | ARNOLD'S SUPPLY & KLEENIT CO | | Yes | No | No | 08/16/2023 | 630.96 |
| MERC | | 38459 | | Direct Pymt | 1 | 02672 | METRO SALES, INC. | | Yes | No | No | 08/16/2023 | 1,160.00 |
| MERC | | 38460 | | Direct Pymt | 1 | 03977 | SOUTHEAST SERVICE COOPERATIVE | | Yes | No | No | 08/16/2023 | 660.00 |
| MERC | | 38461 | | Direct Pymt | 1 | 04565 | ZUMBROTA-MAZEPPA PUBLIC SCHOOL | | Yes | No | No | 08/16/2023 | 58,011.00 |
| MERC | | 38462 | | Direct Pymt | 1 | 2284 | E. B. C., LLC /ACS | | Yes | No | No | 08/16/2023 | 133.46 |

Goodhue County Ed District Payment Reg by Bank and Check

| Bank | Batch | Pmt No | Check No | Pay Type | Grp Code | Rcd | Vendor | Tax Class | Print | Recon | Void | Pay/Void Date | Amount |
|------|-------|--------|----------|-------------|----------|-------|----------------------------------|---------------------|-------|-------|------|---------------|-----------|
| MERC | | 38463 | | Direct Pymt | 1 | 2440 | LIBERTY'S RESTAURANT | | Yes | No | No | 08/16/2023 | 176.03 |
| MERC | | 38464 | | Direct Pymt | 1 | 2855 | DODGE-BRAGE MOLLY | | Yes | No | No | 08/16/2023 | 272.48 |
| MERC | | 38465 | | Direct Pymt | 1 | 2865 | INTELLIGENTS | | Yes | No | No | 08/16/2023 | 1,250.00 |
| MERC | | 38466 | | Direct Pymt | 1 | 3415 | AMAZON CAPITAL SERVICES | | Yes | No | No | 08/16/2023 | 72.24 |
| MERC | | 38467 | | Direct Pymt | 1 | 3490 | RASKIN CANDACE | Ind/Sole Proprietor | Yes | No | No | 08/16/2023 | 38,400.00 |
| MERC | | 38468 | | Direct Pymt | 1 | 3532 | LUNDBERG BOGNER, MICHELLE | | Yes | No | No | 08/16/2023 | 32.75 |
| MERC | | 38469 | | Direct Pymt | 1 | 3627 | MITTELSTADT, ANNIE | | Yes | No | No | 08/16/2023 | 133.62 |
| MERC | | 38470 | | Direct Pymt | 1 | 3653 | ACOSTA, KALEE | | Yes | No | No | 08/16/2023 | 192.57 |
| MERC | | 38471 | | Direct Pymt | 1 | 3654 | HILLMER, KAYLEE | | Yes | No | No | 08/16/2023 | 65.50 |
| MERC | | 38472 | | Direct Pymt | 1 | 3655 | LINDQUIST, JASMYN | | Yes | No | No | 08/16/2023 | 70.74 |
| MERC | | 38473 | | Direct Pymt | 1 | 3656 | RUNQUIST, LIZ | | Yes | No | No | 08/16/2023 | 262.00 |
| MERC | | 38474 | | Wire | 1 | 2216 | KWIK TRIP EXTENDED NETWORK | | No | No | No | 08/16/2023 | 193.67 |
| MERC | | 38475 | | Wire | 1 | 3232 | ENTERPRISE FM TRUST | | No | No | No | 08/16/2023 | 4,079.42 |
| MERC | | 38476 | | Wire | 1 | 3329 | CHASE CARD SERVICES | | No | No | No | 08/16/2023 | 1,301.39 |
| MERC | | 38477 | | Wire | 1 | 3505 | CAPITAL ONE | | No | No | No | 08/16/2023 | 107.77 |
| MERC | | 38392 | 20909 | Check | 1 | 09118 | EDUCATION MN - GCED | | Yes | Yes | No | 07/27/2023 | 3,181.03 |
| MERC | | 38393 | 20910 | Check | 1 | 2392 | US DEPT. OF TREASURY | | Yes | No | No | 07/27/2023 | 473.25 |
| MERC | | 38433 | 20911 | Check | 1 | 2495 | CALEDONIA AREA PUBLIC SCHOOLS | | Yes | No | No | 08/03/2023 | 3,531.24 |
| MERC | | 38420 | 20912 | Check | 1 | 01903 | CANNON FALLS ISD #252 | | Yes | No | No | 08/03/2023 | 4,909.74 |
| MERC | | 38430 | 20913 | Check | 1 | 2362 | CHATFIELD PUBLIC SCHOOLS | | Yes | No | No | 08/03/2023 | 336.34 |
| MERC | | 38443 | 20914 | Check | 1 | 3564 | CIS (CENTER FOR INTERNET SECURIT | Other | Yes | No | No | 08/03/2023 | 2,400.00 |
| MERC | | 38418 | 20915 | Check | 1 | 00433 | CITY OF RED WING | | Yes | No | No | 08/03/2023 | 1,903.11 |
| MERC | | 38425 | 20916 | Check | 1 | 1850 | DAKOTA COUNTY TECH. COLLEGE | | Yes | No | No | 08/03/2023 | 677.75 |
| MERC | | 38421 | 20917 | Check | 1 | 05393 | EDUCATION WEEK | | Yes | No | No | 08/03/2023 | 35.00 |
| MERC | | 38436 | 20918 | Check | 1 | 2871 | EMC Insurance Companies | | Yes | No | No | 08/03/2023 | 1,747.41 |
| MERC | | 38422 | 20919 | Check | 1 | 09162 | HILLYARD FLOOR CARE SUPPLY | | Yes | No | No | 08/03/2023 | 5,711.27 |
| MERC | | 38432 | 20920 | Check | 1 | 2377 | HOUSTON PUBLIC SCHOOLS | | Yes | No | No | 08/03/2023 | 19,419.89 |
| MERC | | 38444 | 20921 | Check | 1 | 3632 | INDUSTRIAL AIR PURIFICATION, INC | C Corporation | Yes | No | No | 08/03/2023 | 6,364.45 |
| MERC | | 38437 | 20922 | Check | 1 | 2879 | INFINITE CAMPUS INC | S Corporation | Yes | No | No | 08/03/2023 | 14,200.00 |
| MERC | | 38428 | 20923 | Check | 1 | 2330 | LaCRESCENT-HOKAH PUBLIC SCHOOL | | Yes | No | No | 08/03/2023 | 14,767.28 |
| MERC | | 38429 | 20924 | Check | 1 | 2345 | LEWISTON-ALTURA SCHOOLS | | Yes | No | No | 08/03/2023 | 2,524.65 |
| MERC | | 38434 | 20925 | Check | 1 | 2699 | MESPA | | Yes | No | No | 08/03/2023 | 175.00 |
| MERC | | 38423 | 20926 | Check | 1 | 09346 | MINNESOTA UC FUND | | Yes | No | No | 08/03/2023 | 3,939.99 |
| MERC | | 38442 | 20927 | Check | 1 | 3296 | MUTUAL OF OMAHA | | Yes | No | No | 08/03/2023 | 3,168.06 |
| MERC | | 38441 | 20928 | Check | 1 | 3267 | NORTH RISK PARTNERS - C.O. BROWN | | Yes | No | No | 08/03/2023 | 10,747.07 |
| MERC | | 38417 | 20929 | Check | 1 | 00245 | READ NATURALLY | | Yes | No | No | 08/03/2023 | 4,327.00 |
| MERC | | 38419 | 20930 | Check | 1 | 00443 | RED WING ACE HARDWARE | | Yes | No | No | 08/03/2023 | 9.89 |
| MERC | | 38431 | 20931 | Check | 1 | 2368 | RUSHFORD-PETERSON DIST. #239 | | Yes | No | No | 08/03/2023 | 1,659.99 |
| MERC | | 38440 | 20932 | Check | 1 | 3099 | SCAN AIR FILTER, INC | | Yes | No | No | 08/03/2023 | 683.73 |

Goodhue County Ed District Payment Reg by Bank and Check

| Bank | Batch | Pmt No | Check No | Pay Type | Grp Code | Rcd | Vendor | Tax Class | Print | Recon | Void | Pay/Void Date | Amount |
|------|-------|--------|----------|----------|----------|-----|---------------------------------|---------------------|-------|-------|------|---------------|------------|
| MERC | | 38438 | 20933 | Check | 1 2951 | | SHI | | Yes | No | No | 08/03/2023 | 18,832.00 |
| MERC | | 38426 | 20934 | Check | 1 2234 | | SOUTHWEST/WST CENTRL SERV.COC | | Yes | No | No | 08/03/2023 | 24,012.50 |
| MERC | | 38424 | 20935 | Check | 1 1356 | | STARKEY LABORATORIES, INC. | | Yes | No | No | 08/03/2023 | 218.16 |
| MERC | | 38445 | 20936 | Check | 1 3652 | | STEWART, CHRISTINE | | Yes | No | No | 08/03/2023 | 23.43 |
| MERC | | 38439 | 20937 | Check | 1 3011 | | U.S. BANK EQUIPMENT FINANCE | | Yes | No | No | 08/03/2023 | 1,086.00 |
| MERC | | 38435 | 20938 | Check | 1 2716 | | UCPGC INFINITEC MN GRANT | | Yes | No | No | 08/03/2023 | 5,343.84 |
| MERC | | 38427 | 20939 | Check | 1 2303 | | WABASHA-KELLOGG PUBLIC SCHOOL | | Yes | No | No | 08/03/2023 | 945.04 |
| MERC | | 38450 | 20940 | Check | 1 09118 | | EDUCATION MN - GCED | | Yes | No | No | 08/15/2023 | 3,216.65 |
| MERC | | 38482 | 20941 | Check | 1 09270 | | CRISIS PREVENTION INST., INC. | | Yes | No | No | 08/16/2023 | 15,183.75 |
| MERC | | 38484 | 20942 | Check | 1 2871 | | EMC Insurance Companies | | Yes | No | No | 08/16/2023 | 7,922.92 |
| MERC | | 38492 | 20943 | Check | 1 3624 | | EXECUTIVE SPEAKERS BUREAU | C Corporation | Yes | No | No | 08/16/2023 | 7,500.00 |
| MERC | | 38480 | 20944 | Check | 1 04580 | | GRIMSRUD PUBLISHING INC | | Yes | No | No | 08/16/2023 | 41.40 |
| MERC | | 38491 | 20945 | Check | 1 3538 | | HEWLETT-PACKARD FINANCIAL SERVI | | Yes | No | No | 08/16/2023 | 14,913.44 |
| MERC | | 38493 | 20946 | Check | 1 3650 | | INSTRUCTIONAL COACHING GROUP | LLC - S Corp | Yes | No | No | 08/16/2023 | 15,960.00 |
| MERC | | 38479 | 20947 | Check | 1 00367 | | KENYON-WANAMINGO PUBLIC SCHOC | | Yes | No | No | 08/16/2023 | 133,224.02 |
| MERC | | 38490 | 20948 | Check | 1 3489 | | KRULL, MELISSA Ph.D. | Ind/Sole Proprietor | Yes | No | No | 08/16/2023 | 38,400.00 |
| MERC | | 38481 | 20949 | Check | 1 05403 | | MASE | | Yes | No | No | 08/16/2023 | 1,337.00 |
| MERC | | 38478 | 20950 | Check | 1 00131 | | MN DEPT OF LABOR & INDUSTRY | | Yes | No | No | 08/16/2023 | 40.00 |
| MERC | | 38488 | 20951 | Check | 1 3192 | | REGENTS OF THE UNIVERSITY OF MN | | Yes | No | No | 08/16/2023 | 1,050.00 |
| MERC | | 38487 | 20952 | Check | 1 3099 | | SCAN AIR FILTER, INC | | Yes | No | No | 08/16/2023 | 173.40 |
| MERC | | 38489 | 20953 | Check | 1 3434 | | SCHOLASTIC | | Yes | No | No | 08/16/2023 | 219.78 |
| MERC | | 38486 | 20954 | Check | 1 3078 | | SHRED-N-GO | S Corporation | Yes | No | No | 08/16/2023 | 73.89 |
| MERC | | 38483 | 20955 | Check | 1 2042 | | TREASURE ISLAND RESORT&CASINO | | Yes | No | No | 08/16/2023 | 14,131.87 |
| MERC | | 38485 | 20956 | Check | 1 3011 | | U.S. BANK EQUIPMENT FINANCE | | Yes | No | No | 08/16/2023 | 212.00 |

Bank Total: \$1,204,469.93

Report Total: \$1,204,469.93

C. Staff Updates:

1. **Resignations:** *Joni Schake, Setting IV Paraprofessional - RBEC effective immediately; Riley Anderson, Setting IV Paraprofessional - RBEC effective immediately; Todd Avery, Setting IV Paraprofessional- RBEC effective immediately.*
2. **New Hire:** *Bonnie Mirsberger, Setting IV Paraprofessional - RBEC effective 2023-2024 School Year; Emily Klapperich, ECSE Teacher - ZM effective 2023-2024 School Year; Jace Rohloff - Setting IV Paraprofessional - RBEC effective 2023-2024 School Year; Jessica Reyes, American Sign Language Interpreter - Goodhue effective 2023-2024 School Year; Sara Sorenson, Building Support Specialist - Tower View effective 8/14/2023*
3. **Transfers:**
4. **Re-assignment:** *Carrie Hansen, RW SPED Coordinator to RW Assistant SPED Director.*

III. **Public Input:** The policy of the education district board is to encourage discussion by persons of subjects related to the management of the district at board meetings. The board shall, as a matter of policy, protect the legal rights to privacy and due process of employees and students. Persons who wish to have a subject discussed at a public board meeting must notify the executive director's office in advance of the board meeting. The person should provide his or her name, address, the name of group represented (if any), and the subject to be covered or the issue to be addressed. The board retains the discretion to limit discussion of any agenda item to a reasonable period of time as determined by the board.

IV. **Reports and Communication:**

A. Business Manager Report

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Business Manager Report 8-24-23

Budget 2022-23 as of 6/30/23

This is our second look at year end 6-30-23. We have received \$14,387,259 or 79.79% of the revised budget. We have expended \$16,362,718 or 89.88% of the revised budget. There are still many receivables and payables to be booked before the audit. Our audit is scheduled for early October.

Cash Flow

For your information

July Bank Rec

For your information



**GOODHUE CO ED DISTRICT
2023-24 CASH FLOW**

AS OF 8-17-23

JULY

| DATE | ACCOUNTS PAYABLE | PAYROLL | MISC. RECEIPTS | STATE AID | FEDERAL GRANT | RUNNING BALANCE |
|-----------------------|---------------------|---------------------|-------------------|-------------------|------------------|-------------------|
| 7/1/2023 | - | - | 1,603.57 | - | - | 1,003,056.61 |
| 7/1/2023 | - | - | - | - | - | 1,003,056.61 |
| 7/9/2023 | - | - | - | - | - | 1,003,056.61 |
| 7/15/2023 | (271,391.34) | (277,664.68) | 67,837.20 | 314,930.30 | - | 836,768.09 |
| 7/20/2023 | (308,213.95) | - | 1,090.37 | - | - | 529,644.51 |
| 7/31/2023 | (178,383.28) | (240,492.18) | 276,079.02 | 77,677.55 | 61,780.51 | 526,306.13 |
| ENDING BALANCE | (757,988.57) | (518,156.86) | 346,610.16 | 392,607.85 | 61,780.51 | 526,306.13 |

AUGUST

| DATE | ACCOUNTS PAYABLE | PAYROLL | MISC. RECEIPTS | STATE AID | FEDERAL GRANT | RUNNING BALANCE |
|-----------|------------------|--------------|----------------|------------|---------------|------------------|
| 8/1/2023 | (453,695.56) | - | 150,434.62 | - | 212,697.05 | 435,742.24 |
| 8/4/2023 | - | - | - | - | - | 435,742.24 |
| 8/15/2023 | (214,977.22) | (318,114.24) | 1,090.37 | 370,141.37 | - | 273,882.52 |
| 8/17/2023 | (357,589.07) | - | 164,680.35 | - | 113,877.73 | 194,851.53 |
| 8/30/2023 | (763,053.65) | (293,571.85) | 569,409.61 | 335,375.47 | - | 43,011.11 |
| | (1,789,315.50) | (611,686.09) | 885,614.95 | 705,516.84 | 326,574.78 | 43,011.11 |

SEPTEMBER

| DATE | ACCOUNTS PAYABLE | PAYROLL | MISC. RECEIPTS | STATE AID | FEDERAL GRANT | RUNNING BALANCE |
|-----------------------|-----------------------|---------------------|-------------------|-------------------|-------------------|---------------------|
| 9/1/2023 | (177,417.16) | - | 90,235.63 | - | - | (44,170.42) |
| 9/15/2023 | (193,842.39) | (279,887.27) | - | 88,154.13 | 184,879.06 | (244,866.88) |
| 9/17/2023 | (726,217.27) | - | 757,123.29 | - | - | (213,960.86) |
| 9/30/2023 | (197,991.06) | (277,708.31) | 131,703.40 | 286,662.93 | - | (271,293.89) |
| ENDING BALANCE | (1,295,467.88) | (557,595.57) | 979,062.32 | 374,817.06 | 184,879.06 | (271,293.89) |

OCTOBER

| DATE | ACCOUNTS PAYABLE | PAYROLL | MISC. RECEIPTS | STATE AID | FEDERAL GRANT | RUNNING BALANCE |
|-----------------------|---------------------|---------------------|---------------------|-------------------|------------------|---------------------|
| 10/1/2023 | - | - | 372,873.42 | - | 286.66 | 101,866.19 |
| 10/9/2023 | (270,530.68) | - | 265,653.65 | - | 41,708.80 | 138,697.96 |
| 10/15/2023 | (192,515.96) | (268,142.31) | 415,034.82 | 70,523.30 | - | 163,597.80 |
| 10/20/2023 | (289,542.52) | - | 215,468.36 | - | - | 89,523.64 |
| 10/31/2023 | (189,847.05) | (267,164.42) | 1,719.27 | 151,872.41 | - | (213,896.14) |
| ENDING BALANCE | (942,436.22) | (535,306.73) | 1,270,749.53 | 222,395.71 | 41,995.46 | (213,896.14) |

NOVEMBER

| DATE | ACCOUNTS PAYABLE | PAYROLL | MISC. RECEIPTS | STATE AID | FEDERAL GRANT | RUNNING BALANCE |
|-----------------------|---------------------|---------------------|-------------------|-------------------|-------------------|-------------------|
| 11/1/2023 | (149,275.40) | - | - | - | - | (363,171.54) |
| 11/5/2023 | - | - | 304,514.00 | - | 8,112.06 | (50,545.48) |
| 11/15/2023 | (291,320.16) | (275,242.82) | - | 130,609.60 | - | (486,498.86) |
| 11/20/2023 | - | - | 279,966.57 | - | 572,888.12 | 366,355.83 |
| 11/30/2023 | (194,871.27) | (274,325.97) | 1,413.86 | 208,975.36 | - | 107,547.81 |
| ENDING BALANCE | (635,466.82) | (549,568.79) | 585,894.43 | 339,584.95 | 581,000.18 | 107,547.81 |

DECEMBER

| DATE | ACCOUNTS PAYABLE | PAYROLL | MISC. RECEIPTS | STATE AID | FEDERAL GRANT | RUNNING BALANCE |
|-----------------------|---------------------|---------------------|-------------------|-------------------|---------------|---------------------|
| 12/1/2023 | (219,349.34) | - | 200,911.20 | - | - | 89,109.67 |
| 12/8/2023 | - | - | - | - | - | 89,109.67 |
| 12/15/2023 | (250,497.73) | (277,166.89) | 162,078.57 | 287,341.11 | - | 10,864.73 |
| 12/20/2023 | - | - | 190,157.97 | - | - | 201,022.70 |
| 12/31/2023 | (213,545.88) | (275,250.59) | 2,919.06 | 156,731.52 | - | (128,123.19) |
| ENDING BALANCE | (683,392.95) | (552,417.48) | 556,066.81 | 444,072.63 | - | (128,123.19) |

JANUARY

| DATE | ACCOUNTS PAYABLE | PAYROLL | MISC. RECEIPTS | STATE AID | FEDERAL GRANT | RUNNING BALANCE |
|-----------------------|-----------------------|---------------------|-------------------|-------------------|-------------------|--------------------|
| 1/1/2024 | - | (1,682.11) | - | - | - | (129,805.30) |
| 1/8/2024 | (326,791.08) | - | 166,211.46 | - | - | (290,384.92) |
| 1/15/2024 | (982,352.01) | (255,474.21) | 213,382.30 | 261,219.20 | - | (1,053,609.65) |
| 1/20/2024 | - | - | 269,697.23 | - | 244,075.28 | (539,837.14) |
| 1/31/2024 | (181,560.52) | (264,091.43) | 2,012.50 | 208,975.36 | - | (774,501.23) |
| ENDING BALANCE | (1,490,703.61) | (521,247.75) | - | 651,303.49 | 470,194.55 | 244,075.28 |

FEBRUARY

| DATE | ACCOUNTS PAYABLE | PAYROLL | MISC. RECEIPTS | STATE AID | FEDERAL GRANT | RUNNING BALANCE |
|-----------------------|---------------------|---------------------|-------------------|-------------------|-------------------|--------------------|
| 2/1/2024 | (116,959.54) | - | 345,682.58 | - | - | (545,778.20) |
| 2/15/2024 | (426,339.87) | (265,973.28) | 246,237.98 | 208,975.36 | - | (782,878.02) |
| 2/20/2024 | - | - | 14,327.70 | - | - | (768,550.32) |
| 2/28/2024 | (186,923.57) | (266,872.80) | 270,194.10 | 261,219.20 | - | (690,933.39) |
| ENDING BALANCE | (730,222.98) | (532,846.08) | - | 876,442.35 | 470,194.55 | - |

MARCH

| DATE | ACCOUNTS PAYABLE | PAYROLL | MISC. RECEIPTS | STATE AID | FEDERAL GRANT | RUNNING BALANCE |
|-----------------------|---------------------|---------------------|-------------------|---------------------|-------------------|--------------------|
| 3/1/2024 | (288,674.79) | - | 336,146.24 | - | 151,490.33 | (491,971.61) |
| 3/15/2024 | (295,519.40) | (264,021.67) | 246,204.30 | 261,219.20 | 6,913.65 | (537,175.54) |
| 3/20/2024 | - | - | 478,592.70 | - | - | (58,582.84) |
| 3/31/2024 | (362,618.84) | (273,372.60) | 1,386.63 | 313,463.03 | - | (379,724.62) |
| ENDING BALANCE | (946,813.03) | (537,394.27) | - | 1,062,329.88 | 574,682.23 | 158,403.98 |

APRIL

| DATE | ACCOUNTS PAYABLE | PAYROLL | MISC. RECEIPTS | STATE AID | FEDERAL GRANT | RUNNING BALANCE |
|-----------------------|---------------------|---------------------|-------------------|-------------------|-------------------|--------------------|
| 4/9/2024 | - | - | 125,236.15 | - | - | (254,488.47) |
| 4/15/2024 | (488,259.53) | (261,480.11) | 225,072.05 | 208,975.36 | - | (570,180.70) |
| 4/20/2024 | - | - | 93,363.06 | - | - | (476,817.64) |
| 4/30/2024 | (355,976.51) | (259,263.26) | 329,833.43 | 416,424.47 | - | (345,799.51) |
| ENDING BALANCE | (844,236.04) | (520,743.37) | - | 773,504.69 | 625,399.83 | - |

MAY

| DATE | ACCOUNTS PAYABLE | PAYROLL | MISC. RECEIPTS | STATE AID | FEDERAL GRANT | RUNNING BALANCE |
|-----------------------|---------------------|---------------------|-------------------|-------------------|-------------------|--------------------|
| 5/1/2024 | - | - | 291,994.34 | - | 382,388.63 | 328,583.46 |
| 5/15/2024 | (288,502.97) | (268,058.67) | 283,996.76 | 261,219.20 | - | 317,237.78 |
| 5/20/2024 | (147,703.02) | - | - | - | - | 169,534.76 |
| 5/31/2024 | (186,948.50) | (262,635.26) | 263,483.51 | 261,219.20 | - | 244,653.71 |
| ENDING BALANCE | (623,154.49) | (530,693.93) | - | 839,474.61 | 522,438.39 | 382,388.63 |

JUNE

| DATE | ACCOUNTS PAYABLE | PAYROLL | MISC. RECEIPTS | STATE AID | FEDERAL GRANT | RUNNING BALANCE |
|-----------------------|---------------------|---------------------|-------------------|-------------------|-------------------|--------------------|
| 6/1/2024 | (347,246.70) | - | - | - | - | (102,592.99) |
| 6/15/2024 | (220,134.69) | (312,365.26) | 10.07 | - | 3,130.49 | (631,952.38) |
| 6/20/2024 | (41,332.37) | - | 331,882.75 | 261,219.20 | - | (80,182.80) |
| 6/30/2024 | (200,925.38) | (277,724.64) | 228,403.71 | - | 211,220.84 | (119,208.28) |
| ENDING BALANCE | (809,639.14) | (590,089.90) | - | 560,296.53 | 261,219.20 | 214,351.33 |

| | | | | | | | |
|---------------|------------------------|-----------------------|----------|---------------------|---------------------|---------------------|---------------------|
| TOTALS | (11,548,837.23) | (6,557,746.84) | - | 9,387,349.73 | 5,403,123.79 | 2,195,449.22 | (119,208.28) |
|---------------|------------------------|-----------------------|----------|---------------------|---------------------|---------------------|---------------------|

**Goodhue County Ed District
Reconciliation Worksheet Report
07/31/2023**

| Audit No | Statement Date | Co | Bank Code | Bank Name/Description |
|----------|----------------|------|-----------|---------------------------|
| 1515 | 07/31/2023 | 6051 | MERC | MERCHANTS BANK GENERAL |

Worksheet has been Finalized

| | |
|------------------------------------|------------|
| Statement Amount | 259,586.38 |
| Deposits in Transit | 0.00 |
| <u>Outstanding Payments</u> | |
| Checks | 8,166.95 |
| Wires | 279.17 |
| SHR - Payments | 0.00 |
| SHR - Third Party | 0.00 |
| Cash | 0.00 |
| ACH | 0.00 |

| | |
|--------------------------|------------|
| Adjustment Amount | 275,165.87 |
|--------------------------|------------|

| | |
|---------------------------|------------|
| Amount Per Bank | 526,306.13 |
| GL Account Balance | 526,306.13 |

| | | | | | | | | |
|-----------|----------|-----------|------------|------------|------------|------------|------------|-----------|
| Co | L | Fd | Org | Pro | Crs | Fin | O/S | Ty |
| 6051 | B | 01 | 101 | 000 | | | | F |

Difference 0.00

Adjustments

| | | | | | |
|--------|------------|------------|---------|------------|----------------------------|
| Manual | 07/31/2023 | ENTERPRISE | Wire | 4,079.42 | ENTERPRISE RECORDED IN AUG |
| Manual | 07/31/2023 | KT | Wire | 204.71 | KT RECORDED IN AUG |
| Manual | 07/31/2023 | SWEEP | Deposit | 270,881.74 | TO SWEEP |

REVENUE & EXPENDITURE SUMMARY BY SOURCE, OBJECT SERIES & PROGRAM SERIES

Goodhue Co Ed District | June 30, 2023

| REVENUE CATEGORIES | | | | | | June 30, 2023 | June 30, 2022 | June 30, 2021 | Current YTD vs. PYTD | June 30, 2022 | June 30, 2021 |
|--|-------------------|-------------------|-------------------|-------------------|------------------|----------------------|-----------------------|-----------------------|----------------------|-------------------|-------------------|
| | June 30, 2021 | June 30, 2022 | Revised Budget | Received YTD | Budget Remaining | % of Budget Received | % of Actuals Received | % of Actuals Received | | | |
| STATE | 3,609,943 | 4,813,151 | 5,071,764 | 4,280,530 | 791,234 | 84.40% | 100.00% | 100.00% | (532,621) | 4,813,151 | 3,609,943 |
| FEDERAL | 2,036,519 | 2,251,202 | 2,550,560 | 1,774,734 | 775,826 | 69.58% | 100.00% | 100.00% | (476,468) | 2,251,202 | 2,036,519 |
| PROPERTY TAXES | 0 | 0 | 0 | 0 | 0 | 0.00% | 0.00% | 0.00% | 0 | 0 | 0 |
| LOCAL SALES, INS RECOVERY & JUDGEMENTS | 13,769 | 685 | 2,000 | (38) | 2,038 | -1.91% | 100.00% | 100.00% | (723) | 685 | 13,769 |
| SALE OF BONDS & LOANS | 13,482,888 | 0 | 0 | 0 | 0 | 0.00% | 0.00% | 100.00% | 0 | 0 | 13,482,888 |
| INCOMING TRANSFERS FROM OTH FUNDS | 0 | 0 | 0 | 0 | 0 | 0.00% | 0.00% | 0.00% | 0 | 0 | 0 |
| LOCAL (FEES, INTEREST, ETC.) | 7,804,973 | 9,223,672 | 10,407,571 | 8,332,033 | 2,075,538 | 80.06% | 100.00% | 100.00% | (891,638) | 9,223,672 | 7,804,973 |
| TOTALS | 26,948,092 | 16,288,710 | 18,031,895 | 14,387,259 | 3,644,636 | 79.79% | 100.00% | 100.00% | (1,901,451) | 16,288,710 | 26,948,092 |

| EXPENDITURES (OBJECT SERIES) | | | | | | June 30, 2023 | June 30, 2022 | June 30, 2021 | Current YTD vs. PYTD | June 30, 2022 | June 30, 2021 |
|------------------------------|-------------------|-------------------|-------------------|-------------------|------------------|----------------------|-----------------------|-----------------------|----------------------|-------------------|-------------------|
| | June 30, 2021 | June 30, 2022 | Revised Budget | Expended YTD | Budget Remaining | % of Budget Expended | % of Actuals Expended | % of Actuals Expended | | | |
| SALARIES & WAGES | 6,937,882 | 8,344,468 | 9,357,757 | 9,460,185 | (102,428) | 101.09% | 100.00% | 100.00% | 1,115,717 | 8,344,468 | 6,937,882 |
| EMPLOYEE BENEFITS | 1,779,020 | 2,223,951 | 2,524,945 | 2,505,021 | 19,924 | 99.21% | 100.00% | 100.00% | 281,070 | 2,223,951 | 1,779,020 |
| PURCHASED SERVICES | 16,797,588 | 3,795,640 | 4,393,463 | 2,483,219 | 1,910,244 | 56.52% | 100.00% | 100.00% | (1,312,421) | 3,795,640 | 16,797,588 |
| SUPPLIES | 386,950 | 890,342 | 750,603 | 765,494 | (14,891) | 101.98% | 100.00% | 100.00% | (124,848) | 890,342 | 386,950 |
| EQUIPMENT | 1,028,313 | 1,128,431 | 1,159,045 | 1,124,909 | 34,136 | 97.05% | 100.00% | 100.00% | (3,522) | 1,128,431 | 1,028,313 |
| DEBT SERVICE | 0 | 0 | 0 | 0 | 0 | 0.00% | 0.00% | 0.00% | 0 | 0 | 0 |
| OTHER EXPENDITURES | 77,636 | 21,215 | 19,190 | 23,891 | (4,701) | 124.50% | 100.00% | 100.00% | 2,675 | 21,215 | 77,636 |
| OTHER FINANCING USES | 0 | 0 | 0 | 0 | 0 | 0.00% | 0.00% | 0.00% | 0 | 0 | 0 |
| TOTALS | 27,007,389 | 16,404,047 | 18,205,003 | 16,362,718 | 1,842,285 | 89.88% | 100.00% | 100.00% | (41,329) | 16,404,047 | 27,007,389 |

| EXPENDITURES (PROGRAM SERIES) | | | | | | June 30, 2023 | June 30, 2022 | June 30, 2021 | Current YTD vs. PYTD | June 30, 2022 | June 30, 2021 |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|------------------|----------------------|-----------------------|-----------------------|----------------------|-------------------|-------------------|
| | June 30, 2021 | June 30, 2022 | Revised Budget | Expended YTD | Budget Remaining | % of Budget Expended | % of Actuals Expended | % of Actuals Expended | | | |
| SITE ADMINISTRATION | 97,953 | 287,209 | 331,650 | 318,406 | 13,244 | 96.01% | 100.00% | 100.00% | 31,196 | 287,209 | 97,953 |
| DISTRICT ADMINISTRATION | 79,846 | 69,508 | 74,533 | 68,666 | 5,867 | 92.13% | 100.00% | 100.00% | (842) | 69,508 | 79,846 |
| SUPPORT SERVICES | 227,526 | 245,155 | 258,749 | 363,888 | (105,139) | 140.63% | 100.00% | 100.00% | 118,734 | 245,155 | 227,526 |
| REGULAR INSTRUCTION | 1,438,628 | 2,522,391 | 2,870,775 | 2,165,226 | 705,549 | 75.42% | 100.00% | 100.00% | (357,164) | 2,522,391 | 1,438,628 |
| EXTRA-CURRICULAR ACTIVITIES | 0 | 0 | 0 | 0 | 0 | 0.00% | 0.00% | 0.00% | 0 | 0 | 0 |
| VOCATIONAL INSTRUCTION | 327,195 | 351,614 | 292,187 | 295,553 | (3,366) | 101.15% | 100.00% | 100.00% | (56,061) | 351,614 | 327,195 |
| SPECIAL EDUCATION | 7,977,265 | 9,014,155 | 10,257,108 | 9,263,208 | 993,900 | 90.31% | 100.00% | 100.00% | 249,053 | 9,014,155 | 7,977,265 |
| COMMUNITY SERVICES | 0 | 0 | 0 | 0 | 0 | 0.00% | 0.00% | 0.00% | 0 | 0 | 0 |
| INSTRUCTIONAL SUPPORT | 448,170 | 698,392 | 584,806 | 581,024 | 3,782 | 99.35% | 100.00% | 100.00% | (117,369) | 698,392 | 448,170 |
| PUPIL SUPPORT SERVICES | 1,586,429 | 1,800,017 | 2,051,663 | 1,957,170 | 94,493 | 95.39% | 100.00% | 100.00% | 157,153 | 1,800,017 | 1,586,429 |
| FACILITIES | 1,502,112 | 1,415,606 | 1,483,532 | 1,349,577 | 133,955 | 90.97% | 100.00% | 100.00% | (66,029) | 1,415,606 | 1,502,112 |
| OTHER FINANCING USES | 13,322,265 | 0 | 0 | 0 | 0 | 0.00% | 0.00% | 100.00% | 0 | 0 | 13,322,265 |
| TOTALS | 27,007,389 | 16,404,047 | 18,205,003 | 16,362,718 | 1,842,285 | 89.88% | 100.00% | 100.00% | (41,329) | 16,404,047 | 27,007,389 |

| SUMMARY - ALL FUNDS | | | | | | June 30, 2023 | June 30, 2022 | June 30, 2021 | Current YTD vs. PYTD | June 30, 2022 | June 30, 2021 |
|---------------------|---------------|---------------|----------------|-------------|------------------|----------------------|-----------------------|-----------------------|----------------------|---------------|---------------|
| | June 30, 2021 | June 30, 2022 | Revised Budget | YTD | Budget Remaining | % of Budget Expended | % of Actuals Expended | % of Actuals Expended | | | |
| SUMMARY | | | | | | | | | | | |
| REVENUE | 26,948,092 | 16,288,710 | 18,031,895 | 14,387,259 | 3,644,636 | 79.79% | 100.00% | 100.00% | (1,901,451) | 16,288,710 | 26,948,092 |
| EXPENDITURES | 27,007,389 | 16,404,047 | 18,205,003 | 16,362,718 | 1,842,285 | 89.88% | 100.00% | 100.00% | (41,329) | 16,404,047 | 27,007,389 |
| SPENDING VARIANCE | (59,297) | (115,336) | (173,108) | (1,975,459) | N/A | N/A | N/A | N/A | (1,860,122) | (115,336) | (59,297) |

- B. Member District and County Staffing Update
- C. Safety & Emergency Action Plan Update



STANDARD RESPONSE PROTOCOL

INFORMATION FOR PARENTS AND GUARDIANS

Our school has adopted The "I Love U Guys" Foundation's Standard Response Protocol (SRP). Students and staff will be training, practicing, and drilling the protocol.

COMMON LANGUAGE

The Standard Response Protocol (SRP) is based on an all-hazards approach as opposed to individual scenarios. Like the Incident Command System (ICS), SRP utilizes clear common language while allowing for flexibility in protocol.

The premise is simple - there are five specific actions that can be performed during an incident. When communicating these, the action is labeled with a "Term of Art" and is then followed by a "Directive." Execution of the action is performed by active participants, including students, staff, teachers and first responders. The SRP is based on the following actions: Hold, Secure, Lockdown, Evacuate, and Shelter.

HOLD

"In Your Classroom or Area"

Students are trained to:

- Clear the hallways and remain in their area or room until the "All Clear" is announced
- Do business as usual

Adults and staff are trained to:

- Close and lock the door
- Account for students and adults
- Do business as usual



SECURE

"Get Inside. Lock outside doors"

Students are trained to:

- Return to inside of building
- Do business as usual

Adults and staff are trained to:

- Bring everyone indoors
- Lock the outside doors
- Increase situational awareness
- Account for students and adults
- Do business as usual



LOCKDOWN

"Locks, Lights, Out of Sight"

Students are trained to:

- Move away from sight
- Maintain silence
- Do not open the door

Adults and staff are trained to:

- Recover students from hallway if possible
- Lock the classroom door
- Turn out the lights
- Move away from sight
- Maintain silence
- Do not open the door
- Prepare to evade or defend



EVACUATE

"To a Location"

Students are trained to:

- Leave stuff behind if required to
- If possible, bring their phone
- Follow instructions

Adults and staff are trained to:

- Bring roll sheet and Go Bag (unless instructed not to bring anything with them, dependent on reason for evacuation.)
- Lead students to Evacuation location
- Account for students and adults
- Report injuries or problems using Red Card/Green Card method.



SHELTER

"State Hazard and Safety Strategy"

Hazards might include:

- Tornado
- Hazmat
- Earthquake
- Tsunami

Safety Strategies might include:

- Evacuate to shelter area
- Seal the room
- Drop, cover and hold
- Get to high ground

Students are trained in:

- Appropriate Hazards and Safety Strategies

Adults and staff are trained in:

- Appropriate Hazards and Safety Strategies
- Accounting for students and adults

- 15 ● Report injuries or problems using Red Card/Green Card method.





STANDARD RESPONSE PROTOCOL

PARENT GUIDANCE

In the event of a live incident, parents may have questions about their role.

SECURE

“Get Inside. Lock outside doors”



Secure is called when there is something dangerous outside of the building. Students and staff are brought into the building and the outside doors will be locked. The school might display the Building is Secured poster on entry doors or nearby windows. Inside, it will be business as usual.

SHOULD PARENTS COME TO THE SCHOOL DURING A SECURE EVENT?

Probably not. Every effort is made to conduct classes as normal during a secure event. Additionally, parents may be asked to stay outside during a Secure event.

WHAT IF PARENTS NEED TO PICK UP THEIR STUDENT?

Depending on the situation, it may not be safe to release the student. As the situation evolves, Secure might change to a Monitored Entry and/or Controlled Release.

WILL PARENTS BE NOTIFIED WHEN A SCHOOL GOES INTO SECURE?

When a secure event is brief or the hazard is non-violent, like a wild animal on the playground, there may not be a need to notify parents while the Secure is in place.

With longer or more dangerous events, the school should notify parents that the school has increased their security.

LOCKDOWN

“Locks, Lights, Out of Sight”



A Lockdown is called when there is something dangerous inside of the building. Students and staff are trained to enter or remain in a room that can be locked, and maintain silence.

A Lockdown is only initiated when there is an active threat inside or very close to the building.

SHOULD PARENTS COME TO THE SCHOOL DURING A LOCKDOWN?

The natural inclination for parents is to go to the school during a Lockdown. Understandable, but perhaps problematic. If there is a threat inside the building, law enforcement will be responding. It is unlikely that parents will be granted access to the building or even the campus. If parents are already in the school, they will be instructed to Lockdown as well.

SHOULD PARENTS TEXT THEIR STUDENTS?

The school recognizes the importance of communication between parents and students during a Lockdown event. Parents should be aware though, during the initial period of a Lockdown, it may not be safe for students to text their parents. As the situation resolves, students may be asked to update their parents on a regular basis.

In some cases, students may be evacuated and transported off-site for a student-parent reunification.

WHAT ABOUT UNANNOUNCED DRILLS?

The school may conduct unscheduled drills, however it is highly discouraged to conduct one without announcing that it as a drill. That’s called an unannounced drill and can cause undue concern and stress.

Parents should recognize that the school will always inform students that it is a drill during the initial announcement.

It’s important to differentiate between a **drill** and an exercise. A drill is used to create the “Muscle Memory” associated with a practiced action. There is no simulation of an event; this is simply performing the action. An exercise simulates an actual event to test the capacity of personnel and equipment.

CAN PARENTS OBSERVE OR PARTICIPATE IN THE DRILLS?

The school welcomes parents who wish to observe or participate in drills.





STANDARD RESPONSE PROTOCOL

INFORMACIÓN PARA PADRES/ MADRES DE FAMILIA Y TUTORES/AS LEGALES

Nuestra escuela ha adoptado el Protocolo de Respuesta Estándar (SRP por su sigla en inglés) desarrollado por "I Love U Guys" Foundation. Los/las estudiantes y el personal serán capacitados, practicarán y harán simulacros sobre el protocolo.

LENGUAJE COMÚN

El Protocolo de Respuesta Estándar (SRP por su sigla en inglés) se basa en un método para todo tipo de riesgos en vez de para situaciones particulares. Al igual que el Sistema de Comando de Incidentes (ICS por su sigla en inglés), el protocolo SRP utiliza un lenguaje común claro al mismo tiempo que posibilita la flexibilidad en el protocolo.

La premisa es simple: durante un suceso se pueden activar cinco acciones específicas. Cuando se comunique, la acción usará un "término específico" que irá seguido de una "orden". Los participantes activos, incluidos estudiantes, empleados, docentes y personal de respuesta inmediata llevan a cabo la acción. El protocolo SRP se basa en las siguientes acciones: Hold (esperen), Secure (protejan), Lockdown (acceso bloqueado), Evacuate (evacuen) y Shelter (busquen resguardo).



HOLD! (¡ESPEREN!) En su salón o área. Despejen los pasillos.

Se capacita a los/las estudiantes en lo siguiente:

- Permanecer en el área hasta que se indique que la situación se ha resuelto
- Continúen con la actividad rutinaria

Se capacita a las personas adultas en lo siguiente:

- Cerrar la puerta y echen la llave
- Contar a los estudiantes y a los adultos
- Continuar con la actividad rutinaria



SECURE! (Lockout) (¡PROTEJAN!) Vayan adentro. Echen llave a las puertas exteriores.

Se capacita a los/las estudiantes en lo siguiente:

- Regresar adentro
- Continuar con la actividad rutinaria

Se capacita a las personas adultas en lo siguiente:

- Llevar a todas las personas adentro
- Echar llave a las puertas exteriores
- Mantener la alerta sobre lo que ocurre en su entorno
- Contar a los estudiantes y a los adultos
- Continuar con la actividad rutinaria



LOCKDOWN! (¡CIERRE DE EMERGENCIA!)

Echen llave, apaguen las luces, escóndanse.

Se capacita a los/las estudiantes en lo siguiente:

- Desplazarse a un lugar donde no se les vea
- Guardar silencio
- No abrir la puerta

Se capacita a las personas adultas en lo siguiente:

- Llevar a las personas en los pasillos a dependencias interiores si es posible hacerlo de forma segura
- Echar llave a las puertas interiores
- Apagar las luces
- Desplácense a un lugar donde no se les vea
- No abrir la puerta
- Guardar silencio
- Contar a los estudiantes y a los adultos
- Prepararse para evadirse o defenderse



EVACUATE! (¡EVACUEN!)

(Es posible que se especifique un lugar determinado)

Se capacita a los/las estudiantes en lo siguiente:

- Evacuar a un lugar determinado
- Llevarse sus teléfonos
- Cuándo se proporcionarán instrucciones sobre si deben llevarse o dejar sus pertenencias

Se capacita a las personas adultas en lo siguiente:

- Dirigir la evacuación a un lugar determinado
- Contar a los estudiantes y a los adultos
- Reporte lesiones o problemas usando el método de Tarjeta Roja / Tarjeta Verde



SHELTER! (¡BUSQUEN RESGUARDO!)

Riesgo y estrategia de seguridad.

Los riesgos pueden incluir:

- Tornado

- Materiales peligrosos
- Terremoto
- Tsunami

Las estrategias de seguridad pueden incluir:

- Evacuar a un área resguardada
- Sellar el salón
- Agacharse, cubrirse, agarrarse
- Dirigirse a terreno elevado

Se capacita a los/las estudiantes en lo siguiente:

- Estrategias adecuadas de seguridad y para situaciones de riesgo

Se capacita a las personas adultas en lo siguiente:

- Estrategias adecuadas de seguridad y para situaciones de riesgo
- Contar a los estudiantes y a los adultos
- Reporte de lesiones o problemas usando el método de Tarjeta Roja / Tarjeta Verde



STANDARD RESPONSE PROTOCOL

INDICACIONES PARA LOS PADRES/ MADRES DE FAMILIA

En caso de que se produzca un suceso real, es posible que los padres/madres de familia se pregunten qué papel pueden tener.

SECURE (PROTEJAN)

“Vayan adentro. Echen llave a las puertas exteriores”



La orden de proteger se acciona cuando pasa algo peligroso fuera del edificio. Los/las estudiantes y el personal irán adentro del edificio y se echará la llave a las puertas exteriores. Es posible que la escuela muestre un cartel que indique que el edificio está bajo protección (Building is Secured) en las puertas de entrada o en las ventanas cercanas a la misma. Dentro, se continuará con la actividad rutinaria.

¿Deberían los padres/madres ir a la escuela cuando ocurra una situación de protección?

Probablemente no. Durante una situación de protección se hará todo lo posible para seguir con las clases de forma normal. Además, es posible que se pida a los padres/madres que se queden fuera durante una situación de protección.

¿Qué pasa si los padres/madres tienen que ir a buscar a sus hijos/as?

Según la situación, es posible que dejar salir a los estudiantes suponga un riesgo. Si las circunstancias evolucionan, podría cambiarse la orden de situación de protección a entrada vigilada o salida controlada.

¿Se notificará a los padres/madres cuando se active una situación de protección?

Cuando la situación de protección sea breve o el riesgo de carácter no violento, como por ejemplo un animal silvestre en el patio de recreo, es posible que no sea necesario notificar a los padres/madres mientras la situación de protección se mantenga activada.

En caso de situaciones de mayor duración o peligro, es posible que la escuela haga saber a los padres/madres de familia que se han incrementado las medidas de seguridad.

LOCKDOWN (CIERRE DE EMERGENCIA)

“Echen llave, apaguen las luces, escóndanse”

La orden de poner en marcha un cierre de emergencia se acciona cuando pasa algo peligroso dentro del edificio.

Los estudiantes y el personal han sido instruidos para que accedan o se queden en un salón al que se le pueda echar la llave y permanezcan en silencio.

El cierre de emergencia solo se inicia cuando hay un peligro activo dentro o muy cerca del edificio.

¿Deberían los padres/madres ir a la escuela cuando ocurra un cierre de emergencia?

Durante un cierre de emergencia la inclinación natural de los padres/madres es dirigirse a la escuela. Aunque se entiende perfectamente, puede ser un problema. Si existe un peligro dentro del edificio, las autoridades policiales responderán a la situación. No es probable que se permita a los padres/madres acceder al edificio o ni siquiera al campus escolar. Si un padre o madre de familia ya se encuentra en la escuela, se le pedirá que participe en el cierre de emergencia.

¿Deberían los padres/madres enviar mensajes de texto a sus hijos/as?

La escuela reconoce lo importante que es la comunicación entre los padres/madres y sus hijos/as durante una situación de cierre de emergencia. No obstante, los padres/madres de familia deben saber que durante el periodo inicial de un cierre de emergencia es posible que enviar textos a sus padres/madres sea demasiado arriesgado para los/las estudiantes. Una vez que la situación se resuelva, se le pedirá a los/las estudiantes que comuniquen a sus padres/madres información actualizada de forma regular.

En algunos casos, es posible que se evacue a los/las estudiantes y se les lleve a un lugar fuera de la escuela para que se reúnan con los padres y madres.

¿Se harán simulacros no anunciados?

Es posible que la escuela realice simulacros no programados, no obstante es sumamente desaconsejable realizar simulacros sin aviso previo. Estos se conocen como simulacros no anunciados y pueden causar preocupación y estrés innecesarios.



Los padres/madres de familia deben saber que la escuela informará siempre de que se trata de un simulacro durante el aviso inicial.

Es importante explicar la diferencia entre un simulacro y un ejercicio. Un simulacro se usa para crear “memoria muscular” asociada con una acción practicada. No se hacen simulaciones de situaciones, solo se realizan las acciones. Un ejercicio simula una situación actual para probar la capacidad del personal y el equipo.

¿Pueden los padres/madres observar o participar en los simulacros?

La escuela no tiene ningún inconveniente en permitir a los padres/madres que lo deseen observar o participar en los simulacros.

IN AN EMERGENCY TAKE ACTION



HOLD! In your room or area. Clear the halls.

STUDENTS

Clear the hallways and remain in room or area until the "All Clear" is announced
Do business as usual

ADULTS

Close and lock the door
Account for students and adults
Do business as usual



SECURE! Get inside. Lock outside doors.

STUDENTS

Return to inside of building
Do business as usual

ADULTS

Bring everyone indoors
Lock outside doors
Increase situational awareness
Account for students and adults
Do business as usual



LOCKDOWN! Locks, lights, out of sight.

STUDENTS

Move away from sight
Maintain silence
Do not open the door

ADULTS

Recover students from hallway if possible
Lock the classroom door
Turn out the lights
Move away from sight
Maintain silence
Do not open the door
Prepare to evade or defend



EVACUATE! (A location may be specified)

STUDENTS

Leave stuff behind if required to
If possible, bring your phone
Follow instructions

ADULTS

Lead students to Evacuation location
Account for students and adults
Notify if missing, extra or injured students or adults



SHELTER! Hazard and safety strategy.

STUDENTS

Use appropriate safety strategy for the hazard

Hazard

Tornado
Hazmat
Earthquake
Tsunami

Safety Strategy

Evacuate to shelter area
Seal the room
Drop, cover and hold
Get to high ground

ADULTS

Lead safety strategy
Account for students and adults
Notify if missing, extra or injured students or adults

EN CASO DE EMERGENCIA TOMEN MEDIDAS



HOLD! (¡ESPEREN!) En su salón o área. Despejen los pasillos.

ESTUDIANTES

Permanezcan en el área hasta que se indique que la situación se ha resuelto
Continuar con la actividad rutinaria

ADULTOS

Cierren la puerta y echen la llave
Cuenten a los estudiantes y a los adultos
Continuar con la actividad rutinaria



SECURE! (¡PROTEJAN!)

Vayan adentro. Echen llave a las puertas exteriores.

ESTUDIANTES

Regresen adentro
Continúen con la actividad rutinaria

ADULTOS

Lleven a todas las personas adentro
Echen llave a las puertas exteriores
Mantengan la alerta sobre lo que ocurre en su entorno
Cuenten a los estudiantes y a los adultos
Continúen con la actividad rutinaria



LOCKDOWN! (¡CIERRE DE EMERGENCIA!)

Echen llave, apaguen las luces, escóndanse.

ESTUDIANTES

Desplácese a un lugar donde no se les vea
Guarden silencio
No abran la puerta

ADULTOS

Lleven a las personas en los pasillos a dependencias interiores si es posible hacerlo de forma segura
Echen llave a las puertas interiores
Apaguen las luces
Desplácese a un lugar donde no se les vea
Guarden silencio
No abran la puerta
Prepárense para evadirse o defenderse



EVACUATE! (¡EVACUEN!)

(Es posible que se especifique un lugar determinado)

ESTUDIANTES

Dejen sus cosas donde estén si se les pide que lo hagan
Llévense sus teléfonos
Seguir instrucciones

ADULTOS

Dirijan la evacuación a un lugar determinado
Cuenten a los estudiantes y a los adultos
Avisen si entre los estudiantes o los adultos falta alguien, hay personas de más o hay heridos



SHELTER! (¡BUSCAR RESGUARDO!)

Riesgo y estrategia de seguridad

ESTUDIANTES

Utilizar una estrategia de seguridad adecuada para el peligro

ADULTOS

Dirijan la estrategia de seguridad
Cuenten a los estudiantes y a los adultos
Avisen si entre los estudiantes o los adultos falta alguien, hay personas de más o hay heridos

Riesgo

Tornado
Terremoto
Materiales peligrosos
Tsunami

Estrategia de seguridad

Evacúen a un área resguardada
Agáchense, cúbranse y agárrense
Sellen el salón
Diríjanse a terreno elevado



2023

Easy to understand. Easy to implement.

A uniform, planned, and practiced response to any incident is the foundation of a safe school. Safe business. Safe community. The SRP is action-based, flexible, and easy to learn. It rationally organizes tactics for response to weather events, fires, accidents, intruders and other threats to personal safety.

The SRP's development is ever-evolving, created with extensive collaboration between experts such as first responders, public safety, school, districts, and communities. Its tactics are data-driven, researched and based on experience and contemporary practices.

On the Same Page. Everyone.

The benefits of SRP become quickly apparent. By standardizing the vocabulary, all stakeholders can understand the response and status of the event.

For students, this provides continuity of expectations and actions throughout their educational career. For teachers, this becomes a simpler process to train and drill. For communities, it leverages the growing adoption of the protocols from residents of all ages. For first responders, the common vocabulary and protocols establish a greater predictability that persists through the duration of an incident.

People easily understand the practices and can reinforce the protocol. Additionally, this protocol enables rapid response determination when an unforeseen event occurs.

SRP is Action Based

The Standard Response Protocol (SRP) is based on the response to any given situation not on individual scenarios. Like the Incident Command System (ICS), SRP demands a specific vocabulary but also allows for great flexibility. The premise is simple – these five specific actions that can be performed during an incident. When communicating these, the action is labeled with a “Term of Art” and is then followed by a “Directive.” Execution of the action is performed by active participants.



Hold is followed by the Directive: “**In Your Room or Area**” and is the protocol used when hallways need to be kept clear of occupants.



Secure is followed by the Directive: “**Get Inside. Lock Outside Doors**” and is the protocol used to safeguard people within the building.



Lockdown is followed by “**Locks, Lights, Out of Sight**” and is the protocol used to secure individual rooms and keep occupants quiet and in place.



Evacuate and may be followed by a location, and is used to move people from one location to a different location in or out of the building.



Shelter State the Hazard and Safety Strategy for group and self protection.

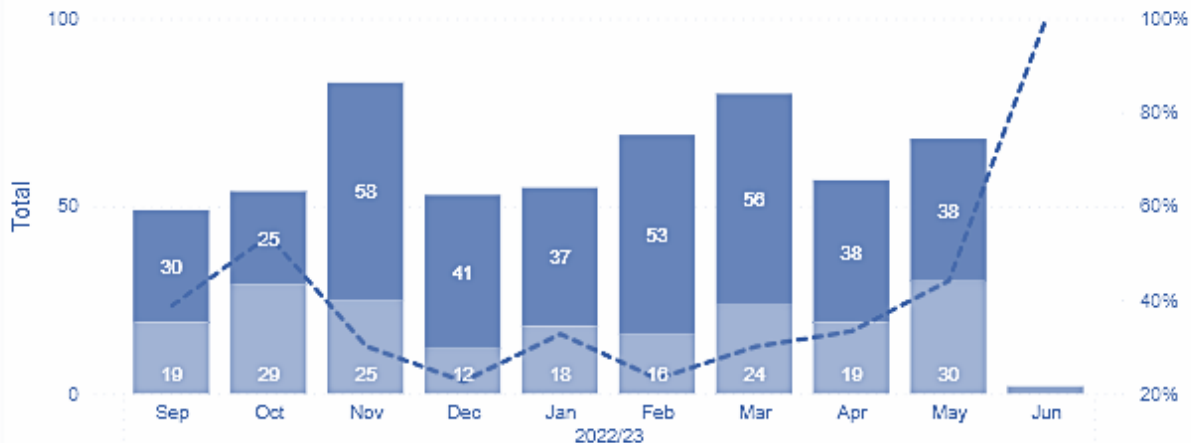
- V. **Old Business:**
- VI. Teachers on Call End of Year Report and Area Rates

Snapshot

teachers ON CALL

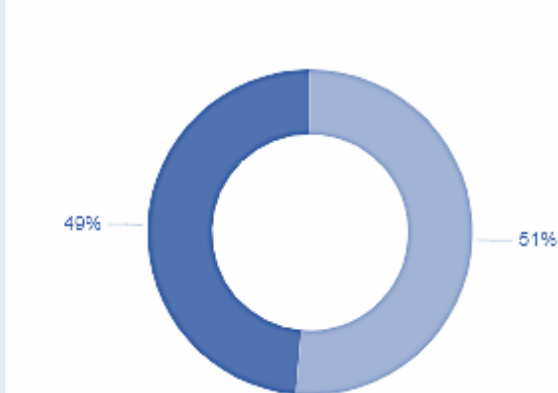
Fill Rate & Volume

Status ● Filled ● Unfilled ● Fill Rate

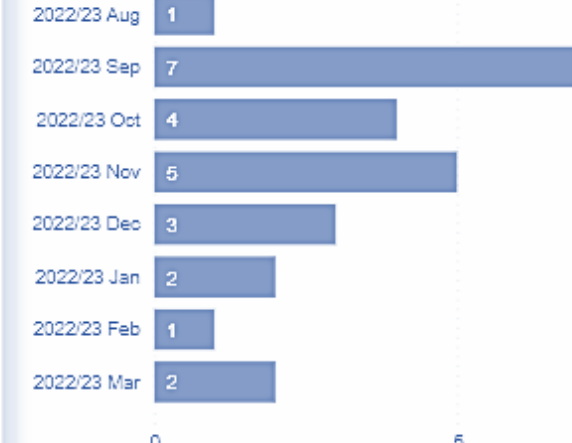


Position Type Breakout

● Teacher ● Para

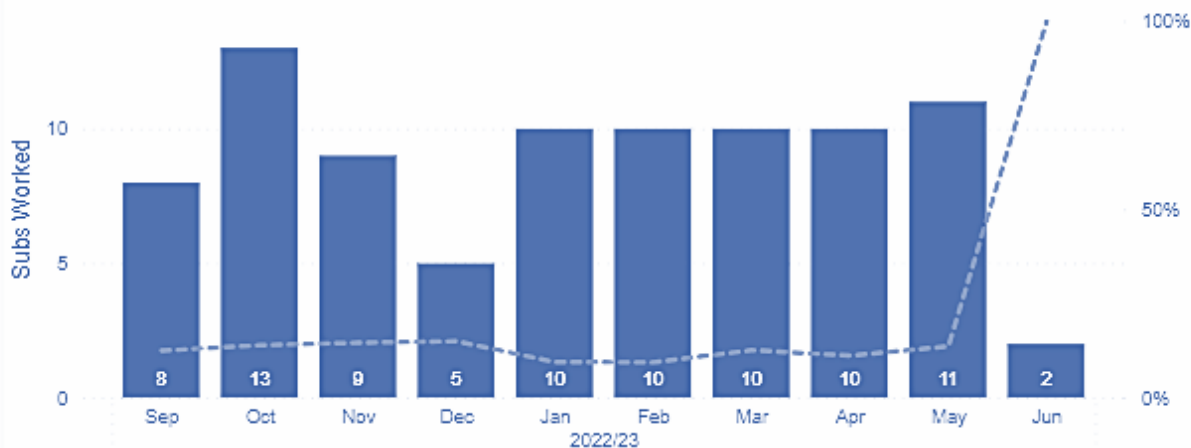


Hired by Month



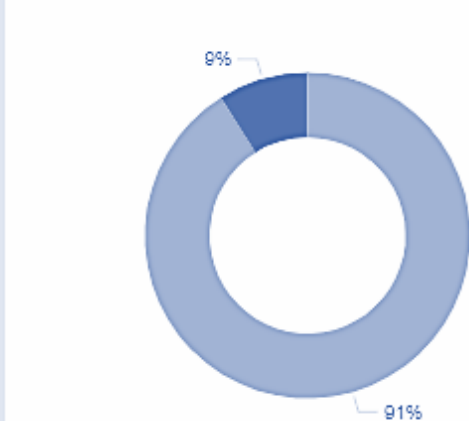
Subs Worked vs Engagement Rate

● Subs Worked ● Engagement Rate

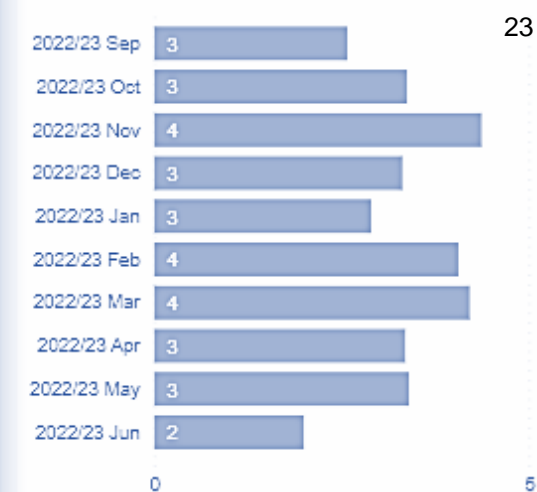


Absence Type Breakout

● Absence ● Vacancy



Average Requests



194
Filled

376
Unfilled

570
Total

34.04%
Fill Rate

25
Subs Hired

Practice + State + District + Location

West (Practice) + MN (State) + Goodhue County Educati... ▾

Date Range

8/22/2022

6/9/2023

TOC Sub Rates District Wide

| District | Teacher Rate | Para Rate |
|----------|---|--|
| CF | \$170/day | \$14/hr |
| GCED | \$160/day | \$19/hr for EC/Gen. Ed.; \$23/hr for SPED |
| KW | \$175/day | \$15/hr |
| LC | \$150/day | \$15/hr |
| RW | \$170/day for new subs; \$180/day for former employees; \$215/day for SpED licensed and subbing in a SPED position. | \$16.52/hr for Gen. Ed; \$17.54/hr for former employees; \$18.64/hr for former employee SPED positions |
| ZM | \$170/day | \$18/hr |
| | | 24 |

VII. **New Business:**
A. Data Sharing Agreement with RiseUp Red Wing

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Educational Data Privacy Agreement

This Agreement is entered into by and between Goodhue County Ed. District ("the School District") and Red Wing Youth Outreach Program, Inc dba RiseUp Red Wing ("RiseUp Red Wing").

PREAMBLE

The School District and RiseUp Red Wing have a common goal of increasing student achievement and well-being. It is the intent of RiseUp Red Wing to address a variety of student needs including, but not limited to, attendance, homework, test preparation, assessment results, tutoring, mentorship, social/emotional support, and after-school programming. The ultimate goal is to enhance student achievement and educational experience.

In order for RiseUp Red Wing to effectively serve students it will sometimes be necessary for the School District and RiseUp Red Wing to share private education data. Private educational data pertaining to students will not be released to RiseUp Red Wing without the informed written consent of a Parent of legal guardian, or in the case of a student 18 or over, the informed written consent of the Student. Members of RiseUp Red Wing receiving, maintaining, managing and sharing private educational data are required to comply with the requirements of this Agreement and all applicable Minnesota and federal laws pertaining to the receipt, disclosure and maintenance of educational records/data including the Federal Educational Rights and Privacy Act ("FERPA").

THEREFORE, the School District and RiseUp Red Wing agree to the following terms with respect to the receipt, disclosure and maintenance of private educational data:

1. **Definitions:**

"Directory information" includes the student's name, address, telephone listing, electronic mail address, photograph, date of birth, dates of attendance, grade level, enrollment status (i.e., full-time or part-time), participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees, honors, and awards received, the most recent educational agency/institution attended, and the name, address, and telephone number of the student's parent(s) in circumstances where the student or their parents have not expressly requested that the information be released only after prior informed written consent.

"Legitimate educational interest" means an interest directly related to classroom instruction, teaching, student achievement and progress, discipline of a student, student health and welfare, and the ability to respond to a request for education data. It includes a person's need to know in order to: (1) perform an administrative task required in the school or employee's contract or position description approved by the school board; (2) perform a supervisory or instructional task directly related to the student's education; or (3) perform a service or benefit for the student or the student's family such as health care, counseling, student job placement, or student financial aid.

2. **Treatment and Use of Private Data**

RiseUp Red Wing agrees that it is bound by the terms of their data record keeping and confidentiality policies with regard to any data created, collected, received, stored, used, maintained or disseminated by RiseUp Red Wing. Information or data related to a student that is designated as "Directory Information" pursuant to School Board policy and which would not generally be considered harmful or an invasion of privacy if disclosed is not covered by this agreement.

RiseUp Red Wing may only provide private data received pursuant to this Agreement to employees or representatives of RiseUp Red Wing who have a legitimate educational interest in the private educational data. Unless authorized or obligated by applicable law or court order, RiseUp Red Wing agrees that it will not disclose private educational data provided by the School District pursuant to this

Agreement to another third party without informed written consent of the School District.

3. Confidentiality and Appropriate Safeguards

RiseUp Red Wing agrees it has established appropriate security safeguards for all private educational data received from the School District. RiseUp Red Wing will maintain the confidentiality of any and all private educational data received from the School District. The confidentiality requirements under this paragraph shall survive the termination or expiration of this Agreement or Organization. To ensure the continued confidentiality and security of private educational data received, processed, stored, or transmitted under this Agreement, RiseUp Red Wing shall establish a system of safeguards that will, at minimum, include the following:

- a. Procedures and systems that ensure that all private educational data are kept in secured facilities and access to such records is limited to personnel who are authorized to have access to said data under this Agreement.
- b. All designated representatives and employees of RiseUp Red Wing involved in the handling, transmittal and/or processing of private educational data provided under Agreement will be informed of their obligation to comply with the requirement of applicable law related to educational data privacy and the requirements of this Agreement.
- c. Procedures and systems, such as good practices for assigning passwords, shall be developed and implemented to maintain the integrity of the systems used to secure computer data bases used to process, store, or transmit data provided under this Agreement. The parties agree that email is a secure way to transmit data under this Agreement.

RiseUp Red Wing may appropriately dispose of/destroy copies of government data provided to them by the School District. When private data is being disposed of/destroyed, the data must be disposed of/destroyed in a way that prevents its contents from being determined. Originals or official copies of any government data provided by the School District, which will be clearly marked as such, can only be disposed on in a manner consistent with the School District's records retention policies.

If RiseUp Red Wing knows or has reason to believe that a security breach has occurred and an unauthorized person has gained access to private educational data that requires notification by law, RiseUp Red Wing must notify the School District of this concern. Furthermore, RiseUp Red Wing must take appropriate action to ensure that circumstances related to the breach of security are rectified and that the risk of further disclosure is eliminated or minimized.

4. Indemnification

The School District and RiseUp Red Wing agree to defend, indemnify, and hold each other, and its officers, employees, and agents harmless from and against any liability, loss, expense (including attorneys' fees), or claims of injury or damages arising out of the performance of the terms of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the indemnifying member, and/or its officers, employees or agents.

5. Entire Agreement

This document states the entire agreement between the educational institutions with respect to its subject matter and supersedes any previous and contemporaneous or oral representations, statements, negotiations, or agreements.

6. Execution

Each of the persons signing this Agreement on behalf of a party or entity other than a natural person represents that he or she has authority to sign on behalf and to bind such party.

7. Assignment

None of the signatories to this Agreement may assign their rights, duties, or obligations under this Agreement, either in whole or in part, without the prior informed written consent of the other signatories to this Agreement.

8. Severability


If any provision of this Agreement is held to be illegal, invalid or unenforceable under present or future laws effective during the term of this Agreement, such provision shall be fully severable. This Agreement shall remain in full force and effect unaffected by such severance, provided that the severed provision(s) are not material to the overall purpose and operation of this Agreement.

9. Term of this Agreement

This Agreement shall be in effect or the period commencing from the date of execution until August 31, 2024. Either the School District or RiseUp Red Wing may terminate its participation in this Agreement by delivering written notice of its intent to terminate said participation to the chief executive officer of the other entity.

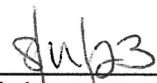
Signed By:

Clerk, Goodhue County Ed. District



Executive Director, RiseUp Red Wing

Date



Date

Educational Data Privacy Agreement

This Agreement is entered into by and between Goodhue County Ed. District ("the School District") and Prairie Island Indian Community ("the Tribe").

PREAMBLE

The School District and the Tribe have a common goal of increasing student achievement and well-being. It is the intent of the Tribe to address a variety of student needs including, but not limited to, attendance, homework, test preparation, assessment results, social/emotional support, and after-school programming. The ultimate goal is to enhance student achievement and educational experience.

In order for the Tribe to effectively serve students it will sometimes be necessary for the School District and the Tribe to share private education data. Private educational data pertaining to students will not be released to the Tribe without the informed written consent of a Parent of legal guardian, or in the case of a student 18 or over, the informed written consent of the Student. As a Federally-recognized Indian Tribe and a sovereign government, the Tribe is not subject to Minnesota state law. The Tribe agrees to comply with its own laws, including the Data Privacy Ordinance, and any applicable Federal laws, including the Data Privacy Ordinance, and any applicable Federal laws with respect to the receipt, disclosure and maintenance of educational records/data, including the Federal Educational Rights and Privacy Act ("FERPA").

THEREFORE, the School District and the Tribe agree to the following terms with respect to the receipt, disclosure and maintenance of private educational data:

1. **Definitions:**

"Directory information" includes the student's name, address, telephone listing, electronic mail address, photograph, date of birth, dates of attendance, grade level, enrollment status (i.e., full-time or part-time), participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees, honors, and awards received, the most recent educational agency/institution attended, and the name, address, and telephone number of the student's parent(s) in circumstances where the student or their parents have not expressly requested that the information be released only after prior informed written consent.

"Legitimate educational interest" means an interest directly related to classroom instruction, teaching, student achievement and progress, discipline of a student, student health and welfare, and the ability to respond to a request for education data. It includes a person's need to know in order to: (1) perform an administrative task required in the school or employee's contract or position description approved by the school board; (2) perform a supervisory or instructional task directly related to the student's education; or (3) perform a service or benefit for the student or the student's family such as health care, counseling, student job placement, or student financial aid.

2. **Treatment and Use of Private Data**

The Tribe agrees that it is bound by the terms of the Prairie Island Indian Community Data Privacy Ordinance with regard to any data created, collected, received, stored, used, maintained or disseminated by the Tribe. Information or data related to a student that is designated as "Directory

Information” pursuant to School Board policy and which would not generally be considered harmful or an invasion of privacy if disclosed is not covered by this agreement.

The Tribe may only provide private data received pursuant to this Agreement to employees or representatives of the Tribe who have a legitimate educational interest in the private educational data. Unless authorized or obligated by applicable law or court order, the Tribe agrees that it will not disclose private educational data provided by the School District pursuant to this Agreement to another third party without informed written consent of the School District.

3. Confidentiality and Appropriate Safeguards

The Tribe agrees to establish appropriate security safeguards for all private educational data received from the School District. The Tribe will maintain the confidentiality of any and all private educational data received for the School District. The confidentiality requirements under this paragraph shall survive the termination or expiration of this Agreement or the Tribe. To ensure the continued confidentiality and security of private educational data received, processed, stored, or transmitted under this Agreement, the Tribe shall establish a system of safeguards that will, at minimum, include the following:

- a. Procedures and systems that ensure that all private educational data are kept in secured facilities and access to such records is limited to personnel who are authorized to have access to said data under this Agreement.
- b. All designated representatives and employees of the Tribe involved in the handling, transmittal and/or processing of private educational data provided under Agreement will be informed of their obligation to comply with the requirement of applicable law related to educational data privacy and the requirements of this Agreement.
- c. Procedures and systems, such as good practices for assigning passwords, shall be developed and implemented to maintain the integrity of the systems used to secure computer data bases used to process, store, or transmit data provided under this Agreement. The parties agree that email is a secure way to transmit data under this Agreement.

The Tribe may appropriately dispose of/destroy copies of government data provided to them by the School District. When private data is being disposed of/destroyed, the data must be disposed of/destroyed in a way that prevents its contents from being determined. Originals or official copies of any government data provided by the School District, which will be clearly marked as such, can only be disposed on in a manner consistent with the School District’s records retention policies.

If the Tribe knows or has reason to believe that a security breach has occurred and an unauthorized person has gained access to private educational data that requires notification by law, the Tribe must notify the School District of this concern. Furthermore, the Tribe must take appropriate action to ensure that circumstances related to the breach of security are rectified and that the risk of further disclosure is eliminated or minimized.

4. Indemnification

The School District and the Tribe agree to defend, indemnify, and hold each other, and its officers, employees, and agents harmless from and against any liability, loss, expense (including attorneys' fees), or claims of injury or damages arising out of the performance of the terms of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the indemnifying member, and/or its officers, employees or agents.

5. Entire Agreement

This document states the entire agreement between the educational institutions with respect to its subject matter and supersedes any previous and contemporaneous or oral representations, statements, negotiations, or agreements.

6. Execution

Each of the persons signing this Agreement on behalf of a party or entity other than a natural person represents that he or she has authority to sign on behalf and to bind such party.

7. Assignment

None of the signatories to this Agreement may assign their rights, duties, or obligations under this Agreement, either in whole or in part, without the prior informed written consent of the other signatories to this Agreement.

8. Severability

If any provision of this Agreement is held to be illegal, invalid or unenforceable under present or future laws effective during the term of this Agreement, such provision shall be fully severable. This Agreement shall remain in full force and effect unaffected by such severance, provided that the severed provision(s) are not material to the overall purpose and operation of this Agreement.

9. Term of this Agreement

This Agreement shall be in effect for the period commencing from the date of execution until August 31, 2024. Either the School District or the Tribe may terminate its participation in this Agreement by delivering written notice of its intent to terminate said participation to the chief executive officer of the other entity.

Signed By:

Clerk, Goodhue County Ed. District

Date



Education Director, Prairie Island Indian
Community

8/15/2023

Date

- VIII. **Other:**
- IX. **Comments: Board/Director**
- X. **Next Meeting Date: Thursday, September 28, 2023 at 7:00 PM at the River Bluff Education Center in Red Wing.**
- XI. **Adjournment**