



GOODHUE COUNTY
EDUCATION
DISTRICT
PARTNERS IN THE JOURNEY

Goodhue County Education District Board Agenda
Thursday, August 27, 2026 at 6:00 PM
River Bluff Education Center, Red Wing
395 Guernsey Ln
Red Wing, MN 55066

AGENDA

I. Pledge of Allegiance:

II. Call to Order/Adoption of Agenda:

III. Consent Agenda:

- A. Approval of August 6, 2026 Minutes

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Work Session
Thursday, August 6, 2026 6:00 PM Central

River Bluff Education Center, Red Wing
395 Guernsey Ln
Red Wing, MN 55066

I. Pledge of Allegiance

II. Call Work Session to Order:

Motion made to call the meeting to order. This motion, made by Adam Dicke and seconded by Erica Aronson, Passed.

Erica Aronson: Yes, Terese Bjornstad: Yes, Adam Dicke: Yes, Jason Lohmann: Yes, Heath Oeltjen: Yes, JoLyn Williams: Yes
Yes: 6, No: 0

III. Adopt Agenda:

Motion made to accept the agenda. This motion, made by Adam Dicke and seconded by Erica Aronson, Passed.

Erica Aronson: Yes, Terese Bjornstad: Yes, Adam Dicke: Yes, Jason Lohmann: Yes, Heath Oeltjen: Yes, JoLyn Williams: Yes
Yes: 6, No: 0

IV. Items for Discussion:

IV.A. Restrictive Procedures

The Board was provided background information on restrictive procedure practices and data throughout the county.

IV.B. Board Handbook Overview

C. Johnson reviewed the resources in the GCED Board Handbook. Board members will bring their handbooks to meetings.

IV.C. STEP Options

The STEP program is expanding to meet the needs of a growing cohort. We will be adding a third classroom for 2026–27. For the 2026-27 school year, this additional classroom will be located at Red Wing High School due to space constraints and facility needs. The Board reviewed a proposal for managing facility needs for this cohort. This is only one option on the table. The Board also took a tour of the spaces in question.

V. Adjourn:

Motion made to adjourn the meeting. This motion, made by Adam Dicke and seconded by Terese Bjornstad, Passed.

Erica Aronson: Yes, Terese Bjornstad: Yes, Adam Dicke: Yes, Jason Lohmann: Yes, Heath Oeltjen: Yes, JoLyn Williams: Yes
Yes: 6, No: 0

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		42442		Wire	1	04060	PERA-PUBLIC EMPLOYEES RETIREMT		No	Yes	No	07/15/2026	2,100.10
MERC		42443		Wire	1	04062	MN TEACHERS RETIREMENT ASSOC		No	Yes	No	07/15/2026	80,095.96
MERC		42444		Wire	1	2284	E. B. C., LLC /ACS		No	Yes	No	07/15/2026	20,418.33
MERC		42445		Wire	1	2392	US DEPT. OF TREASURY		No	Yes	No	07/15/2026	123,935.90
MERC		42446		Wire	1	2396	MN Dept of Revenue		No	Yes	No	07/15/2026	22,990.60
MERC		42447		Wire	1	2501	Merchants Bank		No	Yes	No	07/15/2026	5,779.08
MERC		42448		Direct Pymt	1	09118	EDUCATION MN - GCED		Yes	Yes	No	07/15/2026	3,306.64
MERC		42449		Direct Pymt	1	1984	E. B. C., LLC/Flex Contributions		Yes	Yes	No	07/15/2026	512.50
MERC		42451		Wire	1	04062	MN TEACHERS RETIREMENT ASSOC		No	Yes	No	07/23/2026	182.26
MERC		42452		Wire	1	09346	MINNESOTA UI FUND		No	Yes	No	07/23/2026	10,801.48
MERC		42453		Wire	1	2216	KWIK TRIP EXTENDED NETWORK		No	Yes	No	07/23/2026	131.08
MERC		42454		Wire	1	3232	ENTERPRISE FM TRUST		No	Yes	No	07/23/2026	4,918.15
MERC		42455		Wire	1	3810	KAVIRA HEALTH		No	Yes	No	07/23/2026	2,079.00
MERC		42456		Direct Pymt	1	02672	METRO SALES, INC.		Yes	Yes	No	07/23/2026	743.35
MERC		42457		Direct Pymt	1	03350	REGION V COMPUTER SERVICES		Yes	Yes	No	07/23/2026	1,619.75
MERC		42458		Direct Pymt	1	09270	CRISIS PREVENTION INST., INC.		Yes	Yes	No	07/23/2026	200.00
MERC	4	42459		Direct Pymt	1	1789	UPS		Yes	Yes	No	07/23/2026	69.45
MERC		42460		Direct Pymt	1	2081	RENAISSANCE LEARNING		Yes	Yes	No	07/23/2026	53,214.34
MERC		42461		Direct Pymt	1	2386	HANSEN, CARRIE		Yes	Yes	No	07/23/2026	423.18
MERC		42462		Direct Pymt	1	2809	MRI SOFTWARE, LLC		Yes	Yes	No	07/23/2026	575.00
MERC		42463		Direct Pymt	1	2865	INTELLIGENTS		Yes	Yes	No	07/23/2026	1,250.00
MERC		42464		Direct Pymt	1	3072	FRONTLINE TECHNOLOGIES GROUP, I		Yes	Yes	No	07/23/2026	3,932.08
MERC		42465		Direct Pymt	1	3249	BUCHAL, AMY		Yes	Yes	No	07/23/2026	355.25
MERC		42466		Direct Pymt	1	3415	AMAZON CAPITAL SERVICES		Yes	Yes	No	07/23/2026	575.33
MERC		42467		Direct Pymt	1	3480	UMB BANK, N.A.		Yes	Yes	No	07/23/2026	135,596.25
MERC		42468		Direct Pymt	1	3504	SENECHALLE, MEGAN		Yes	Yes	No	07/23/2026	7.18
MERC		42469		Direct Pymt	1	3618	SOLANT		Yes	Yes	No	07/23/2026	2,724.73
MERC		42470		Direct Pymt	1	3628	AMPION PBC C/O DEPT. 8121		Yes	Yes	No	07/23/2026	5,862.45
MERC		42471		Direct Pymt	1	3673	AMPION PBC C/O DEPT. 8125		Yes	Yes	No	07/23/2026	120.32
MERC		42472		Direct Pymt	1	3802	E.B.C...,LLC/ACS MONTHLY FEE - DIREC		Yes	Yes	No	07/23/2026	145.98
MERC		42488		Wire	1	09228	INTERNAL REVENUE SERVICE		No	Yes	No	07/28/2026	672.00
MERC		42489		Wire	1	04060	PERA-PUBLIC EMPLOYEES RETIREMT		No	Yes	No	07/31/2026	1,610.48
MERC		42490		Wire	1	04062	MN TEACHERS RETIREMENT ASSOC		No	Yes	No	07/31/2026	72,966.46
MERC		42491		Wire	1	2284	E. B. C., LLC /ACS		No	Yes	No	07/31/2026	20,459.99
MERC		42492		Wire	1	2392	US DEPT. OF TREASURY		No	Yes	No	07/31/2026	94,496.29
MERC		42493		Wire	1	2396	MN Dept of Revenue		No	Yes	No	07/31/2026	17,017.38
MERC		42494		Wire	1	2501	Merchants Bank		No	Yes	No	07/31/2026	7,339.92
MERC		42495		Wire	1	3819	METROPOLITAN LIFE INSURANCE COM		No	No	No	07/31/2026	9,945.90

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		42496		Wire	1	3819	METROPOLITAN LIFE INSURANCE COM		No	Yes	No	07/31/2026	7,619.19
MERC		42497		Direct Pymt	1	09118	EDUCATION MN - GCED		Yes	No	No	07/31/2026	3,306.64
MERC		42498		Direct Pymt	1	1984	E. B. C., LLC/Flex Contributions		Yes	No	No	07/31/2026	512.50
MERC		42505		Direct Pymt	1	1984	E. B. C., LLC/Flex Contributions		Yes	No	No	08/04/2026	125.00
MERC		42506		Direct Pymt	1	2081	RENAISSANCE LEARNING		Yes	No	No	08/04/2026	8,980.40
MERC		42507		Direct Pymt	1	2410	SCHOOL MANAGEMENT SERVICES, LL		Yes	No	No	08/04/2026	39,125.00
MERC		42508		Direct Pymt	1	3415	AMAZON CAPITAL SERVICES		Yes	No	No	08/04/2026	36.31
MERC		42509		Direct Pymt	1	3587	ENOME, INC		Yes	No	No	08/04/2026	76,636.00
MERC		42511		Wire	1	2871	EMC Insurance Companies		No	No	No	08/04/2026	9,124.30
MERC		42512		Wire	1	02880	XCEL ENERGY		No	Yes	No	07/31/2026	5,762.56
MERC		42513		Wire	1	3781	VISA		No	Yes	No	07/31/2026	7,400.38
MERC		42189	22369	Check	1	3088	HILLYARD		Yes	Yes	Yes	07/21/2026	(1,618.31)
MERC		42482	22448	Check	1	3510	aLEARNcoach		Yes	No	No	07/28/2026	948.00
MERC		42476	22449	Check	1	2290	CDW GOVERNMENT, INC.		Yes	No	No	07/28/2026	1,373.07
MERC		42485	22450	Check	1	3818	CINTAS CORP		Yes	No	No	07/28/2026	156.40
MERC		42475	22451	Check	1	1132	CULLIGAN		Yes	No	No	07/28/2026	31.00
MERC	51	42477	22452	Check	1	2778	ESTR PUBLICATIONS		Yes	No	No	07/28/2026	91.40
MERC		42483	22453	Check	1	3743	HIAWATHA HOMECARE		Yes	No	No	07/28/2026	3,178.58
MERC		42479	22454	Check	1	3088	HILLYARD		Yes	No	No	07/28/2026	3,787.01
MERC		42474	22455	Check	1	09228	INTERNAL REVENUE SERVICE		Yes	Yes	Yes	07/28/2026	0.00
MERC		42487	22456	Check	1	3839	MN BOARD OF SOCIAL WORK		Yes	No	No	07/28/2026	100.00
MERC		42473	22457	Check	1	02620	MSBA		Yes	No	No	07/28/2026	5,550.00
MERC		42480	22458	Check	1	3267	NORTH RISK PARTNERS - C.O. BROWN		Yes	No	No	07/28/2026	4,423.51
MERC		42484	22459	Check	1	3805	OH BUOY LLC		Yes	No	No	07/28/2026	1,147.50
MERC		42486	22460	Check	1	3835	RED ROVER TECHNOLOGIES		Yes	No	No	07/28/2026	1,700.00
MERC		42478	22461	Check	1	3078	SHRED-N-GO-446138		Yes	No	No	07/28/2026	89.30
MERC		42481	22462	Check	1	3338	SOUNDS AND MEDIA SOLUTIONS		Yes	No	No	07/28/2026	4,563.46
MERC		42499	22463	Check	1	00433	CITY OF RED WING		Yes	No	No	08/04/2026	169.02
MERC		42501	22464	Check	1	3126	FERNBROOK FAMILY CENTER		Yes	No	No	08/04/2026	23,624.05
MERC		42502	22465	Check	1	3467	MASSP		Yes	No	No	08/04/2026	640.00
MERC		42500	22466	Check	1	06510	PRO-ED, INC		Yes	No	No	08/04/2026	1,322.20
MERC		42503	22467	Check	1	3742	TeachTown		Yes	No	No	08/04/2026	20,775.00
MERC		42504	22468	Check	1	3840	THE ROSS GROUP, LLC		Yes	No	No	08/04/2026	2,546.25
MERC		42510	22469	Check	1	2871	EMC Insurance Companies		Yes	No	No	08/04/2026	3,012.52

Bank Total: \$945,412.38

Report Total: \$945,412.38

C. Staff Updates:

1. **Resignations:**

Fischer, Denise; Setting IV Paraprofessional @ River Bluff Education Center, effective July 30, 2026.

Peterson, Andrew; Setting IV Paraprofessional @ River Bluff Education Center, effective August 10, 2026.

Schenach, Megan; Setting IV Paraprofessional @ River Bluff Education Center, effective August 17, 2026.

2. **New Hire:**

Aarsvold, Rebecca; Setting IV Paraprofessional @ River Bluff Education Center, effective for the 2026-2027 school year.

Bennewitz, Pamela; Teacher, Multilingual Learners @ Kenyon-Wanamingo, effective for the 2026-2027 school year.

Ennis, Stephanie; Teacher, Early Childhood Special Education @ Cannon Falls, effective for the 2026-2027 school year.

Giacone, Marlisa; Speech Language Pathologist @ Red Wing, effective for the 2026-2027 school year; Contracted through Next Level Speech Therapy

Hernandez, Viviana; Cultural Liaison/Reading Center Support @ Goodhue, effective for the 2026-2027 school year.

Rogers, Tyler; Setting IV Paraprofessional @ River Bluff Education Center, effective for the 2026-2027 school year.

Young-Webb, Lisa; School Psychologist @ Kenyon-Wanamingo via staffing agency The Stepping Stone Group, effective for the 2026-2027 school year.

3. **Transfers:**

Collins, Barbie; Building Support Specialist @ River Bluff Education Center to Administrative Assistant @ River Bluff Education Center; Effective August 28, 2026.

4. **Re-assignment:**

Haapasaari, Ligia; Cultural Liaison/Reading Support Specialist to Cultural Liaison, Effective August 28, 2026.

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. Business Manager Report

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REVENUE								June 30, 2026	June 30, 2025	June 30, 2024		
REVENUE CATEGORIES	June 30, 2024	June 30, 2025	Adopted Budget	Revised Budget	Next Year Budget	Received YTD	Budget Remaining	% of Budget Received	% of Actuals Received	% of Actuals Received	June 30, 2025	June 30, 2024
STATE	6,262,303	6,401,575	6,529,002	6,897,580	6,913,887	5,413,120	1,484,460	78.5%	100.0%	100.0%	6,401,575	6,262,303
FEDERAL	2,370,023	2,037,610	2,051,616	2,037,217	2,073,098	1,107,600	929,617	54.4%	100.0%	100.0%	2,037,610	2,370,023
LOCAL (FEES, INTEREST, ETC.)	11,303,859	11,439,690	11,753,680	11,722,594	13,063,900	11,631,810	90,784	99.2%	100.0%	100.0%	11,439,690	11,303,859
TOTALS	19,936,185	19,878,875	20,334,298	20,657,391	22,050,885	18,152,530	2,504,861	87.9%	100.0%	100.0%	19,878,875	19,936,185

EXPENDITURES								June 30, 2026	June 30, 2025	June 30, 2024		
OBJECT SERIES	June 30, 2024	June 30, 2025	Adopted Budget	Revised Budget	Next Year Budget	Expended YTD	Budget Remaining	% of Budget Expended	% of Actuals Expended	% of Actuals Expended	June 30, 2025	June 30, 2024
SALARIES & WAGES	10,093,545	10,990,252	11,525,375	11,443,612	12,580,231	11,377,383	66,229	99.4%	100.0%	100.0%	10,990,252	10,093,545
EMPLOYEE BENEFITS	2,843,575	3,173,243	3,361,997	3,620,620	3,829,752	3,435,475	185,145	94.9%	100.0%	100.0%	3,173,243	2,843,575
PURCHASED SERVICES	5,105,484	3,999,273	3,708,838	3,936,297	3,899,352	2,670,302	1,265,995	67.8%	100.0%	100.0%	3,999,273	5,105,484
SUPPLIES	819,001	794,966	716,194	739,035	706,776	711,569	27,466	96.3%	100.0%	100.0%	794,966	819,001
EQUIPMENT	1,073,045	1,175,995	1,084,272	1,096,276	1,074,004	1,096,095	181	100.0%	100.0%	100.0%	1,175,995	1,073,045
OTHER EXPENDITURES	124,731	30,830	28,362	81,010	32,713	20,003	61,007	24.7%	100.0%	100.0%	30,830	124,731
TOTALS	20,059,380	20,164,559	20,425,038	20,916,850	22,122,828	19,310,827	1,606,023	92.3%	100.0%	100.0%	20,164,559	20,059,380

								June 30, 2026	June 30, 2025	June 30, 2024		
PROGRAM SERIES	June 30, 2024	June 30, 2025	Adopted Budget	Revised Budget	Next Year Budget	Expended YTD	Budget Remaining	% of Budget Expended	% of Actuals Expended	% of Actuals Expended	June 30, 2025	June 30, 2024
SITE ADMINISTRATION	357,053	358,374	381,650	387,208	397,485	383,604	3,604	99.1%	100.0%	100.0%	358,374	357,053
DISTRICT ADMINISTRATION	92,977	88,643	94,744	102,502	142,826	96,140	6,362	93.8%	100.0%	100.0%	88,643	92,977
SUPPORT SERVICES	338,571	349,805	320,477	330,467	320,695	334,750	(4,283)	101.3%	100.0%	100.0%	349,805	338,571
REGULAR INSTRUCTION	3,275,290	2,841,820	3,064,529	2,902,738	3,479,586	2,851,826	50,912	98.2%	100.0%	100.0%	2,841,820	3,275,290
EXTRA-CURRICULAR ACTIVITES	-	-	-	-	-	-	-	0.0%	0.0%	0.0%	-	-
SPECIAL EDUCATION	10,794,455	11,172,266	11,507,645	11,923,134	12,581,218	10,660,079	1,263,055	89.4%	100.0%	100.0%	11,172,266	10,794,455
INSTRUCTIONAL SUPPORT	893,095	990,629	816,563	801,817	699,407	719,993	81,824	89.8%	100.0%	100.0%	990,629	893,095
PUPIL SUPPORT SERVICES	2,499,034	2,357,264	2,341,307	2,458,768	2,656,383	2,376,400	82,368	96.7%	100.0%	100.0%	2,357,264	2,499,034
FACILITIES	1,354,668	1,443,735	1,386,060	1,506,703	1,406,071	1,445,454	61,249	95.9%	100.0%	100.0%	1,443,735	1,354,668
OTHER FINANCING USES	-	-	-	-	-	-	-	0.0%	0.0%	0.0%	-	-
TOTALS	20,059,380	20,164,559	20,425,038	20,915,973	22,122,007	19,299,449	1,616,524	92.3%	100.0%	100.0%	20,164,559	20,059,380

SUMMARY - ALL FUNDS								June 30, 2026	June 30, 2025	June 30, 2024		
SUMMARY	June 30, 2024	June 30, 2025	Adopted Budget	Revised Budget	Next Year Budget	Expended YTD	Budget Remaining	% of Budget	% of Actuals	% of Actuals	June 30, 2025	June 30, 2024
REVENUE	19,936,185	19,878,875	20,334,298	20,657,391	22,050,885	18,152,530	2,504,861	87.9%	100.0%	100.0%	19,878,875	19,936,185
EXPENDITURES	20,059,380	20,164,559	20,425,038	20,916,850	22,122,828	19,310,827	1,606,023	92.3%	100.0%	100.0%	20,164,559	20,059,380
SPENDING VARIANCE	(123,195)	(285,685)	(90,740)	(259,459)	(71,943)	(1,158,297)	N/A	N/A	N/A	N/A	(285,685)	(123,195)

Business Manager Report 8-27-26

2025-26 Budget as of 6/30/26

This is a second look at fiscal year end 6/30/26. We have earned \$18,152,530 or 87.9% of the budget. We have expended \$19,310,827 or 92.3% of the expense budget. We will continue looking at 6/30/26 through the audit in September.

Cash Flow

For your information. Cash flow is looking good through the current fiscal year with a few tight spots if we continue to prebill 1 month ahead.

July Bank Rec

For your information



**GOODHUE CO ED DISTRICT
2026-27 CASH FLOW**

AS OF 8-20-26

JULY

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
7/1/2026	-	(1,139.79)	294,320.01			977,591.86
7/9/2026	(206,529.74)	-	8,176.74		-	779,238.86
7/15/2026	(259,139.11)	(359,917.70)	57,472.44	272,955.20	-	490,609.69
7/20/2026	(223,908.30)	-	331,202.65		-	597,904.04
7/31/2026	(276,449.98)	(271,571.53)	700,994.94	107,093.27	-	857,970.74
ENDING BALANCE	(966,027.13)	(632,629.02)	-	1,392,166.78	380,048.47	857,970.74

AUGUST

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
8/1/2026	-	-	-		-	857,970.74
8/4/2026	(186,116.05)	-	411,196.61		139,408.30	1,222,459.60
8/15/2026		(312,315.57)	2,274.70	406,954.43	-	1,319,373.16
8/17/2026	(1,097,352.44)	-	31,961.49		-	253,982.21
8/30/2026	(231,890.57)	(284,163.62)	1,197,142.40	387,425.75	-	1,322,496.17
	(1,515,359.06)	(596,479.19)	-	1,642,575.20	794,380.18	139,408.30
						1,322,496.17

SEPTEMBER

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
9/1/2026	(218,524.75)	(2,757.10)	14,117.25			1,115,331.56
9/15/2026	(877,716.20)	(294,727.67)	499,211.73	107,093.27	46,200.80	595,393.49
9/17/2026	-	(516.67)	417,054.15		-	1,011,930.97
9/30/2026	(999,586.77)	(314,465.83)	69,633.43	335,600.99	148,275.79	251,388.58
ENDING BALANCE	(2,095,827.72)	(612,467.27)	-	1,000,016.56	442,694.26	194,476.59
						251,388.58

OCTOBER

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
10/1/2026	(239,093.26)	-	-		-	12,295.32
10/9/2026	(30,919.07)	-	247,053.09		-	228,429.35
10/15/2026	(244,537.31)	(323,939.27)	262,972.38	124,449.97	-	47,375.11
10/20/2026	(262,536.02)	-	526,186.13		-	311,025.23
10/31/2026	(234,642.73)	(310,327.90)	273,874.44	393,602.35	121,000.38	554,531.78
ENDING BALANCE	(772,635.12)	(634,267.17)	-	1,310,086.05	518,052.32	121,000.38
						554,531.78

NOVEMBER

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
11/1/2026	-	-	-		-	554,531.78
11/5/2026	(266,061.86)	-	227,097.74		-	515,567.66
11/15/2026	-	(359,282.35)	-	155,562.46	-	311,847.76
11/20/2026	(348,991.62)	-	470,102.17		-	432,958.31
11/30/2026	(235.05)	(313,567.64)	97,284.23	248,899.93	-	465,339.78
ENDING BALANCE	(615,288.53)	(672,849.99)	-	794,484.14	404,462.39	-
						465,339.78

DECEMBER

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
12/1/2026	(471,786.83)	-	376,634.82	-	-	370,187.78
12/8/2026	-	-	-		-	370,187.78
12/15/2026	(375,626.36)	(317,026.97)	68,460.91	342,237.41	-	88,232.77
12/20/2026	-	(1,051.04)	562,860.28		-	650,042.01
12/31/2026	(253,014.80)	(336,773.34)	1,888.75	186,674.95	-	248,817.57
ENDING BALANCE	(1,100,427.99)	(654,851.35)	-	1,009,844.77	528,912.36	-
						248,817.57

JANUARY

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
1/1/2027	-	-	-		-	248,817.57
1/8/2027	(264,488.65)	-	252,056.58		526,910.85	763,296.35
1/15/2027	(231,139.31)	(297,996.22)	-	311,124.92		545,285.74
1/20/2027	(841,840.22)	-	344,231.59	-	-	47,677.11
1/31/2027	(242,694.18)	(307,300.61)	989,404.95	248,899.93		735,987.20
ENDING BALANCE	(1,580,162.36)	(605,296.83)	-	1,585,693.13	560,024.85	735,987.20

FEBRUARY

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
2/1/2027	(236,911.51)	-	8,579.24		-	507,654.92
2/15/2027	(234,699.86)	(310,423.26)	169,918.83	248,899.93	-	381,350.56
2/20/2027	-	-	151,246.24		-	532,596.80
2/28/2027	(402,501.51)	(328,641.10)	8,348.42	311,124.92	-	120,927.53
ENDING BALANCE	(874,112.88)	(639,064.37)	-	338,092.73	560,024.85	120,927.53

MARCH

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
3/1/2027	(267,180.34)	-	8,614.63		-	(137,638.18)
3/15/2027	(333,659.67)	(307,780.02)	528,249.58	311,124.92		60,296.63
3/20/2027	-	-	91,949.97		-	152,246.60
3/31/2027	(237,238.59)	(313,607.69)	1,098,829.50	373,349.90	-	1,073,579.72
ENDING BALANCE	(838,078.60)	(621,387.71)	-	1,727,643.69	684,474.81	1,073,579.72

APRIL

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
4/9/2027	(330,761.43)	(1,442.36)	138,707.55		-	880,083.48
4/15/2027	(327,667.57)	(306,375.15)	85,436.07	248,899.93	-	580,376.77
4/20/2027	(19,367.80)	-	138,092.94		268,255.91	967,357.82
4/30/2027	(360,902.88)	(311,274.39)	108,479.24	504,550.68		908,210.47
ENDING BALANCE	(1,038,699.68)	(619,091.90)	-	470,715.81	753,450.61	908,210.47

MAY

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
5/1/2027	(327,502.72)	-	722,681.06		-	1,303,388.82
5/15/2027	(241,596.34)	(313,839.04)	64,768.24	311,124.92	-	1,123,846.59
5/20/2027	(232,719.95)	-	88,719.48		-	979,846.12
5/31/2027	(458,349.06)	(314,390.88)	119,484.97	311,124.92	-	637,716.07
ENDING BALANCE	(1,260,168.07)	(628,229.92)	-	995,653.75	622,249.83	637,716.07

JUNE

	ACCOUNTS		MISC.		FEDERAL	RUNNING
DATE	PAYABLE	PAYROLL	RECEIPTS	STATE AID	GRANT	BALANCE
6/1/2027	-	-	37.84		-	637,753.91
6/15/2027	(383,306.94)	(389,710.83)	713,247.27		-	577,983.40
6/20/2027	(279,635.50)	(16,524.41)	215,699.70	311,124.92	-	808,648.11
6/30/2027	(226,111.75)	(286,437.14)	7,814.93		-	303,914.15
ENDING BALANCE	(889,054.19)	(692,672.38)	-	936,799.74	311,124.92	-
TOTALS	(13,545,841.32)	(7,609,287.11)	-	13,203,772.34	6,559,899.84	1,250,052.03
						303,914.15

Goodhue County Ed District
Reconciliation Worksheet Report
07/31/2026

Audit No	Statement Date	Co	Bank Code	Bank Name/Description
1589	07/31/2026	6051	MERC	MERCHANTS BANK GENERAL

Worksheet has been Finalized

Statement Amount 222,649.06

Deposits in Transit 0.00

Outstanding Payments

Checks 30,848.12

Wires 9,945.90

SHR - Payments 0.00

SHR - Third Party 0.00

Cash 0.00

ACH 3,819.14

Adjustment Amount 679,934.84

Amount Per Bank 857,970.74

GL Account Balance 857,970.74

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

Ty
F

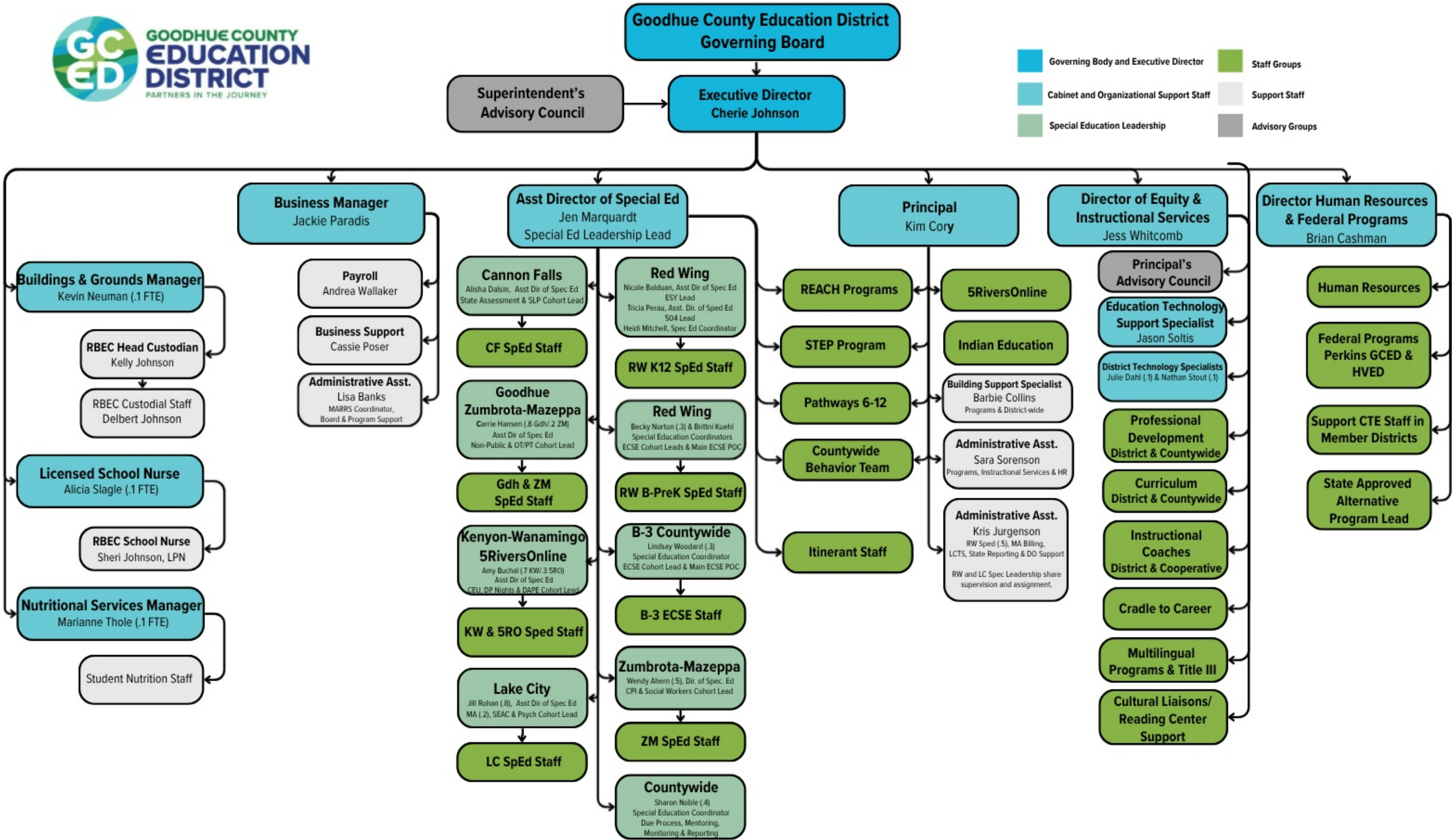
Difference 0.00

Adjustments

Manual	07/31/2026	KT	Wire	118.18	RECORDED IN AUG
Manual	07/31/2026	SWEEP	Deposit	677,933.15	TO SWEEP
Manual	07/31/2026	VISA	Wire	1,883.51	VISA PENDING



Organizational Chart 2026-2027



Cohort Planning Timeline (2023-2030)

	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030
Cohort 1	Discovery	Engagement	Close-Out				
Cohort 2		Discovery	Engagement	Close-Out			
Cohort 3			Discovery	Engagement	Close-Out		
Cohort 4				Discovery	Engagement	Close-Out	
Cohort 5					Discovery	Engagement	Close-Out

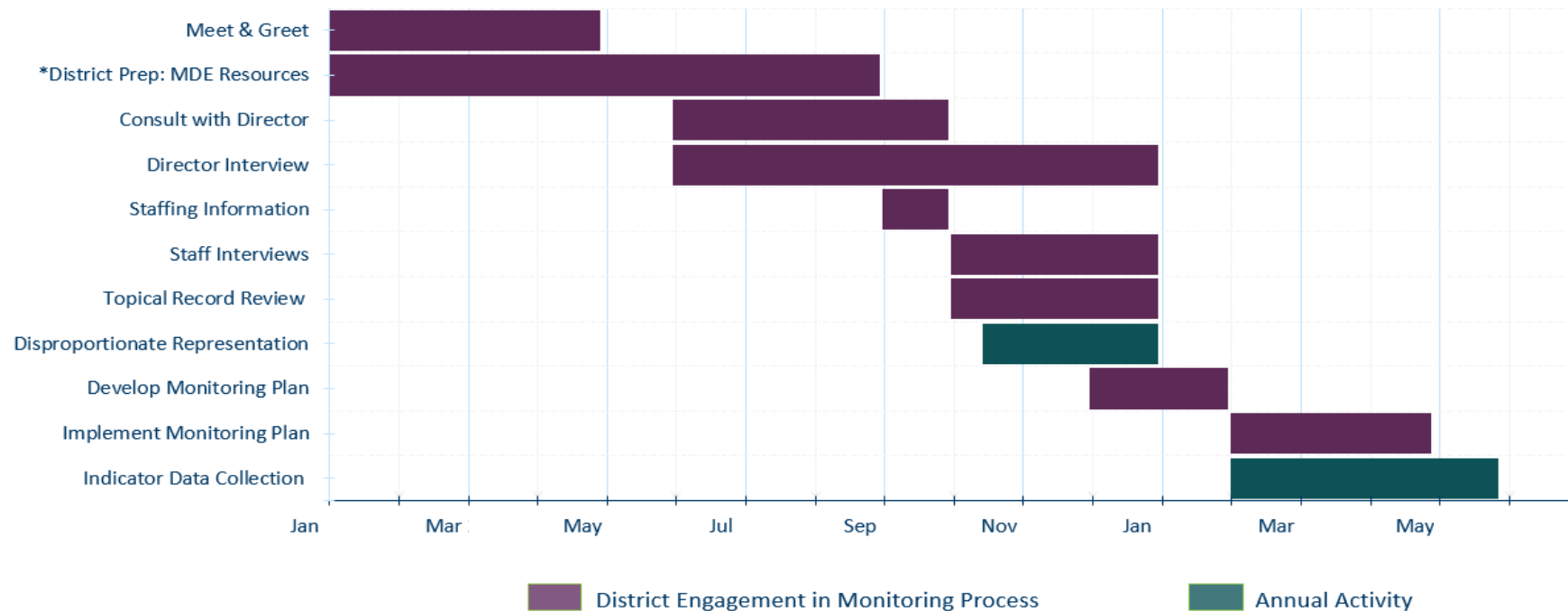
Cohort Timeline Key

Discovery (Prior Year)

Engagement (Cohort Year)

Close-Out (Year After)

District Engagement Timeline



*District can prepare for upcoming monitoring with resources on MDE website: [Program Monitoring Training Page](#)

- D. 5RO Planning for Board Report
- VI. **Old Business:**
- VII. **New Business:**

- A. Purchased Services Agreement

18

**RiseUp Partnership Professional Service Agreement
With Goodhue County Education District**

RiseUp Partnership, 410 Guernsey Lane, Red Wing, Minnesota 55066, hereafter referred to as the "Agency" and Goodhue County Education District, located at 395 Guernsey Lane, Red Wing, MN 55066, hereafter referred to as the "Contractor," enters into this agreement for the period from July 1, 2026, to June 30, 2027.

This contract may be extended by written agreement between the Agency and the Contractor.

WHEREAS, The Contractor is an organization certified by the Minnesota Department of Education, and the Agency is recognized by the Secretary of State as a 501c3;

WHEREAS, the Contractor and the Agency agree to collaborate to create a Director of Cradle to Career (C2C) Initiatives position. This vital leadership role is responsible for managing supportive infrastructure for all member districts in the Goodhue County Education District. This includes governance, community partnerships, resource sustainability, professional learning, and data systems. The Director will build strong relationships and serve as a bridge between the communities and schools, applying for grants that align district and community goals to meet the needs of all of our students and families, refer to Exhibit A for the job description; and

WHEREAS, it is in the Contractor's and the Agency's best interest, the community's benefit, and the enhancement of student achievement to satisfactorily progress emotionally, socially, and educationally; and

WHEREAS, the Agency will fund the Director of Cradle to Career Initiatives position, and the Contractor will host the position;

NOW, THEREFORE, in consideration of the mutual understandings and agreements set forth, the Contractor and the Agency agree as follows:

Agency Duties

- The Agency agrees to provide funding for these collaborative services through the Director of Cradle to Career Initiatives position: minimum of \$105,000 towards wages and benefits per fiscal year, with the option to increase wages as determined by performance evaluations and available funds, as long as the position is filled;
- Participate in the hiring of the Director of C2C Initiatives and ongoing direction and feedback;
- Conduct a yearly performance review;
- Initiate weekly check-in meetings with the Director of C2C Initiatives;
- Work with GCED Administration and the Director of C2C Initiatives to determine yearly

metrics to measure the success of the shared position format;

- Connect the Director of C2C Initiatives with StriveTogether, the Education Partnerships Coalition, and i3Works;
- Will pay for professional learning, up to an amount approved by the yearly professional development budget, through their affiliated organizations (Strive Together, Education Partnerships Coalition, Minnesota Department of Education);
- Will reimburse Contractor for expenses incurred by the Director of C2C Initiatives to travel to meetings and training up to an amount approved by the yearly budget; and
- Collaborate with the Director of C2C Initiatives to obtain grants to sustain the position and fund initiatives across the member districts.

Contractor Duties

- Will host a director-level role as a regular employee with access to all benefits available within that category;
- Participate in the hiring of the Director of C2C Initiatives and ongoing direction and feedback;
- Conduct yearly performance review;
- Initiate weekly check-in meetings with the Director of C2C Initiatives;
- Work with RiseUp Partnership and the Director of C2C Initiatives to determine yearly metrics to measure the success of the shared position format;
- Connect the Director of C2C Initiatives with the leadership of the member school districts;
- Will pay for professional learning for multi-lingual services and supervision; and
- Collaborate with the Director of C2C Initiatives to obtain grants to sustain the position and fund initiatives across the member districts.

NOW THEREFORE, IT IS AGREED, by and between the Contractor and the Agency, the conditions of the contract and duties of the position as follows:

Cost and Delivery of Purchased Services

1. The Agency will pay the Contractor for the Purchased Services at a base of \$105,000.00 per fiscal year, and will increase as related revenue increases.
2. It is understood and agreed that in the event the reimbursement to the Contractor and/or the County from State and Federal sources is not obtained and continued at a level sufficient to allow for the purchase of the indicated quantity of Purchased

Services, the obligations for each party hereunder shall thereupon be modified or terminated; notification by the party seeking modification/termination must be served on all parties at least 60 days prior to proposed action.

3. The Executive Director of Goodhue County Education District and the Executive Director of RiseUp Partnership shall be responsible for overseeing the contracted services.
4. Written reports shall contain documentation of the Contractor's progress toward the goals and objectives in the job description.
5. The Contractor shall follow established written due process procedures for terminating a person in the position of Director of Cradle to Career Initiatives. The Agency shall be notified prior to termination, unless in an emergency, then the Agency shall be notified immediately following the termination, within the same business day.
6. The Contractor shall submit monthly invoices for Contract Services provided to the Agency for the total amount of the wages and benefits due; and monthly for expenses incurred by the Contractor but payable by the Agency, based on agreements set forth. Invoices will be paid within 30 calendar days.

Safeguard of Client Information

The use or disclosure by any party of information concerning an eligible client in violation of any rule of confidentiality provided for in the MN Data Practices Act, HIPAA, or FERPA, or for any purpose not directly connected with the Contractor's or Agency's responsibility with respect to the Purchased Services hereunder is prohibited except on written consent of such eligible client, the client's attorney or the client's responsible parent or guardian.

Equal Employment Opportunity and Civil Right Non-Discrimination

The Contractor agrees to comply with the Civil Rights Act of 1964, Title VII (42 USC 2000e); including Executive Order No. 11246, and Title VI (42 USC 2000d); and the Rehabilitation Act of 1973, as amended by Section 504; Minnesota Statutes, section 363A.02; and all applicable federal and state laws, rules regulations and orders prohibiting discrimination in employment, facilities and services. The Contractor shall not discriminate in employment, facilities, and in the rendering of Purchased Services hereunder on the basis of race, color, religion, age, gender, sexual orientation, disability, marital status, public assistance status, creed, or national origin.

Fair Hearing and Grievance Procedures

The Contractor agrees to provide for a fair hearing and grievance procedure in conformance with Minnesota Statute; section 256.045, and in conjunction with the Fair Hearing and Grievance Procedures established by administrative rules of the State Department of Human Services and administrative rules of the Department of Education.

Conditions of the Parties' Obligations

Before the termination date specified in Section 1 of this agreement, the Contractor and the Agency may evaluate the performance of this agreement to determine whether such performance merits review of this agreement.

Indemnification

The School District and RiseUp Partnership 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.

- The Contractor and Agency further agree, in order to protect themselves and each other, under the indemnity provisions set forth above, to at all times during the term of this contract, have and keep in force a liability insurance policy of not less than \$1,000,000/\$3,000,000.

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.

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 the authority to sign on behalf and to bind such party.

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.

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.

Term of this Agreement

This Agreement shall be in effect from the date of execution until June 30, 2027. Either the School District or RiseUp Partnership 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.

Subcontracting

The Contractor and the Agency may enter into subcontracts for any of the goods and services contemplated under this agreement with prior written notification. All subcontracts shall be subject to the requirements of this contract. The Contractor and the Agency shall be responsible for the performance of any subcontractor retained by that party in performance of its duties under this contract.

Miscellaneous

Entire Agreement: It is understood and agreed that the entire agreement of the parties is contained herein and that this agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof, as well as any previous agreements presently in effect between the Contractor and the Agency relating to the subject matter hereof

IN WITNESS WHEREOF, the Contractor and the Agency have executed this Agreement as of the day and year first above written.

APPROVED BY:

By: _____

Agency: RiseUp Partnership

By: _____

Contractor: Goodhue County Education District

Date : _____

Date: _____

Exhibit A

Goodhue County Education District and RiseUp Red Wing present the following position:

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 Partnership for Children, Youth, and Families of Goodhue County leaders as they identify, establish, and meet performance goals that have emerged from a comprehensive assets and needs assessment related to C2C Initiatives.
- Attend school board, district leadership, and RiseUp Partnership 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 followed as strategies are implemented.
- Work with RiseUp Partnership to access financial support for initiatives.

Strategic community partnerships

- Conduct monthly partnership meetings with The Partnership for Children, Youth, and Families of Goodhue County 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 institutions, 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, bridging private, local, state, and federal funding opportunities.
- Collaborate with district leadership and RiseUp Partnership to monitor contract performance.
- 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 the sites and district level for C2C initiatives.
- Regularly convene partners for information-sharing, professional development, and opportunities to collaborate.
- Attend the StriveTogether annual convening. Ensure GCED 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



GOODHUE COUNTY
EDUCATION
DISTRICT
PARTNERS IN THE JOURNEY

Cardiac Emergency Response Plan

River Bluff Education Center

Date adopted by School Board: August 27, 2026

Date of Last Revision:

Cardiac Emergency Response Plan

This plan is based on the Minnesota Department of Education’s (MDE’s) model plan guidance for school districts to meet the requirements in [Minnesota Statutes 2025, section 121A.241](#) and [Minnesota Statutes 2024, section 121A.035](#) and supports a school’s development of a cardiac emergency response plan (CERP).

Annually in the United States, approximately 356,000 adults and 23,000 children experience out-of-hospital cardiac arrest. While approximately 90% will not survive, early intervention with CPR and AED use more than doubles survival rates according to the American Heart Association.

Purpose and Integration

The CERP provides a comprehensive strategy for responding to sudden cardiac arrest (SCA) on school grounds. The plan should become an addendum to the **Crisis Management Policy** and be included in a building-level crisis management plan under crisis-specific procedures for cardiac emergencies.

List of Abbreviations

Abbreviations	Definitions
AED	automated external defibrillator
CERP	cardiac emergency response plan
CERT	cardiac emergency response team
CPR	cardiopulmonary resuscitation
EMS	emergency medical services
SCA	sudden cardiac arrest

Definition of Sudden Cardiac Arrest

Sudden cardiac arrest (SCA), as defined by the American Heart Association, is a sudden and unexpected loss of heart function caused by an irregular heart rhythm and can occur with or without a known heart condition. This disruption prevents effective blood circulation, and without immediate intervention, can cause loss of consciousness, collapse, and death within minutes. Signs of arrest may include one or more of the following:

- Unresponsiveness
- Abnormal or absent breathing
- seizure-like movements
- In some cases, SCA may occur immediately after a sudden, forceful direct hit to the chest

Cardiac Emergency Response Team (CERT)

The school administrator in each building designates available and willing school staff including school nurses, physical education teachers, activities directors, coaches, office and maintenance staff, staff overseeing recess, and any other staff who are present before, during, or after the school day.

The school administrator has selected the following staff members to lead emergency medical responses.

The Cardiac Emergency Response Team Coordinator and school administrator shall oversee CPR-AED program activities, training, education, and evaluation at the district level.

CERT member criteria:

1. Able to respond when CERP is activated with classroom coverage if needed.
2. Carry a two-way radio.
3. Maintain current CPR certification list on-site in a readily accessible area.

Staff Name	Role	CPR/AED Certification Date
Sheri Johnson, Nurse	CERP Coordinator	2/19/25
Kim Cory, Building Principal	CERT Member	8/24/26
Matt Rodgers, Social Worker	CERT Member	2/17/26
Brandon King, Physical Education Teacher	CERT Member	8/24/26
Jesse Umphress, School Resource Officer	CERT Member	8/11/26

Automated External Defibrillator (AED) Locations

AEDs must be placed in high-traffic, accessible locations (e.g., cafeterias, gymnasiums) to ensure **retrieval and delivery ideally within 3 minutes** of notification of the emergency. For outdoor locations (school grounds), sufficient AEDs shall enable 3-minute delivery.

AED Registry

[Minnesota Statutes 2024, section 403.51](#), states that a person who purchases or obtains a public access AED shall register that device with an AED registry within 30 working days of receiving the AED. Register public access devices with the **National Emergency AED Registry (NEAR)** via [PulsePoint AED](#).

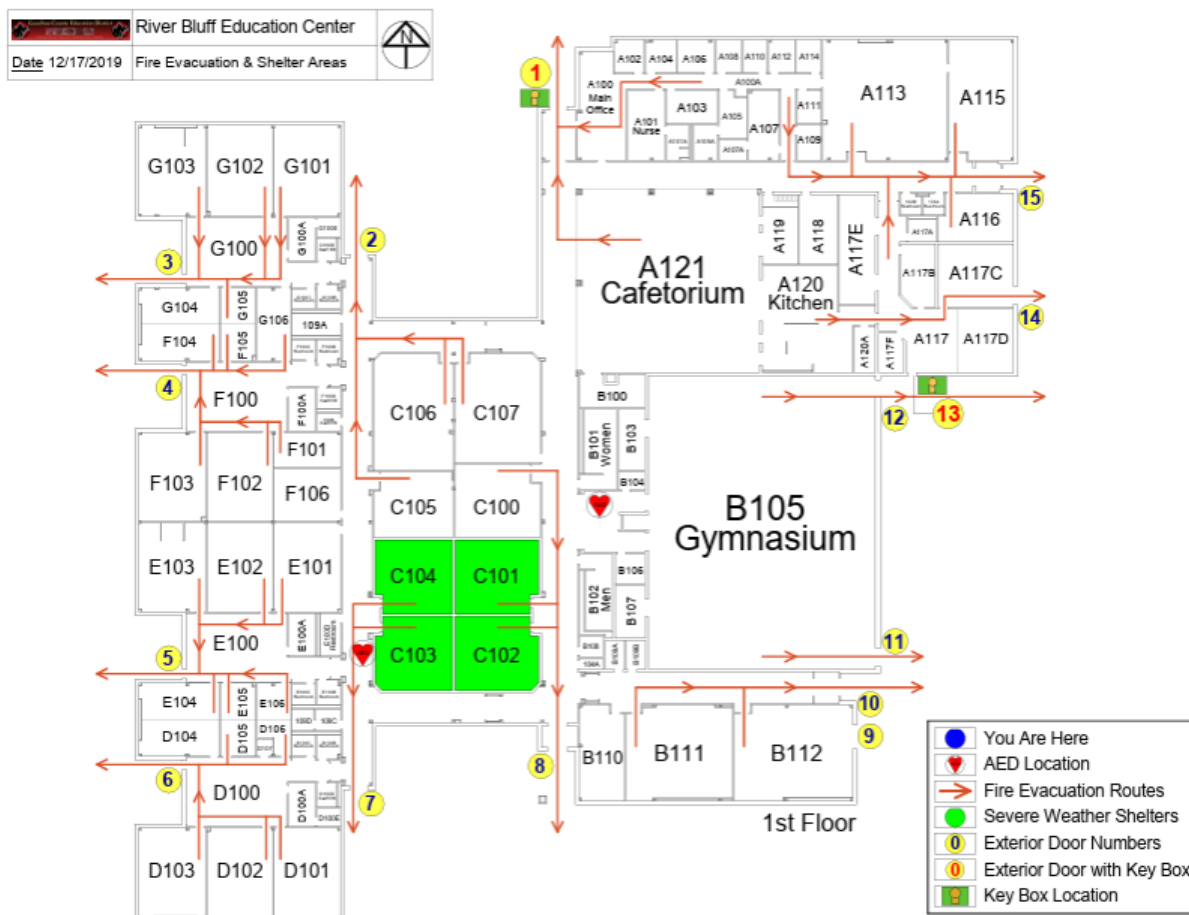
Maintenance

Schools are required to provide routine maintenance of AEDs and should consult with their district or charter school's health and safety or facilities team to determine best practices for proper installation and maintenance of AEDs, including a process for regular safety checks. Minnesota Statutes 2025, section 121A.241, subdivision 2(3).

This plan designates the following school staff or department to maintain AED registry and maintenance of equipment including regular safety checks to verify expiration dates for device pads and batteries and to ensure equipment is functioning properly:

Staff/Department Name	Role	Responsibility
Sheri Johnson	Nurse	AED registry, regular safety checks, verify pad/battery expiration

Site Map with AED Locations labeled with a "Heart".



AED Location	Nearest High-Traffic Area	Co-located Items
Corridor 100	Outside of Gym Main Doors	Latex gloves, scissors, antiseptic wipes, CPR barrier mask, nasal naloxone and spare AED pads.
Corridor 104	In Setting IV Hallway	Latex gloves, scissors, antiseptic wipes, CPR barrier mask, nasal naloxone and spare AED pads.

Communication Plan

How to Activate the CERT and Local Emergency Medical Services (EMS)

Discuss Roles and Responsibilities

Identify and discuss specific tasks within the emergency response team. CERT members should be prepared to assist in multiple roles if necessary to account for when staff are absent or not available at the time of the emergency response.

1. Staff member to call 911
2. Staff member to retrieve the AED
3. Staff member to meet EMS at the quickest entry point to access the scene
4. Staff member to clear the area and manage possible crowds
5. Staff members to assist with compressions and AED use
6. Staff member to document the event timeline and transition report to EMS

Communication

Communication is a critical component in the team's efficient emergency response. CERTs should determine a communication plan that includes two-way communication covering all areas of the school's campus, both inside and outside of the facility.

The following plan outlines how staff members activate local EMS and the CERT in a consistent manner using overhead page, two-way radio, phone, or other communication device with consideration for confidentiality.

- **Initial Alert:** Any staff member witnessing a collapse should immediately call 911
- **Internal Notification:** Activate the CERT via two-way radio. Use a phone as a secondary method.
- **Standard Script:** "There is a cardiac emergency in [*specific location*] and 911 has been called".
- **Building Status:** School will be placed in a "hold" for medical emergencies to clear hallways.

Integration of Local EMS with School CERP

School administrators and CERT members must develop and implement the CERP in cooperation with relevant local emergency responders, school district health and safety officials, school nurses, athletic staff, and other members of the school or community medical team. The school's CERP with locations of onsite AEDs is provided, along with facility diagrams and site plans to first responders, as requested. Minn. Stat. 121A.241, subd. 2(4) (2025).

The school administrator has designated Alicia Slagle, Licensed School Nurse, as the person responsible for updating and distributing the CERP annually.

Training and Practice Drills

Staff Training

Training is the educational process of learning how to recognize sudden cardiac arrest, call 911, perform quality chest compressions, and use an AED. School staff are encouraged to annually review the school’s CERP and learn Hands-Only CPR and AED use to strengthen the school-wide readiness and timely response for cardiac emergencies.

CERT Certification

Certification formally recognizes a person’s proficiency in performing CPR and AED use. Certification is obtained through a nationally recognized organization, such as American Heart Association, the American Red Cross, and others, and includes written and hands-on testing of competency.

Cardiac Emergency Response Team members and a minimum of three staff in the building shall maintain CPR/AED certification, renewed at least every two years through nationally recognized organizations like American Heart Association or American Red Cross.

All staff shall receive annual training on recognizing cardiac arrest, initiating CERT response and AED locations. Training may include classroom, online or blended instruction with cognitive learning, hands-on experience and testing.

Student Instruction and Practice

Minnesota law requires grade 7-12 students receive one-time CPR and AED use instruction with hands-on practice as part of the curriculum. Minnesota Statutes 2025, section 120B.236. Schools should consider instructing students on the building’s AED locations and how to initiate the emergency response team.

Annual Drills:

Research shows that having a written and practiced CERP with regular practice drills can increase the chance of survival to 70% compared to less than 10% without such practice (Evans, 2024). Minnesota Statutes 2025, section 121A.241, subdivision 2(5) requires schools to conduct **annual drills** involving staff and students. A successful drill is defined by the American Heart Association as full completion of the protocol in **5 minutes or less**.

The school’s plan for practice drills is as follows:

Practice Drill	Students/Staff Involved:	Location:	Drill Format and Time to Complete:
September	CERT, District Administrators and SRO	District Office Conference Room	Tabletop exercise completed in under 5 minutes.
September	CERT, District Administrators and SRO	District Office Conference Room	Tabletop exercise completed in under 5 minutes.
October	CERT, District Administrators and SRO	Hallway outside of gymnasium	Hands-on simulation completed in under 5 minutes.

Cardiac Emergency Response Protocol

Although most school staff do not have a background in the medical field, it is possible that a situation will arise that requires quick action from staff to successfully respond to a medical emergency. This protocol provides step-by-step guidance that all staff can follow in the event of a cardiac emergency.

The CERP is incorporated into district and building-level incident response plans following the Standard Response Protocol (SRP). During a cardiac emergency, the primary SRP action is **HOLD** to clear hallways for CERT response.

CERT teams shall coordinate with the District Crisis Management Team (DCMT) when necessary. CERT members may, but are not required to also be DCMT members.

Standard Response Protocol Actions During Cardiac Emergency

This plan aligns with the Standard Response Protocol (SRP) developed by The "I Love U Guys" Foundation (<https://iloveuguy.org>)

HOLD	"In Your Room or Area. Clear the Halls" Primary action during cardiac emergency to keep hallways clear for CERT response and AED delivery.
EVACUATE	"To [Location]" May be used if EMS requires a clear access route or if hazard necessitates building evacuation.



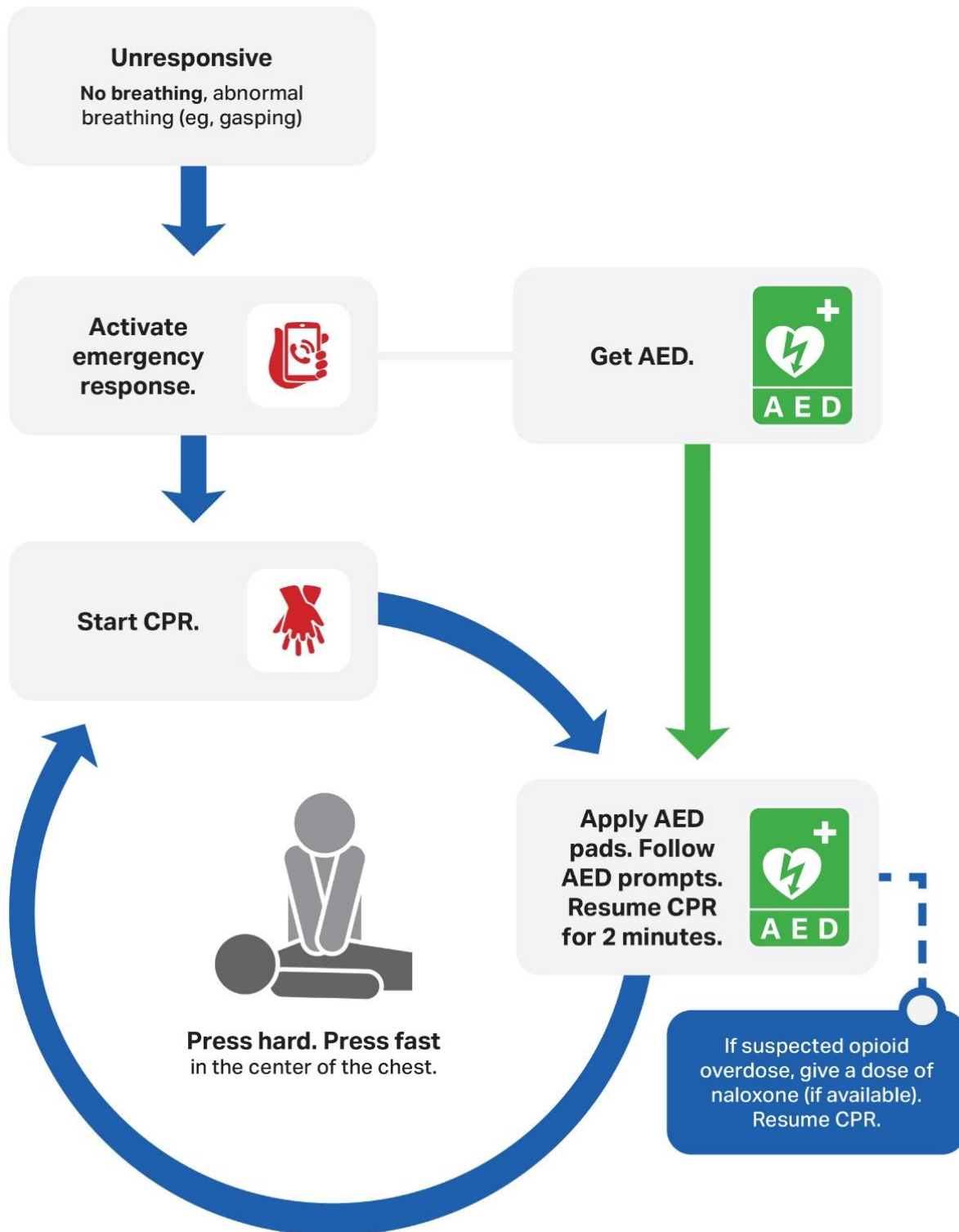
Scenario: A person is found on the ground, not responding to verbal prompts or physical touch. The person is observed to have abnormal breathing (irregular breaths, gasping, or not breathing at all), and may begin to show seizure-like movements or convulsions. You need to take immediate action.

1. **Recognize signs of SCA:** (may include one or more of the following).
 - a. Not moving, unresponsive, or unconscious
 - b. Not breathing normally (e.g., irregular breathing patterns, gasping or gurgling, or may not be breathing at all)
 - c. Seizure or convulsion-like movements
2. **Call 911:** Direct a specific person to call and stay on the line and answer dispatcher questions:
 - a. Provide building address: 395 Guernsey Lane and include closest entry point, if possible (e.g., “Door 1” (front of Building) or “Door 8” (bus entrance).
 - b. Explain the person’s condition and symptoms.
 - c. Listen carefully to the dispatcher for additional guidance.
3. **Activate CERT:** Use the internal communication plan to alert the team. *“There is a cardiac emergency in [specific location] and 911 has been called.”*
 - a. Schools follow communication procedures within the crisis management plan for placing the school or area of the school in a **“hold”** for medical emergencies.
4. **Retrieve AED:** Designate a person to retrieve the nearest AED.
5. **Start CPR:** Place the unresponsive person on their back, on a firm, flat surface and begin chest compressions (100-120 per minute).
 - a. Use 2-hands placing the heel of one hand in the center of the chest, on the lower half of the breastbone, and the other hand directly on top, interlocking fingers (use one hand for smaller adults and children).
 - b. If you are able and willing to provide rescue breaths, use a barrier mask and provide 2 breaths after 30 compressions.
 - c. Continue compressions until EMS arrives.
6. **Turn on the AED:** Apply the pads and follow all audio/visual prompts.
7. **Transfer Care:** Report the time found and CPR start time to EMS.
8. **Document:** A designated CERT member must record all event timings and conditions.

[Post-event and Drill Documentation](#)

Act Now. Save a Life.

Follow these steps to take action.



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Post-Event Procedures

- **Notification:** Notify emergency contacts following the crisis management plan.
- **AED Data:** Provide AED data to medical providers if requested.
- **After-Action Review:** CERT members should debrief to identify successes and improvements to the plan.
- **Mental Health Support:** Implement a plan for supporting staff and student mental health needs following their participation in or observation of the event. The plan may include support through the Employee Assistance Program or Regional Crisis Response Team ([Minnesota Statewide Crisis Management Team](#)).

Annual Review

Annually a district-level internal review of the CERP must be completed including a review of any actual event and a review of the drills held. The School Board and CERP Coordinator will review this plan annually to ensure it reflects current evidence-based best practices. Minnesota Statutes 2025, section 121A.241, subdivision 2 (6).

Post-event and Drill documentation shall include:

1. Date, time, location and response steps taken.
2. Identification of responders.
3. Outcome summary (publicly available information only).
4. Evaluation of CERP effectiveness with recommendations for improvement.
5. Review by nurse(s), district administrative cabinet, the school resource officer and EMS responders when applicable.

Legal References

- Minnesota Statutes 2025, section 121A.241 Cardiac Emergency Response Plan
- Minnesota Statutes 2025, section 121A.035 Crisis Management Policy
- Minnesota Statutes 2025, section 120B.236 CPR and AED Instruction
- Minnesota Statutes 2025, section 403.51 Automatic External Defibrillation; Registration
- Minnesota Statutes 2025, section 604A.01 Good Samaritan Law

References

American Heart Association. (2025). Cardiac emergency response plan and protocol. https://cpr.heart.org/en/-/media/CPR-Files/Training-Programs/2025-CERP/Cardiac-Emergency-Response-Plan-and-Protocol042025.pdf?sc_lang=en

Evans S, Legg M. (2024). Cardiac emergency response plan: Is your school prepared? NASN School Nurse, 39(4):175-180. <https://doi.org/10.1177/1942602X231201087>

Resources

Project ADAM resources. Adapted from Project ADAM National resources; for additional resources please visit www.projectadam.com/Heartsafeschools.

[Children's Minnesota – Project ADAM;](#)

<https://www.childrensmn.org/services/care-specialties-departments/cardiovascular-program/conditions-and-services/project-adam/>

Cardiac Emergency Response Plan (CERP)

Post-Event & Drill Documentation and After-Action Review

District: Goodhue County Education District

Building: River Bluff Education Center

CERP Coordinator: Sheri Johnson

Type of Review:

☐ CERP Drill — Drill # ___ of 3 required annual drills

☐ Actual Cardiac Emergency Event

☐ Other CERP Activation: _____

Date: Time:

--

Location within/on school grounds:

1. Event or Drill Scenario

Briefly describe the event or drill scenario:

--

How was the emergency first identified/reported?

--

2. Response Steps

Check the actions that occurred and document approximate times when known.

Response Action	Completed	Approx. Time	Notes
Emergency recognized	☐		
CERP activated	☐		
911/EMS contacted	☐		
CPR initiated	☐ N/A ☐		
AED retrieved	☐ N/A ☐		
AED arrived at patient	☐ N/A ☐		
AED applied/used	☐ N/A ☐		
EMS arrived	☐ N/A ☐		
EMS assumed care	☐ N/A ☐		
Other: _____	☐		

Were there any delays or barriers in the response?

☐ No ☐ Yes — Describe:

--

3. Responders

School/District Responders:

Name	Role/Position	Role in Response

Other Responders, if applicable:

☐ School Nurse ☐ School Resource Officer ☐ EMS

☐ Law Enforcement ☐ Fire/Rescue ☐ Other: _____

4. Outcome Summary

For an actual event, include only information appropriate for public/district operational documentation. Do not include confidential student, employee, patient, or medical information.

--

For a drill, was the drill completed as intended?

☐ Yes ☐ Partially ☐ No

5. CERP Effectiveness — After-Action Review

Rate each component based on this activation.

Component	Effective	Needs Improvement	N/A
Recognition of cardiac emergency	☐	☐	☐
Activation of emergency response	☐	☐	☐
Communication/notification	☐	☐	☐
911/EMS activation	☐	☐	☐
CPR response	☐	☐	☐
AED accessibility	☐	☐	☐
AED retrieval time	☐	☐	☐
Staff knowledge of responsibilities	☐	☐	☐
Coordination among responders	☐	☐	☐
Access/wayfinding for EMS	☐	☐	☐
Overall CERP effectiveness	☐	☐	☐

What worked well?

What did not work as intended or could be improved?

Were there issues related to any of the following?

- ☐ AED location/accessibility
- ☐ AED equipment/readiness
- ☐ Staff training
- ☐ CPR readiness
- ☐ Communication systems
- ☐ 911 activation
- ☐ Building access for EMS
- ☐ Staff roles/responsibilities
- ☐ Student/bystander management
- ☐ Other: _____
- ☐ No significant issues identified

6. Recommendations and Corrective Actions

Recommended Action	Person Responsible	Target Date	Completed
			☐
			☐
			☐
			☐

Does this review indicate that the district's CERP should be revised?

- ☐ No
☐ Yes
☐ To be determined during annual CERP review

If yes, recommended revision:

Is additional training or another drill recommended?

- ☐ No ☐ Yes — Describe:

7. Required/Applicable Review

Indicate who participated in or reviewed this after-action documentation.

Reviewer	Name	Date	Comments/Initials
School Nurse(s)			
CERP Coordinator			
District Administrative Cabinet			
School Resource Officer, if applicable			
EMS Responders, if applicable			
Other			

Overall determination:

- ☐ CERP operated effectively; no changes recommended.
☐ CERP operated effectively with minor improvements recommended.
☐ CERP revisions and/or additional training are recommended.
☐ Significant concerns were identified requiring prompt corrective action.

CERP Coordinator Signature: _____ **Date:** _____





06/03/2026

Dear Cherie,

On 2/18/2026, Jess Whitcomb and I met with Jeimmy Yusty-Rojas to conduct her annual performance review. We utilized RiseUp Partnership's "360 Review" template, as well as her self-assessment. I have included these documents for your review.

Jeimmy's scores and feedback all determined that she exceeded expectations for the January 1, 2025 - December 31, 2025 review cycle.

Due to her positive review results, Jess and I agree and recommend that Jeimmy receive a 5% increase, effective 1/1/2026. This would result in her receiving back pay to 1/1/2026, as well.

At RiseUp Partnership, I am allowed to make decisions regarding wages for RiseUp Partnership's employees and contracts.

We are asking for your and the GCED board's approval of her 5% increase and backpay to 1/1/2026.

The renewed and updated contract includes this wage increase, via this language:

- The Agency agrees to provide funding for these collaborative services through the Director of Cradle to Career Initiatives position: minimum of \$105,000 towards wages and benefits per fiscal year, with the option to increase wages as determined by performance evaluations and available funds, as long as the position is filled;

Thank you for your support of this shared role.

Mandy Arden

Mandy Arden, Executive Director
mandy@riseuppartnership.org
651-468-5677

We are on a mission to ensure Goodhue County offers abundant opportunities for all young people to unleash their potential. We serve youth and families through caring, responsive programming, and we foster shared action among partners committed to supporting youth.

- D. Paraprofessional Agreement Update
- VIII. **Other:**
- IX. **Comments: Board/Director**
- X. **Next Meeting Date: Sept 24, 2026 at the River Bluff Education Center in Red Wing.**
- XI. **Adjournment**