

GOODHUE COUNTY EDUCATION DISTRICT BOARD AGENDA

Thursday, May 23, 2024 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 April 25, 2024 Minutes:

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GOODHUE COUNTY EDUCATION DISTRICT
BOARD MINUTES
Thursday, April 25, 2024 at 7:00 PM
River Bluff Education Center
395 Guernsey Ln.
Red Wing, MN 55066

MEMBERS PRESENT: J. Lohman, T. Bjornstad, J. Stehr, D. Balow, M. Syverson, B. Brintnall

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

MEMBERS ABSENT: None

- I. Call to Order/Adoption of Agenda:** J. Lohmann called the meeting to order. D. Balow motioned to adopt the agenda. J. Stehr seconded, motion carried. J. Lohmann noted that items C & D under New Business were not on the agenda that was handed out at meeting time. J. Lohmann motioned to add C & D under New Business to the agenda. M. Syverson seconded, motion carried.
- II. Consent Agenda:** D. Balow motioned to approve the consent agenda. M. Syverson seconded, motion carried.
 - A.** Approval of March 28, 2024 Minutes
 - B.** Approval of Claims: Terese Bjornstad
 - C.** Staff Updates:
 - 1. Resignations:** *Shannon Siepelmeyer, SLP - RW effective end of 2023-2024 School Year*
 - 2. New Hire:** *Sydney Jacobson, OT-Location TBD effective 2024-2025 School Year; Dave Hinck, Building Wide Substitute Teacher-RBEC effective 2024-2025 School Year; Samantha Krueger, SLP-RW-Sunnyside/Burnside effective 2024-2025 School Year; Morgan Zebro, SLP-RW-Burnside effective 2024-2025 School Year; Whitney Bartholome, School Counselor - RBEC/5RO effective 2024-2025 School Year.*
 - 3. Transfers:** *Casey O'Donnell, EL Teacher to RW*
 - 4. Re-assignment:**
 - 5. Leave of Absence:** *Sara Thompson, Elementary Teacher - 5RiversOnline*
- 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 2023-24 budget as of 3/31/24. We have received \$11,798,835 or 63.02% of the adopted budget, compared to 59.84% at March 31, 2023 and 56.43% at March 31, 2022. We have expended \$11,118,443 or 59.13% of the adopted expense budget, compared to 58.75% at March 31, 2023 and 54.92% at March 31, 2022. Cash flow has improved and is looking good through the end of the fiscal year. The March bank reconciliation is included in the board packet for your information. J. Paradis also reviewed the monthly GCED program enrollments by district.
 - B. Special Education Monitoring:** C. Johnson reviewed the current special education monitoring activities and previewed the upcoming monitoring rotation. We will be working to eliminate any risk factors including World's Best Workforce and MCCC requirements.
 - C. Support for District Decision-Making Series - Disproportionate Representation and Significant Disproportionality:** C. Johnson presented information on Disproportionate Representation and Significant Disproportionality.
- V. Old Business:**
 - A. Staffing - Countywide for 2024-2025:** C. Johnson presented the Countywide Staffing for 2024-2025. This information includes the related service positions of Speech Language Pathologists, Occupational Therapists, Physical Therapists, Audiology, and Social Workers. Other positions included are School Psychologists, PHD Consultant, ASD Consultant, Certified Behavior Analysts, Sign Language Interpreters, Teacher of Blind/Visually Impaired, Orientation and Mobility Service, Teacher of the Deaf/Hard of Hearing, Instructional Coaches, and Leadership Positions. She mentioned that this

information has been shared at the Superintendent's Advisory Council. The Superintendent's Advisory Council voted unanimously at their last meeting to recommend the staffing to the GCED Board. J. Stehr motioned to approve the Countywide Staffing for 2024-2025. B. Brintnall seconded, motion carried.

VI. New Business:

- A. 2023-2025 Teacher Master Agreement:** C. Johnson presented the 2023-2025 Teacher Master Agreement. D. Balow motioned to approve the 2023-2025 Teacher Master Agreement. T. Bjornstad seconded, motion carried.
- B. 2023-2024 Revised Budget:** J. Paradis presented the 2023-2024 Revised Budget. J. Stehr motioned to approve. M. Syverson seconded, motion carried.
- C. Technology Position:** C. Johnson brought a proposed 1.0 technology support position for consideration due to the continuing need for technology support for 5RO as well as REACH. The board asked for more details on salary. T. Bjornstad motioned to table until the May meeting. J. Stehr seconded, motion carried.
- D. Agreement to Extend Probationary Period:** A resolution for an Agreement to Extend Probation Period was presented. D. Balow motioned to approve the resolution. M. Syverson seconded, motion carried via roll call vote. D. Balow-yes; M. Syverson-yes; T. Bjornstad-yes; B. Brintnall-yes; J. Stehr-yes; J. Lohmann-yes.

VII. Other:

VIII. Comments: Board/Director: C. Johnson shared that she has been named the Council of Administrators of Special Education (CASE) Policy and Legislative Chair. Last year she was elected to the Executive Board as a Member at Large, she has vacated that position in order to fill this new role. Her tenure on the Minnesota Administrators for Special Education (MASE), which is a state unit of CASE, ends this year as her new role begins. The Board will be holding a board workshop on May 2, 2024 at 6:00 PM at the River Bluff Education Center, the focus of this workshop will be budgeting and financing.

IX. Next Meeting Date: Work Session Thursday, May 2nd, 2024 at 6:00 PM at the River Bluff Education Center in Red Wing. The next board meeting will be Thursday, May 23rd, 2024 at 7:00 PM at the River Bluff Education Center in Red Wing.

X. Adjournment: D. Balow motioned to adjourn. J. Stehr seconded, motion carried.

GOODHUE COUNTY EDUCATION DISTRICT BOARD
WORK SESSION MINUTES
Thursday, May 2, 2024 at 6:00 PM
River Bluff Education Center
395 Guernsey Ln
Red Wing, MN 55066

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

MEMBERS ABSENT: M. Syverson, B. Brintnall

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

- I. Call Work Session to Order:** J. Lohman called the work session to order.
- II. Adopt Agenda:** D. Balow motioned to adopt the agenda. J. Stehr seconded, motion passed.
- III. Items for Discussion**
 - A. Financial and Budget Operations:** C. Johnson and J. Paradis presented information on education districts, what sets us apart from others, what services we provide and funding mechanisms available. Each GCED programmatic area was covered separately including: REACH Setting IV, State Approved Alternative Programs and 5RiversOnline. GCED is the fiscal host for federal programs including: Southeast Perkins Consortium, Federal SpEd Grant and Title III Consortium. Each of these areas was reviewed. Monthly bills were reviewed along with the FY24 Revised Budget.
- IV. Adjourn:** D. Balow motioned to adjourn. J. Stehr seconded, motion passed.

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		39490		Wire	1	03977	SOUTHEAST SERVICE COOPERATIVE		No	No	No	04/25/2024	101,843.44
MERC		39491		Wire	1	1280	DELTA DENTAL PLAN OF MN		No	No	No	04/25/2024	9,618.57
MERC		39492		Wire	1	2216	KWIK TRIP EXTENDED NETWORK		No	Yes	No	04/25/2024	724.62
MERC		39493		Wire	1	3232	ENTERPRISE FM TRUST		No	Yes	No	04/25/2024	7,506.08
MERC		39494		Direct Pymt	1	00360	CARLSON, MELISSA		Yes	Yes	No	04/25/2024	41.67
MERC		39495		Direct Pymt	1	02672	METRO SALES, INC.		Yes	Yes	No	04/25/2024	6,128.79
MERC		39496		Direct Pymt	1	03350	REGION V COMPUTER SERVICES		Yes	Yes	No	04/25/2024	1,557.75
MERC		39497		Direct Pymt	1	04565	ZUMBROTA-MAZEPPA PUBLIC SCHOOL		Yes	Yes	No	04/25/2024	210.00
MERC		39498		Direct Pymt	1	09129	RED WING IND SCHOOL DIST 256		Yes	Yes	No	04/25/2024	1,755.00
MERC		39499		Direct Pymt	1	1483	LAKE CITY PUBLIC SCHOOLS		Yes	Yes	No	04/25/2024	457.50
MERC		39500		Direct Pymt	1	1784	NCS PEARSON, INC.	C Corporation	Yes	Yes	No	04/25/2024	235.85
MERC		39501		Direct Pymt	1	2528	SUNBELT STAFFING		Yes	Yes	No	04/25/2024	13,567.50
MERC		39502		Direct Pymt	1	2585	TEACHERS ON CALL	C Corporation	Yes	Yes	No	04/25/2024	5,433.53
MERC		39503		Direct Pymt	1	3002	MOLDE-BOEDING, JAYNE		Yes	Yes	No	04/25/2024	99.00
MERC		39504		Direct Pymt	1	3415	AMAZON CAPITAL SERVICES		Yes	Yes	No	04/25/2024	236.70
MERC		39505		Direct Pymt	1	3583	ZOOM VIDEO COMMUNICATIONS, INC	C Corporation	Yes	Yes	No	04/25/2024	7,500.00
MERC		39506		Direct Pymt	1	3601	ESPIRICUETA VALDEZ, ILIANA		Yes	Yes	No	04/25/2024	137.55
MERC		39507		Direct Pymt	1	3618	SOLIAN T	C Corporation	Yes	Yes	No	04/25/2024	5,159.00
MERC		39508		Direct Pymt	1	3623	E.B.C. LLC/FLEX MONTHLY		Yes	Yes	No	04/25/2024	125.00
MERC		39509		Direct Pymt	1	3668	NEW DIRECTION SOLUTIONS, LLC	LLC - Partnership	Yes	Yes	No	04/25/2024	4,920.00
MERC		39510		Direct Pymt	1	3670	GREEN, MADELYN		Yes	Yes	No	04/25/2024	91.12
MERC		39511		Direct Pymt	1	3681	QUELLE, REBECCA		Yes	Yes	No	04/25/2024	410.04
MERC		39512		Direct Pymt	1	1984	E. B. C., LLC/Flex Contributions		Yes	No	No	04/30/2024	614.58
MERC		39515		Wire	1	04060	PERA-PUBLIC EMPLOYEES RETIREMT		No	Yes	No	04/30/2024	9,288.80
MERC		39516		Wire	1	04062	MN TEACHERS RETIREMENT ASSOC		No	Yes	No	04/30/2024	57,704.99
MERC		39517		Wire	1	2284	E. B. C., LLC /ACS		No	No	No	04/30/2024	19,865.84
MERC		39518		Wire	1	2392	US DEPT. OF TREASURY		No	Yes	No	04/30/2024	94,041.10
MERC		39519		Wire	1	2396	MN Dept of Revenue		No	Yes	No	04/30/2024	17,063.51
MERC		39520		Wire	1	2501	Merchants Bank		No	Yes	No	04/30/2024	3,258.72
MERC		39521		Direct Pymt	1	00360	CARLSON, MELISSA		Yes	No	No	05/09/2024	58.69
MERC		39522		Direct Pymt	1	02672	METRO SALES, INC.		Yes	No	No	05/09/2024	3,043.45
MERC		39523		Direct Pymt	1	09129	RED WING IND SCHOOL DIST 256		Yes	No	No	05/09/2024	16,720.00
MERC		39524		Direct Pymt	1	09270	CRISIS PREVENTION INST., INC.	C Corporation	Yes	No	No	05/09/2024	800.00
MERC		39525		Direct Pymt	1	1497	BODENHAMER, SUSAN		Yes	No	No	05/09/2024	352.69
MERC		39526		Direct Pymt	1	2197	JOHNSON, CHERYL		Yes	No	No	05/09/2024	814.72
MERC		39527		Direct Pymt	1	2284	E. B. C., LLC /ACS		Yes	No	No	05/09/2024	138.40
MERC		39528		Direct Pymt	1	2437	BURVEE, LAURA		Yes	No	No	05/09/2024	57.10
MERC		39529		Direct Pymt	1	2440	LIBERTY'S RESTAURANT		Yes	No	No	05/09/2024	214.86
MERC		39530		Direct Pymt	1	2494	KIRK, KRISTIN		Yes	No	No	05/09/2024	300.12

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		39531		Direct Pymt	1	2528	SUNBELT STAFFING		Yes	No	No	05/09/2024	13,777.50
MERC		39532		Direct Pymt	1	2585	TEACHERS ON CALL	C Corporation	Yes	No	No	05/09/2024	4,273.82
MERC		39533		Direct Pymt	1	2865	INTELLIGENTS		Yes	No	No	05/09/2024	1,250.00
MERC		39534		Direct Pymt	1	2898	ANDERSON, STACEY		Yes	No	No	05/09/2024	16.00
MERC		39535		Direct Pymt	1	3040	INTEREUM	S Corporation	Yes	No	No	05/09/2024	14,512.12
MERC		39536		Direct Pymt	1	3072	FRONTLINE TECHNOLOGIES GROUP, I	LLC - Partnership	Yes	No	No	05/09/2024	2,788.48
MERC		39537		Direct Pymt	1	3249	BUCHAL, AMY		Yes	No	No	05/09/2024	139.36
MERC		39538		Direct Pymt	1	3287	KREMER, MICHELE		Yes	No	No	05/09/2024	107.20
MERC		39539		Direct Pymt	1	3415	AMAZON CAPITAL SERVICES		Yes	No	No	05/09/2024	523.47
MERC		39540		Direct Pymt	1	3417	LEMMON, KELSEY		Yes	No	No	05/09/2024	62.31
MERC		39541		Direct Pymt	1	3465	WEISENBECK, STEPHANIE		Yes	No	No	05/09/2024	11.39
MERC		39542		Direct Pymt	1	3468	YUSTEN, NIKKI		Yes	No	No	05/09/2024	174.87
MERC		39543		Direct Pymt	1	3504	SENECHALLE, MEGAN		Yes	No	No	05/09/2024	45.83
MERC		39544		Direct Pymt	1	3544	OLSON, MEGAN		Yes	No	No	05/09/2024	24.12
MERC		39545		Direct Pymt	1	3547	HUMPHREY, REBECCA		Yes	No	No	05/09/2024	291.45
MERC		39546		Direct Pymt	1	3563	IMAGINE LEARNING, LLC	LLC - C Corp	Yes	No	No	05/09/2024	112,599.00
MERC		39547		Direct Pymt	1	3596	GRAMMOND, LAUREN		Yes	No	No	05/09/2024	36.18
MERC		39548		Direct Pymt	1	3601	ESPIRICUETA VALDEZ, ILIANA		Yes	No	No	05/09/2024	215.74
MERC		39549		Direct Pymt	1	3616	PRICE, MORGAN		Yes	No	No	05/09/2024	571.51
MERC		39550		Direct Pymt	1	3618	SOLIANI	C Corporation	Yes	No	No	05/09/2024	4,620.00
MERC		39551		Direct Pymt	1	3628	AMPION PBC C/O DEPT. 8121	C Corporation	Yes	No	No	05/09/2024	4,911.91
MERC		39552		Direct Pymt	1	3668	NEW DIRECTION SOLUTIONS, LLC	LLC - Partnership	Yes	No	No	05/09/2024	2,640.00
MERC		39553		Direct Pymt	1	3670	GREEN, MADELYN		Yes	No	No	05/09/2024	91.12
MERC		39554		Direct Pymt	1	3671	LARSON, KATIE		Yes	No	No	05/09/2024	48.24
MERC		39555		Direct Pymt	1	3673	AMPION PBC C/O DEPT. 8125	C Corporation	Yes	No	No	05/09/2024	99.25
MERC		39556		Direct Pymt	1	3709	AUSTIN, MADASYN		Yes	No	No	05/09/2024	36.18
MERC		39557		Direct Pymt	1	3720	MOLITOR, COURTNEY		Yes	No	No	05/09/2024	45.53
MERC		39558		Wire	1	2216	KWIK TRIP EXTENDED NETWORK		No	No	No	05/09/2024	713.27
MERC		39559		Wire	1	3329	CHASE CARD SERVICES		No	No	No	05/09/2024	25,514.94
MERC		39578		Direct Pymt	1	1984	E. B. C., LLC/Flex Contributions		Yes	No	No	05/15/2024	614.58
MERC		39581		Wire	1	04060	PERA-PUBLIC EMPLOYEES RETIREMT		No	No	No	05/15/2024	10,792.13
MERC		39582		Wire	1	04062	MN TEACHERS RETIREMENT ASSOC		No	No	No	05/15/2024	89,074.70
MERC		39583		Wire	1	2284	E. B. C., LLC /ACS		No	No	No	05/15/2024	25,570.55
MERC		39584		Wire	1	2392	US DEPT. OF TREASURY		No	No	No	05/15/2024	172,229.91
MERC		39585		Wire	1	2396	MN Dept of Revenue		No	No	No	05/15/2024	31,400.00
MERC		39586		Wire	1	2501	Merchants Bank		No	No	No	05/15/2024	3,258.72
MERC		39485	21343	Check	1	3318	AVANT ASSESSMENT, LLC		Yes	No	No	04/25/2024	199.50
MERC		39472	21344	Check	1	01903	CANNON FALLS ISD #252		Yes	No	No	04/25/2024	412.50
MERC		39482	21345	Check	1	2871	EMC Insurance Companies		Yes	Yes	No	04/25/2024	6,392.44

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		39484	21346	Check	1	3126	FERNBROOK FAMILY CENTER	S Corporation	Yes	No	No	04/25/2024	21,345.12
MERC		39489	21347	Check	1	3718	GARCIA, MONICA	Ind/Sole Proprietor	Yes	No	No	04/25/2024	61.98
MERC		39473	21348	Check	1	01904	GOODHUE PUBLIC SCHOOL		Yes	No	No	04/25/2024	157.50
MERC		39488	21349	Check	1	3717	GRUBE, WILLIAM	Ind/Sole Proprietor	Yes	No	No	04/25/2024	4,743.18
MERC		39480	21350	Check	1	2473	HILDI INC.	S Corporation	Yes	No	No	04/25/2024	3,800.00
MERC		39477	21351	Check	1	2174	INNOVATIVE OFFICE SOLUTIONS		Yes	No	No	04/25/2024	124.92
MERC		39471	21352	Check	1	00367	KENYON-WANAMINGO PUBLIC SCHOC		Yes	No	No	04/25/2024	90.00
MERC		39481	21353	Check	1	2819	MIDWEST SPECIAL INSTRUMENTS		Yes	Yes	No	04/25/2024	90.00
MERC		39474	21354	Check	1	09346	MINNESOTA UC FUND		Yes	No	No	04/25/2024	3,963.37
MERC		39486	21355	Check	1	3519	NUMOTION		Yes	No	No	04/25/2024	176.80
MERC		39487	21356	Check	1	3536	PATITZ, KAREN	Ind/Sole Proprietor	Yes	No	No	04/25/2024	123.96
MERC		39478	21357	Check	1	2200	PETERSEN, LYNNE		Yes	No	No	04/25/2024	619.75
MERC		39475	21358	Check	1	1150	PHONAK, LLC		Yes	No	No	04/25/2024	1,741.67
MERC		39483	21359	Check	1	3011	U.S. BANK EQUIPMENT FINANCE		Yes	No	No	04/25/2024	319.00
MERC		39476	21360	Check	1	1789	UPS		Yes	No	No	04/25/2024	122.96
MERC		39479	21361	Check	1	2303	WABASHA-KELLOGG PUBLIC SCHOOL		Yes	No	No	04/25/2024	7,530.43
MERC		39513	21362	Check	1	09118	EDUCATION MN - GCED		Yes	No	No	04/30/2024	3,130.82
MERC		39514	21363	Check	1	3235	Goodhue Co Ed Dist Paraprofessional Unic		Yes	No	No	04/30/2024	214.24
MERC		39573	21364	Check	1	3505	CAPITAL ONE		Yes	No	No	05/09/2024	587.35
MERC		39560	21365	Check	1	00433	CITY OF RED WING		Yes	No	No	05/09/2024	2,015.47
MERC		39565	21366	Check	1	2531	FIRST STUDENT		Yes	No	No	05/09/2024	350.58
MERC		39577	21367	Check	1	3721	HOUSE FORD CHRYSLER DODGE JEEI		Yes	No	No	05/09/2024	414.00
MERC		39567	21368	Check	1	2960	LANGUAGE LINE SERVICES	C Corporation	Yes	No	No	05/09/2024	88.84
MERC		39569	21369	Check	1	3043	LARK TOYS		Yes	No	No	05/09/2024	88.00
MERC		39571	21370	Check	1	3296	MUTUAL OF OMAHA		Yes	No	No	05/09/2024	3,143.74
MERC		39566	21371	Check	1	2583	PLAINVIEW-ELGIN-MILLVILLE		Yes	No	No	05/09/2024	7,753.10
MERC		39574	21372	Check	1	3517	Q MEDIA GROUP LLC	LLC - Partnership	Yes	No	No	05/09/2024	500.00
MERC		39561	21373	Check	1	00670	RATWIK ROSZAK & MALONEY PA		Yes	No	No	05/09/2024	13,115.36
MERC		39564	21374	Check	1	2368	RUSHFORD-PETERSON DIST. #239		Yes	No	No	05/09/2024	4,621.69
MERC		39570	21375	Check	1	3078	SHRED-N-GO-446138	S Corporation	Yes	No	No	05/09/2024	81.93
MERC		39575	21376	Check	1	3636	STRAUSS, GAYLE		Yes	No	No	05/09/2024	45.60
MERC		39562	21377	Check	1	1015	THREE RIVERS COMMUNITY ACTION	C Corporation	Yes	No	No	05/09/2024	30.00
MERC		39572	21378	Check	1	3496	TRAFERA		Yes	No	No	05/09/2024	659.70
MERC		39568	21379	Check	1	3011	U.S. BANK EQUIPMENT FINANCE		Yes	No	No	05/09/2024	400.00
MERC		39576	21380	Check	1	3716	UNITED TRANSLATION SERVICES, LLC	LLC - S Corp	Yes	No	No	05/09/2024	224.85
MERC		39563	21381	Check	1	1789	UPS		Yes	No	No	05/09/2024	9.84
MERC		39579	21382	Check	1	09118	EDUCATION MN - GCED		Yes	No	No	05/15/2024	3,130.82

Goodhue County Ed District Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Date	Amount
MERC		39580	21383		Check	1 3235		Goodhue Co Ed Dist Paraprofessional Unic		Yes	No	No	05/15/2024	214.24
Bank Total: \$1,008,012.91														
Report Total: \$1,008,012.91														

D. Staff Updates:

1. **Resignations:**

2. **Termination:** *Tonya Rowan, Setting IV Paraprofessional - RBEC effective end of 2023-2024 School Year.*

3. **New Hire:** *Marissa Behrens, ECSE Teacher - Cannon Falls effective 2024-2025 School Year; Tanya Bergman, Special Education Teacher - 5RO effective 2024-2025 School Year; Camryn Sells, 7-12 Social Studies Teacher - 5RO effective 2024-2025 School Year; Abby Ebert, Teacher of the Blind and Visually Impaired - District Wide effective 2024-2025 School Year; Linda Hodgell, ELL Teacher - GDH/ZM effective 2024-2025 School Year; Doug Toivonen, Phy. Ed./Health - 5RO effective 2024-2025 School Year; Lisa Toivonen, Student Success Specialist/World Languages - 5RO effective 2024-2025 School Year; Kate Safe, K-8 Interventionist-5RO effective 2024-2025 School Year; Rebecca Quelle, ELL Teacher - KW/CF effective 2024-2025 School Year; Lynne Petersen, Autism Consultant - District Wide effective 2024-2025 School Year; Brianna Byam, SLP - RW/Colvill effective 2024-2025 School Year.*

4. **Transfers:** *Arlie McLaren, OT to Red Wing*

5. **Re-assignment:**

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 5-23-24

Budget 2023-24 as of 4/30/24

We have received \$13,164,123 or 67.55% of the revised budget, compared to 66.10% at April 30, 2023 and 64.80% at April 30, 2022. We have expended \$12,259,231 or 62.82% of the revised expense budget, compared to 65.96% at April 30, 2023 and 63.02% at April 30, 2022. Retro payments were made for teachers in May of 2024 and May of 2022.

Cash Flow

For your information. Has improved and is looking good through the end of the fiscal year.

April Bank Rec

For your information

Enrollment

We have increased 8 students from April. Below is the change by program.

Program	April	May	Change
REACH	55	56	+1
STEP	11	11	0
Pathways 6-7	13	13	0
Pathways 8-12	29	30	+1
Tower View	50	45	-5
5RO Elementary	46	47	+1
5RO Secondary FT	234	246	+12
5RO Secondary PT	333	331	-2
Total	771	779	+8



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

AS OF 5-15-24

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

AUGUST

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
8/1/2023	(453,695.56)	-	151,257.20	-	212,697.05	436,564.82
8/4/2023	-	-	-	-	-	436,564.82
8/15/2023	(214,977.22)	(318,114.24)	1,090.37	370,141.37	-	274,705.10
8/17/2023	(357,589.07)	-	454,841.60	-	113,877.73	485,835.36
8/30/2023	(1,198,597.93)	(269,155.08)	907,932.32	573,071.30	183,809.99	682,895.96
ENDING BALANCE	(2,224,859.78)	(587,269.32)	-	1,515,121.49	943,212.67	510,384.77

SEPTEMBER

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
9/1/2023	(38,522.02)	-	29,566.64	-	-	673,940.58
9/15/2023	(323,063.52)	(248,185.80)	-	107,402.03	-	210,093.29
9/17/2023	-	-	592,277.48	-	-	802,370.77
9/30/2023	(770,976.32)	(275,607.55)	33,543.63	321,807.92	43,908.23	155,046.68
ENDING BALANCE	(1,132,561.86)	(523,793.35)	-	655,387.75	429,209.95	43,908.23

OCTOBER

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
10/1/2023	-	-	-	-	-	155,046.68
10/9/2023	-	-	890,886.69	-	195,059.91	1,240,993.28
10/15/2023	(914,369.47)	(254,961.51)	379,993.20	93,170.11	-	544,825.61
10/20/2023	-	-	340,498.67	-	-	885,324.28
10/31/2023	(450,550.71)	(258,702.57)	90,897.75	201,634.02	-	468,602.77
ENDING BALANCE	(1,364,920.18)	(513,664.08)	-	1,702,276.31	294,804.13	195,059.91

NOVEMBER

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
11/1/2023	(161,661.81)	-	-	-	837.66	307,778.62
11/5/2023	-	-	81,467.16	-	-	389,245.78
11/15/2023	(189,156.37)	(256,923.46)	-	92,387.83	-	35,553.78
11/20/2023	-	-	14.32	-	261,650.04	297,218.14
11/30/2023	(449,385.63)	(271,759.31)	330,094.40	253,963.06	10,092.24	170,222.90
ENDING BALANCE	(800,203.81)	(528,682.77)	-	411,575.88	346,350.89	272,579.94

DECEMBER

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
12/1/2023	-	-	-	24,763.37	-	194,986.27
12/8/2023	(236,528.21)	(10,486.39)	216,970.33	-	249,770.96	414,712.96
12/15/2023	(189,016.53)	(261,538.84)	224,228.24	219,247.31	138,705.15	546,338.29
12/20/2023	(83,662.35)	-	421,123.87	-	63,039.12	946,838.93
12/31/2023	(186,652.89)	(262,022.17)	1,499.57	224,079.44	-	723,742.88
ENDING BALANCE	(695,859.98)	(534,047.40)	-	863,822.01	468,090.12	451,515.23

JANUARY

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
1/1/2024	-	-	143,798.38	-	-	867,541.26
1/8/2024	(182,273.23)	-	-	-	-	685,268.03
1/15/2024	(976,996.11)	(239,084.30)	1,634.41	243,155.21	106,333.56	(179,689.20)
1/20/2024	-	-	325,571.41	-	-	145,882.21
1/31/2024	-	(250,226.75)	152,849.24	168,740.59	1,619.86	218,865.15
ENDING BALANCE	(1,159,269.34)	(489,311.05)	-	623,853.44	411,895.80	107,953.42

FEBRUARY

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
2/1/2024	(394,555.08)	-	215,526.96	-	23,150.78	62,987.81
2/15/2024	(191,716.57)	(260,668.74)	179,057.88	240,695.40	6,096.00	36,451.78
2/20/2024	(47,117.71)	-	279,856.77	-	-	269,190.84
2/28/2024	(521,007.61)	(252,222.49)	281,936.97	308,626.39	163,003.21	249,527.31
ENDING BALANCE	(1,154,396.97)	(512,891.23)	-	956,378.58	549,321.79	192,249.99

MARCH

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
3/1/2024	-	-	308,678.26	-	29,079.49	587,285.06
3/15/2024	(403,813.68)	(252,180.60)	239,329.25	220,634.68	-	391,254.71
3/20/2024	-	-	367,185.30	-	-	758,440.01
3/31/2024	(423,925.26)	(249,888.92)	71,261.11	264,761.62	-	420,648.56
ENDING BALANCE	(827,738.94)	(502,069.52)	-	986,453.92	485,396.30	29,079.49

APRIL

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
4/9/2024	-	-	153,049.30	-	-	573,697.86
4/15/2024	(353,046.27)	(239,387.95)	608,408.64	176,507.75	266,424.19	1,032,604.22
4/20/2024	-	-	259,067.22	-	-	1,291,671.44
4/30/2024	(424,872.01)	(274,870.59)	2,279.68	308,888.55	-	903,097.07
ENDING BALANCE	(777,918.28)	(514,258.54)	-	1,022,804.84	485,396.30	266,424.19

MAY

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
5/1/2024	(246,770.87)	-	-	-	871.30	657,197.50
5/15/2024	(336,285.65)	(502,967.26)	234,492.89	310,701.36	-	363,138.84
5/20/2024	(147,703.02)	-	-	-	-	215,435.82
5/31/2024	(186,948.50)	(262,635.26)	716,673.55	220,634.68	-	703,160.29
ENDING BALANCE	(917,708.03)	(765,602.52)	-	951,166.44	531,336.04	871.30

JUNE

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
6/1/2024	(347,246.70)	-	-	-	-	355,913.60
6/15/2024	(220,134.69)	(312,365.26)	325,000.00	-	3,130.49	151,544.14
6/20/2024	(41,332.37)	-	335,235.10	220,634.68	-	666,081.55
6/30/2024	(200,925.38)	(277,724.64)	230,710.82	-	211,220.84	629,363.18
ENDING BALANCE	(809,639.14)	(590,089.90)	-	890,945.92	220,634.68	214,351.33
TOTALS	(12,623,064.88)	(6,579,836.54)	-	10,926,396.74	5,558,256.52	2,346,158.31

Updated as of 5/15/2024

District	REACH / Setting IV	STEP	Pathways 6-7	Pathways 8-12	Tower View	5RO Elementary	5RO Secondary	5RO Part Time	Total
Cannon Falls	4	1	0	2	0	1	34	71	113
Goodhue	2	2	0	0	2	3	6	4	19
Kenyon-Wanamingo	6	1	0	1	0	4	8	24	44
Lake City	3	1	0	2	1	0	23	18	48
Red Wing	35	4	13	24	42	28	117	192	455
Zumbrota-Mazeppa	5	2	0	1	0	3	14	13	38
Non Members	1	0	0	0	0	8	44	9	62
Total Program	56	11	13	30	45	47	246	331	779

Total Special Ed	56	11	0	7	4	9	43	18	148
Percent Special Ed	100.00%	100.00%	0.00%	23.33%	8.89%	19.15%	17.48%	5.44%	19.00% 16

Color Code Key	
	MDE Tuition Billing System
	Billed to Districts at or below APU amount
	Billed to Districts throughout year for cash flow and trued up at year end (these are really Open Enrollment)

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

Goodhue Co Ed District | April 30, 2024

REVENUE CATEGORIES						April 30, 2024	April 30, 2023	April 30, 2022	Current YTD vs. PYTD	April 30, 2023	April 30, 2022	
	June 30, 2022	June 30, 2023	Revised Budget	Proposed 2024-25 Budget	Received YTD	Budget Remaining	% of Budget Received	% of Actuals Received				% of Actuals Received
STATE	4,813,151	5,526,275	5,583,147	6,340,963	3,775,553	1,807,594	67.62%	66.33%	74.11%	110,206	3,665,347	3,566,925
FEDERAL	2,251,202	2,587,427	2,297,187	2,178,935	1,335,369	961,818	58.13%	45.29%	51.13%	163,402	1,171,966	1,151,014
PROPERTY TAXES	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
LOCAL SALES, INS RECOVERY & JUDGEMENTS	685	(38)	16,230	0	18,260	(2,030)	112.51%	100.00%	100.00%	18,298	(38)	685
SALE OF BONDS & LOANS	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
INCOMING TRANSFERS FROM OTH FUNDS	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
LOCAL (FEES, INTEREST, ETC.)	9,223,672	9,891,895	11,592,395	11,104,042	8,034,941	3,557,454	69.31%	71.42%	63.28%	969,806	7,065,135	5,836,976
TOTALS	16,288,710	18,005,558	19,488,959	19,623,940	13,164,123	6,324,836	67.55%	66.10%	64.80%	1,261,713	11,902,410	10,555,601

EXPENDITURES (OBJECT SERIES)						April 30, 2024	April 30, 2023	April 30, 2022	Current YTD vs. PYTD	April 30, 2023	April 30, 2022	
	June 30, 2022	June 30, 2023	Revised Budget	Proposed 2024-25 Budget	Expended YTD	Budget Remaining	% of Budget Expended	% of Actuals Expended				% of Actuals Expended
SALARIES & WAGES	8,344,468	9,460,185	9,858,348	11,007,974	6,816,885	3,041,463	69.15%	70.38%	66.41%	158,674	6,658,211	5,541,771
EMPLOYEE BENEFITS	2,223,951	2,512,992	2,700,907	2,993,894	1,747,317	953,590	64.69%	70.80%	66.11%	(31,966)	1,779,282	1,470,359
PURCHASED SERVICES	3,795,640	4,342,464	5,054,255	3,868,261	1,983,338	3,070,917	39.24%	43.85%	37.50%	79,105	1,904,233	1,423,444
SUPPLIES	890,342	742,772	810,576	691,907	626,271	184,305	77.26%	79.06%	86.88%	39,063	587,208	773,495
EQUIPMENT	1,128,431	1,122,686	1,063,406	1,159,115	1,059,292	4,114	99.61%	100.04%	98.30%	(63,872)	1,123,164	1,109,237
DEBT SERVICE	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
OTHER EXPENDITURES	21,215	119,374	27,116	26,626	26,129	987	96.36%	16.07%	89.32%	6,945	19,183	18,950
OTHER FINANCING USES	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
TOTALS	16,404,047	18,300,473	19,514,608	19,747,777	12,259,231	7,255,377	62.82%	65.96%	63.02%	187,949	12,071,282	10,337,257

EXPENDITURES (PROGRAM SERIES)						April 30, 2024	April 30, 2023	April 30, 2022	Current YTD vs. PYTD	April 30, 2023	April 30, 2022	
	June 30, 2022	June 30, 2023	Revised Budget	Proposed 2024-25 Budget	Expended YTD	Budget Remaining	% of Budget Expended	% of Actuals Expended				% of Actuals Expended
SITE ADMINISTRATION	287,209	320,461	382,340	380,753	293,778	88,562	76.84%	75.55%	81.31%	51,672	242,106	233,532
DISTRICT ADMINISTRATION	69,508	68,996	66,806	77,591	58,172	8,634	87.08%	81.00%	81.38%	2,288	55,884	56,563
SUPPORT SERVICES	245,155	250,828	365,651	297,375	385,556	(19,905)	105.44%	137.63%	128.32%	40,339	345,217	314,577
REGULAR INSTRUCTION	2,522,391	3,033,317	3,031,511	2,906,194	1,365,793	1,665,718	45.05%	50.97%	46.98%	(180,186)	1,545,979	1,184,900
EXTRA-CURRICULAR ACTIVITES	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
VOCATIONAL INSTRUCTION	351,614	299,927	404,910	454,250	219,731	185,179	54.27%	59.29%	49.63%	41,904	177,827	174,522
SPECIAL EDUCATION	9,014,155	10,162,969	10,814,577	10,988,391	6,783,016	4,031,561	62.72%	67.01%	60.38%	(27,297)	6,810,313	5,442,814
COMMUNITY SERVICES	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
INSTRUCTIONAL SUPPORT	698,392	752,469	648,420	604,624	402,625	245,795	62.09%	37.74%	72.53%	118,664	283,961	506,532
PUPIL SUPPORT SERVICES	1,800,017	1,982,331	2,354,086	2,572,894	1,566,216	787,870	66.53%	65.58%	62.89%	266,172	1,300,043	1,132,032
FACILITIES	1,415,606	1,429,174	1,446,307	1,465,705	1,184,344	261,963	81.89%	91.66%	91.25%	(125,607)	1,309,951	1,291,785
OTHER FINANCING USES	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
TOTALS	16,404,047	18,300,473	19,514,608	19,747,777	12,259,231	7,255,377	62.82%	65.96%	63.02%	187,949	12,071,282	10,337,257

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

Goodhue Co Ed District | April 30, 2024

SUMMARY - ALL FUNDS												
						April 30, 2024			April 30, 2023		April 30, 2022	
SUMMARY	June 30, 2022	June 30, 2023	Revised Budget	Proposed 2024-25 Budget	YTD	Budget Remaining	% of Budget Expended	% of Actuals Expended	% of Actuals Expended	Current YTD vs. PYTD	April 30, 2023	April 30, 2022
REVENUE	16,288,710	18,005,558	19,488,959	19,623,940	13,164,123	6,324,836	67.55%	66.10%	64.80%	1,261,713	11,902,410	10,555,601
EXPENDITURES	16,404,047	18,300,473	19,514,608	19,747,777	12,259,231	7,255,377	62.82%	65.96%	63.02%	187,949	12,071,282	10,337,257
SPENDING VARIANCE	(115,336)	(294,915)	(25,649)	(123,837)	904,892	N/A	N/A	N/A	N/A	1,073,764	(168,872)	218,344



Goodhue County Ed District Reconciliation Worksheet Report 04/30/2024

Audit No	Statement Date	Co	Bank Code	Bank Name/Description
1535	04/30/2024	6051	MERC	MERCHANTS BANK GENERAL

Worksheet has been Finalized

Statement Amount	1,111,680.68
Deposits in Transit	0.00
<u>Outstanding Payments</u>	
Checks	50,949.56
Wires	131,327.85
SHR - Payments	0.00
SHR - Third Party	0.00
Cash	0.00
ACH	614.58

Adjustment Amount	(25,691.62)
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Amount Per Bank	903,097.07
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GL Account Balance	903,097.07
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Co	L	Fd	Org	Pro	Crs	Fin	O/S	Ty
6051	B	01	101	000				F

Difference	0.00
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Adjustments

Manual	04/30/2024	KT	Wire	312.27	KT RECORDED IN MAY
Manual	04/30/2024	MN TAX	Wire	(16,643.88)	MN TAX OUTSTANDING
Manual	04/30/2024	SWEEP	Deposit	(9,360.01)	TRANSFER FROM SWEEP

- V. B. Support for District Decision-Making Series - Learn and Earn Program
 - Old Business:**
 - A. **Technology Position:**

Job Description: Educational Technology Support Specialist

Location: River Bluff Education Center (In-person) and 5RiversOnline (Remote)

Position Overview:

We are seeking a dynamic and proactive Educational Technology Support Specialist to join our team. This individual will play a crucial role in providing technical assistance and support to both the River Bluff Education Center onsite and the 5RiversOnline virtual learning community. The ideal candidate will possess a strong aptitude for learning new technologies, excellent customer service skills, and the ability to handle multiple challenges simultaneously.

Key Responsibilities:

Provide technical support to staff and students at River Bluff Education Center, offering assistance with hardware, software, and other educational technology tools.

Support online learners enrolled in 5RiversOnline, troubleshooting technical issues and providing guidance on utilizing digital learning platforms effectively.

Respond promptly to inquiries and requests for technical assistance via email, phone, or in-person interactions, ensuring a high level of customer satisfaction.

Collaborate with teachers and administrators to integrate educational technology into the curriculum, offering training and resources as needed.

Stay updated on emerging technologies and trends in educational technology, proactively seeking opportunities to enhance the learning experience for students and educators.

Maintain accurate records of technical issues and resolutions, documenting troubleshooting steps and solutions for future reference.

Work closely with IT staff and vendors to resolve complex technical issues and escalate issues when necessary.

Tactfully handle and prioritize multiple tasks and requests, demonstrating flexibility and adaptability in a fast-paced environment.

Demonstrate a willingness to learn new technologies as required and a proactive approach to professional development.

Uphold confidentiality and data security standards when handling sensitive information and technology resources.

Qualifications:

- Bachelor's degree in Information Technology, Computer Science, Education, or related field preferred.
- Previous experience providing technical support in an educational setting is highly desirable.
- Strong troubleshooting skills and the ability to quickly diagnose and resolve technical issues.
- Excellent communication and interpersonal skills, with the ability to explain technical concepts clearly to non-technical users.
- Ability to work independently and collaboratively in a team environment, demonstrating initiative and problem-solving skills.
- Comfortable and confident in handling multiple tasks and priorities simultaneously, with a positive and proactive attitude.
- Familiarity with educational technology tools and digital learning platforms preferred.
- Willingness to adapt to changing technologies and learn new skills as needed.
- Commitment to providing exceptional customer service and support to all stakeholders.

Application Process:

Interested candidates should submit a resume and cover letter detailing their qualifications and relevant experience to HR. Please include "Educational Technology Support Specialist" in the subject line of your email. Applications will be reviewed on a rolling basis until the position is filled. We look forward to welcoming a talented individual to our team!

VI. **New Business:**

- A. FastBridge Assessment System
- B. Educlimber Data Warehouse
- C. Pathways 6/7 Program Location
- D. Notice of Desire to Negotiate: ED MN - Educational Support Paraprofessionals Local No. 7371
- E. 2024-2025 Fernbrook Contract

INDEPENDENT COUNTY/PROFESSIONAL SERVICE AGREEMENT

This Agreement is entered into by and between the Goodhue County Educational District #6051, 395 Guernsey Lane, Red Wing, MN 55066 (hereafter “District”) and Fernbrook Family Center, 2575 Harvest Lane Owatonna, MN 55060, (hereafter “Contractor”).

RECITALS

WHEREAS, the District, wishes to purchase the services of Contractor for Mental Health Services and Supports to Students and Indirect/Consultative Support into Planning Pre-interventions; and

WHEREAS, there are funds available for the purchase of these services;

NOW THEREFORE, in consideration of the mutual undertakings and agreements hereinafter set forth, the District, and the Contractor agree as follows:

1. TERM AND COST OF THE AGREEMENT

This contract shall be in effect from the date of execution by all parties, or from July 1, 2024, and shall continue in effect until June 30, 2025. All of the agreed upon services are available to the District at with or without the service being included in an individual educational plan.

Services and staff provided in this agreement includes 3.0 FTE (1.0 Qualified Mental Health Professional (QMHP), 2.0 Mental Health Practitioner (MHP)). Clinical staff are expected to follow the school calendar for a total of 196, 8 hour days (186 student and teacher work days and 10 additional school based CTSS specific training and program development days) to provide Mental Health services to the students enrolled at Goodhue County Special Education District located at 395 Guernsey Lane, Red Wing, MN 55066.

Students shall receive services as deemed appropriate within the setting. District shall complete the CTSS application, choosing the “Contract CTSS” option, and obtain reimbursement for services as defined on the IEP.

Mental health services needed in supplement or in place of identified positions will be invoiced at the following rates:

- \$300 per Standard Diagnostic Assessment
- \$70 per hour for MHP- IEP Services
- \$160 per hour for QMHP/CT- IEP Services

Salaries and Benefit costs for the 2024-2025 school year will amount to a maximum total District cost of \$326,360.91.

Extended School Year (ESY): When a student's IEP team determines extended school year services are needed and those needs include mental health services, the District shall coordinate the needed staff for provision of these services with the appropriate Contract person. Staff can apply for an ESY position with the District. The District will assign staff as needed and invoice Contractor for the service time. The District shall be responsible for student transportation to school ESY programs.

Contracted ESY program services will be invoiced for via a separate invoices and per the following fee schedule. Dates of programming are yet to be determined, though are estimated at 3-4 weeks in July or Aug. Staff/client ratios are yet to be determined by student number and need.

Fee Schedule:

QMHP- \$53.45 per hour

MHP- \$42.22 per hour

Direct Services Available

Diagnostic Assessment

Standard

Explanation of Findings

Psychotherapy

Individual

Family

Group

Psychoeducation

Psychotherapy for Crisis

Skills Training

Group

Family

Individual

Crisis Assistance

Family Support Groups

Service Plan Development

Scoring and Administering of Standardized Measure

Indirect Services Available:

Individual Educational Plan Team Meetings

Staff Training and In-service

Formal and Informal Consultation

Pre-Referral Intervention

School team/Student Support Meetings

2. SERVICES TO BE PROVIDED AS PER ATTACHED EXHIBIT(S)

Services shall be provided in accordance with the criteria set forth in the attached Exhibit(s):
[Attachment of the Professional Service Agreement Contract Year: July 2024-June 2025]

The Contractor guarantees all data, services and material supplied conform to the District's specifications and against inferiority as to specification, such guarantee shall be unconditional.

3. PAYMENT FOR SERVICES

Payment for services shall be made directly to the Contractor after completion of services upon the presentation of a claim in the manner provided by the 15th day of the following month.

In the event this Agreement is terminated, Contractor shall be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

To the fullest extent permitted by law, Contractor and District (1) waive against each other, and all the other's employees, officers, directors, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Agreement Services, and (2) agree that Contractor's total liability to District under this Agreement shall be limited to \$25,000, or the total amount of compensation received by Contractor, whichever is greater.

Contractor certifies that payment for purchased services will be in accordance with rates of payment which do not exceed amounts reasonable and necessary to assure quality of services and, if the services are being purchased from another public agency, the cost reasonably assignable to such services.

For final payment, Contractor shall comply with all requirements contained in Minnesota Statute. §290.92 regarding the withholding of taxes and wages. Contractor shall submit documentation of compliance with its claim for final payment. A certificate by the Minnesota State Commissioner of Revenue will satisfy this requirement (Form IC-134).

4. BONDS

If required and contemporaneous with the execution of this Agreement, Contractor agrees to provide payment and performance bond for the District pursuant to Minnesota Statute §§375.21 & 574.26 and in equal to or greater than the Contract amount. Said bonds shall guarantee the faithful performance of all obligations required of Contractor under terms of this Contract, including payment of labor and material.

5. INDEPENDENT CONTRACTOR

A. Contractor is to be and shall remain an independent contractor with respect to any and all work performed under this Contract. Nothing contained in this Agreement is

intended or should be construed as creating the relationship of co-partners or joint ventures with the County. No tenure or any rights including worker's compensation, unemployment insurance, medical care, sick leave, vacation leave, severance pay, PERA, or other benefits available Contractor's employees, including indemnification for third party personal injury/property damage claims, shall accrue to the Contractor or employees of the Contractor performing services under this Agreement.

- B. Contractor acknowledges and agrees that no withholding or deduction for State or Federal income taxes, FICA, FUTA, or other, will be made from the payments due Contractor and it is Contractor's sole obligation to comply with all federal and state tax laws.
- C. Contractor shall at all times be free to exercise initiative, judgment and discretion as to how to best perform or provide services identified in this Agreement.
- D. Contractor is responsible for hiring sufficient workers to perform the services required by this Agreement and withholding taxes and paying all other employment tax obligation on their behalf.
- E. The Contractor is solely responsible for supervision, control and direction of the Contract personnel utilized to provide the services under this agreement.

6. INDEMNIFICATION AND INSURANCE

Each party shall be liable for its own acts to the extent provided by law and hereby agrees to indemnify, hold harmless and defend the other, its officers and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the other, its officers and employees may hereafter sustain, incur or be required to pay, arising out of or by reason of any negligent act or omission of the party, its agents, servants or employees, in the execution or performance or failure to adequately perform its obligations pursuant to this Agreement.

It is understood and agreed that the District's and the Contractor's liability shall be limited by the provisions of Minnesota Statute § 466 and/or other applicable law.

Contractor further agrees that in order to protect itself as well as the District under the indemnity provision set forth above, it will at all times during the term of this Agreement keep in force liability limits in compliance with Minnesota Statutes, Section 466 or:

- A. Commercial General Liability Insurance Policy with minimum limits of \$1,500,000 combined single limit (CSL), with coverage pertaining premise operations. In the event Combined Single Limits Coverage is not secured by the County, the minimum limits apply:
 - \$3,000,000 Aggregate
 - \$3,000,000 Products and Completed Operations Aggregate
 - \$1,500,000 Personal Injury and Advertising Injury
 - \$1,500,000 Each Occurrence
 - \$ 100,000 Fire Damage Limit

\$ 5,000 Medical Expense

The policy should be written on an “occurrence” basis and not a “claims-made” basis.

- B. Automobile Liability Insurance including owned, non-owned, and hired vehicles in an amount not less than \$1,500,000 combined single limit (CSL) for total bodily injuries and/or damages arising from any one accident.
- C. Professional Liability Insurance (when required) the following minimum limits apply:
 - \$3,000,000 Aggregate
 - \$1,500,000 per claim
- D. Excess Umbrella Liability Policy will be additionally required if any of the above policies have lower limits than stated.
- E. Worker’s Compensation Insurance.
- F. Prior to the effective date of this Agreement, and as a condition precedent, the Contractor will furnish the District with an original Certificate of Insurance listing the District as an "Additional Insured" in all coverage areas including Excess Umbrella Liability or Excess Umbrella follows form language except Worker’s Compensation and Professional Liability.

7. DATA PRIVACY/DATA OWNERSHIP

- A. Data Practices.

All data collected, created, received, maintained, or disseminated in any form, for any purposes by the activities of Contractor because of this contract is governed by the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as amended, the Minnesota Rules promulgated pursuant to Chapter 13. The person responsible for release of all data under this Agreement shall be the Director of Special Education of the District employee identified in provision 10.
- B. Health Insurance Portability and Accountability Act (HIPAA – 45 C.F.R. §§160,162,164)

If under this Agreement the exchange of Protected Health Information in any form is anticipated the Contractor shall comply with all regulatory obligations including signing any required agreements (e.g., Business Associate Agreement). Such Agreements shall be attached to and incorporated into this Agreement.
- C. Release.

No educational data may be released by the Contractor to a third party without the express consent of the District’s representative as indicated below – this includes any media relations.
- D. Ownership.

All reports, files, and records relating to the business of the District, whether prepared by the Contractor or otherwise coming into its possession, shall remain the exclusive property of the District. Forms, documents, or other inventions created by the Contractor prior to or while under this Agreement outside of

reports completed to comply with Contractor's obligations per this Agreement are the property of the Contractor.

8. RECORDS: AVAILABILITY AND RETENTION

Pursuant to Minnesota Statute §16C.05, subd. 5, the Contractor agrees that the District, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, et., which are pertinent to the accounting practices and procedures of the Contractor and involve transactions relating to this Agreement. Contractor agrees to maintain these records for a period of six years from the date of termination of this Agreement. Any educational data may be retained for a longer period, as the District may determine in accordance with applicable law and policy.

9. MERGER AND MODIFICATION

- A. It is understood and agreed that the entire Agreement between the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter. All items referred to in this Agreement are presumed to be incorporated or attached and are deemed to be part of this Agreement. Where the incorporated terms differ with the terms of this Agreement, the terms of this Agreement shall control.
- B. Any material alteration, modification, or variation shall be reduced to writing as an amendment and signed by the parties.

10. DEFAULT AND CANCELLATION

- A. If the Contractor or District fails to perform any of the provisions of this Agreement or so fails to administer the work as to endanger the performance of the Agreement, this shall constitute default. Unless the Provider's default is excused by the District/Contractor, the District/Contractor may, upon written notice to the District's/Contractor's representative listed herein, cancel this Agreement in its entirety as indicated in (10 B.) below.
- B. This Agreement may be cancelled with or without cause by either party upon thirty (30) days written notice.
- C. Representatives for each of the parties to this Agreement are as listed below:

District

Cheryl Johnson, Executive Director
395 Guernsey Lane
Red Wing, MN 99066
651-388-4441

Contractor

Ashley Kimmell, School Based Services Specialist

P.O. Box 977
Owatonna, MN 55060
507-446-0431 ext. 265

- D. The District and the Contractor agree to attempt to resolve quickly all matters related to uncontrollable circumstances and use all reasonable efforts to mitigate its effects.

11. SUBCONTRACTING AND ASSIGNMENT

- A. Contractor shall not enter into any subcontract for the performance of any services contemplated under this Agreement without the prior written approval of the District and subject to such conditions and provisions as the District may deem necessary. The Contractor shall be responsible for the performance of all Subcontracts. Any agreement between the Contractor and any subcontractor shall obligate the subcontractor with the general terms of this Contract.
- B. No party may assign or transfer any rights or obligations under this Agreement without the prior consent of the other Parties and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors.

12. NONDISCRIMINATION

During the performance of this Agreement, the Contractor agrees to the following: No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, sexual orientation, public assistance status, criminal record, creed or national origin be excluded from full employment rights in, participation in, be denied the benefits of or be otherwise subjected to discrimination under any and all applicable Federal and State laws against discrimination.

13. HEALTH AND SAFETY

The Contractor shall be solely responsible for the health and safety of its employees and subcontractor's employees in connection with the services performed in accordance with this Agreement. The Contractor shall ensure that all employees, including those of all subcontractors, have received training required to properly and safely perform services outlined in this Agreement. Such training is to include, but not be limited to, all applicable sections of the State and Federal Occupation, Safety and Health Administration (OSHA) laws, Superfund Amendments and Reauthorization Act (SARA), Comprehensive Environmental Response, Compensation and Liability Act (CERCLA), Uniform fire Code and/or any other applicable health and safety regulations. Upon the request of the District, the Contractor shall provide copies of any licenses and/or training records for Contractor and/or Contractor's employees or subcontractor's employees who perform services pursuant to this Agreement.

14. NONWAIVER, SEVERABILITY & APPLICABLE LAWS

- A. Nonwaiver.

Nothing in this Agreement shall constitute a waiver by the District of any statute of limitations or exceptions on liability. If the District does not enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.

B. Severability.

If any part of this Agreement is rendered void, invalid or unenforceable, by a court of competent jurisdiction, such rendering shall not affect the remainder of this Agreement unless it shall substantially impair the value of the entire Agreement with respect to either party. The parties agree to substitute for the invalid provision a valid provision that most closely approximates the intent of the invalid provision.

C. Applicable Laws.

The Laws of the State of Minnesota shall apply to this Agreement. The Contractor shall abide by all Federal, State, or local laws, statutes, ordinances, rules and regulations now in effect or hereinafter adopted pertaining to this Contract or to the facilities, programs and staff for which Contractor is responsible.

15. SECTION HEADINGS

The section headings contained in this Agreement are for reference purposes only and shall not affect the meaning or interpretation of this Agreement.

16. THIRD PARTIES

This Agreement does not create any rights, claims or benefits inuring to any person that is not a party hereto nor create or establish any third party beneficiary.

17. CONFLICT OF INTEREST

Contractor agrees that it will not contract for or accept employment for the performance of any work or services with any individual, business, partnership, corporation, government, governmental unit or any other organization that would create a conflict of interest in the performance of its obligations under this Contract.

18. PREVAILING WAGE

Employees, laborers subcontractors of the Contractor pursuant to this Agreement working or receiving employment and training services for which financial assistance, including grants, loans and tax abatement to a person engaged in manufacturing or sale of goods and services as defined by Minnesota Statue § 116J.871, subdivision 1(c) and is provided by the State of Minnesota shall be paid the prevailing wage as defined by Minnesota Statue § 177.42, subdivision 6.

District and Contractor, having signed this Agreement and pursuant to the proper District and Contractor officials having signed this Agreement, the parties hereto agree to be bound by the provisions herein and attached.

Education District # 6051
STATE OF MINNESOTA

Shannon Brown, MS, LPCC Date
CEO, Fernbrook Family Center

Chairperson, School Board Date

Division Director/Designee Date

EXHIBIT 1: Attachment to the Professional Service Agreement
Contract Year: July 2024– June 2025

SCOPE OF WORK/SERVICE DESCRIPTION

Fernbrook Family Center (Contractor) will provide independent contracted mental health services to Goodhue County Education District (District) special education students. Mental health services that are medically necessary, as determined by a diagnostic assessment, and professionally deemed appropriate to aid the student to benefit from special education services (Special Education services) will be provided according to an Individual Treatment Plan authorized by the student’s parents or by the student if the student is older than 18 or otherwise qualified to consent to mental health services by law. Mental Health related Special Education services will be professionally determined and indicated on the students’ Individual Family Service Plan (IFSP) or Individual Education Plan (IEP). Services provided by Contractor mental health staff will be consistent with covered services under Children’s Therapeutic Services and Supports (CTSS) and will include:

Mental Health Services:

- Diagnostic assessment
- Explanation of Findings
- Psychotherapy (Individual, Family, and Group)
- Skills training (Individual, Family, and Group)
- Psychotherapy for Crisis
- Psychoeducation
- Crisis Assistance
- Service Plan Development
- Administering and Reporting Standardized Measures
- Family Support Group

Ancillary and supportive services:

- Indirect and consultative support to student assistance teams
- Consultation to special education staff
- Staff training and in-service
- Attending IEP meetings
- Observation and assessment of students as assigned

EXHIBIT 1: Attachment to the Professional Service Agreement
Contract Year: July 2024– June 2025

This agreement covers dates from July 1, 2024 to June 30, 2025. Staff will work on school days as well as teacher work days as outlined in the school calendar (186 days) as well as 10 additional school based CTSS specific training and program development days. These additional days include days prior to the start of school and after the last day of school and will be required for training and prep. See Fernbrook Family Center’s School Based Mental Health/ CTSS Employee Terms and Conditions for employment for further details.

PROVIDER QUALIFICATIONS

The Contractor will provide training and supervision to maintain DHS standards. All clinical supervision for any Contractor staff is provided per all applicable federal, state, agency and licensure boards as part of the benefits package of each staff. The FTE of clinical supervision is not identified as a specific rate, however proof of supervision is available in any staff personnel file to verify standards are met.

MHP- MHPs are provided with at least 1 hour of clinical supervision with a QMHP in person monthly. According to agency policies, the primary mental health professional for every program is available during hours of programming. Each primary mental health professional identifies a backup when there is a known absence which is communicated to all applicable staff.

Clinical supervision and support will be provided by Samantha Kennedy, MA, LPCC; with Holly Christianson, MSW, LICSW, serving as clinical back up. Site Director or School Based Coordinator will be on site periodically throughout the week and available to support staff. They will not be required to be in attendance at the school site on a daily basis.

PREPATORY TIME

Contracted staff will be allocated paperwork/documentation time. This time will be allotted in the time before and after school, when not involved in other obligatory meetings (IEP, staff meetings etc.) and a full class period of each student day. Additional office time may be needed to complete the writing of diagnostic assessments. This time will be accounted for within the encounter minutes for this client service. District defined teacher workdays will also be utilized to assure maintenance of DHS file standards.

SUBSTITUTES

Substitutes will not be provided for short term Clinician absences. If/when a staff member takes an extended leave (7 consecutive school days) the program coordinator will communicate with District staff the clinically appropriate staff coverage plan. There will be no additional cost to the District for this staff coverage. Cost will be determined by calculating a daily rate based on

EXHIBIT 1: Attachment to the Professional Service Agreement
Contract Year: July 2024– June 2025

contracted rate of absent staff and billing District per day substitute is on site. If Contractor staff are absent, they are to follow Contractor procedure for taking vacation or sick time as well as notify the school identified staff member. Scheduled absences are to be approved by District staff as well as Contractor staff.

PERFORMANCE CONCERNS:

In situation of District concern regarding the job performance of a Contractor employee, not resulting in concerns for student safety, District will initiate conversation with the Contractor Program Coordinator to develop a plan to address, instruct and coach staff. If District determines concerns may raise to an unacceptable level of negative impact on students, Program Coordinator and District personnel will develop a plan to assure student needs are considered and identify a process for reassigning the staff from the contracted position.

ELIGIBLE POPULATIONS

Eligible populations include special education students enrolled in the identified setting classrooms. District may determine a student eligible for assessment and observation in an ad hoc manner to support the special education services they receive.

REFERRAL PROCESS

Students enrolled in the identified District special education settings will be eligible for IEP and Non-IEP services regardless of billing source.

Current River Bluff Education Center students:

River Bluff staff member will submit the referral form to school administrator, who will determine, with help from mental health staff and social workers, if CTSS services are appropriate. If these services are determined appropriate, District staff will complete the referral form. Upon receiving referral, Contracted staff will begin the intake process which includes obtaining releases of information, parental consent to treat, and meeting with parent and child for a diagnostic interview. Upon completion of the Diagnostic Assessment and Individualized Treatment Plan, District staff will make necessary alterations to the IEP to allocate the appropriate type and frequency of services.

Consultative Services (member districts):

Special Education Coordinators/school principals from member districts will complete the online referral form on the GCED website and send to River Bluff Education District School Administrator for approval. School Administrator will communicate to Contractor staff needed information for the consultative services. Contractor staff will complete the identified consultation/observation form to provide feedback to member district.

**EXHIBIT 1: Attachment to the Professional Service Agreement
Contract Year: July 2024– June 2025**

DISTRIBUTION OF FUNCTIONS

The Contractor’s QMHP completes diagnostic assessments requested by a student’s parents or by the District and authorized by the student’s parents. The student’s special education team will use the diagnostic assessment along with other school information and school testing to decide what medically necessary mental health services, if any, need to be included in the student’s IEP or IFSP to best provide support allowing the student to benefit from special education services. The District will communicate the completion of the IEP to the QMHP. The QMHP who completed the diagnostic assessment will explain the findings from the diagnostic assessment to the school, parents and student and help the family find mental health resources to meet recommended mental health service needs aside from those provided to aid the student in meeting academic goals. Upon request, QMHP will initiate referral for mental health resources to meet needs identified in diagnostic assessments that are done by outside providers.

In effort to secure the most clinically appropriate and fiscally sound programming, an administrative team including District Assistant Director, Contractor’s Site Director, Contractor’s School Based Services Specialist, and Contractor’s School Based Site Coordinator to focus on coordination and collaboration has been developed. At minimum, this team will convene monthly to analyze reimbursement data, assure mental health needs and IEP requirements are compatible, client referrals are being managed, student needs accurately met, documentation is compliant to both MDE and DHS standards, and billing is completed in a timely manner. Programmatic decisions such as seeing students who do not meet minimum standards for billing will be made jointly with the District and the Contractor. Services provided outside of an IEP will be approved and monitored by the District

CLINICAL DECISION MAKING

Contracted staff must follow Contractor protocols in making clinical crisis management decisions. These processes and procedures are created to assure the least liability risk for the clinician and licensure supervisor. – Fernbrook Policy Attached-

MENTAL HEALTH SERVICES TO BE PROVIDED

Clinical Trainee Services		
Major Job Functions	Specific Tasks	Knowledge, Abilities, & Skills
Intervention and Informal Consultation	<ul style="list-style-type: none"> ● Consultation and collaboration provided to families and school personnel 	<ul style="list-style-type: none"> ● Understanding of social work interventions and methods such as counseling, crisis intervention, casework, group work, community organization, consultation, case

EXHIBIT 1: Attachment to the Professional Service Agreement
Contract Year: July 2024– June 2025

	<ul style="list-style-type: none"> ● Consult and collaborate with community agencies and other Clinical Trainees to coordinate services ● Consult and/or plan with classroom teachers, parents and administrators to develop intervention strategies to achieve school success ● Develop interagency collaboration and consultation to provide comprehensive services 	<p>management, family therapy, and effective education strategies</p> <ul style="list-style-type: none"> ● Knowledge of data gathering methods and inference-making from such data; performance objectives, measurable outcomes and the means to assess the effects of intervention
Diagnostic Assessment, Standard	<ul style="list-style-type: none"> ● Meet with students with parent’s permission ● Obtain necessary releases ● Interview students to collect relevant mental health information as per DHS requirements ● Consult with parents, school staff and other involved professionals to coordinate services ● Synthesize and complete written Diagnostic Assessment within 30 days of intake date 	<ul style="list-style-type: none"> ● Ability to quickly develop rapport with diverse clients ● Manage session time to work on treatment goals while meeting the client where they are. ● Understanding of Diagnosis and appropriate interventions ● Clear and timely documentation
Psychotherapy for Crisis	<ul style="list-style-type: none"> ● Observation and assessment of students to develop plan for crisis prevention and management. ● Collaboration with school personnel to identify student needs ● Collaboration in the of the Functional Behavioral Assessment and Behavior Intervention Plan ● Documentation of time required in assisting with the Functional Behavioral Assessment and Behavior Intervention Plan 	<ul style="list-style-type: none"> ● Understanding of student needs and diagnosis ● Ability to observe and communicate student triggers ● Knowledge of wide range of effective techniques for effective redirection, crisis prevention and calming strategies ● Knowledge of supportive resources within the school building and system ● Understanding of crisis prevention techniques
Staff Training and In-service	<ul style="list-style-type: none"> ● Provide relevant staff trainings around mental health topics ● Document service provision 	<ul style="list-style-type: none"> ● Knowledge of adult learning styles ● Knowledge of a variety of mental health topics and interventions ● Organized presentations skills
IEP Meetings	<ul style="list-style-type: none"> ● Attend IEP Meetings when relevant ● Explain the recommendations contained in the diagnostic assessment ● Help define mental health goals and measures for medically necessary services that are included in the IEP 	<ul style="list-style-type: none"> ● Knowledge of the District’s policies and procedures ● Able to explain mental health symptoms, diagnosis, and recommendations in terms parents and students can understand

**EXHIBIT 1: Attachment to the Professional Service Agreement
Contract Year: July 2024– June 2025**

	<ul style="list-style-type: none"> ● Describe progress and help IEP team members recognize when goals are accomplished 	
Individual Psychotherapy	<ul style="list-style-type: none"> ● Obtain and complete diagnostic assessments to determine medically necessary services ● Develop Individualized Treatment Plans (ITP) ● Provide individual services according to the ITP ● Consult with parents, school staff, and other involved professionals to coordinate services ● Document service provision and planning 	<ul style="list-style-type: none"> ● Understanding requirements for diagnostic assessment and outpatient mental health services ● Understand the rules and procedure required under CTSS service provision ● Understand the District’s special education policies and procedures ● Ability to quickly develop rapport with diverse clients ● Manage session time to work on treatment goals while meeting the client where they are ● Understanding of diagnosis and appropriate interventions ● Clear and timely documentation
Group Psychotherapy	<ul style="list-style-type: none"> ● Obtain necessary releases ● Obtain or complete diagnostic assessments to determine medically necessary services ● Develop Individualized Treatment plans ● Provide group services according to the ITP ● Consult with parents, school staff and other involved professionals to coordinate services ● Document service provision and planning 	<ul style="list-style-type: none"> ● Understanding requirements for diagnostic assessment and outpatient mental health services ● Understand the rules and procedure required under CTSS service provision ● Understand the District’s special education policies and procedures ● Knowledge of group dynamics and function ● Ability to manage multiple tasks at the same time ● Clear and timely documentation
Family Psychotherapy	<ul style="list-style-type: none"> ● Obtain necessary releases ● Obtain or complete diagnostic assessments to determine medically necessary services ● Develop Individualized Treatment plans ● Provide group services according to the ITP ● Consult with parents, school staff and other involved professionals to coordinate services ● Document service provision and planning 	<ul style="list-style-type: none"> ● Understanding requirements for diagnostic assessment and outpatient mental health services ● Understand the rules and procedure required under CTSS service provision ● Understand the District’s special education policies and procedures ● Knowledge of family systems and interventions ● Ability to manage multiple tasks at the same time ● Clear and timely documentation

EXHIBIT 1: Attachment to the Professional Service Agreement
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Family Support Groups	<ul style="list-style-type: none"> ● Provide education on various parenting topics ● Facilitate opportunities for parents to engage in discussion. 	<ul style="list-style-type: none"> ● Knowledge of various mental health topics of interest to parents ● Ability to facilitate small group discussions <p>Ability to present information in a clear and concise manner</p>
Psychoeducation	<ul style="list-style-type: none"> ● Provides services under the clinical supervision of a Qualified Mental Health Professional ● Provide psychoeducation according to Individual Treatment Plans ● Document service provision 	<ul style="list-style-type: none"> ● Understand the rules and procedure required under CTSS service provision ● Knowledge of mental health diagnoses and related symptoms
CTSS Service Plan Development and Review	<ul style="list-style-type: none"> ● Time spent developing and reviewing individualized treatment plans with clients and their caregivers 	<ul style="list-style-type: none"> ● Knowledge of diagnoses and appropriate goals and interventions. ● Adherence to individualized treatment plan timelines and requirements.
CTSS Scoring and Administering of Standardized Measures	<ul style="list-style-type: none"> ● Time spent administering and scoring standardized outcomes and measurements as part of an evaluation or development and review of a treatment plan as a part of service 	<ul style="list-style-type: none"> ● Adherence to statute requirements

Mental Health Practitioner Services		
Major Job Functions	Specific Tasks	Knowledge, Abilities, & Skills
Pre-referral Mental Health Intervention and Informal Consultation	<ul style="list-style-type: none"> ● Provides services under the clinical supervision of Qualified Mental Health Professional ● Participate in mental health interventions/pre-referral ● Consultation and collaboration provided to families and school personnel ● Consult and collaborate with community agencies and other mental health professionals to coordinate services ● Consult and/or plan with classroom teachers, parents and administrators to develop intervention strategies to achieve school success ● Develop interagency collaboration and consultation to provide comprehensive services 	<ul style="list-style-type: none"> ● Understanding of mental health interventions and methods such as counseling, crisis intervention, casework, group work, community organization, consultation, case management, family therapy, and effective education strategies ● Knowledge of data gathering methods and inference-making from such data; performance objectives, measurable outcomes and the means to assess the effects of intervention

**EXHIBIT 1: Attachment to the Professional Service Agreement
Contract Year: July 2024– June 2025**

<p>MH Team Meetings</p>	<ul style="list-style-type: none"> ● Provides services under the clinical supervision of a Qualified Mental Health Professional ● Attend Mental Health Team Meetings ● Join interagency collaboration and consultation to provide comprehensive services ● Consult and/or plan with classroom teachers, parents and administrators to develop intervention strategies to achieve school success 	<ul style="list-style-type: none"> ● Knowledge of the District’s policies and procedures ● Ability to communicate with and listen to a diverse team with varied backgrounds and experiences around mental health
<p>Crisis Assistance</p>	<ul style="list-style-type: none"> ● Observation and assessment of students to develop plan for crisis prevention and management. ● Collaboration with school personnel to identify student needs ● Completion of the Functional Behavioral Assessment and Behavior Intervention Plan ● Documentation of time required to complete the Functional Behavioral Assessment and Behavior Intervention Plan 	<ul style="list-style-type: none"> ● Understanding of student needs and diagnosis ● Ability to observe and communicate student triggers ● Knowledge of wide range of effective techniques for effective redirection, crisis prevention and calming strategies ● Knowledge of supportive resources within the school building and system ● Understanding of crisis prevention techniques
<p>Individual Skills Training</p>	<ul style="list-style-type: none"> ● Provides services under the clinical supervision of a Qualified Mental Health Professional ● Provide individual skills training according to Individual Treatment Plans ● Utilize evidence based curriculum to develop/teach identified skills/behavior modification strategies that help youth develop, self-monitor, compensate for, cope with, counteract, or replace skills deficits or maladaptive skills acquired as a result of diagnosed mental health needs. ● Gather data on student progress related to goals and objectives ● Collaborate with special education teachers regarding service delivery and progress ● Document service provision 	<ul style="list-style-type: none"> ● Understand the District’s special education policies and procedures ● Understand the rules and procedure required under CTSS service provision ● Knowledge of evidence based curriculum, data collection and measurable outcomes ● Knowledge of gathering data to help assess outcome measurements for treatment planning. ● Have an understanding of human behavior and the social environment including theories of human growth and development; cultural, racial and ethnic diversity; needs of at-risk and disabled children; and biological factors affecting children’s school functioning

**EXHIBIT 1: Attachment to the Professional Service Agreement
Contract Year: July 2024– June 2025**

<p>Group Skills Training</p>	<ul style="list-style-type: none"> ● Provides services under the clinical supervision of a Qualified Mental Health Professional ● Provide group skills training according to Individual Treatment Plans ● Utilize evidence based curriculum to teach skills ● Document service provision ● Gather data on student progress/goals/ objectives ● Collaborate with special education teachers regarding service delivery and progress 	<ul style="list-style-type: none"> ● Understand the District’s special education policies and procedures ● Understand the rules and procedure required under CTSS service provision ● Knowledge of evidence based curriculum, data collection and measurable outcomes ● Have an understanding of human behavior and the social environment including theories of human growth and development; cultural, racial and ethnic diversity; needs of at-risk and disabled children; and biological factors affecting children’s school functioning
<p>Family Skills Training</p>	<ul style="list-style-type: none"> ● Provides services under the clinical supervision of a Qualified Mental Health Professional ● Provide family skills training according to Individual Treatment Plans ● Utilize evidence based curriculum to teach skills ● Document service provision ● Gather data on student progress/goals/ objectives ● Collaborate with special education teachers regarding service delivery and progress 	<ul style="list-style-type: none"> ● Understand the District’s special education policies and procedures ● Understand the rules and procedure required under CTSS service provision ● Knowledge of evidence based curriculum, data collection and measurable outcomes ● Have an understanding of human behavior and the social environment including theories of human growth and development; cultural, racial and ethnic diversity; needs of at-risk and disabled children; and biological factors affecting children’s school functioning
<p>Family Support Groups</p>	<ul style="list-style-type: none"> ● Provide education on various parenting topics ● Facilitate opportunities for parents to engage in discussion. 	<ul style="list-style-type: none"> ● Knowledge of various mental health topics of interest to parents ● Ability to facilitate small group discussions ● Ability to present information in a clear and concise manner
<p>CTSS Service Plan Development and Review</p>	<ul style="list-style-type: none"> ● Time spent developing and reviewing individualized treatment plans with clients and their caregivers 	<ul style="list-style-type: none"> ● Knowledge of diagnoses and appropriate goals and interventions. ● Adherence to individualized treatment plan timelines and requirements.

**EXHIBIT 1: Attachment to the Professional Service Agreement
Contract Year: July 2024– June 2025**

CTSS Scoring and Administering Standardized Measures	<ul style="list-style-type: none"> • Time spent administering and reporting standardized outcomes and measurements as part of an evaluation or development and review of a treatment plan as a part of service 	<ul style="list-style-type: none"> • Adherence to statute requirements
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SCHOOL DIRECTED SUPPORT SERVICES TO BE PROVIDED

The Contractor’s employees will also participant in crisis intervention teams as part of the school’s response team. These services are outside of the mental health services outlined above. This service is school directed and done in accordance with the District’s requirements.

BUILDING

The Contractor’s mental health employees are responsible for learning and following the cultures, policies and procedures in each of the buildings where they are assigned. They are responsible for attending training required and provided by the District, for participating in fire drills, lock down procedures, and for building safe, effective, and professional relationships with staff and students in each school building.

District will provide office space within the designated sites, name badges, keys, and phone access including voicemail, district email and computers for the Contract staff to utilize during school hours. Contractor will provide tablets needed to obtain electronic signatures for Electronic Medical Record (EMR).

THERAPUTIC SUPPLIES

District will provide items students need related services/supplies that will allow student to benefit from special education. Clinical Trainee will place order for needed items with the appropriate District Administrative Assistant as items are deemed necessary for treatment and assessment of Mental Health needs. District will respond to request within 30 school days.

TRAINING

The Contractor is responsible for providing professional development training for all contracted staff. Contract staff will participate effectively in trainings on Multi-Tiered Systems of Supports, crisis response, restraint and seclusion, blood borne pathogens and fire or emergency operations provided by the District.

FFC will provide and maintain all continuing education and training needs for CTSS certification as well as FERPA and HIPPA training to all mental health staff working in school based sites.

**EXHIBIT 1: Attachment to the Professional Service Agreement
Contract Year: July 2024– June 2025**

PHYSICAL RESTRAINTS

When a Contractor staff is provided District training regarding use of restraint, procedures and approved technique for restraint, Contractor staff (MHP/CT/QMHP) may engage in restraint of a child based on the school’s policies and procedures. Staff who restrain a child in this situation must follow all District policies and procedures regarding documentation, notifications and any other requirements related to the use of restraint under the District’s requirements. The use of physical restraints by Contractor staff is an additional service under this contract outside of the CTSS services provided under the DHS certification.

TRANSPORTATION AND MILEAGE

If transportation is outlined in a student’s Behavior Intervention Plan (BIP), then Contractor staff will need to be van trained and when this intervention is utilized it needs to be communicated to Nicole Bolduan at River Bluff Education Center

Contractor staff will follow District processes for mileage reimbursement when traveling between schools for observation or to and from students’ houses for family services.

COMPENSATION/PAYMENT

Contractor will invoice District on the 15th of each month. The invoices will identify salaries and benefits as well as positions are being accounted for within the identified dates. The contracted rates are to account for a full school year of employment. Those positions filled after the school year has begun or vacated within the school year will be prorated as the total contract will be paid out over a 12 month period.

The District will bill all eligible mental health services to the Minnesota Health Care Programs. When these students are covered by insurance other than the Minnesota Health Care Programs, the District will seek the parent’s permission to bill the insurance provider whenever possible.

The District is responsible for using the CTSS revenue that is collected under this agreement for technology, training, or special education services provided by staff not involved in the provision of CTSS services.

Whenever the Contractor provides mental health services that are not included in a student’s IEP/IFSP, or are provided outside of the school day, the Contractor will bill all available third party sources including Minnesota Health Care Programs (MHCP) for the service. Even though these services are coordinated with the student’s educational program, they are also separate from the student’s educational program and therefore do not fall under the student’s right to a

EXHIBIT 1: Attachment to the Professional Service Agreement
Contract Year: July 2024– June 2025

free and appropriate public education. In these instances, the Contractor will bill parents for all required deductibles and co-pays.

COMMUNICATION

District concerns with the provision of any services shall be brought to the attention of the Contractor Program Coordinator. Addendums or changes to the contract will be communicated between the District Liaison and Contractor’s School Based Services Specialist.

MEDICAL NECESSITY

The Contractor’s diagnostic assessments will recommend specific mental health services that are recognized as the prevailing standard or current practice for treating any identified conditions or disabilities in order to assist the student in achieving an acceptable level of behavioral and emotional functioning.

Each student’s IEP team will determine which medically necessary mental health services are needed in order for the student to benefit from special education. When the Contractor completes a diagnostic assessment, the CT will participate in the student’s IEP team meeting in order to help team members best understand the recommendations. The Contract employee will assist parents in obtaining medically necessary services recommended in the diagnostic assessment and not included in the IEP/IFSP. When treatment goals are achieved and any mental health services included in the IEP/IFSP are no longer medically necessary, or when mental health treatment needs change, the Contractor employee will participate in IEP team meetings where changes are being discussed. When IEP teams rely on outside diagnostic assessments, the Contractor’s CT assigned to the building the student attends will participate in that student’s IEP meetings when asked to do so.

Director of Cradle to Career Initiatives (District leadership position)

The Director of C2C Initiatives manages the supportive infrastructure for schools across the districts. The supportive infrastructure includes governance structures, strategic community partnerships, sustainable resources, professional learning opportunities, and data systems.

Key Responsibilities

Governance structures

- Provide strategic guidance to the leaders of the Red Wing Youth Partnership as they identify, establish, and meet performance goals that have emerged from comprehensive assets and needs assessment related to C2C Initiatives.
- Attend school board, district leadership, and RiseUp Red Wing meetings to act as the liaison between cradle-to-career initiatives and district and/or community leadership.
- Facilitate community-wide leadership structure to support student success, by aligning leaders, advocating for policy at the city/state/district level, and eliminating barriers to partnerships.
- Complete all grant reports on time and with accuracy.
- Promote and maintain high standards related to organizational structures to ensure that district policies/ state statutes are being followed as strategies are being implemented.
- Work with RiseUp Red Wing to access financial support for initiatives.

Strategic community partnerships

- Conduct monthly partnership meetings with Red Wing Youth Partnership Members to facilitate, assess partnership opportunities, and accomplish the performance goals.
- Construct detailed MOUs to outline expectations for partnerships and strategies being implemented.
- Develop relationships with organizational leaders, such as universities, foundations, community-based organizations, health, and other institutions.
- Attend all Education Partnerships Coalition Meetings.

Sustainable resources

- Apply for grants to support C2C initiatives within the schools and for subcontracting with non-profit community agencies.
- Develop a sustainability plan, braiding private, local, state, and federal funding opportunities.
- Collaborate with district leadership and RiseUp Red Wing to monitor contract performance.
- Support the development of district-wide policy sustaining community schools.
- Follow the StriveTogether Theory of Action and complete the StriveTogether Civic Infrastructure Assessment annually.

Professional learning opportunities

- Support schools and community partners in training related to implementing the C2C initiatives.
- Provide responsive training, technical assistance, and coaching that support the implementation of the key practices and enabling conditions at sites and member district level for C2C initiatives.

- Regularly convene partners for information-sharing, professional development, and opportunities to collaborate
- Attend the StriveTogether annual convening. Ensure school staff and partner organizations are aware of StriveTogether convenings. Support them in applying for and attending these opportunities.

Data systems

- Connect leaders in developing protocols for gathering, sharing, monitoring, reporting, analyzing, and integrating data into program practice to improve outcomes.
- Meet with i3Works (data consultants) and StriveTogether regularly to ensure the use of data accurately reflects StriveTogether's expectations.
- Implement data-sharing agreements and expectations for C2C initiatives.
- Support schools to leverage MTSS structures, attendance meetings, and other structures to ensure equitable student assessment and connection to resources.
- Work closely with evaluators to support formative assessments.

Desired Qualifications

- Bachelor's degree required, Master's preferred;
- At least three years of experience in management and supervision in the field of Education, Public Policy, Project Management, Youth Programs;
- Three to five years of experience working in schools;
- A systems-thinking approach, with the ability to make connections and align services to better support student engagement and learning;
- The ability to ignite and support change, to encourage leaders to be open to new approaches to collaboration, time, and resources, with the goal of achieving improved outcomes;
- A deep understanding of effective community partnerships;
- Excellent interpersonal skills, with the ability to build solid work relationships;
- Experience coordinating and/or managing programs in an educational, non-profit, or human services setting
- Knowledge of school environment – tiered interventions, professional learning communities, etc.;
- Strong written and verbal communication skills;
- A high degree of cultural awareness and competency in cross-cultural practice with children and families;
- Experience developing and managing program budgets;
- Experience writing and managing grants;
- Understands and respects the diversity of families' economic, linguistic, and cultural backgrounds and situations;
- Computer literacy to include the use of Microsoft Word and Google applications;
- Knowledge of research-based strategies that support powerful family and community engagement;
- Experience in coaching and supporting adult learners

**CANNON FALLS PUBLIC SCHOOLS
FY25 BILL FOR SERVICES
PRELIMINARY MAY 2024**

		FTE	ANNUAL AMT	INVOICED TO DATE	REMAINING PER MONTH	FIN	OBJ	252 REVENUE SOURCE
SPECIAL EDUCATION SERVICES								
EARLY CHILDHOOD								
Marissa Behrens (ECSE Teacher)		1.00	49,475.00	0.00	4,122.92	740	396	STATE SP ED
	Benefits		10,142.00	0.00	845.17	740	397	STATE SP ED
Nicole Meyer (B-3 ECSE Teacher)		0.57	36,661.00	0.00	3,055.08	740	396	STATE SP ED
	Benefits		7,133.00	0.00	594.42	740	397	STATE SP ED
Sue Bodenhamer (B-3 ECSE Teacher)		0.15	11,077.00	0.00	923.08	740	396	STATE SP ED
	Benefits		3,760.00	0.00	313.33	740	397	STATE SP ED
Morgan Price (B-3 Social Worker)		0.09	5,645.00	0.00	470.42	740	396	STATE SP ED
	Benefits		1,599.00	0.00	133.25	740	397	STATE SP ED
Lindsay Woodard (B-3 Speech Path)		0.10	12,556.00	0.00	1,046.33	740	396	STATE SP ED
	Benefits		4,378.00	0.00	364.83	740	397	STATE SP ED
	Substitutes		1,030.00	0.00	85.83	740	399	STATE SP ED
OCCUPATIONAL & PHYSICAL THERAPY SERVICES								
Monica Capra (POHI/AT)		0.15	11,731.00	0.00	977.58	740	396	STATE SP ED
	Benefits		2,612.00	0.00	217.67	740	397	STATE SP ED
Teasha Archambault (PT)		0.32	31,310.00	0.00	2,609.17	740	396	STATE SP ED
	Benefits		10,843.00	0.00	903.58	740	397	STATE SP ED
Sydney Jacobson (OT)		0.78	58,695.00	0.00	4,891.25	740	396	STATE SP ED
	Benefits		9,049.00	0.00	754.08	740	397	STATE SP ED
Katee Bowe (OT)		0.15	11,707.00	0.00	975.58	740	396	STATE SP ED
	Benefits		2,148.00	0.00	179.00	740	397	STATE SP ED
ASSISTANT DIRECTOR OF SPECIAL EDUCATION								
Alisha Dalsin		1.00	119,008.00	0.00	9,917.33	740	396	STATE SP ED
	Benefits		26,817.00	0.00	2,234.75	740	397	STATE SP ED
SPEECH LANGUAGE PATHOLOGY								
Lynn Booth		1.00	93,880.00	0.00	7,823.33	740	396	STATE SP ED
	Benefits		17,717.00	0.00	1,476.42	740	397	STATE SP ED
Madasyn Austin		1.00	68,047.00	0.00	5,670.58	740	396	STATE SP ED
	Benefits		12,735.00	0.00	1,061.25	740	397	STATE SP ED
SCHOOL PSYCHOLOGY								
Kristin Kirk		1.00	109,518.00	0.00	9,126.50	740	396	STATE SP ED
	Benefits		20,383.00	0.00	1,698.58	740	397	STATE SP ED
SOCIAL WORK								
Courtney Skluzacek		1.00	56,451.00	0.00	4,704.25	740	396	STATE SP ED
	Benefits		27,878.00	0.00	2,323.17	740	397	STATE SP ED
Laura Burvee		1.00	75,790.00	0.00	6,315.83	740	396	STATE SP ED
	Benefits		32,142.00	0.00	2,678.50	740	397	STATE SP ED
GENERAL EDUCATION SERVICES								
ENGLISH AS A SECOND LANGUAGE								
Rebecca Quelle (EL Teacher)		0.60	33,529.00	0.00	2,794.08	339	396	COMP ED
	Benefits		12,043.00	0.00	1,003.58	339	397	COMP ED
Iliana Espiricueta (Cultural Liaison)		0.13	5,842.00	0.00	486.83	339	396	COMP ED
	Benefits		910.00	0.00	75.83	339	397	COMP ED
	Travel		200.00	0.00	16.67	339	366	COMP ED
INSTRUCTIONAL COACHING								
Catherine Stark		1.00	0.00	0.00	0.00	000	305	GEN FUND
COMMUNITY EDUCATION SERVICES								
SCHOOL READINESS								
				0.00	0.00			
OPERATIONS COSTS								
	LEASE		136,296.13	0.00	11,358.01	000	390	LEASE LEVY FLOW THRU
	LTFM		14,288.84	0.00	1,190.74	000	390	LTFM LEVY FLOW THRU
	ADMINISTRATIVE*		18,501.00	0.00	1,541.75	000	305	SUB AWARD AGREEMENT
	OPERATING FEE*		30,960.00	0.00	2,580.00	000	305	GEN FUND
TOTAL			1,194,486.97	0.00	99,540.58			

*These two line items are flowed back to the district as stipulated in Sub-award Agreement No. 252101

GOODHUE PUBLIC SCHOOL DISTRICT #253
FY25 BILL FOR SERVICES
PRELIMINARY MAY 2024

	FTE	ANNUAL AMT	INVOICED TO DATE	REMAINING PER MONTH	FIN	OBJ	253 REVENUE SOURCE
SPECIAL EDUCATION SERVICES							
EARLY CHILDHOOD							
Katherine Gadiant (ECSE Teacher)	1.00	57,249.00	0.00	4,770.75	740	396	STATE SP ED
Sarah Bauer (B-3 ECSE Teacher)	0.18	14,087.00	0.00	1,173.92	740	396	STATE SP ED
Sue Bodenhamer (B-3 ECSE Teacher)	0.06	4,431.00	0.00	369.25	740	396	STATE SP ED
Morgan Price (B-3 Social Worker)	0.03	1,882.00	0.00	156.83	740	396	STATE SP ED
Lindsay Woodard (B-3 Speech Pathologist)	0.04	5,022.00	0.00	418.50	740	396	STATE SP ED
Benefits		16,967.00	0.00	1,413.92	740	397	STATE SP ED
Substitutes		412.00	0.00	34.33	740	399	STATE SP ED
OCCUPATIONAL & PHYSICAL THERAPY SERVICES							
Monica Capra (POHI/AT)	0.06	4,692.00	0.00	391.00	740	396	STATE SP ED
Teasha Archambault (PT)	0.18	17,612.00	0.00	1,467.67	740	396	STATE SP ED
Katee Bowe (OT)	0.06	4,683.00	0.00	390.25	740	396	STATE SP ED
Olivia Dick (OT)	0.28	21,507.00	0.00	1,792.25	740	396	STATE SP ED
Benefits		12,018.00	0.00	1,001.50	740	397	STATE SP ED
SPECIAL EDUCATION COORDINATOR							
Jill Rohan	0.40	37,877.00	0.00	3,156.42	740	396	STATE SP ED
Benefits		14,862.00	0.00	1,238.50	740	397	STATE SP ED
SPEECH LANGUAGE PATHOLOGY							
Rebecca Humphrey	0.80	74,276.00	0.00	6,189.67	740	396	STATE SP ED
Benefits		26,593.00	0.00	2,216.08	740	397	STATE SP ED
SCHOOL PSYCHOLOGY							
Makenna Holt	0.60	56,712.00	0.00	4,726.00	740	396	STATE SP ED
Benefits		15,519.00	0.00	1,293.25	740	397	STATE SP ED
SOCIAL WORK							
Kamie Lodermeier	0.50	34,447.00	0.00	2,870.58	740	396	STATE SP ED
Benefits		15,462.00	0.00	1,288.50	740	397	STATE SP ED
AMERICAN SIGN LANGUAGE (ASL) INTERPRETER							
Jessica Reyes	1.00	41,510.00	0.00	3,459.17	740	396	STATE SP ED
Benefits		6,511.00	0.00	542.58	740	397	STATE SP ED
GENERAL EDUCATION SERVICES							
ENGLISH AS A SECOND LANGUAGE							
Anna Herman (EL Teacher)	1.00	73,845.00	0.00	6,153.75	339	396	COMP ED
Linda Hodgell (EL Teacher)	0.50	37,095.00	0.00	3,091.25	339	396	COMP ED
Iliana Espiricueta (Cultural Liaison)	0.12	5,393.00	0.00	449.42	339	396	COMP ED
Benefits		30,989.00	0.00	2,582.42	339	397	COMP ED
Contracted Interpreters		1,100.00	0.00	91.67	339	396	COMP ED
SOCIAL WORK							
Kamie Lodermeier	0.50	34,446.00	0.00	2,870.50	000	396	GEN FUND
Benefits		15,463.00	0.00	1,288.58	000	397	GEN FUND
INSTRUCTIONAL COACHING							
Courtney Bonnin	1.00	0.00	0.00	0.00	000	305	GEN FUND
COMMUNITY EDUCATION SERVICES							
EARLY CHILDHOOD FAMILY EDUCATION							
Wendie Christianson	0.10	7,716.00	0.00	643.00	325	396	COMM ED
Benefits		1,265.00	0.00	105.42	325	397	COMM ED
SCHOOL READINESS							
		0.00	0.00	0.00			
OPERATIONS COSTS							
LEASE		93,378.01	0.00	7,781.50	000	390	LEASE LEVY FLOW THRU
LTFM		9,851.05	0.00	820.92	000	390	LTFM LEVY FLOW THRU
ADMINISTRATIVE*		7,278.00	0.00	606.50	000	305	SUB AWARD AGREEMENT
OPERATING FEE*		23,010.00	0.00	1,917.50	000	305	GEN FUND
TOTAL		825,160.06	0.00	68,763.34			

*These two line items are flowed back to the district as stipulated in Sub-award Agreement No. 253102

**KENYON-WANAMINGO PUBLIC SCHOOLS
FY25 BILL FOR SERVICES
PRELIMINARY MAY 2024**

	FTE	ANNUAL AMT	INVOICED TO DATE	REMAINING PER MONTH	FIN	OBJ	2172 REVENUE SOURCE
SPECIAL EDUCATION SERVICES							
EARLY CHILDHOOD							
Stephanie Wunderlich (ECSE Teacher)	1.00	61,812.00	0.00	5,151.00	740	396	STATE SP ED
Nicole Meyer (B-3 ECSE Teacher)	0.43	27,656.00	0.00	2,304.67	740	396	STATE SP ED
Sue Bodenhamer (B-3 ECSE Teacher)	0.12	8,861.00	0.00	738.42	740	396	STATE SP ED
Morgan Price (B-3 Social Worker)	0.07	4,390.00	0.00	365.83	740	396	STATE SP ED
Lindsay Woodard (B-3 Speech Pathologist)	0.08	10,045.00	0.00	837.08	740	396	STATE SP ED
Benefits		41,811.00	0.00	3,484.25	740	397	STATE SP ED
Travel		800.00	0.00	66.67	740	366	STATE SP ED
Substitutes		2,575.00	0.00	214.58	740	399	STATE SP ED
PARAPROFESSIONALS							
Annette Kraft	1.00	26,553.00	0.00	2,212.75	740	396	STATE SP ED
Benefits		5,784.00	0.00	482.00	740	397	STATE SP ED
Substitutes		1,030.00	0.00	85.83	740	399	STATE SP ED
OCCUPATIONAL & PHYSICAL THERAPY SERVICES							
Monica Capra (POHI/AT)	0.11	8,603.00	0.00	716.92	740	396	STATE SP ED
Teasha Archambault (PT)	0.14	13,698.00	0.00	1,141.50	740	396	STATE SP ED
Nicole Yusten (OT)	0.37	28,877.00	0.00	2,406.42	740	396	STATE SP ED
Katee Bowe (OT)	0.12	9,366.00	0.00	780.50	740	396	STATE SP ED
Benefits		20,152.00	0.00	1,679.33	740	397	STATE SP ED
SPEECH LANGUAGE PATHOLOGIST							
Megan Olson	1.00	94,190.00	0.00	7,849.17	740	396	STATE SP ED
Benefits		16,895.00	0.00	1,407.92	740	397	STATE SP ED
NURSING SERVICES							
Sarah Christensen	0.09	5,300.00	0.00	441.67	740	396	STATE SP ED
Benefits		2,773.00	0.00	231.08	740	397	STATE SP ED
SCHOOL PSYCHOLOGY							
Kelsey Lemmon	0.80	73,602.00	0.00	6,133.50	740	396	STATE SP ED
Benefits		13,613.00	0.00	1,134.42	740	397	STATE SP ED
ASSISTANT DIRECTOR OF SP ED							
Amy Buchal	0.70	82,775.00	0.00	6,897.92	740	305	STATE SP ED
Benefits		18,683.00	0.00	1,556.92	740	397	STATE SP ED
GENERAL EDUCATION SERVICES							
ENGLISH AS A SECOND LANGUAGE							
Rebecca Quelle (EL Teacher)	0.40	22,352.00	0.00	1,862.67	339	396	COMP ED
Iliana Espiricueta (Cultural Liaison)	0.17	7,640.00	0.00	636.67	339	396	COMP ED
Benefits		15,976.00	0.00	1,331.33	339	397	COMP ED
Contracted Interpreters		500.00	0.00	41.67	339	399	COMP ED
Travel between sites		500.00	0.00	41.67	339	366	COMP ED
NURSING SERVICES							
Sarah Christensen	0.83	47,700.00	0.00	3,975.00	000	396	GEN FUND
Benefits		24,959.00	0.00	2,079.92	000	397	GEN FUND
Travel - between sites			0.00	0.00	000	366	GEN FUND
INSTRUCTIONAL COACHING							
Jake Weime / Cheryl Dahl	1.00	0.00	0.00	0.00	000	305	GEN FUND
COMMUNITY EDUCATION SERVICES							
ECFE		0.00	0.00	0.00			
SCHOOL READINESS		0.00	0.00	0.00			
OPERATIONS COSTS							
LEASE		84,822.93	0.00	7,068.58	000	390	LEASE LEVY FLOW THRU
LTFM		8,875.56	0.00	739.63	000	390	LTFM LEVY FLOW THRU
ADMINISTRATIVE*		14,029.00	0.00	1,169.08	000	305	SUB AWARD AGREEMENT
OPERATING FEE*		19,590.00	0.00	1,632.50	000	305	GEN FUND
TOTAL		826,788.49	0.00	68,899.04			

*These two line items are flowed back to the district as stipulated in Sub-award Agreement No. 172103

**LAKE CITY PUBLIC SCHOOLS
FY25 BILL FOR SERVICES
PRELIMINARY MAY 2024**

		FTE	ANNUAL AMT	INVOICED TO DATE	REMAINING PER MONTH	FIN	OBJ	813 REVENUE SOURCE
SPECIAL EDUCATION SERVICES								
EARLY CHILDHOOD								
	Sarah Bauer (B-3 ECSE Teacher)	0.37	28,957.00	0.00	2,413.08	740	396	STATE SP ED
	Lindsay Woodard (B-3 Speech Pathologist)	0.08	10,045.00	0.00	837.08	740	396	STATE SP ED
	Morgan Price (B-3 Social Worker)	0.07	4,390.00	0.00	365.83	740	396	STATE SP ED
	Benefits		9,416.00	0.00	784.67	740	397	STATE SP ED
OCCUPATIONAL & PHYSICAL THERAPY SERVICES								
	Monica Capra (POHI/AT)	0.11	8,603.00	0.00	716.92	740	396	STATE SP ED
	Jayne Molde-Boeding (PT)	0.36	39,246.00	0.00	3,270.50	740	396	STATE SP ED
	Katee Bowe (OT)	0.12	9,366.00	0.00	780.50	740	396	STATE SP ED
	Olivia Dick (OT)	0.72	55,305.00	0.00	4,608.75	740	396	STATE SP ED
	Benefits		26,776.00	0.00	2,231.33	740	397	STATE SP ED
SCHOOL PSYCHOLOGY								
	Brittany Liljevall	1.00	97,033.00	0.00	8,086.08	740	396	STATE SP ED
	Benfits		16,577.00	0.00	1,381.42	740	397	STATE SP ED
SOCIAL WORK								
	Korissa Atkinson	1.00	58,047.00	0.00	4,837.25	740	396	STATE SP ED
	Benefits		10,810.00	0.00	900.83	740	397	STATE SP ED
SPEECH LANGUAGE PATHOLOGY								
	Stephanie Weisenbeck	1.00	84,164.00	0.00	7,013.67	740	396	STATE SP ED
	Madeline Ocel	1.00	77,249.00	0.00	6,437.42	740	396	STATE SP ED
	Benefits		46,681.00	0.00	3,890.08	740	397	STATE SP ED
SPECIAL EDUCATION COORDINATOR								
	Jill Rohan	0.60	56,815.00	0.00	4,734.58	740	396	STATE SP ED
	Benefits		21,849.00	0.00	1,820.75	740	397	STATE SP ED
GENERAL EDUCATION SERVICES								
ENGLISH AS A SECOND LANGUAGE								
	Jeimmy Yusty-Rojas (Cultural Liaison)	0.10	4,836.00	0.00	403.00	339	396	COMP ED
	Iliana Espiricueta (Cultural Liaison)	0.35	15,729.00	0.00	1,310.75	339	396	COMP ED
	Benefits		3,422.00	0.00	285.17	339	397	COMP ED
	Contracted Interpreters		500.00	0.00	41.67	339	305	COMP ED
	Travel		1,000.00	0.00	83.33	339	305	COMP ED
INSTRUCTIONAL COACHING								
	Amy Heise	1.00	0.00	0.00	0.00	000	305	GEN FUND
COMMUNITY EDUCATION SERVICES								
OPERATIONS COSTS								
	LEASE		152,698.26	0.00	12,724.86	000	390	LEASE LEVY FLOW THRU
	LTFM		16,143.63	0.00	1,345.30	000	390	LTFM LEVY FLOW THRU
	ADMINISTRATIVE*		14,818.00	0.00	1,234.83	000	305	SUB AWARD AGREEMENT
	OPERATING FEE*		35,130.00	0.00	2,927.50	000	305	GEN FUND
TOTAL			905,605.89	0.00	75,467.16			
*These two line items are flowed back to the district as stipulated in Sub-award Agreement No. 813106.								

**RED WING PUBLIC SCHOOLS
FY25 BILL FOR SERVICES
PRELIMINARY MAY 2024**

	FTE	ANNUAL AMT	INVOICED TO DATE	REMAINING PER MONTH	FIN	OBJ	256 REVENUE SOURCE
SPECIAL EDUCATION SERVICES							
SPEECH LANGUAGE PATHOLOGY							
Megan Senechalle**	0.70	56,389.00	0.00	4,699.08	740	396	STATE SP ED
Benefits		22,407.00	0.00	1,867.25	740	397	STATE SP ED
Sam Krueger	1.00	59,853.00	0.00	4,987.75	740	396	STATE SP ED
Benefits		10,406.00	0.00	867.17	740	397	STATE SP ED
Cori Pelletier	1.00	77,249.00	0.00	6,437.42	740	396	STATE SP ED
Benefits		14,007.00	0.00	1,167.25	740	397	STATE SP ED
Lindsay Woodard	0.25	31,390.00	0.00	2,615.83	740	396	STATE SP ED
Benefits		10,133.00	0.00	844.42	740	397	STATE SP ED
Morgan Zebo	1.00	59,853.00	0.00	4,987.75	740	396	STATE SP ED
Benefits		20,587.00	0.00	1,715.58	740	397	STATE SP ED
Brianna Byam	1.00	54,475.00	0.00	4,539.58	740	396	STATE SP ED
Benefits		11,848.00	0.00	987.33	740	397	STATE SP ED
Ashlyn Werner	1.00	71,414.00	0.00	5,951.17	740	396	STATE SP ED
Benefits		13,220.00	0.00	1,101.67	740	397	STATE SP ED
EARLY CHILDHOOD							
Missy Carlson (B-3 ECSE Teacher)	1.00	68,477.00	0.00	5,706.42	740	396	STATE SP ED
Benefits		29,566.00	0.00	2,463.83	740	397	STATE SP ED
Substitutes		1,339.00	0.00	111.58	740	399	STATE SP ED
OCCUPATIONAL & PHYSICAL THERAPY SERVICES							
Monica Capra (POHI/AT)	0.37	28,936.00	0.00	2,411.33	740	396	STATE SP ED
Benefits		6,443.00	0.00	536.92	740	397	STATE SP ED
Arlie McLaren (OT)	1.00	88,893.00	0.00	7,407.75	740	396	STATE SP ED
Benefits		14,825.00	0.00	1,235.42	740	397	STATE SP ED
Katee Bowe (OT)	0.40	31,219.00	0.00	2,601.58	740	396	STATE SP ED
Benefits		6,905.00	0.00	575.42	740	397	STATE SP ED
Mary Testen (OT)	0.59	51,423.00	0.00	4,285.25	740	396	STATE SP ED
Benefits		14,012.00	0.00	1,167.67	740	397	STATE SP ED
Sydney Jacobson (OT)	0.22	16,555.00	0.00	1,379.58	740	396	STATE SP ED
Benefits		2,552.00	0.00	212.67	740	397	STATE SP ED
Jayne Molde-Boeding (PT)	0.64	69,772.00	0.00	5,814.33	740	396	STATE SP ED
Benefits		22,854.00	0.00	1,904.50	740	397	STATE SP ED
SCHOOL PSYCHOLOGY							
Molly Paulson	1.00	109,018.00	0.00	9,084.83	740	396	STATE SP ED
Benefits		45,497.00	0.00	3,791.42	740	397	STATE SP ED
OPEN (Rome)	1.00	75,902.00	0.00	6,325.17	740	396	STATE SP ED
Benefits		23,219.00	0.00	1,934.92	740	397	STATE SP ED
Michelle Lundberg Bogner	1.00	90,902.00	0.00	7,575.17	740	396	STATE SP ED
Benefits		33,733.00	0.00	2,811.08	740	397	STATE SP ED
Alexis Walker	1.00	90,902.00	0.00	7,575.17	740	396	STATE SP ED
Benefits		15,904.00	0.00	1,325.33	740	397	STATE SP ED
OPEN (Procare)	1.00	71,614.00	0.00	5,967.83	740	396	STATE SP ED
Benefits		15,332.00	0.00	1,277.67	740	397	STATE SP ED
SOCIAL WORK							
Kaycee Tulip	1.00	61,656.00	0.00	5,138.00	740	396	STATE SP ED
Benefits		12,583.00	0.00	1,048.58	740	397	STATE SP ED
Ashley Nelson	1.00	67,158.00	0.00	5,596.50	740	396	STATE SP ED
Benefits		12,497.00	0.00	1,041.42	740	397	STATE SP ED
Liz Kittelson	1.00	81,823.00	0.00	6,818.58	740	396	STATE SP ED
Benefits		15,320.00	0.00	1,276.67	740	397	STATE SP ED
SPECIAL EDUCATION ADMINISTRATION							
Kayla Awolope	1.00	113,809.00	0.00	9,484.08	740	305	STATE SP ED
Benefits		37,344.00	0.00	3,112.00	740	397	STATE SP ED
Carrie Hansen	1.00	113,809.00	0.00	9,484.08	740	396	STATE SP ED
Benefits		42,740.00	0.00	3,561.67	740	397	STATE SP ED
SPECIAL EDUCATION NURSING SERVICES							
Hiawatha Homecare Contract	1.00	88,621.00	0.00	7,385.08	740	399	STATE SP ED
ADMINISTRATIVE ASSISTANT							
Kris Jurgenson	0.50	29,398.00	0.00	2,449.83	740	396	STATE SP ED
Benefits		5,383.00	0.00	448.58	740	397	STATE SP ED
GENERAL EDUCATION SERVICES							
ENGLISH AS A SECOND LANGUAGE							
Casey O'Donnell (EL Teacher)	1.00	67,158.00	0.00	5,596.50	339	396	COMP ED
Benefits		12,241.00	0.00	1,020.08	339	397	COMP ED
Jeimy Yusty Rojas (Cultural Liaison)	0.90	43,520.00	0.00	3,626.67	339	396	COMP ED
Benefits		8,402.00	0.00	700.17	339	397	COMP ED
Contracted Interpreters		3,000.00	0.00	250.00	339	399	COMP ED
Travel between sites		1,500.00	0.00	125.00	339	366	COMP ED
INSTRUCTIONAL COACHING							
Brenda Houck	1.00	0.00	0.00	0.00	000	305	GEN FUND
OPERATIONS COSTS							
LEASE		311,729.16	0.00	25,977.43	000	390	LEASE LEVY FLOW THRU
LTFM		33,784.84	0.00	2,815.40	000	390	LTFM LEVY FLOW THRU
ADMINISTRATIVE*		47,874.00	0.00	3,989.50	000	305	SUB AWARD AGREEMENT
OPERATING FEE*		70,710.00	0.00	5,892.50	000	305	GEN FUND
TOTAL		2,821,085.00	0.00	235,090.42			
*These two line items are flowed back to the district as stipulated in Sub-award Agreement No. 256104.							
** 0.30 FTE COVERED BY FEDERAL 3-5 FUNDS							

ZUMBROTA-MAZEPPA PUBLIC SCHOOLS
FY25 BILL FOR SERVICES
PRELIMINARY MAY 2024

	FTE	ANNUAL AMT	INVOICED TO DATE	REMAINING PER MONTH	FIN	OBJ	2805 REVENUE SOURCE
SPECIAL EDUCATION SERVICES							
EARLY CHILDHOOD							
Emily Klapperich (ECSE Teacher)	1.00	48,755.00	0.00	4,062.92	740	396	STATE SP ED
Nicole Morgan (ECSE Paraprofessional)	1.00	26,241.00	0.00	2,186.75	740	396	STATE SP ED
Sue Bodenhamer (B-3 ECSE Teacher)	0.15	11,077.00	0.00	923.08	740	396	STATE SP ED
Sarah Bauer (B-3 ECSE Teacher)	0.45	35,218.00	0.00	2,934.83	740	396	STATE SP ED
Lindsay Woodard (B-3 Speech Pathologist)	0.10	12,556.00	0.00	1,046.33	740	396	STATE SP ED
Morgan Price (B-3 Social Worker)	0.09	5,645.00	0.00	470.42	740	396	STATE SP ED
Substitutes		1,545.00	0.00	128.75	740	396	STATE SP ED
Benefits		37,047.00	0.00	3,087.25	740	397	STATE SP ED
Travel between Sites		100.00	0.00	8.33	740	366	STATE SP ED
OCCUPATIONAL & PHYSICAL THERAPY SERVICES							
Monica Capra (POHI/AT)	0.15	11,731.00	0.00	977.58	740	396	STATE SP ED
Teasha Archambault (PT)	0.28	27,397.00	0.00	2,283.08	740	396	STATE SP ED
Katee Bowe (OT)	0.15	11,707.00	0.00	975.58	740	396	STATE SP ED
Nicole Yusten (OT)	0.63	49,170.00	0.00	4,097.50	740	396	STATE SP ED
Benefits		34,294.00	0.00	2,857.83	740	397	STATE SP ED
AMERICAN SIGN LANGUAGE (ASL) INTERPRETER							
Michelle Kremer	1.00	48,356.00	0.00	4,029.67	740	396	STATE SP ED
Benefits		12,893.00	0.00	1,074.42	740	397	STATE SP ED
SPEECH LANGUAGE PATHOLOGY							
Megan Carlson	1.00	86,775.00	0.00	7,231.25	740	396	STATE SP ED
Madelyn Green	1.00	66,451.00	0.00	5,537.58	740	396	STATE SP ED
Benefits		36,189.00	0.00	3,015.75	740	397	STATE SP ED
ASSISTANT DIRECTOR OF SPECIAL EDUCATION							
Wendy Ahren	0.50	65,331.00	0.00	5,444.25	740	305	STATE SP ED
Benefits		14,179.00	0.00	1,181.58	740	397	STATE SP ED
NURSING SERVICES							
Tiffany Boraas	0.10	6,550.00	0.00	545.83	740	396	STATE SP ED
Sally Rude	0.10	6,440.00	0.00	536.67	740	396	STATE SP ED
Benefits		4,208.00	0.00	350.67	740	397	STATE SP ED
SCHOOL PSYCHOLOGY							
Abby Bartelma	1.00	109,018.00	0.00	9,084.83	740	396	STATE SP ED
Benefits		20,163.00	0.00	1,680.25	740	397	STATE SP ED
GENERAL EDUCATION SERVICES							
ENGLISH AS A SECOND LANGUAGE							
Linda Hodgell (EL Teacher)	0.50	37,095.00	0.00	3,091.25	339	396	COMP ED
Iliana Espiricueta (Cultural Liaison)	0.19	8,539.00	0.00	711.58	339	396	COMP ED
Benefits		16,779.00	0.00	1,398.25	339	397	COMP ED
Contracted Interpreters		500.00	0.00	41.67	339	399	COMP ED
Travel Between Sites		1,600.00	0.00	133.33	339	366	COMP ED
NURSING SERVICES							
Tiffany Boraas	0.90	58,953.00	0.00	4,912.75	000	396	GEN FUND
Sally Rude	0.90	57,963.00	0.00	4,830.25	000	397	GEN FUND
Travel Between Sites		100.00	0.00	8.33	000	397	GEN FUND
Benefits		38,491.00	0.00	3,207.58	000	397	GEN FUND
BUILDING ADMINISTRATION							
Wendy Ahren	0.50	65,331.00	0.00	5,444.25	000	396	GEN FUND
Benefits		14,179.00	0.00	1,181.58	000	397	GEN FUND
INSTRUCTIONAL COACHING							
Aaron Schumacher	0.50	0.00	0.00	0.00	000	305	GEN FUND
COMMUNITY EDUCATION SERVICES							
ECFE		0.00	0.00	0.00	325	396	COMM ED
SCHOOL READINESS							
		0.00	0.00	0.00			
OPERATIONS COSTS							
LEASE		160,813.00	0.00	13,401.08	000	390	LEASE LEVY FLOW THRU
LTFM		17,174.08	0.00	1,431.17	000	390	LTFM LEVY FLOW THRU
ADMINISTRATIVE*		18,501.00	0.00	1,541.75	000	305	SUB AWARD AGREEMENT
OPERATING FEE*		39,090.00	0.00	3,257.50	000	305	GEN FUND
TOTAL		1,324,144.08	0.00	110,345.34			

*These two line items are flowed back to the district as stipulated in Sub-award Agreement No. 805105.

Goodhue Co Ed District
Budget / Fund Balance Overview (BUDGET)

Preliminary 2024-25 Budget

General Fund - 01	Beginning				End of Year	Net Increase
	Fund Balance	Revenues	Expenditures	Transfers	Proj. Balance	or Decrease
422 Unassigned Fund Balance	794,122	18,456,370	18,567,378	(12,829)	670,285	(123,837)
	4.34%				3.39%	
Restricted						
434 Area Learning Center	-	629,717	642,546	12,829	-	-
441 Basic Skills Programs	-	375,633	375,633	-	-	-
467 Long-Term Facilities Maint	84,274	100,118	100,118	-	84,274	-
472 Medical Assistance	-	62,102	62,102	-	-	-
Subtotal Restricted	84,274	1,167,570	1,180,399	12,829	84,274	-
460 Nonspendable	106,592	-	-	-	106,592	-
Total General Fund	984,988	19,623,940	19,747,777	-	861,151	(123,837)
Total All Funds:	984,988	19,623,940	19,747,777	-	861,151	(123,837)

- VII. **Other:**
- VIII. **Comments: Board/Director**
- IX. **Next Meeting Date: Thursday, June 27, 2024 at 7:00 PM at the River Bluff Education Center in Red Wing.**
- X. **Adjournment**