



GOODHUE COUNTY
EDUCATION
DISTRICT
PARTNERS IN THE JOURNEY

Goodhue County Education District Board Agenda
Thursday, September 25, 2025 at 7:00 PM
Goodhue Public Schools
23454 325th St
510 3rd Ave
Goodhue, Minnesota 55027

AGENDA

- I. **Pledge of Allegiance:**
- II. **Call to Order/Adoption of Agenda:**
- III. **Consent Agenda:**
 - A. Approval of August 28, 2025 Board Minutes 2

I. Pledge of Allegiance:

II. Call to Order/Adoption of Agenda:

Motion to adopt the agenda. This motion, made by Adam Dicke and seconded by Heath Oeltjen, Passed.

Terese Bjornstad: Yes, Adam Dicke: Yes, Jason Lohmann: Yes, Heath Oeltjen: Yes, Marilyn Syverson: Yes, JoLyn Williams: Yes

Yes: 6, No: 0

Jodi Strain attended in place JoLyn Williams.

III. Consent Agenda:

Motion to accept consent agenda. This motion, made by Terese Bjornstad and seconded by Marilyn Syverson, Passed.

Terese Bjornstad: Yes, Adam Dicke: Yes, Jason Lohmann: Yes, Heath Oeltjen: Yes, Marilyn Syverson: Yes, JoLyn Williams: Yes

Yes: 6, No: 0

III.A. Approval of Claims: JoLyn Williams

III.B. Approval of Claims:

Cherie Johnson gave an overview of the new hires and transfers.

III.C. Staff Updates:

III.C.1. **Resignations:** Barb Calley, Building Support Specialist at River Bluff Education Center - effective August 4, 2025.

III.C.2. **New Hire:** Kelcie Fix, American Sign Language Interpreter @ Kenyon-Wanamingo; Diana Klein, School Psychologist @ Zumbrota-Mazeppa; Barbie Collins, Building Support Specialist at River Bluff Education Center.

III.C.3. **Transfers:** Nicole Bolduan, Director of Special Education to Assistant Director of Special Education.

III.C.4. **Re-assignment:**

IV.

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.

V. Reports and Communication:

V.A. Business Manager Report

Cherie Johnson presented the business manager report.

V.B. 2025-2026 GCED Organizational Chart

Cherie Johnson presented the 25-26 organizational chart.

VI. Old Business:

VII. New Business:

VII.A. Support Staff Agreement

Move to accept the support staff agreement. This motion, made by Terese Bjornstad and seconded by Marilyn Syverson, Passed.

Terese Bjornstad: Yes, Adam Dicke: Yes, Jason Lohmann: Yes, Heath Oeltjen: Yes, Marilyn Syverson: Yes, JoLyn Williams: Yes

Yes: 6, No: 0

Cherie Johnson presented the Support Staff Agreement.

VII.B. Draft Administrative Assistant Agreement

Motion at accept draft. This motion, made by Adam Dicke and seconded by JoLyn Williams, Passed.

Terese Bjornstad: Yes, Adam Dicke: Yes, Jason Lohmann: Yes, Heath Oeltjen: Yes, Marilyn Syverson: Yes, JoLyn Williams: Yes

Yes: 6, No: 0

Cherie Johnson presented the Draft of Administrative Assistant Agreement.

VII.C. Technology Educational Consultant Agreement 2025-2027

Motion made to accept the technology educational agreement. This motion, made by Heath Oeltjen and seconded by Jason Lohmann, Passed.

Terese Bjornstad: Yes, Adam Dicke: Yes, Jason Lohmann: Yes, Heath Oeltjen: Yes, Marilyn Syverson: Yes, JoLyn Williams: Yes

Yes: 6, No: 0

Cherie Johnson presented the Technology Educational Consultant Agreement.

VII.D. 1st Reading of Annually Reviewed Policies: Policy 506 Student Discipline, Policy 722 Public Data Request and Data Subject Requests and 806 Crisis Management.

Motion to accept the reading of annually reviewed policies. This motion, made by Terese Bjornstad and seconded by Marilyn Syverson, Passed.

Terese Bjornstad: Yes, Adam Dicke: Yes, Jason Lohmann: Yes, Heath Oeltjen: Yes, Marilyn Syverson: Yes, JoLyn Williams: Yes

Yes: 6, No: 0

Cherie Johnson presented the reading of the annually reviewed policies.

VII.E. Acceptance of Donations/Grants Resolution: Grant from the Jones Family Foundation in the amount of \$16,250 to fund Learn & Earn for the 2025-2026 school year.

Motion to accept the Grant from the Jones Family foundation. This motion, made by Adam Dicke and seconded by Heath Oeltjen, Passed.

Terese Bjornstad: Yes, Adam Dicke: Yes, Jason Lohmann: Yes, Heath Oeltjen: Yes, Marilyn Syverson: Yes, JoLyn Williams: Yes

Yes: 6, No: 0

Cherie Johnson and Brian Cashman presented the acceptance of donations and grants.

VIII. Other:

Cherie Johnson discussed the program Donors Choose.

IX. Comments: Board/Director

X. Next Meeting Date: September 25 at Goodhue Public Schools. 510 3rd Ave, Goodhue, MN 55027. Boardroom

XI. Adjournment

Motion to adjourn. This motion, made by JoLyn Williams and seconded by Jason Lohmann, Passed.

Terese Bjornstad: Yes, Adam Dicke: Yes, Jason Lohmann: Yes, Heath Oeltjen: Yes, Marilyn Syverson: Yes, JoLyn Williams: Yes

Yes: 6, No: 0

B. Approval of Claims:

6



**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		41029		Wire	1	2284	E. B. C., LLC /ACS		Yes	No	Yes	09/17/2025	(141.72)
MERC		41248		Wire	1	03977	SOUTHEAST SERVICE COOPERATIVE		No	No	No	08/28/2025	104,070.76
MERC		41249		Wire	1	1280	DELTA DENTAL PLAN OF MN		No	No	No	08/28/2025	7,902.42
MERC		41250		Wire	1	2216	KWIK TRIP EXTENDED NETWORK		No	Yes	No	08/28/2025	168.77
MERC		41251		Wire	1	2284	E. B. C., LLC /ACS		Yes	No	Yes	08/28/2025	141.72
MERC		41251		Wire	1	2284	E. B. C., LLC /ACS		Yes	No	Yes	09/17/2025	(141.72)
MERC		41252		Wire	1	3232	ENTERPRISE FM TRUST		No	Yes	No	08/28/2025	4,067.61
MERC		41253		Wire	1	3781	VISA		No	Yes	No	08/28/2025	8,120.44
MERC		41254		Direct Pymt	1	00510	ARNOLD'S SUPPLY & KLEENIT CO		Yes	No	No	08/28/2025	600.92
MERC		41255		Direct Pymt	1	02672	METRO SALES, INC.		Yes	No	No	08/28/2025	1,441.75
MERC		41256		Direct Pymt	1	03977	SOUTHEAST SERVICE COOPERATIVE		Yes	No	No	08/28/2025	3,400.00
MERC		41257		Direct Pymt	1	2571	ANCHOR PROMOTIONS		Yes	No	No	08/28/2025	275.92
MERC		41258		Direct Pymt	1	2809	MRI SOFTWARE, LLC		Yes	No	No	08/28/2025	25.00
MERC		41259		Direct Pymt	1	2865	INTELLICENTS		Yes	No	No	08/28/2025	1,250.00
MERC		41260		Direct Pymt	1	3040	CONTINUA INTERIORS OF MINNESOTA		Yes	No	No	08/28/2025	2,765.59
MERC		41261		Direct Pymt	1	3335	CARLSON, MEGAN		Yes	No	No	08/28/2025	30.80
MERC		41262		Direct Pymt	1	3415	AMAZON CAPITAL SERVICES		Yes	No	No	08/28/2025	2,733.41
MERC		41263		Direct Pymt	1	3522	CUSTOM ALARM		Yes	No	No	08/28/2025	37,059.83
MERC		41264		Direct Pymt	1	3563	IMAGINE LEARNING, LLC		Yes	No	No	08/28/2025	13,445.00
MERC		41265		Direct Pymt	1	3628	AMPION PBC C/O DEPT. 8121		Yes	No	No	08/28/2025	4,685.73
MERC		41266		Direct Pymt	1	3644	BANKS, LISA		Yes	No	No	08/28/2025	142.80
MERC		41267		Direct Pymt	1	3673	AMPION PBC C/O DEPT. 8125		Yes	No	No	08/28/2025	92.93
MERC		41268		Direct Pymt	1	09118	EDUCATION MN - GCED		Yes	No	No	09/02/2025	3,264.48
MERC		41269		Direct Pymt	1	1984	E. B. C., LLC/Flex Contributions		Yes	No	No	09/02/2025	452.09
MERC		41270		Direct Pymt	1	3235	Goodhue Co Ed Dist Paraprofessional Unic		Yes	No	No	09/02/2025	146.34
MERC		41271		Wire	1	04060	PERA-PUBLIC EMPLOYEES RETIREMT		No	No	No	09/02/2025	4,657.37
MERC		41272		Wire	1	04062	MN TEACHERS RETIREMENT ASSOC		No	No	No	09/02/2025	69,255.66
MERC		41273		Wire	1	2284	E. B. C., LLC /ACS		No	No	No	09/02/2025	19,640.40
MERC		41274		Wire	1	2392	US DEPT. OF TREASURY		No	No	No	09/02/2025	96,201.56
MERC		41275		Wire	1	2396	MN Dept of Revenue		No	No	No	09/02/2025	17,283.92
MERC		41276		Wire	1	2501	Merchants Bank		No	No	No	09/02/2025	5,459.32
MERC		41309		Wire	1	2216	KWIK TRIP EXTENDED NETWORK		No	No	No	09/11/2025	130.22
MERC		41310		Direct Pymt	1	00360	CARLSON, MELISSA		Yes	No	No	09/11/2025	97.30
MERC		41311		Direct Pymt	1	04565	ZUMBROTA-MAZEPPA PUBLIC SCHOOL		Yes	No	No	09/11/2025	178,941.66
MERC		41312		Direct Pymt	1	09129	RED WING IND SCHOOL DIST 256		Yes	No	No	09/11/2025	84,284.02
MERC		41313		Direct Pymt	1	1468	RYAN MECHANICAL		Yes	No	No	09/11/2025	700.86
MERC		41314		Direct Pymt	1	1789	UPS		Yes	No	No	09/11/2025	227.12
MERC		41315		Direct Pymt	1	2766	CASHMAN BRIAN		Yes	No	No	09/11/2025	578.20

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		41316		Direct Pymt	1	3392	JURGENSEN, KRIS		Yes	No	No	09/11/2025	70.21
MERC		41317		Direct Pymt	1	3409	RIVERSIDE INSIGHTS		Yes	No	No	09/11/2025	2,592.75
MERC		41318		Direct Pymt	1	3415	AMAZON CAPITAL SERVICES		Yes	No	No	09/11/2025	1,330.77
MERC		41319		Direct Pymt	1	3538	HEWLETT-PACKARD FINANCIAL SERVI		Yes	No	No	09/11/2025	20,162.74
MERC		41320		Direct Pymt	1	3563	IMAGINE LEARNING, LLC		Yes	No	No	09/11/2025	13,445.00
MERC		41321		Direct Pymt	1	3762	CONTLA HERNANDEZ, CARLA		Yes	No	No	09/11/2025	128.80
MERC		41322		Wire	1	04060	PERA-PUBLIC EMPLOYEES RETIREMT		No	No	No	09/15/2025	4,043.79
MERC		41323		Wire	1	04062	MN TEACHERS RETIREMENT ASSOC		No	No	No	09/15/2025	71,644.77
MERC		41324		Wire	1	2284	E. B. C., LLC /ACS		No	No	No	09/15/2025	20,455.05
MERC		41325		Wire	1	2392	US DEPT. OF TREASURY		No	No	No	09/15/2025	100,048.10
MERC		41326		Wire	1	2396	MN Dept of Revenue		No	No	No	09/15/2025	18,074.56
MERC		41327		Wire	1	2501	Merchants Bank		No	No	No	09/15/2025	5,264.74
MERC		41328		Direct Pymt	1	09118	EDUCATION MN - GCED		Yes	No	No	09/15/2025	3,264.13
MERC		41329		Direct Pymt	1	1483	LAKE CITY PUBLIC SCHOOLS		Yes	No	No	09/15/2025	135,500.76
MERC		41330		Direct Pymt	1	1984	E. B. C., LLC/Flex Contributions		Yes	No	No	09/15/2025	452.09
MERC		41331		Direct Pymt	1	3235	Goodhue Co Ed Dist Paraprofessional Unic		Yes	No	No	09/15/2025	21.66
MERC		41244	22027	Check	1	3052	ACT, INC		Yes	No	No	08/28/2025	204.00
MERC		41245	22028	Check	1	3347	ASL INTERPRETING SERVICES, INC		Yes	No	No	08/28/2025	1,301.50
MERC		41243	22029	Check	1	1132	CULLIGAN		Yes	No	No	08/28/2025	31.00
MERC		41242	22030	Check	1	09162	HILLYARD FLOOR CARE SUPPLY		Yes	No	No	08/28/2025	3,821.47
MERC		41247	22031	Check	1	3780	ORI LEARNING		Yes	No	No	08/28/2025	10,680.00
MERC		41246	22032	Check	1	3742	TeachTown		Yes	No	No	08/28/2025	20,775.00
MERC		41299	22033	Check	1	3586	ADAM'S PEST CONTROL - MAIN		Yes	No	No	09/11/2025	51.00
MERC		41289	22034	Check	1	2495	CALEDONIA AREA PUBLIC SCHOOLS		Yes	No	No	09/11/2025	18,227.42
MERC		41298	22035	Check	1	3505	CAPITAL ONE		Yes	No	No	09/11/2025	28.41
MERC		41306	22036	Check	1	3763	CARDENAS, ROSALGUEL		Yes	No	No	09/11/2025	121.75
MERC		41277	22037	Check	1	00433	CITY OF RED WING		Yes	No	No	09/11/2025	2,049.77
MERC		41280	22038	Check	1	1132	CULLIGAN		Yes	No	No	09/11/2025	31.00
MERC		41300	22039	Check	1	3641	EMPLOYERS PREFERRED INS. CO		Yes	No	No	09/11/2025	3,950.60
MERC		41308	22040	Check	1	3774	FOUNDATIONS FOR LITERACY		Yes	No	No	09/11/2025	800.00
MERC		41304	22041	Check	1	3748	GONZALEZ DE MACHADO, GLORIA		Yes	No	No	09/11/2025	122.26
MERC		41288	22042	Check	1	2377	HOUSTON PUBLIC SCHOOLS		Yes	No	No	09/11/2025	18,699.80
MERC		41291	22043	Check	1	2960	LANGUAGE LINE SERVICES		Yes	No	No	09/11/2025	60.17
MERC		41302	22044	Check	1	3680	LOYO, DALILA		Yes	No	No	09/11/2025	483.90
MERC		41284	22045	Check	1	1974	MACGILL		Yes	No	No	09/11/2025	144.39
MERC		41301	22046	Check	1	3675	MISSISSIPPI WELDING SUPPLY		Yes	No	No	09/11/2025	312.00
MERC		41296	22047	Check	1	3296	MUTUAL OF OMAHA		Yes	No	No	09/11/2025	2,953.68
MERC		41281	22048	Check	1	1300	OAKTREE PRODUCTS, INC.		Yes	No	No	09/11/2025	15.77

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		41303	22049	Check	1	3689	ORTIZ ARIZMENDI, WILLIAMS SERGHE		Yes	No	No	09/11/2025	129.99
MERC		41283	22050	Check	1	1914	PERRYMAN, PENNY		Yes	No	No	09/11/2025	560.26
MERC		41278	22051	Check	1	00443	RED WING ACE HARDWARE		Yes	No	No	09/11/2025	191.31
MERC		41294	22052	Check	1	3234	RITEWAY		Yes	No	No	09/11/2025	106.91
MERC		41287	22053	Check	1	2368	RUSHFORD-PETERSON DIST. #239		Yes	No	No	09/11/2025	1,417.42
MERC		41297	22054	Check	1	3434	SCHOLASTIC		Yes	No	No	09/11/2025	219.78
MERC		41293	22055	Check	1	3078	SHRED-N-GO-446138		Yes	No	No	09/11/2025	89.30
MERC		41295	22056	Check	1	3258	SOMMERNESS, JENNIFER ED.S		Yes	No	No	09/11/2025	2,500.00
MERC		41305	22057	Check	1	3749	SORENSEN, SARA		Yes	No	No	09/11/2025	64.82
MERC		41285	22058	Check	1	2234	SOUTHWESTWST CENTRL SERV.COC		Yes	No	No	09/11/2025	47,497.48
MERC		41282	22059	Check	1	1855	TOM PARKER ELECTRIC		Yes	No	No	09/11/2025	177.00
MERC		41292	22060	Check	1	3011	U.S. BANK EQUIPMENT FINANCE		Yes	No	No	09/11/2025	212.00
MERC		41290	22061	Check	1	2647	ULINE		Yes	No	No	09/11/2025	2,112.54
MERC		41307	22062	Check	1	3764	VILLEGAS, BRICIA SOLEIMA OROPEZA		Yes	No	No	09/11/2025	340.25
MERC		41286	22063	Check	1	2303	WABASHA-KELLOGG PUBLIC SCHOOL		Yes	No	No	09/11/2025	551.44
MERC		41279	22064	Check	1	02880	XCEL ENERGY		Yes	No	No	09/11/2025	698.80
MERC	∞	41332	22065	Check	1	00367	KENYON-WANAMINGO PUBLIC SCHOC		Yes	No	No	09/15/2025	102,645.42

Bank Total: \$1,314,338.01

Report Total: \$1,314,338.01

C. Staff Updates:

1. **Resignations:**

2. **New Hire:** *Connie Telschow, Certified Orientation and Mobility Specialist .1 KW*

3. **Transfers:**

4. **Re-assignment:**

IV. **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.

V. **Reports and Communication:**

A. Minnesota School Board Recognition Month

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Where Minnesota School Boards Learn to Lead

Minnesota School Board Recognition Month

“Guiding Light for Student Success”

WHEREAS, the Goodhue County Education District recognizes the importance of public education in our community; and

WHEREAS, the Goodhue County Education District appreciates the vital role played by those individuals who, as local school board members, establish policies to ensure an efficient, effective school system; and

WHEREAS, school board members serve as a voice that enables our community to preserve local management and control of our public schools; and

WHEREAS, school board members are charged with representing our local education interests to state and federal governments and ensuring compliance with state and federal laws; and

WHEREAS, school board members selflessly devote their knowledge, time and talents as advocates for our schoolchildren;

WHEREAS, local school board members are strong advocates for public education and responsible for communicating the needs of the school district to the public and the public's expectations to the district;

NOW THEREFORE, BE IT RESOLVED, that the Goodhue County Education District recognizes and salutes the members of their School Board by proclaiming September 2025 as School Board Recognition Month

MINNESOTA SCHOOL BOARDS ASSOCIATION

1900 West Jefferson Avenue, St. Peter, MN 56082-3015 Phone: 507-934-2450 or 800-324-4459
www.mnmsba.org

Goodhue County Ed District Reconciliation Worksheet Report 08/31/2025

Audit No	Statement Date	Co	Bank Code	Bank Name/Description
1567	08/31/2025	6051	MERC	MERCHANTS BANK GENERAL

Worksheet has been Finalized

Statement Amount 1,172,928.26

Deposits in Transit 385,414.33

Outstanding Payments

Checks 39,842.55

Wires 112,256.62

SHR - Payments 0.00

SHR - Third Party 0.00

Cash 0.00

ACH 67,949.68

Adjustment Amount 477,087.82

Amount Per Bank 1,815,381.56

GL Account Balance 1,815,381.56

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

Difference 0.00

Adjustments

Manual	08/31/2025	HSA	Wire	5,459.32	RECORDED IN SEPT
Manual	08/31/2025	IRS	Wire	95,441.11	RECORDED IN SEPT
Manual	08/31/2025	KT	Wire	61.60	KT RECORDED IN SEPT
Manual	08/31/2025	PERA	Wire	4,161.24	RECORDED IN SEPT
Manual	08/31/2025	SWEEP	Deposit	301,929.56	TO SWEEP
Manual	08/31/2025	TRA	Wire	69,255.66	RECORDED IN SEPT
Manual	08/31/2025	VISA	Wire	779.33	RECORDED IN SEPT

Business Manager Report 9-25-25

Budget 2024-25 as of 6/30/25 – 3rd review

We have earned \$17,358,978 or 87.70% of the revised budget. We have expended \$19,562,368 or 97.7% of the revised expense budget. There are many receivables and at least 1 payable yet to come through for fiscal 2025. . Audit fieldwork is scheduled for the week of Sept 29.

Cash Flow

For your information. Cash flow trends toward negative starting in November through the winter. We will monitor this closely. Superintendents and Business Managers have reviewed a plan to bill 1 month in advance.

Aug Bank Rec

Attached for your information.



GOODHUE CO ED DISTRICT
2025-26 CASH FLOW
AS OF 9-17-25

JULY

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
7/1/2025	-	-	821.38	-	258,035.27	1,279,380.74
7/9/2025	(575,217.41)	-	-	-	-	704,163.33
7/15/2025	(256,956.56)	(359,420.75)	3,073.14	237,993.78	-	328,852.94
7/20/2025	-	-	93,255.44	-	-	422,108.38
7/31/2025	(457,800.39)	(270,689.30)	172,218.71	107,916.87	-	(26,245.73)
ENDING BALANCE	(1,289,974.36)	(630,110.05)	269,368.67	345,910.65	258,035.27	(26,245.73)

AUGUST

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
8/1/2025	-	-	444,412.03	-	-	418,166.30
8/4/2025	-	-	-	-	-	418,166.30
8/15/2025	(333,365.27)	(311,456.46)	95,907.87	410,084.14	54,615.91	333,952.49
8/17/2025	-	-	30,439.51	-	-	364,392.00
8/30/2025	(229,594.62)	(275,887.01)	1,140,135.62	816,335.57	-	1,815,381.56
ENDING BALANCE	(562,959.89)	(587,343.47)	1,710,895.03	1,226,419.71	54,615.91	1,815,381.56

SEPTEMBER

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
9/1/2025	(216,361.14)	(2,676.80)	13,445.00	-	-	1,609,788.62
9/15/2025	(869,025.94)	(286,143.37)	322,084.82	134,751.83	46,200.80	957,656.76
9/17/2025	(1,002,069.54)	-	422,238.39	-	-	377,825.61
9/30/2025	(216,005.36)	(298,004.15)	550,402.63	361,416.72	427,848.88	1,203,484.33
ENDING BALANCE	(2,303,461.98)	(586,824.32)	1,308,170.84	496,168.55	474,049.68	1,203,484.33

OCTOBER

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
10/1/2025	(282,559.78)	-	-	-	-	920,924.55
10/9/2025	-	-	78,989.33	-	-	999,913.88
10/15/2025	(390,863.97)	(306,642.03)	-	88,718.83	-	391,126.70
10/20/2025	-	-	490,353.45	-	-	881,480.15
10/31/2025	(237,701.92)	(328,227.33)	3,357.90	201,734.43	16,008.41	536,651.63
ENDING BALANCE	(911,125.68)	(634,869.36)	572,700.67	290,453.26	16,008.41	536,651.63

NOVEMBER

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
11/1/2025	(197,828.27)	-	-	-	-	338,823.37
11/5/2025	-	-	-	-	6,379.90	345,203.27
11/15/2025	(293,663.44)	(310,676.64)	286,710.37	110,898.54	-	138,472.10
11/20/2025	-	-	371,619.13	-	-	510,091.23
11/30/2025	(668,466.42)	(305,804.49)	144,927.73	177,437.66	-	(141,814.29)
ENDING BALANCE	(1,159,958.12)	(616,481.13)	803,257.23	288,336.20	6,379.90	(141,814.29)

DECEMBER

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
12/1/2025	-	-	11,069.27	-	-	(130,745.02)
12/8/2025	-	-	-	-	337,219.94	206,474.92
12/15/2025	(328,570.34)	(301,994.70)	163,239.11	243,976.78	-	(16,874.23)
12/20/2025	(35,459.36)	-	434,907.56	-	-	382,573.97
12/31/2025	(211,348.98)	(302,236.91)	5,504.68	133,078.25	-	7,571.00
ENDING BALANCE	(575,378.69)	(604,231.61)	614,720.62	377,055.03	337,219.94	7,571.00

JANUARY

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
1/1/2026	(4,112.99)	-	190,194.49		-	193,652.50
1/8/2026	(232,796.57)	-	208,893.08		-	169,749.02
1/15/2026	(215,155.33)	(296,047.18)	41,932.75	225,556.07	336,922.90	262,958.23
1/20/2026	(835,546.65)	-	510,398.47		-	(62,189.95)
1/31/2026	(224,316.56)	(303,092.01)	298,887.53	177,437.66	95,155.40	(18,117.93)
ENDING BALANCE	(1,511,928.10)	(599,139.20)	1,250,306.33	402,993.73	432,078.30	(18,117.93)

FEBRUARY

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
2/1/2026	(237,143.47)	-	244,817.09		-	(10,444.31)
2/15/2026	(218,589.33)	(298,013.90)	211,942.41	191,509.51	62,460.67	(61,134.95)
2/20/2026	(135,386.17)	-	444,873.77		-	248,352.66
2/28/2026	(222,501.89)	(295,529.18)	8,313.19	221,797.07	-	(39,568.15)
ENDING BALANCE	(813,620.85)	(593,543.07)	909,946.46	413,306.58	62,460.67	(39,568.15)

MARCH

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
3/1/2026	(333,167.07)	-	66,960.16		-	(305,775.06)
3/15/2026	(217,449.34)	(295,052.05)	192,178.24	293,805.09	139,847.13	(192,445.99)
3/20/2026	(85,982.43)	-	3,634.19		-	(274,794.24)
3/31/2026	(220,239.16)	(297,781.82)	725,487.70	352,566.11	-	285,238.60
ENDING BALANCE	(856,838.00)	(592,833.87)	988,260.28	646,371.20	139,847.13	285,238.60

APRIL

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
4/9/2026	(490,967.45)	-	127,235.74		-	(78,493.12)
4/15/2026	(221,156.24)	(297,390.69)	217,909.40	235,044.07	-	(144,086.57)
4/20/2026	(188,126.86)	-	456,368.64		113,452.23	237,607.44
4/30/2026	(221,958.66)	(298,803.15)	1,163.95	417,792.03	-	135,801.60
ENDING BALANCE	(1,122,209.21)	(596,193.85)	802,677.74	652,836.10	113,452.23	135,801.60

MAY

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
5/1/2026	(313,362.49)	-	98,799.75		2,751.49	(76,009.65)
5/15/2026	(346,114.60)	(297,866.04)	226,907.24	293,805.09	-	(199,277.96)
5/20/2026	-	-	505,500.07		-	306,222.11
5/31/2026	(380,023.68)	(299,918.19)	530,990.43	293,805.09	-	451,075.76
ENDING BALANCE	(1,039,500.77)	(597,784.23)	1,362,197.49	587,610.18	2,751.49	451,075.76

JUNE

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
6/1/2026	-	-	538,011.90		-	989,087.66
6/15/2026	(478,941.71)	(374,098.82)	246,186.55		-	382,233.68
6/20/2026	-	-	333,974.97	293,805.09	-	1,010,013.73
6/30/2026	(355,283.09)	(289,992.84)	135,666.74		-	500,404.53
ENDING BALANCE	(834,224.80)	(664,091.67)	1,253,840.15	293,805.09	-	500,404.53

TOTALS	(12,981,180.45)	(7,303,445.82)	-	11,846,341.51	6,021,266.28	1,896,898.93	500,404.53
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REVENUE								June 30, 2025	June 30, 2024	June 30, 2023		
REVENUE CATEGORIES	June 30, 2023	June 30, 2024	Adopted Budget	Revised Budget	Next Year Budget	Received YTD	Budget Remaining	% of Budget Received	% of Actuals Received	% of Actuals Received	June 30, 2024	June 30, 2023
STATE	5,526,275	6,262,303	6,340,963	6,464,909	6,529,002	5,105,706	1,359,203	79.0%	100.0%	100.0%	6,262,303	5,526,275
FEDERAL	2,587,427	2,370,023	2,178,935	1,998,039	2,051,616	1,067,977	930,062	53.5%	100.0%	100.0%	2,370,023	2,587,427
LOCAL (FEES, INTEREST, ETC.)	9,891,856	11,303,859	11,104,042	11,325,682	11,753,680	11,185,296	140,386	98.8%	100.0%	100.0%	11,303,859	9,891,856
TOTALS	18,005,558	19,936,185	19,623,940	19,788,630	20,334,298	17,358,978	2,429,652	87.7%	100.0%	100.0%	19,936,185	18,005,558

EXPENDITURES								June 30, 2025	June 30, 2024	June 30, 2023		
OBJECT SERIES	June 30, 2023	June 30, 2024	Adopted Budget	Revised Budget	Next Year Budget	Expended YTD	Budget Remaining	% of Budget Expended	% of Actuals Expended	% of Actuals Expended	June 30, 2024	June 30, 2023
SALARIES & WAGES	9,460,185	10,093,545	10,822,948	10,903,297	11,319,553	10,990,252	(86,955)	100.8%	100.0%	100.0%	10,093,545	9,460,185
EMPLOYEE BENEFITS	2,512,992	2,843,575	2,925,198	3,122,602	3,315,160	3,146,365	(23,764)	100.8%	100.0%	100.0%	2,843,575	2,512,992
PURCHASED SERVICES	4,342,464	5,105,484	3,876,561	4,063,120	3,688,838	3,442,049	621,071	84.7%	100.0%	100.0%	5,105,484	4,342,464
SUPPLIES	649,208	819,001	691,907	740,781	716,194	776,875	(36,094)	104.9%	100.0%	100.0%	819,001	649,208
EQUIPMENT	1,216,250	1,073,045	1,150,815	1,171,041	1,084,272	1,175,995	(4,954)	100.4%	100.0%	100.0%	1,073,045	1,216,250
OTHER EXPENDITURES	119,374	124,731	26,626	26,551	28,362	30,830	(4,279)	116.1%	100.0%	100.0%	124,731	119,374
TOTALS	18,300,473	20,059,380	19,494,055	20,027,392	20,152,379	19,562,368	465,024	97.7%	100.0%	100.0%	20,059,380	18,300,473

PROGRAM SERIES								June 30, 2025	June 30, 2024	June 30, 2023		
PROGRAM SERIES	June 30, 2023	June 30, 2024	Adopted Budget	Revised Budget	Next Year Budget	Expended YTD	Budget Remaining	% of Budget Expended	% of Actuals Expended	% of Actuals Expended	June 30, 2024	June 30, 2023
SITE ADMINISTRATION	320,461	357,053	380,753	353,411	363,410	358,374	(4,963)	101.4%	100.0%	100.0%	357,053	320,461
DISTRICT ADMINISTRATION	68,996	92,977	77,591	88,708	94,744	88,643	65	99.9%	100.0%	100.0%	92,977	68,996
SUPPORT SERVICES	250,828	338,571	297,375	372,799	320,477	364,234	8,565	97.7%	100.0%	100.0%	338,571	250,828
REGULAR INSTRUCTION	3,033,317	3,275,290	2,803,433	2,860,140	2,950,819	2,700,590	159,550	94.4%	100.0%	100.0%	3,275,290	3,033,317
EXTRA-CURRICULAR ACTIVITES	-	-	-	-	-	-	-	0.0%	0.0%	0.0%	-	-
SPECIAL EDUCATION	10,162,969	10,794,455	10,897,414	10,962,020	11,418,051	10,752,601	209,419	98.1%	100.0%	100.0%	10,794,455	10,162,969
INSTRUCTIONAL SUPPORT	752,469	893,095	603,624	1,007,113	776,049	917,237	89,876	91.1%	100.0%	100.0%	893,095	752,469
PUPIL SUPPORT SERVICES	1,982,331	2,499,034	2,545,477	2,429,855	2,335,706	2,374,931	54,924	97.7%	100.0%	100.0%	2,499,034	1,982,331
FACILITIES	1,429,174	1,354,668	1,465,705	1,456,955	1,381,060	1,443,735	13,220	99.1%	100.0%	100.0%	1,354,668	1,429,174
OTHER FINANCING USES	-	-	-	-	-	-	-	0.0%	0.0%	0.0%	-	-
TOTALS	18,300,473	20,059,380	19,494,055	20,027,392	20,152,379	19,562,368	465,024	97.7%	100.0%	100.0%	20,059,380	18,300,473

SUMMARY - ALL FUNDS								June 30, 2025	June 30, 2024	June 30, 2023		
SUMMARY	June 30, 2023	June 30, 2024	Adopted Budget	Revised Budget	Next Year Budget	Expended YTD	Budget Remaining	% of Budget	% of Actuals	% of Actuals	June 30, 2024	June 30, 2023
REVENUE	18,005,558	19,936,185	19,623,940	19,788,630	20,334,298	17,358,978	2,429,652	87.7%	100.0%	100.0%	19,936,185	18,005,558
EXPENDITURES	18,300,473	20,059,380	19,494,055	20,027,392	20,152,379	19,562,368	465,024	97.7%	100.0%	100.0%	20,059,380	18,300,473
SPENDING VARIANCE	(294,915)	(123,195)	129,885	(238,762)	181,919	(2,203,389)	N/A	N/A	N/A	N/A	(123,195)	(294,915)

- C. 5RiversOnline (5RO) Documentation Changes
- D. Fall Professional Development Recap

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GCED Day Schedule - August 21, 2025



<p>A</p> <p>7:00-7:30 Breakfast & Check-In 7:30-8:45 Welcome and Intro Breakouts @ Cafe</p> <p>8:45-9:30 Info Regarding Third Party Billing 9:30-10:15 Transition Services 10:15-11:00 Effective Strategies to Support Paras 11:00-11:20 Break</p> <p>11:20-12:45 Lunch Served & Department Meetings (See Schedule Below)</p> <p>1:00-1:45 Service Rec & Service Grid 1:45-2:30 Science of Reading in Action 2:30-3:15 Realities of our Itinerant Partners</p>	<p>B</p> <p>7:00-7:30 Breakfast & Check-In 7:30-8:45 Welcome and Intro Breakouts @ Jordan Pod</p> <p>8:45-9:30 Transition Services 9:30-10:15 Effective Strategies to Support Paras 10:15-11:00 Service Rec & Service Grid 11:00-11:20 Break</p> <p>11:20-12:45 Lunch Served & Department Meetings (See Schedule Below)</p> <p>1:00-1:45 Science of Reading in Action 1:45-2:30 Realities of our Itinerant Partners 2:30-3:15 Info Regarding Third Party Billing</p>	<p>C</p> <p>7:00-7:30 Breakfast & Check-In 7:30-8:45 Welcome and Intro Breakouts @ Mississippi Pod</p> <p>8:45-9:30 Effective Strategies to Support Paras 9:30-10:15 Service Rec & Service Grid 10:15-11:00 Science of Reading in Action 11:00-11:20 Break</p> <p>11:20-12:45 Lunch Served & Department Meetings (See Schedule Below)</p> <p>1:00-1:45 Realities of our Itinerant Partners 1:45-2:30 Info Regarding Third Party Billing 2:30-3:15 Transition Services</p>
<p>D</p> <p>7:00-7:30 Breakfast & Check-In 7:30-8:45 Welcome and Intro Breakouts @ Cannon Pod</p> <p>8:45-9:30 Service Rec & Service Grid 9:30-10:15 Science of Reading in Action 10:15-11:00 Realities of our Itinerant Partners 11:00-11:20 Break</p> <p>11:20-12:45 Lunch Served & Department Meetings (See Schedule Below)</p> <p>1:00-1:45 Info Regarding Third Party Billing 1:45-2:30 Transition Services 2:30-3:15 Effective Strategies to Support Paras</p>	<p>E</p> <p>7:00-7:30 Breakfast & Check-In 7:30-8:45 Welcome and Intro Breakouts @ Zumbro Pod</p> <p>8:45-9:30 Science of Reading in Action 9:30-10:15 Realities of our Itinerant Partners 10:15-11:00 Info Regarding Third Party Billing 11:00-11:20 Break</p> <p>11:20-12:45 Lunch Served & Department Meetings (See Schedule Below)</p> <p>1:00-1:45 Transition Services 1:45-2:30 Effective Strategies to Support Paras 2:30-3:15 Service Rec & Service Grid</p>	<p>F</p> <p>7:00-7:30 Breakfast & Check-In 7:30-8:45 Welcome and Intro Breakouts @ A115</p> <p>8:45-9:30 Realities of our Itinerant Partners 9:30-10:15 Info Regarding Third Party Billing 10:15-11:00 Transition Services 11:00-11:20 Break</p> <p>11:20-12:45 Lunch Served & Department Meetings (See Schedule Below)</p> <p>1:00-1:45 Service Rec & Service Grid for B-3 (LW) 1:45-3:15 Best Practice in Interpretation for Parent Coaching</p>

11:50-12:20 SpEd Department Meetings
Sunnyside & RWHS @ Jordan Pod
Burnside & TBMS @ Mississippi Pod
RBEC @ Cannon Pod
5RO @ A115
GH @ Zumbro Pod

12:20-12:50 SpEd Department Meetings
CF @ Jordan Pod
ZM @ Mississippi Pod
RW ECSE @ Cannon Pod
KW @ A115
LC @ Zumbro Pod

Imagination. Collaboration. Perseverance.



Goodhue County Education District

2025-26 Collaborative Cohorts

Partners in the Journey



<p>ADSIS & TITLE Registration: LINK</p> <p>2:50PM - 3:20PM Sept. 18th (ADSIS Only) Oct. 9th Nov. 20th Jan. 22nd (ADSIS Only)* Feb. 12th Apr. 9th May 21st (ADSIS Only)* *Longer sessions for report writing</p> <p>Contact: Weston Johnson</p>	<p>DAPE</p> <p>Writing Goals for IEPs & Understanding DAPE criteria</p> <p>Contact: Peter Johnson</p>	<p>INSTRUCTIONAL COACHING</p> <p>Via: Google Meet</p> <p>September 25th: 1:00-3:00 October 30th: 1:00-3:00 November 20th: 1:00-3:00 December 18th: 1:00-3:00 January 29th: 1:00-3:00 February 26th: 1:00-3:00 March 26th: 1:00-3:00 April 30th: 1:00-3:00 May 21st: 12:00-3:00 @RiverBluff</p> <p>Contact: Jess Whitcomb</p>	<p>SPED aLEARNcoach Registration: LINK</p> <p>2:50PM - 3:20PM</p> <p>Sept. 11th Oct. 9th (P-S Session) Nov. 13th Jan. 8th Feb. 12 (P-S Session) Apr. 9th (P-S Session) May 14</p> <p>Contact: Weston Johnson</p>	<p>ECSE</p> <p>October 7: 2:45 - 4:15 @RBEC or virtual</p> <p>January 13: 2:45 - 4:15 @ virtual</p> <p>April 14: 2:45 - 4:15 @ RBEC or virtual</p> <p style="text-align: right;">19</p> <p>Contact: Brittni Kuehl</p>
<p>Courageous School & District Leaders 10-2 @ Virtual</p> <p>September 24, 2025 October 22, 2025 Nov 19th, 2025 December 10th, 2025 January 7, 2026 February 11, 2026 March 11, 2026 April 8, 2026</p> <p>Contact: Jess Whitcomb</p>	<p>BRIDGES 3-3:30 @ Virtual</p> <p>Sept. 24, 2025 Oct. 22, 2025 Nov. 19, 2025 Jan. 28, 2026 Feb. 25, 2026 Mar. 25, 2026 Apr. 22, 2026 May 27, 2026</p> <p>Contact: Steph Little</p>	<p>SCHOOL SOCIAL WORKERS</p> <p>Virtual: 4 times a year October 3, 2025 December 5, 2025 February 6, 2026 April 10, 2026</p> <p>Contact: Wendy Ahern</p>	<p>SPEECH & LANGUAGE</p> <p>October 6th January 15th May 5th 12:00 - 3:00 p.m.</p> <p>In-person RBEC Rm A115</p> <p>Contact: Lynn Booth</p>	<p>SCHOOL PSYCHOLOGISTS 12:30-3:30</p> <p>August 22, 2025 September 26, 2025 October 24, 2025 November 28, 2025 January 23, 2026 February 27, 2026 March 27, 2026 April 24, 2026 May 22, 2026 June 26, 2026</p> <p>In-person RBEC Rm A115 Contact: Jill Rohan</p>

<p align="center">ML TEACHERS/CULTURAL LIAISONS</p> <p>12:30pm-3:00pm August 28th @ RBEC ✓ Sept. 19th @ Lake City Oct. 24th @ RW/TBMS Nov. 21st @ Goodhue Dec. 19th @ Z-M Jan. 23rd @ K-W Feb. 20th @ RW/BSE April 17th @ Cannon Falls May 22nd @ RBEC</p> <p>Contact: Brian Cashman</p>	<p align="center">New SpEd Teacher Cohort (Year 1)</p> <p align="center">@ RBEC</p> <p>8:00-11:00 & 12:00-3:00 Sept 24th, 2025 Oct 29th, 2025 December 10, 2025 January 14th, 2026 February 25th, 2026 April 8th, 2026 May 13th, 2026</p> <p>Contact: Jen Marquardt</p>	<p align="center">New SpEd Teacher Cohort (Year 2)</p> <p align="center">@ RBEC</p> <p>10/9/25 8 - 11 or 12 - 3 12/11/25 8 - 11 or 12 - 3 2/10/26 8 - 11 or 12 - 3 4/14/26 8 - 11 or 12 - 3</p> <p>Contact: Nicole Bolduan</p>	<p align="center">STAR</p> <p>Virtual - once monthly for 30 minutes. Morning or afternoon choice for attendance. Dates TBD.</p> <p>Contact: Lynne Petersen</p>	<p align="center">TRANSITION Focus: Writing Transition IEPs</p> <p align="center">Virtual</p> <p>10/8/2025 @ 2:45-3:30 1/14/2026 @ 2:45-3:30 4/8/2026 @ 2:45-3:30</p> <p>Contact: Abby Wiley & Stacey Anderson</p>
<p align="center">AMPLIFY</p> <p>Dates and Times will be sent out via email</p> <p>Contact: Jess Whitcomb</p>	<p align="center">DUE PROCESS PAPERWORK NIGHTS</p> <p align="center">Via Zoom</p> <p>4:00-8:00 pm Monday, October 27 (Jen Marquardt) Tuesday, January 13 (Amy Buchal) Thursday, March 26 (Jill Rohan) Wednesday, May 20 (Alisha Dalsin)</p> <p>Contact: See Above</p>			<p align="center">20</p>

OT/PT/DH/AT/VI/PI (Itinerants)
Participation in Region 10 Cohorts

VI. **Old Business:**
A. Administrative Assistant Agreement

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GOODHUE COUNTY
EDUCATION
DISTRICT
PARTNERS IN THE JOURNEY

ADMINISTRATIVE ASSISTANT

CONDITIONS OF EMPLOYMENT

2025-2026 AND 2026-2027

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I. Effective Dates, Termination, and Duties

A. Effective Dates

The following conditions of employment are effective 7/1/2025 - 6/30/2027.

B. Termination During the Term

The Education District may terminate the employee's employment during the contract term for cause, but shall notify the employee in writing of the proposed grounds for termination and the employee will have the opportunity to respond.

C. Duties

The employee shall perform the duties outlined in their job description.

D. Probationary Period

Employees shall serve a one (1) year continuous working probationary period, but the Education District reserves the right to extend the probationary period to the end of the school year upon written notice to the probationary employee. Employees shall be formally evaluated at least one (1) time during the probationary period.

E. Evaluations

Employees shall be formally evaluated at least once every three (3) years following the probationary period.

II. Duty Year and Leaves

A. Basic Work Year

1. The employee's work schedule will be determined by the Executive Director or designee, taking the requirements of the position into consideration. With agreement from the Executive Director or designee, daily hours may be flexed. This position has an Fair Labor Standards Act (FLSA) Status of Exempt.
2. Employment will be for 260 or 240 days per year as agreed upon at the time of hire or previously agreed upon by the Executive Director. The work year calendar will be set before July 1 of each year.

B. Emergency Days

Employees will be allowed to make up time lost due to snow emergency days, with the prior approval of their respective supervisor.

C. Earned Safe and Sick Leave

Earned sick and safe time means leave that is paid at the same hourly rate as an employee earns from employment.

Employees working two hundred sixty (260) days per year will earn twelve (12) sick leave days per year. Employees working two hundred forty (240) days per year will earn eleven (11) sick leave days per year. Sick leave will be prorated for employees starting after July 1.

Earned Safe and Sick leave use is defined in MN Statute 181.9446. An employee may use personal sick leave benefits provided by the employer for absences due to an illness of or injury to the employee's family member, as defined in MN Statute 181.9445, subd. 7, for reasonable periods of time as the employee's attendance may be necessary, on the same terms upon which the employee is able to use sick leave benefits for the employee's own illness or injury.

Sick leave deductions allowed shall be deducted from the accrued sick leave days earned by the employee.

Sick leave pay shall be approved only through the use of the Education District online system. Unused sick leave will accumulate to one hundred sixty-five (165) days for an employee working seven and one-half (7.5) hours per day two hundred sixty (260) days per year and to one hundred fifty-two (152) days for an employee working seven and one-half (7.5) hours per day and two hundred forty (240) days per year.

D. Bereavement Leave

Bereavement leave shall be granted up to a total of five days per incident for the death(s) of a spouse, child, stepchild, ward, or parent/guardian, grandchild, grandparent, sister, brother, aunt, uncle, niece, nephew, first cousin and the same in-laws. No deductions will be made for the first three (3) days; however, the next two (2) days shall be deducted from accrued sick leave days.

E. Personal Leave

Personal leave may be granted to employees working pursuant to a letter of appointment at the discretion of the Executive Director of no more than three (3) days per year, noncumulative, for business or critical personal situations that arise which cannot be attended to when school is not in session. Personal leave will be prorated for employees starting after July 1.

Requests for personal leave must be made in writing to the Executive Director or designee at least three (3) days in advance. Personal leave days shall not be granted for the first and last days of the student school year. The Executive Director or designee may allow exceptions.

F. Jury Duty Leave

If the employee is absent because of jury service, the employee will receive regular salary from the Education District during this period of service, provided that the pay received for this jury service, less any reimbursement for mileage and expenses, will be relinquished to the Education District.

G. Family Medical Leave

Pursuant to the Family Medical Leave Act, 29 U.S.C. 2601 et. seq., an eligible employee shall be granted, upon written request, up to twelve (12) weeks of unpaid leave per twelve (12) month period in connection with (1) the birth and first-year care of a child, (2) the adoption or foster placement of a child, (3) the serious health condition of a support personnel's spouse, child, or parent, and (4) the support personnel's own serious health condition.

Requests shall be made to the Executive Director or designee at least thirty (30) days in advance when practicable. Employees are expected to make reasonable effort to schedule leaves resulting from planned medical treatment so as not to disrupt unduly the operations of the Education District.

H. General Leaves of Absence

A leave of absence without pay may be granted, for up to one year, with Board approval, to employees with at least three (3) years of service for additional educational experiences, service in public office or other reasons deemed appropriate by the Education District for up to one year without losing seniority. Employees must notify the Education District of their intent to return by March 1 of the school year preceding their return. If the notification is not made, the employee will not be guaranteed a position in the coming year.

I. Holiday Pay

The Education District recognizes the following holidays: New Year's Eve Day, New Year's Day, President's Day or float holiday if school is in session, Friday before Easter, Memorial Day, Juneteenth, Independence Day, Labor Day, Thanksgiving Day, Thanksgiving Friday, Christmas Eve, and Christmas Day. Employees will also receive one (1) paid holiday to be used at their discretion. The employee must have an approved work day calendar that includes the day before and after the holiday in order to receive the holiday pay.

J. Vacation Pay

Employment Year	260 Day Employees	240 Day Employees
Year 1	5 Days 4 Days	5 Days 2 Days
Years 2 - 4	8 Days 6 Days	7 Days 4 Days
Years 5 - 7	10 Days 8 Days	9 Days 6 Days
Years 8 - 10	12 Days 10 Days	11 Days 8 Days
Years 11 - 13	14 Days 12 Days	13 Days 10 Days
Years 14 - 16	16 Days	15 Days 14 Days
Years 17 - 19	18 Days	17 Days 16 Days
20+ Years	20 Days	18 Days

Employees who work a minimum of seven and one-half (7.5) hours per day two hundred sixty (260) days per year are eligible to receive the full amount of vacation days. Employees who work a minimum of seven and one-half (7.5) hours per day two hundred forty (240) days per year are eligible to receive vacation days as noted in the above table. Vacation leave will be prorated for employees starting after July 1. The scheduling of vacations shall be approved by the Executive Director or designee.

III. Insurance

A. Health and Dental Insurance

Group Health and Dental Insurance: The Education District shall contribute up to the sums indicated per month for twelve (12) months towards the cost of the group insurance plans listed below for all employees who qualify, and are enrolled in, the group insurance plans. To qualify for the health insurance benefit, the employee must work at least seven and one-half (7.5) hours per day two hundred sixty (260) days per year.

The Education District shall contribute up to the amounts equal to the certified teaching staff contribution towards the premium for the employee and the employee's dependents for health insurance and dental insurance coverage under the Education District's group health and dental plans.

B. Life Insurance

The Education District shall provide a group term life insurance plan for the Administrative Assistant working at least seven and one-half (7.5) hours per day and two hundred forty days per year, providing \$75,000 of coverage for the employee, payable to the employee's named beneficiary. The Education District shall contribute the full premium for said coverage for employees working at least seven and one-half (7.5) hours or more per day and two hundred forty (240) days per year.

C. **Income Protection Insurance**

Income protection insurance shall be available for the Administrative Assistant. The Education District shall contribute the full premium for said coverage for those employees working at least seven and one-half (7.5) or more hours per day and two hundred forty (240) days per year.

D. **Claims Against the Education District**

The eligibility of the employee, or the employee’s dependents or beneficiary for insurance benefits shall be governed by the terms of the insurance policies purchased by the Education District pursuant to this section. It is understood that the Education District’s only obligation is to purchase the insurance policies described herein, and no claim shall be made against the Education District as a result of denial by an insurer of insurance benefits if the Education District has purchased the policies and paid the premiums described herein.

IV. Worker’s Compensation

An employee who is absent from work as a result of an injury compensable under the Workers' Compensation Act who elects to receive sick leave or vacation pay pursuant to this policy shall submit his/her workers' compensation check endorsed to the Education District prior to receiving payment from the Education District for this absence.

V. Salary

The annual salary for this position shall be:

	260 Day Employee	240 Day Employee
2025-2026	\$57,757	\$53,314
2026-2027	\$59,014	\$54,474

VI. Longevity

Longevity increases will be given as described below:

5-9 years of service	\$.50/hour
10-14 years of service	\$.75/hour
15+ years of service	\$1.00/hour

Longevity will be paid out in twenty-four (24) pay periods.

SCHEDULE A

TAX-DEFERRED, MATCHING-CONTRIBUTION PLAN:

1. The Education District shall contribute an amount equal to the employee contribution in a tax-deferred, matching-contribution plan, subject to the schedule below:

Years of Service in the Education District Education District Match

0-3	\$1,000
4-10	\$1,500
11-20	\$2,000
21+	\$3,000

2. Such plan shall be approved and subject to applicable provisions of Minnesota Statutes and IRS Code Section 403 (b) or IRS Code Section 457 and any amendments thereto.
3. All employees hired after July 1, 2025 will be automatically enrolled in a voluntary 403(b) plan. Forty-one and 66 dollars (\$41.66) dollars will be deducted from each paycheck and contributed into a Target Date Fund (TDF) as the default investment managed by EFS Advisors. EFS Advisors will be the responsible Fiduciary of the default investments. An employee can opt out of the plan within ninety (90) days and withdrawals will be returned to the school and added back into the employee's paycheck. Employees may transfer the account to any of the qualified investment companies listed in the Employer 403(b) Plan Document Adoption Agreement. .
4. Part-time employees shall be eligible for prorated contributions provided the employees authorize salary reductions of an equivalent amount paid to the plan for the same period.
5. The Education District's contributions and matching employee contributions will be made to a company of the employee's choice from vendors on approved list. The employee is responsible to make all arrangements required by the vendor to ensure that proper payment is made by the Education District.
6. Employees who are eligible to participate shall inform the Education District Office in writing of any change in annuity participation between July 1 and October 15. No other additions and/or deletions outside of this open enrollment period will be allowed during the course of the calendar year unless a defined need can be demonstrated and approved by the Director.

VII. **New Business:**
A. GCED agreement with PIIC

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Educational Data Privacy Agreement

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

PREAMBLE

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

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

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

1. Definitions:

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

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

2. Treatment and Use of Private Data

The Tribe agrees that it is bound by the terms of the Prairie Island Indian Community Data Privacy Ordinance with regard to any data created, collected, received, stored, used, maintained or disseminated by the Tribe. Information or data related to a student that is designated as "Directory Information" pursuant to School Board policy and which would not generally be considered harmful or an invasion of privacy if disclosed is not covered by this agreement.

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

3. Confidentiality and Appropriate Safeguards

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

a. Procedures and systems that ensure that all private educational data are kept in secured facilities and access to such records is limited to personnel who are authorized to have access to said data under this Agreement.

b. All designated representatives and employees of the Tribe involved in the handling, transmittal and/or processing of private educational data provided under Agreement will be informed of their obligation to comply with the requirement of applicable law related to educational data privacy and the requirements of this Agreement.

c. Procedures and systems, such as good practices for assigning passwords, shall be developed and implemented to maintain the integrity of the systems used to secure computer data bases used to process, store, or transmit data provided under this Agreement. The parties agree that email is a secure way to transmit data under this Agreement.

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

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

4. Indemnification

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

5. Entire Agreement

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

6. Execution

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

7. Assignment

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

8. Severability

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

9. Term of this Agreement

This Agreement shall be in effect or the period commencing from the date of execution until August 31, 2029. Either the School District or the Tribe may terminate its participation in this Agreement by delivering written notice of its intent to terminate said participation to the chief executive officer of the other entity.

Signed By:

Clerk, Goodhue County Ed. District

Date

Education Director, Prairie Island Indian Community

Date

- B. 5RiversOnline (5RO) Marketing and Rate Setting
- VIII. **Other:**
- IX. **Comments: Board/Director**
- X. **Next Meeting Date: October 30, 7:00 p.m. at the River Bluff Education Center in Red Wing.**
- XI. **Adjournment**