

**BRECKENRIDGE SCHOOL BOARD MEETING  
INDEPENDENT SCHOOL DISTRICT #846  
WEDNESDAY, JUNE 17, 2026  
REGULAR MEETING - 7:00 AM  
BHS MEDIA CENTER ROOM #215  
710 13TH STREET NORTH  
BRECKENRIDGE, MN 56520**

**AGENDA**

- 1. Call the Meeting to Order**
  - A. Pledge of Allegiance
  - B. School Happenings
- 2. Approval of Agenda**
- 3. Public Input**
- 4. Approval of Consent Agenda**
  - A. Minutes

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**Meeting of the Board of Education, Independent School District No. 846, Breckenridge, Minnesota met Wednesday, May 20, 2026 at 4:00 PM in the Breckenridge High School, Media Center #215.**

UNOFFICIAL MINUTES UNTIL APPROVED AT THE NEXT BOARD MEETING

**Members Present:** Ernst, Hasbargen, Hiedeman, Hought, Johnson, Nepl, Mikkelson

**Ex-officio Member Present:**

Chairperson Johnson called the regular meeting to order at 4:00 PM with the Pledge of Allegiance recited.

**Motion** by Hiedeman, seconded by Mikkelson to approve the amended agenda as presented. 7-0

**CONSENT AGENDA:**

**Motion** by Ernst, seconded by Hasbargen to approve the consent agenda. 7-0

Previous month's minutes – April 15, 2026

Financial reports as presented including:

General Ledger Debits: April 2026

General Fund: \$1,285,690.90—Food Service: \$59,465.90—Community Service: \$48,972.70—Construction Fund: \$259,645.25—Debt Redemption: \$0.00—Trust Fund: \$0.00—Student Activities: \$1,760.40

Accounts Payable/Wires & Checks: 4/13/26 -5/18/26

Total: \$1,640,830.45

Hires: Jill Christopherson, Preschool Teacher, ECFE Coordinator, Parent Educator; Paige Schreiber, Cheer Coach; Gabriel Skaria, Business Education Instructor

Resignations: McKala Carroll, Prom Advisor; Corinna Erickson, Principal; Barb Odens, Classroom Para; Molly Olson, ECFE Coordinator; Falon Phelps, SpEd Para-Educator; Jazmyn Peterson, SpEd Para-Educator; Jolynn Werner Sasse, Assistant Fall Play Director, National Honor Society Advisor

**COMMUNICATIONS:**

Dean of Students Elementary –Jessica Holland,

◊Report given.

Dean of Students High School–Jordan Christensen

◊Report given.

K-12 Principal - Corinna Erickson

◊Report given.

Business Manager – Dessica Komestakes

◊Report given.

Superintendent – Kristie Sullivan

◊Report given.

Committee Reports -

**OLD BUSINESS:**

**NEW BUSINESS:**

**Motion** by Hiedeman to adopt the RESOLUTION ACCEPTING DONATIONS for the following: *April donations received:* \$80.00 Bell Bank. (Custom Card Donation). \$90.00 Bold Print (ECFFE Sponsor Banner), Cash Donated at the Event \$245.00 (ECFE Easter Egg Donation), \$100.00 Anonymous (Angel Funds), Neppl seconded the motion. 7-0

**Motion** by Mikkelson, seconded by Hasbargen to authorize Superintendent Kristie Sullivan as the Identified Official with Authority (IOwA) to assign job duties and authorize user access to the Minnesota Department of Education secure websites for the Breckenridge School District #0846-01 (Resolution on file). 7-0

**Motion** by Ernst, seconded by Hought to approve the resolution to renew membership in the Minnesota State High School League for 2026/2027. 7-0

**Motion** by Hasbargen, seconded by Neppl to approve Service Agreement with Lakes Country Service Cooperative for mental health support for the 2026-2027 school year. 7-0

**Motion** by Mikkelson, seconded by Mikkelson to approve FY 2027 membership with Lakes Country Service Cooperative. 7-0

**Motion** by Hasbargen, seconded by Hought to approve the petition to vacate right-of-ways for submission to the City of Breckenridge for Phase I of the school construction and renovation project. 7-0

**Motion** by Hasbargen, seconded by Ernst to approve the Moorhead Adult Education 2026-2027 Consortium Agreement. 7-0

**Motion** by Neppl, seconded by Hought to approve the agreement with Subject Technologies. 7-0

**Motion** by Hiedeman, seconded by Mikkelson to adjourn at 4:59 PM. 7-0

The next regular meeting date is Wednesday, June 17, 2026 at 7:00 AM.

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Chair

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Clerk

## B. Financials

### 1. Financial Report & Bills

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**Reconciliation of Ledger Balances with Bank Statement  
Independent School District NO. 846  
Breckenridge, Minnesota**

Date of Report: June 11th, 2026

For the Month of May 2026

**General Ledger Balances**

FUNDS	Balance Beg. of Month	Debits	Credits	Balance End of Month
General Fund	\$2,816,492.20	1,101,004.24	1,284,230.21	\$2,633,266.23
Food Service	149,288.15	59,677.48	62,232.61	\$146,733.02
Comm. Serv.	70,920.11	102,062.87	61,035.34	\$111,947.64
Construction Fund	1,142.00	0.00	4,366.50	(\$3,224.50)
Debt. Redemption	104,891.81	561.40	0.00	\$105,453.21
Trust Fund	5,439.91	0.00	0.00	\$5,439.91
Student Activities	66,996.79	0.00	4,367.84	\$62,628.95
TOTALS:	\$3,215,170.97	\$1,263,305.99	\$1,416,232.50	\$3,062,244.46

**Bank Balances**

Description	Balance Per Bank	Outstanding Checks and Wires	Deposits in Transit	Balance
Old National Bank	\$2,984.53	0.00	0.00	\$2,984.53
The "Barn" Cash Box				50.00
BMO (Contingent)				8,000.00
TOTALS:				\$11,034.53

**Investments**

Minn. School District Liquid Asset Fund	3.4900%	\$ 234,307.77	
Minn. School District "MAX" Fund	3.5800%	\$2,809,488.56	
Bremer Money Market	2.6800%	\$53,203.02	
TOTALS:		\$	3,096,999.35
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TOTAL CASH AND INVESTMENTS:			\$3,108,033.88
			=====

**Breckenridge Public School  
Student Activity Guideline  
Period Ending May 31, 2026**

Sequence: Group-Sub, Crs

										<b>B26</b>						
L	Fd	Org	Pro	Fin	O/S	Crs	Class	Sub	Description	Annual Budget	Period 202611	Year To Date	% YTD Encumbrances	% YTD + Enc	Remaining Balance	
00 Assets																
B	21	101	000				100	00	Student Activities Cash	0.00	(4,367.84)	62,628.95	0%	0%	(62,628.95)	
B	21	115	000				100	00	Student Activities Accounts R	0.00	0.00	902.00	0%	0%	(902.00)	
B	21	401	926				400	00	Class of 2026	0.00	0.00	(6,195.85)	0%	0%	6,195.85	
<b>00</b>	<b>Fund Balance</b>										<b>0.00</b>	<b>(4,367.84)</b>	<b>57,335.10</b>	<b>0%</b>	<b>0%</b>	<b>(57,335.10)</b>
925 Class of 2025																
R	21	005	298	301	099	925	401	925	Class of 2025 Revenue	(9,000.00)	0.00	0.00	0%	0%	(9,000.00)	
<b>925</b>	<b>Class of 2025</b>										<b>(9,000.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>0%</b>	<b>0%</b>	<b>(9,000.00)</b>
926 Class of 2026																
E	21	005	298	301	401	926	401	926	Class of 2026 Supplies	1,000.00	(410.12)	0.00	0%	0%	1,000.00	
R	21	005	298	301	099	926	401	926	Class of 2026 Revenue	1,000.00	0.00	0.00	0%	0%	1,000.00	
<b>926</b>	<b>Class of 2026</b>										<b>2,000.00</b>	<b>(410.12)</b>	<b>0.00</b>	<b>0%</b>	<b>0%</b>	<b>2,000.00</b>
927 Class of 2027																
B	21	401	927				400	927	Class of 2027	0.00	0.00	(2,665.21)	0%	0%	2,665.21	
E	21	005	298	301	401	927	401	927	Class of 2027 Expenses	0.00	2,426.62	6,088.97	0%	0%	(6,088.97)	
R	21	005	298	301	099	927	401	927	Class of 2027 Revenue	0.00	0.00	(5,544.98)	0%	0%	5,544.98	
<b>927</b>	<b>Class of 2027</b>										<b>0.00</b>	<b>(2,426.62)</b>	<b>(2,121.22)</b>	<b>0%</b>	<b>0%</b>	<b>2,121.22</b>
978 National Honor Society																
B	21	401	978				400	978	National Honor Society	0.00	0.00	(1,259.67)	0%	0%	1,259.67	
E	21	005	298	301	401	978	401	978	National Honor Society Suppl	1,300.00	64.84	257.34	20%	20%	1,042.66	
R	21	005	298	301	099	978	401	978	National Honor Society Reven	0.00	0.00	(1,610.00)	0%	0%	1,610.00	
<b>978</b>	<b>National Honor Society</b>										<b>1,300.00</b>	<b>64.84</b>	<b>(2,612.33)</b>	<b>(201%)</b>	<b>(201%)</b>	<b>3,912.33</b>
979 High School Student Council																
B	21	401	979				400	979	High School Student Council	0.00	0.00	(5,757.31)	0%	0%	5,757.31	
E	21	005	298	301	401	979	401	979	High School Student Council	4,500.00	33.66	2,156.12	48%	48%	2,343.88	
R	21	005	298	301	099	979	401	979	High School Student Council	(5,000.00)	0.00	(3,011.00)	60%	60%	(1,989.00)	
<b>979</b>	<b>High School Student Council</b>										<b>(500.00)</b>	<b>33.66</b>	<b>(6,612.19)</b>	<b>1322%</b>	<b>1322%</b>	<b>6,112.19</b>
980 Letterclub																
B	21	401	980				400	980	Letterclub	0.00	0.00	(6,229.36)	0%	0%	6,229.36	
E	21	005	298	301	401	980	401	980	Letterclub Supplies	1,000.00	11.75	94.00	9%	9%	906.00	
<b>980</b>	<b>Letterclub</b>										<b>1,000.00</b>	<b>11.75</b>	<b>(6,135.36)</b>	<b>(614%)</b>	<b>(614%)</b>	<b>7,135.36</b>
981 Mathletes																
B	21	401	981				400	981	Mathletes	0.00	0.00	6.74	0%	0%	(6.74)	
E	21	005	298	301	401	981	401	981	Mathletes Supplies	500.00	0.00	0.00	0%	0%	500.00	





# Breckenridge Public School Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
9858	0846	FAB	17119	Credit	A	05/18/26		Wire	1	STATE OF MINNESOTA						
						0846	R 02 005 770	705 476	000	Breakfast Program					8,975.26	0.00
						0846	R 02 005 770	701 300	000	School Lunch State Aid					18,703.61	0.00
						0846	R 02 005 770	703 300	000	Special Milk Program State Aid					74.40	0.00
						0846	R 02 005 770	705 300	000	Breakfast State Aid					8,484.20	0.00
						0846	R 02 005 770	701 472	000	Free/ Reduced Lunch FY 24					14,458.00	0.00
						0846	R 02 005 770	701 471	000	Federal Lunch Aid					696.51	0.00
						0846	R 02 005 770	701 471	000	Federal Lunch Aid					3,405.16	0.00
						0846	R 02 005 770	702 471	000	AfterSchool Snack					1,472.94	0.00
															<b>Receipt Total:</b>	<b>\$56,270.08</b>
															<b>Deposit Total:</b>	<b>\$56,270.08</b>
9859	0846	FAB	17120	Credit	A	05/18/26		Wire	1	STATE OF MINNESOTA						
						0846	R 01 005 005	000 211	000	Gen Ed Aid Rev					380,127.09	0.00
						0846	R 01 250 420	740 300	000	Special Ed State Aid FY 25					25,272.57	0.00
															<b>Receipt Total:</b>	<b>\$405,399.66</b>
															<b>Deposit Total:</b>	<b>\$405,399.66</b>
9860	0846	FAB	17121	Credit	A	05/18/26		Wire	1	STATE OF MINNESOTA						
						0846	R 04 005 570	499 400	118	CLLC					82,467.43	0.00
															<b>Receipt Total:</b>	<b>\$82,467.43</b>
															<b>Deposit Total:</b>	<b>\$82,467.43</b>
9861	0846	FAB	17124	Credit	A	05/18/26		Wire	1	MN OFFICE OF HIGHER E						
						0846	B 01 115 000				1533	05/12/26	Invoice	1,000.00	1,000.00	0.00
															<b>Receipt Total:</b>	<b>\$1,000.00</b>
															<b>Deposit Total:</b>	<b>\$1,000.00</b>
9862	0846	FAB	17123	Credit	A	05/18/26		Wire	1	STATE OF MINNESOTA						
						0846	R 04 005 582	337 369	000	Early Lrng Schlrshp-Pthwy II					4,687.50	0.00
															<b>Receipt Total:</b>	<b>\$4,687.50</b>
															<b>Deposit Total:</b>	<b>\$4,687.50</b>

# Breckenridge Public School Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Receipt Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount	
9863	0846	FAB															
			17125	Credit	A	05/19/26		Check	1	Misc							
						0846	R 04 005 505 321 098 000			Comm Ed Easter Egg Hunt D					50.00	0.00	
						0846	R 04 005 505 321 098 000			Comm Ed Easter Egg Hunt D					100.00	0.00	
						0846	R 04 005 505 321 098 000			Comm Ed Easter Egg Hunt D					100.00	0.00	
						0846	R 04 005 505 321 098 000			Comm Ed Easter Egg Hunt D					50.00	0.00	
															<b>\$300.00</b>	<b>\$0.00</b>	
															1,000.00	0.00	
															<b>\$1,000.00</b>	<b>\$0.00</b>	
															46.68	0.00	
															<b>\$46.68</b>	<b>\$0.00</b>	
															46.69	0.00	
															<b>\$46.69</b>	<b>\$0.00</b>	
															63.90	0.00	
															<b>\$63.90</b>	<b>\$0.00</b>	
															140.00	0.00	
															20.00	0.00	
															<b>\$160.00</b>	<b>\$0.00</b>	
															140.00	0.00	
															<b>\$140.00</b>	<b>\$0.00</b>	
															100.00	0.00	
															<b>\$100.00</b>	<b>\$0.00</b>	
															1,749.99	0.00	
															<b>\$1,749.99</b>	<b>\$0.00</b>	

# Breckenridge Public School Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Receipt Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
9863	0846	FAB	17134	Credit A	05/19/26	0846	B 01 115 000	Check 1		WAHPETON PUBLIC SCH	1532	04/14/26	Invoice	8,845.18	8,845.18	0.00
														Receipt Total:	\$8,845.18	\$0.00
														Receipt Total:	\$569.30	\$0.00
														Deposit Total:	\$13,021.74	\$0.00
9864	0846	FAB	17136	Credit A	05/31/26	0846	R 01 005 000 000	Wire 1		AMERICAN EXPRESS				201.95	201.95	0.00
														Receipt Total:	\$201.95	\$0.00
														Deposit Total:	\$201.95	\$0.00
9865	0846	FAB	17137	Credit A	05/31/26	0846	R 01 201 258 000 621 102	Check 1		ELEM GENERAL FUND DE				62.25	62.25	0.00
						0846	R 04 005 582 344 040 000			MS Band Sales				40.00	40.00	0.00
						0846	R 02 005 770 701 601 000			School Readines Tuition from Student Lunch Sales				693.00	693.00	0.00
														Receipt Total:	\$795.25	\$0.00
														Deposit Total:	\$795.25	\$0.00
9866	0846	FAB	17138	Credit A	05/31/26	0846	R 01 005 000 000 099 000	Wire 1		AMAZON				114.60	114.60	0.00
														Receipt Total:	\$114.60	\$0.00
														Deposit Total:	\$114.60	\$0.00
9867	0846	FAB	17139	Credit A	05/31/26	0846	R 01 005 005 000 010 000	Wire 1		OTTERTAIL COUNTY				30.84	30.84	0.00
						0846	R 01 005 005 000 001 000			County Apportionment				499.21	499.21	0.00
						0846	R 04 005 505 321 001 000			Gen Fund Levy Comm Ed Levy				22.44	22.44	0.00

# Breckenridge Public School Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Receipt Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
9867	0846	FAB	17139	Credit	A	05/31/26		Wire	1	OTTERTAIL COUNTY						
						0846	R 07 005 000 000 001 000			Debt Service Levy				561.40		0.00
														Receipt Total:	\$1,113.89	\$0.00
														Deposit Total:	\$1,113.89	\$0.00
9868	0846	FAB	17142	Credit	A	05/31/26		Wire	1	STATE OF MINNESOTA						
						0846	R 01 005 005 000 211 000			Gen Ed Aid Rev				159,863.22		0.00
						0846	R 01 250 420 000 360 000			Special Ed Aid				177,170.71		0.00
														Receipt Total:	\$337,033.93	\$0.00
														Deposit Total:	\$337,033.93	\$0.00
9869	0846	FAB	17140	Credit	A	05/31/26		Wire	1	OLD NATIONAL						
						0846	R 01 005 000 000 092 000			Interest Income				8,513.64		0.00
														Receipt Total:	\$8,513.64	\$0.00
														Deposit Total:	\$8,513.64	\$0.00
9870	0846	FAB	17141	Credit	A	05/31/26		Wire	1	COMMUNITY EDUCATION						
						0846	R 04 005 582 337 369 000			Early Lrng Schlrshp-Pthwy II				4,687.50		0.00
														Receipt Total:	\$4,687.50	\$0.00
														Deposit Total:	\$4,687.50	\$0.00
9871	0846	FAB	17143	Credit	A	05/31/26		Wire	1	COMMUNITY EDUCATION						
						0846	R 04 005 591 000 050 200			Twin Town Baseball League Fe				430.00		0.00
						0846	R 04 005 591 000 050 201			Youth Baseball Fees				1,175.00		0.00
						0846	R 04 005 591 000 050 202			Youth Basketball Fees				530.00		0.00
						0846	R 04 005 591 000 050 203			Youth Softball Fees				570.00		0.00
						0846	R 04 005 591 000 050 204			Youth Football Fees				405.00		0.00
						0846	R 04 005 591 000 050 208			Summer Youth Enrichment Fe				2,380.00		0.00
						0846	R 04 005 591 000 050 210			Youth Track Fees				600.00		0.00
						0846	R 04 005 591 000 050 211			Youth Volleyball Fees				1,760.00		0.00
						0846	R 04 005 591 000 050 216			Youth Fitness and Agility Fee				200.00		0.00

# Breckenridge Public School Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Receipt Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount	
9871	0846	FAB	17143	Credit	A	05/31/26	0846 R 04 005 591	Wire	1	COMMUNITY EDUCATION							
							0846 R 04 005 591	000	050	Speed and Strength Fees					1,728.00	0.00	
															<u>\$9,778.00</u>	<u>\$0.00</u>	
															<b>\$9,778.00</b>	<b>\$0.00</b>	
9872	0846	FAB	17144	Credit	A	05/31/26	0846 R 01 299 249	Wire	1	HS GENERAL FUND RECI							
							0846 R 01 300 212	000	040	Drivers Ed Tuition					325.00	0.00	
							0846 R 01 300 292	000	050	Art Fees					260.00	0.00	
							0846 R 01 300 292	000	050	General Athletics Fees					200.00	0.00	
							0846 R 02 005 770	701	601	Student Lunch Sales					2,714.40	0.00	
							0846 R 04 005 582	344	040	School Readines Tuition from					80.00	0.00	
							0846 R 01 300 255	000	621	HS Metals Sales					25.00	0.00	
							0846 E 01 100 620	000	470	Elem Library Books					14.57	0.00	
															<u>\$3,618.97</u>	<u>\$0.00</u>	
															<b>\$3,618.97</b>	<b>\$0.00</b>	
															<u>\$928,704.14</u>	<u>\$0.00</u>	
															<b>\$928,704.14</b>	<b>\$0.00</b>	

**Breckenridge Public School  
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
FAB		48444		EL	1	01719	ECONO FOODS		No	Yes	No	05/26/2026	70.92
FAB		48445		EL	1	02274	APPLE COMPUTER, INC.		No	Yes	No	05/26/2026	11.75
FAB		48446		EL	1	03359	WALMART - CAPITAL ONE		No	Yes	No	05/26/2026	866.33
FAB		48447		EL	1	1173	OFFICE MAX & OFFICE DEPOT		No	Yes	No	05/26/2026	56.65
FAB		48448		EL	1	1842	TARGET		No	Yes	No	05/26/2026	36.64
FAB		48449		EL	1	2477	HOME DEPOT		No	Yes	No	05/26/2026	58.72
FAB		48450		EL	1	2901	DOLLAR TREE STORES INC.		No	Yes	No	05/26/2026	16.25
FAB		48451		EL	1	3732	ELAN CREDIT CARD		No	Yes	No	05/26/2026	739.39
FAB		48452		EL	1	3833	COLUMN SOFTWARE PBC		No	Yes	No	05/26/2026	17.84
FAB		48453		AE	1	2167	CHANHASSEN DINNER THEATRES		No	Yes	No	05/26/2026	8,053.24
FAB		48454		AE	1	2727	AMERICAN EXPRESS		No	Yes	No	05/26/2026	3,011.00
FAB		48455		AE	1	3826	95 Percent Group		No	Yes	No	05/26/2026	57.61
FAB		48456		Wire	1	00172	CASH-WA DISTRIBUTING		No	Yes	No	05/26/2026	692.82
FAB		48457		Wire	1	00193	GREAT PLAINS NATURAL GAS		No	No	No	05/26/2026	4,177.25
FAB		48458		Wire	1	00055	BRECKENRIDGE PUBLIC UTILITIES		No	Yes	No	05/26/2026	11,351.15
FAB		48462		Wire	1	3901	HEALTH EQUITY		No	No	No	06/04/2026	116.25
FAB		48469		Wire	1	00860	SYSCO		No	No	No	06/09/2026	14,795.68
FAB		48470		Wire	1	00039	MN DEPT OF REVENUE (EFT)		No	Yes	No	05/31/2026	7,445.38
FAB		48471		Wire	1	2277	EDUCATORS BENEFIT ACH		No	Yes	No	05/31/2026	8,928.19
FAB		48472		Wire	1	3459	AMERITAS LIFE INSURANCE		No	Yes	No	05/31/2026	203.48
FAB		48473		Wire	1	2277	EDUCATORS BENEFIT ACH		No	Yes	No	05/31/2026	8,928.19
FAB		48474		Wire	1	00039	MN DEPT OF REVENUE (EFT)		No	Yes	No	05/31/2026	7,633.55
FAB		48475		Wire	1	00599	P.E.R.A.		No	Yes	No	05/31/2026	28,641.60
FAB		48476		Wire	1	00600	TEACHERS RETIREMENT ASSN.		No	Yes	No	05/31/2026	61,747.35
FAB		48477		Wire	1	01233	EFTPS		No	Yes	No	05/31/2026	123,389.40
FAB		48478		Wire	1	3459	AMERITAS LIFE INSURANCE		No	Yes	No	05/31/2026	203.48
FAB		48479		Wire	1	3702	REVTRAK		No	Yes	No	05/31/2026	756.27
FAB		48480		Wire	1	3703	PAYSCHOOLS		No	Yes	No	05/31/2026	340.38
FAB		48481		Wire	1	3901	HEALTH EQUITY		No	Yes	No	05/31/2026	12,507.06
FAB		47899	130824	Check	1	00603	BRECKENRIDGE ED LOCAL 1299		Yes	Yes	Yes	05/28/2026	(2,235.17)
FAB		48430	131216	Check	1	3854	BUTTS, JASON		Yes	No	No	05/19/2026	270.00
FAB		48426	131217	Check	1	3525	CHRISTENSEN, EMILY		Yes	Yes	No	05/19/2026	1,399.74
FAB		48428	131218	Check	1	3754	DAHLGREN, BRENDA		Yes	Yes	No	05/19/2026	80.00
FAB		48427	131219	Check	1	3685	FORMANECK, CASEY		Yes	Yes	No	05/19/2026	90.00
FAB		48434	131220	Check	1	4049	JOHNSON, ANTHONY		Yes	No	Yes	05/19/2026	160.00
FAB		48434	131220	Check	1	4049	JOHNSON, ANTHONY		Yes	No	Yes	06/10/2026	(160.00)
FAB		48422	131221	Check	1	2040	LAKE REGION BABE RUTH		Yes	Yes	No	05/19/2026	1,309.50
FAB		48433	131222	Check	1	4045	LOPEZ, ANTHONY		Yes	Yes	No	05/19/2026	75.00

**Breckenridge Public School  
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
FAB	48425	131223	Check 1	3018		MARTINSON, RICK S		Yes	Yes	No	05/19/2026	225.00	
FAB	48423	131224	Check 1	2818		PETERSON, RICHARD		Yes	Yes	No	05/19/2026	150.00	
FAB	48432	131225	Check 1	4016		QUAM, BRIAN		Yes	No	No	05/19/2026	190.00	
FAB	48429	131226	Check 1	3831		RELIANCE STANDARD LIFE INSURANC		Yes	Yes	No	05/19/2026	1,421.13	
FAB	48431	131227	Check 1	3955		STOLL, MATTHEW		Yes	Yes	No	05/19/2026	2,061.94	
FAB	48424	131228	Check 1	2949		STORHAUG, CYNTHIA JEAN		Yes	Yes	No	05/19/2026	1,821.90	
FAB	48435	131229	Check 1	00603		BRECKENRIDGE ED LOCAL 1299		Yes	Yes	No	05/22/2026	2,235.17	
FAB	48440	131230	Check 1	3854		BUTTS, JASON		Yes	No	No	05/22/2026	180.00	
FAB	48436	131231	Check 1	01184		MIN SCHOOL EMPLOYEES ASSOC		Yes	No	No	05/22/2026	609.34	
FAB	48437	131232	Check 1	01779		NCPEPERS GROUP LIFE INS		Yes	No	No	05/22/2026	32.00	
FAB	48438	131233	Check 1	1292		ND CHILD SUPPORT DIVISION		Yes	No	No	05/22/2026	457.50	
FAB	48441	131234	Check 1	3920		REGION 6A c/o MARC HELMRIICHS		Yes	No	No	05/22/2026	665.00	
FAB	48442	131235	Check 1	3955		STOLL, MATTHEW		Yes	Yes	No	05/22/2026	889.16	
FAB	48439	131236	Check 1	3786		SULLIVAN, KRISTIE		Yes	No	No	05/22/2026	1,107.08	
FAB	48443	131237	Check 1	3962		SUN LIFE		Yes	No	No	05/22/2026	2,182.00	
FAB	48465	131238	Check 1	2891		GROCHOW, ARTHUR		Yes	No	No	06/09/2026	70.00	
FAB	48463	131239	Check 1	01184		MIN SCHOOL EMPLOYEES ASSOC		Yes	No	No	06/09/2026	434.38	
FAB	48464	131240	Check 1	1292		ND CHILD SUPPORT DIVISION		Yes	No	No	06/09/2026	457.50	
FAB	48467	131241	Check 1	3920		REGION 6A c/o MARC HELMRIICHS		Yes	No	No	06/09/2026	800.00	
FAB	48466	131242	Check 1	3247		SMITH, LINDSAY MARIE		Yes	No	No	06/09/2026	120.00	
FAB	48468	131243	Check 1	4056		SPEECHWIRE TOURNAMENT SERVICE		Yes	No	No	06/09/2026	70.00	
FAB	48482	131244	Check 1	4049		JOHNSON, ANTHONY		Yes	No	No	06/10/2026	160.00	
FAB	48459	131245	Check 1	00603		BRECKENRIDGE ED LOCAL 1299		Yes	Yes	No	05/28/2026	2,235.17	
FAB	48461	131246	Check 1	2491		HARRIS, DUSTIN M		Yes	No	No	05/28/2026	900.00	
FAB	48460	131247	Check 1	2438		MORRIS, MARY		Yes	No	No	05/28/2026	378.00	
FAB	48508	131248	Check 1	2196		ACT FINANCE		Yes	No	No	06/15/2026	3,833.00	
FAB	48497	131249	Check 1	1129		AMAZON CAPITAL SERVICES	Remit2	Yes	No	No	06/15/2026	3,021.07	
FAB	48524	131250	Check 1	3697		A-OX WELDING SUPPLY COMPANY INC		Yes	No	No	06/15/2026	48.89	
FAB	48509	131251	Check 1	2265		AVIBEN LLC- EDUCATORS BENEFIT CC		Yes	No	No	06/15/2026	145.98	
FAB	48533	131252	Check 1	4048		BDT MECHANICAL, LLC		Yes	No	No	06/15/2026	3,281.83	
FAB	48505	131253	Check 1	2020		BLICK ART MATERIALS		Yes	No	No	06/15/2026	31.76	
FAB	48520	131254	Check 1	3331		COMPUTER SPORTS MEDICINE, INC		Yes	No	No	06/15/2026	550.00	
FAB	48486	131255	Check 1	00545		CONTINGENT FUND		Yes	No	No	06/15/2026	3,636.16	
FAB	48492	131256	Check 1	02077		ECKROTH MUSIC	ECKRO	Yes	No	No	06/15/2026	84.85	
FAB	48518	131257	Check 1	3303		ECOLAB		Yes	No	No	06/15/2026	114.64	
FAB	48488	131258	Check 1	01259		ESSENTIA HEALTH		Yes	No	No	06/15/2026	60.00	
FAB	48491	131259	Check 1	01994		FARM CITY SUPPLY		Yes	No	No	06/15/2026	625.59	
FAB	48483	131260	Check 1	00153		FARMERS UNION OIL CO		Yes	No	No	06/15/2026	10,150.89	

**Breckenridge Public School  
Payment Reg by Bank and Check**

Bank	Batch	Pmt No	Check No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
FAB		48514	131261		Check	1 2774		FIRST ADVANTAGE BACKGROUND SEF		Yes	No	No	06/15/2026	37.70
FAB		48517	131262		Check	1 3269	1099	GILBERTSON, MATTHEW L		Yes	No	No	06/15/2026	903.08
FAB		48500	131263		Check	1 1499		GOPHER STATE ONE-CALL		Yes	No	No	06/15/2026	4.05
FAB		48499	131264		Check	1 1432		GRIPPERS SPORTS TROPHYS		Yes	No	No	06/15/2026	1,038.45
FAB		48532	131265		Check	1 4044		GUITAR CENTER		Yes	No	No	06/15/2026	1,799.98
FAB		48516	131266		Check	1 3250		HENDRICKSON, KAREN		Yes	No	No	06/15/2026	247.50
FAB		48489	131267		Check	1 01529		HILLYARD/HUTCHINSON		Yes	No	No	06/15/2026	14,693.24
FAB		48501	131268		Check	1 1900		INTERQUEST DETECTION CANINES		Yes	No	No	06/15/2026	680.00
FAB		48531	131269		Check	1 4030		INTERSTATE ENGINEERING, INC		Yes	No	No	06/15/2026	9,990.50
FAB		48496	131270		Check	1 03092		JK SPORTS		Yes	No	No	06/15/2026	204.82
FAB		48495	131271		Check	1 02325		JOHN DEERE FINANCIAL		Yes	No	No	06/15/2026	7,883.03
FAB		48511	131272		Check	1 2556		JW PEPPER		Yes	No	No	06/15/2026	488.87
FAB		48485	131273		Check	1 00518		LAKES COUNTRY SERVICE COOP		Yes	No	No	06/15/2026	2,615.00
FAB		48534	131274		Check	1 4057		LEISURE TIME TOURS		Yes	No	No	06/15/2026	18,264.00
FAB		48513	131275		Check	1 2763		MAAE		Yes	No	No	06/15/2026	537.00
FAB		48515	131276		Check	1 3149		MARCO TECHNOLOGIES LLC NW 7128		Yes	No	No	06/15/2026	1,152.00
FAB		48519	131277		Check	1 3328		MARCO TECHNOLOGIES, LLC		Yes	No	No	06/15/2026	2,374.07
FAB		48529	131278		Check	1 3963		MASOP (MINNESOTA ASSOCIATION OF		Yes	No	No	06/15/2026	410.00
FAB		48512	131279		Check	1 2670	REMIT	MINN HISTORIAL SOCIETY		Yes	No	No	06/15/2026	208.00
FAB		48493	131280		Check	1 02174		MREA		Yes	No	No	06/15/2026	1,641.00
FAB		48498	131281		Check	1 1243		NORTH CENTRAL TRUCK EQUIPMENT		Yes	No	No	06/15/2026	575.94
FAB		48530	131282		Check	1 3976		NORTHLAND FIRE PROTECTION		Yes	No	No	06/15/2026	4,716.80
FAB		48507	131283		Check	1 2193		PEMBERTON LAW, P.L.L.P.		Yes	No	No	06/15/2026	369.00
FAB		48484	131284		Check	1 00385	Remit	PERMA BOUND		Yes	No	No	06/15/2026	110.57
FAB		48503	131285		Check	1 1967		PIZZA RANCH		Yes	No	No	06/15/2026	120.00
FAB		48525	131286		Check	1 3704		PRAIRIE FARMS		Yes	No	No	06/15/2026	2,523.44
FAB		48522	131287		Check	1 3572		RED RIVER TELEPHONE ASSN		Yes	No	No	06/15/2026	356.00
FAB		48490	131288		Check	1 01853		SCHOLASTIC INC.		Yes	No	No	06/15/2026	1,854.19
FAB		48510	131289		Check	1 2412	REMIT	SHI INTERNATIONAL CORP		Yes	No	No	06/15/2026	232.50
FAB		48521	131290		Check	1 3524		SOLUTIONS		Yes	No	No	06/15/2026	1,248.00
FAB		48506	131291		Check	1 2117		SOUTHWESTWEST CENTRAL SERVIC		Yes	No	No	06/15/2026	11,437.50
FAB		48487	131292		Check	1 00833		ST. MARYS SCHOOL		Yes	No	No	06/15/2026	4,275.00
FAB		48526	131293		Check	1 3777		T & G SANITATION		Yes	No	No	06/15/2026	985.52
FAB		48504	131294		Check	1 2012		TK ELEVATOR CORPORATION		Yes	No	No	06/15/2026	100.00
FAB		48527	131295		Check	1 3861		TWOTREES TECHNOLOGIES		Yes	No	No	06/15/2026	21,816.00
FAB		48502	131296		Check	1 1945		WAHPETON ACE HARDWARE		Yes	No	No	06/15/2026	23.98
FAB		48523	131297		Check	1 3682		WALLY'S PLUMBING SERVICES, LLC		Yes	No	No	06/15/2026	421.00
FAB		48494	131298		Check	1 02267	remit	WASTE MANAGEMENT		Yes	No	No	06/15/2026	364.04

Breckenridge Public School  
Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void	Amount
FAB		48528	131299	131299	Check	1 3915		ZERR BERG ARCHITECTS		Yes	No	No	06/15/2026	555,516.89
													Bank Total:	\$1,023,498.48
													Report Total:	\$1,023,498.48



**Breckenridge Public School-Contingent Account  
Account Summary  
March 2026**

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	<b>Mar 26</b>
<b>Ordinary Income/Expense</b>	
<b>Expense</b>	
01005010000401000 Sch Bd Misc	15.00
01005760720401000 Transportatio	156.70
01005790499366118 LASSO TRAVEL	278.14
01100640306366000 Stf Devl Trav	37.70
01201258000430101 General Music	31.61
01300212000430000 HS Art Supply	52.71
01300291000369256 Band Enty Fee	580.00
01300291000369288 Spch Entry Fe	356.50
01300292000402216 BB Reimburse	600.00
01300294000319202 BoyBskt Ofcal	169.00
01300294000367210 Boys Track In	175.00
01300296000319202 Grl Bktbl Off	60.00
01300296000367210 Girls Track I	160.00
01300301830433000 Ag Ed Sup	51.26
04005570321490118LASSO FOOD	20.28
04005570499430118 LASSOSUPPLIES	52.26
04005591000142207 Open Gym	840.00
<b>Total Expense</b>	3,636.16
<b>Net Ordinary Income</b>	-3,636.16
<b>Net Income</b>	-3,636.16

**Breckenridge Public School-Contingent Account  
Transaction List by Date  
May 2026**

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<b>May 26</b>				
05/06/2026	27473	Chad Fredericksen	Range practice golf balls	-24.00
05/06/2026	27474	Frazee/Vergas Public School	Section True Team Fee Track	-75.00
05/06/2026	27475	Perham Public School	Heart O' Lakes Conference Track a...	-250.00
05/07/2026	27476	Hawley Public School	4-23 UCB Booster, 4-26 JH Maroo...	-500.00
05/11/2026	27477	Brandon Bulson	Range Balls Birchwood Gold Course	-28.00
05/11/2026	27478	Matt Stoll	Breakfast Supplies	-24.75
05/11/2026	27479	Melrose Area Schools	Speech Entry Fee	-54.00
05/11/2026	27480	Brandon Bulson	Greens Fees and Range Balls	-107.27
05/11/2026	27485	Kim Willemsen	travel Fiscal Year End Mtg.	-37.70
05/11/2026	27486	Balmoral Golf Course	Girls Golf	-90.00
05/11/2026	27487	Wildflower Golf Course	boys golf	-120.00
05/11/2026	27493	Region 6A	Girls and Boys Golf Sections	-400.00
05/11/2026	27494	Region 6A	Boys and Girls Golf	-200.00
05/13/2026	27481	Carly Beyer	Consulting	-50.00
05/13/2026	27482	Jacob Purrier	Consulting	-50.00
05/13/2026	27483	Grace Lutheran Church	Consulting	-50.00
05/15/2026	27484	Pelican Rapids School #548	JH Track Meet	-200.00
05/19/2026	27488	Jamie Jensen	Museum & Uncle Edy's	-10.00
05/19/2026	27489	Chad Fredericksen	Range Balls	-20.65
05/19/2026	27490	Scott Albertson	Balmoral Golf Course	-90.00
05/19/2026	27491	Barnesville Baseball Club	2026 Nate Strand Memorial	-150.00
05/21/2026	27492	Perham Public School	Perham Track and Field	-200.00
05/28/2026	27495	Janice Novak	STRONG IS NEW SKINNY	-40.00
05/29/2026	27496	Kiwanis Track Meet	OJ JENSEN KIWANIS TRACK ME...	-300.00
05/29/2026	27497	Chad Fredericksen	STATE GOLF AND TRACK FOOD...	-360.00
05/29/2026			Deposit	3,636.16
<b>May 26</b>				

C. Hires

1. Sabrina Korth, SpEd Para - Educator

D. Resignations

E. Extra Curricular Contracts

F. Enrollment

**5. Communications**

A. Dean of Students

B. K-12 Principal

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# Breckenridge Elementary School

## Breckenridge Pride...Inspiring to Excel



### K-12 Board Report June 2026

#### Breckenridge Pride

- Graduation went well and thanks to everyone who helped put that together - custodians, Noah, Steph and others behind the scenes!

#### District Testing:

##### MCA's

- Post-test editing is complete.

#### K-Bid Online Auction:

- Suburban, library items, concession stand and misc. leftovers will go into a second round.

#### End-of-year items in the works:

- Title grants - COMPLETED AND SUBMITTED FOR MDE REVIEW
  - Title I - \$81,224.01 (2025 was \$94,575.78)
  - Title II - \$13,922.93 (2024 was \$17,821.77)
  - Title IV - \$10,000 - Supports the NA Liaison position under Safe and Healthy Students (Same in 2025)
  - Title I Part D - Valley Lake - \$37,659.80 (2025 was \$40,809.14)
- DIRS (Disciplinary reporting for the year)
- ADSIS year-end reports
- Elementary report card changes due June 30

- C. ZBA/GCS
- D. Business Manager
- E. Superintendent
- F. Committee Reports

**6. Old Business**

**7. New Business**

- A. Resolution Accepting Donations
- B. 2026-2027 Preliminary Budget

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2026-27 Budget						
	2023-2024 Final	2024-2025 Final	2025-2026 Projected Adopted June	2025-2026 Projected Revised Nov	2025-2026 Projected Revised Feb	2026-2027 Projected Adopted June
<b>REVENUE</b>						
General Fund 01	\$ 9,295,742.00	\$9,898,408.00	\$9,491,998.00	\$9,436,058.00	\$10,129,394.00	\$10,104,047.00
Food Service Fund 02	506,207.00	595,502.82	529,889.00	584,011.00	584,011.00	587,111.00
Community Service Fund 04	425,003.00	498,523.32	552,444.00	518,152.00	504,879.00	563,613.00
<b>TOTAL REVENUE - Operating Funds</b>	<b>\$ 10,226,952.00</b>	<b>\$ 10,992,434.14</b>	<b>\$ 10,574,331.00</b>	<b>\$ 10,538,221.00</b>	<b>\$ 11,218,284.00</b>	<b>\$ 11,254,771.00</b>
Debt Service Fund 07	832,302.00	825,935.00	824,825.00	716,552.00	716,552.00	4,360,602.00
<b>TOTAL REVENUE - All Funds</b>	<b>\$ 11,059,254.00</b>	<b>\$ 11,818,369.14</b>	<b>\$ 11,399,156.00</b>	<b>\$ 11,254,773.00</b>	<b>\$ 11,934,836.00</b>	<b>\$ 15,615,373.00</b>
<b>EXPENDITURES</b>						
General Fund 01	\$ 8,899,734.00	\$9,641,327.00	\$9,624,775.00	\$9,491,723.00	\$10,022,857.00	\$10,006,465.00
Food Service Fund 02	595,419.00	546,884.00	502,760.00	502,760.00	514,760.00	571,561.00
Community Service Fund 04	431,006.00	502,848.00	544,596.00	534,979.00	540,486.00	525,942.00
<b>TOTAL EXPENDITURES - Operating Funds</b>	<b>\$ 9,926,159.00</b>	<b>\$ 10,691,059.00</b>	<b>\$ 10,672,131.00</b>	<b>\$ 10,529,462.00</b>	<b>\$ 11,078,103.00</b>	<b>\$ 11,103,968.00</b>
Debt Service Fund 07	813,975.00	817,875.00	824,825.00	728,725.00	728,725.00	4,106,547.00
<b>TOTAL EXPENDITURES - All Funds</b>	<b>\$ 10,740,134.00</b>	<b>\$ 11,508,934.00</b>	<b>\$ 11,496,956.00</b>	<b>\$ 11,258,187.00</b>	<b>\$ 11,806,828.00</b>	<b>\$ 15,210,515.00</b>
Revenue OVER (UNDER) Overall	\$ 319,120.00	\$ 309,435.14	\$ (97,800.00)	\$ (3,414.00)	\$ 128,008.00	\$ -
Revenue OVER (UNDER) <b>FUND 01</b>		\$ 257,081.00	\$ (132,777.00)	\$ (55,665.00)	\$ 106,537.00	\$ 97,582.00
Revenue OVER (UNDER) <b>FUND 02</b>		\$ 48,618.82	\$ 27,129.00	\$ 81,251.00	\$ 69,251.00	\$ 15,550.00
Revenue OVER (UNDER) <b>FUND 04</b>		\$ (4,324.68)	\$ 7,848.00	\$ (16,827.00)	\$ (35,607.00)	\$ 37,671.00
Revenue OVER (UNDER) <b>FUND 07</b>		\$ 8,060.00	\$ -	\$ (12,173.00)	\$ (12,173.00)	\$ 254,055.00

C. Contract Settlements  
D. Cardiac Response Plan

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# Cardiac Emergency Response Plan



Breckenridge Public Schools  
Date Adopted by School Board: 06.16.2026

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## Purpose

The cardiac emergency response plan (CERP) was developed to provide Breckenridge Public Schools with a comprehensive strategy for the preparation of and response to cardiac emergencies in the school setting in accordance with Minnesota Statutes 2025, 121A.035 Crisis Management Policy and Minnesota Statutes 2025, section 121A.241 Cardiac Emergency Response Plan.

## [Jump to the Plan](#)

## List of Abbreviations

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

The American Heart Association (AHA) defines sudden cardiac arrest (SCA) as a sudden and unexpected loss of heart function where the heart stops beating due to an irregular heart rhythm in persons who may or may not have been diagnosed with a heart condition. When the heart beats abnormally it affects its ability to pump blood which may lead to cardiac arrest. Without immediate response and treatment, the person may lose consciousness and collapse, leading to death within minutes.

Signs of sudden cardiac arrest may include one or more of the following:

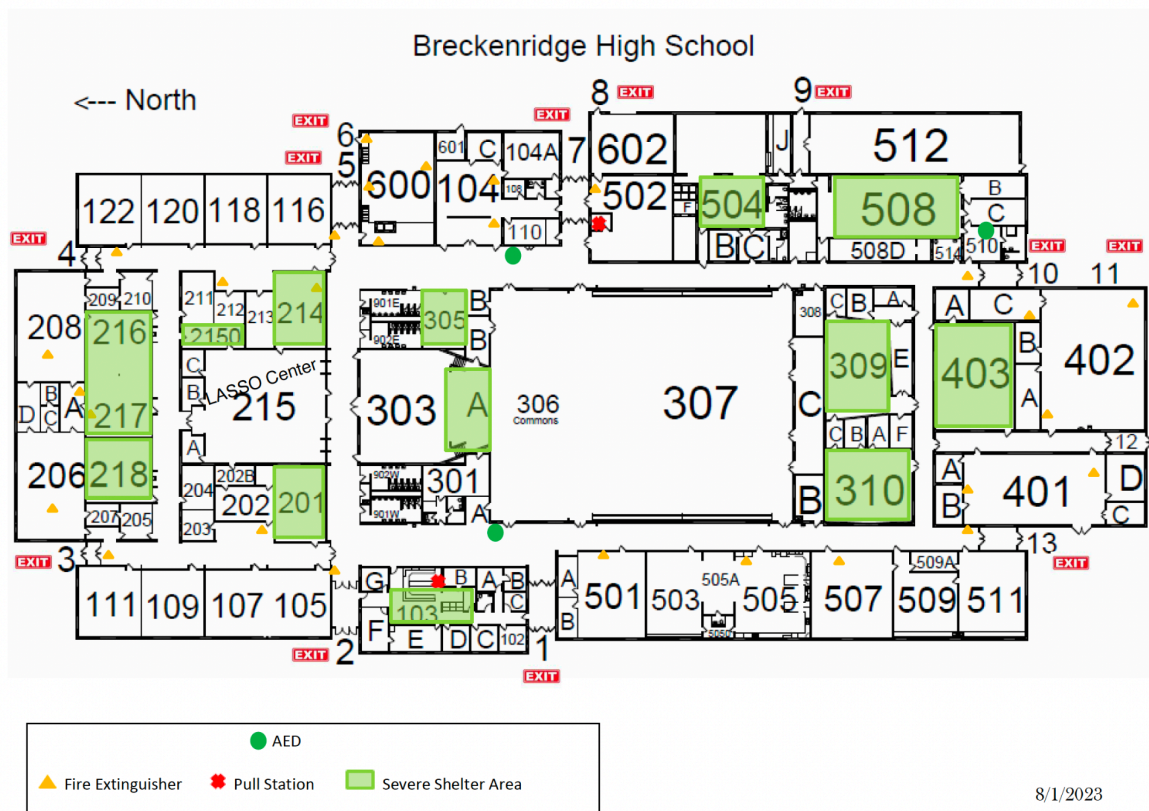
- Not moving, unresponsive, or unconscious
- Not breathing normally (e.g., may have irregular breathing patterns, gasping or gurgling, or may not be breathing at all)
- Seizure or convulsion-like movements It is important to note that SCA may also occur when a person collapses shortly following a firm, sudden, direct hit to the chest.

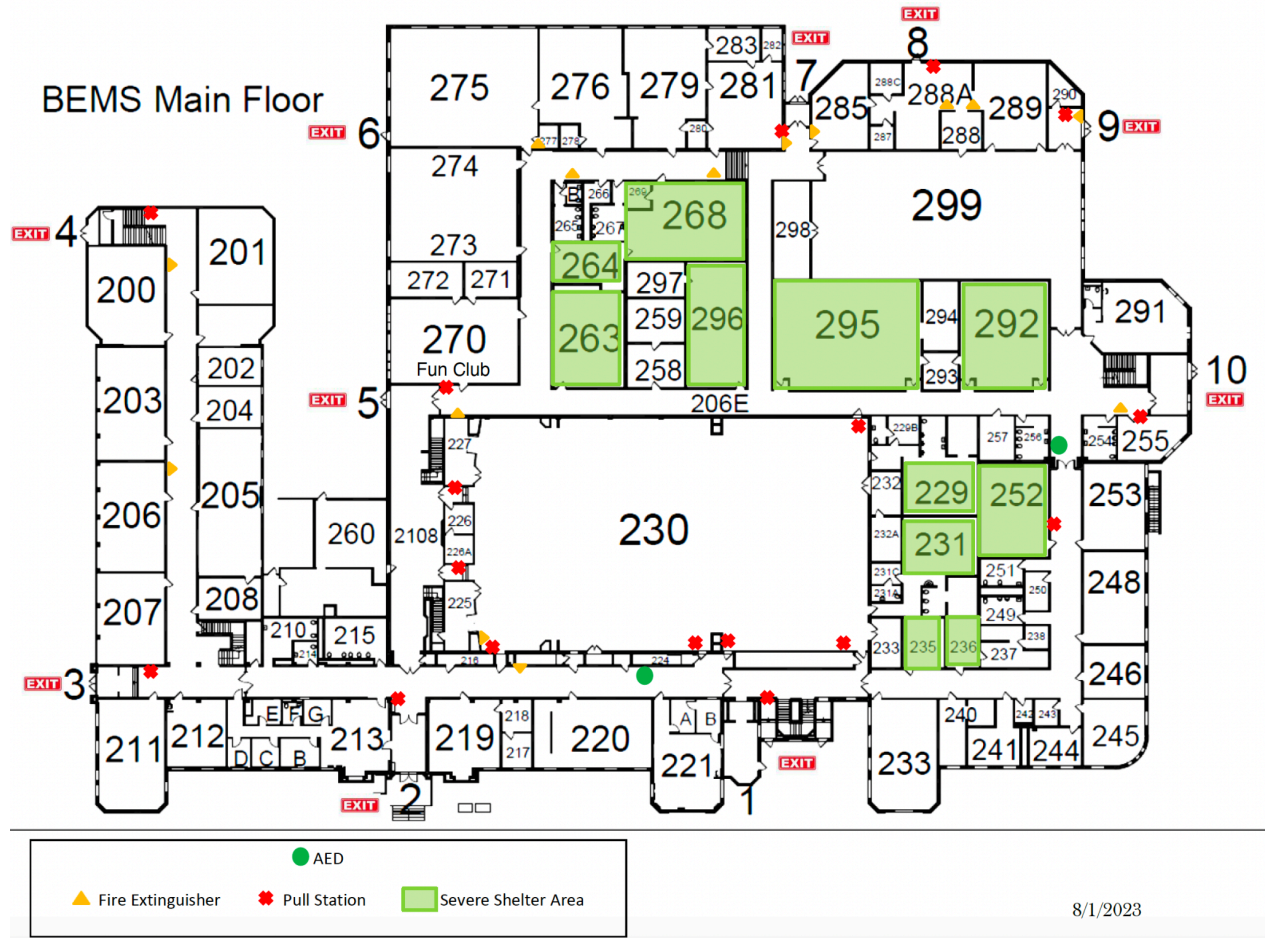
### Automated External Defibrillator Equipment

Automated external defibrillators (AEDs) are devices used to analyze the heart's rhythm and, if necessary, deliver an electrical shock, to restore a normal rhythm. AEDs are lifesaving devices designed to be easy to use with visual and audio guidance.

### Placement

AEDs should be stored in an unlocked case and ensure accessibility for people of all abilities with installation in high traffic areas of the school building like cafeterias and gymnasiums. The device's readiness indicator should be facing outward and visible with signage that clearly indicates the location of the device with AED use instructions available in languages relevant to the school community. Minnesota state law requires that schools place AEDs in accessible locations throughout the campus to allow for retrieval and delivery to the scene ideally within 3 minutes of being notified of a potential cardiac emergency.





## Maintenance

Schools should consult with their district’s health and safety or facilities team to determine best practices for proper installation and maintenance of AEDs, including a process for documenting regular safety checks to verify expiration dates for the device’s pads and batteries and to ensure the device is functioning properly.

## Training for CPR and AED Use

To effectively respond to cardiac emergencies, school districts and charter schools should include clear procedures for CPR and AED training and certification within the response plan. As a best practice, all school staff and coaches should review the school’s CERP annually and be encouraged to learn Hands-Only CPR and AED use. These efforts ensure a coordinated and rapid response to cardiac emergencies within the school setting.

Annual training should include review of the CERP, recognizing the signs of cardiac arrest, understanding how to initiate the emergency response team, and knowledge of where AEDs are located inside and outside the building.

## **CPR training**

Training is the educational process of learning how to recognize sudden cardiac arrest, perform chest compressions (Hands-Only CPR), and use an AED. School staff and coaches are encouraged to participate in annual CPR and AED education to strengthen school-wide readiness and ensure a timely response that meets CERT roles of CPR initiation, AED retrieval, and 911 notification.

## **Practice Drill for Cardiac Emergency Response**

Developing and implementing a written and practiced CERP in schools is critical for saving lives and ensures a coordinated and timely response for cardiac emergencies. Research shows that having a CERP in place and conducting regular practice drills can increase a person's chance of survival to 70% compared to less than 10% without such practice. For schools to be fully prepared to respond to a cardiac emergency, annual drills for school staff and students should be incorporated into the CERP.

The American Heart Association describes a successful cardiac emergency response drill as full completion of the CERP protocol in 5 minutes or less. Schools should perform at least one drill annually, while two or more are recommended by the AHA, noting that one of the drills may include a tabletop exercise with participation of CERT members and school staff. The drills allow the response team time to practice key elements of the plan including effective communication, availability of CPR/AED certified responders, identification of roles and responsibilities, access to AEDs, and coordination with onsite and community medical responders. Practice drills should be included in a building level crisis management plan under crisis-specific procedures for cardiac emergencies.

Breckenridge Public Schools will conduct CERP drills annually in February for National Heart Month.

## **Annual Review of the Plan**

School Boards are required to conduct an annual review and evaluation of the CERP, focusing on ways to improve the effectiveness of the plan. This evaluation may include post-event feedback from after-action reviews. Annually, the District's CERP Coordinator(s) and building CERT members should review and update the CERP based on current evidence-based best practices for responding to a cardiac emergency.

The Breckenridge Board of Education will review this plan annually in June.

# **Building Cardiac Emergency Response Teams (CERT)**

## **Elementary School CERT**

- Principal
- Jess Holland, Dean
- Peggy Kram, Health Assistant
- Missy Johnson, Physical Education Teacher
- Austin Robert, Lead Custodian

## **Secondary School CERT**

- Principal
- Jordan Christensen, Dean
- Chad Fredericksen, Activities Director
- Steph Pausch, Administrative Assistant
- Tony Bogenreif, Physical Education Teacher
- Chad Affield, Lead Custodian

# Cardiac Emergency Response Plan

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., may have irregular breathing patterns, gasping or gurgling, or may not be breathing at all)
- c. Seizure or convulsion-like movements

2. The first school staff to observe the unresponsive person calls 9-1-1 or designates another adult to call 9-1-1.

- a. Provide school building address
- b. Explain person's condition/symptoms
- c. Listen carefully to the dispatcher for additional guidance
- d. Stay on the line and answer dispatcher questions

3. Once 911 has been called, activate the cardiac emergency response team (CERT) immediately. Use a calm, clear voice to call the office and state, "There is a cardiac emergency in [name specific location within the building] and 911 has been called."

4. The school staff that finds the unresponsive person should also designate someone to retrieve and deliver an AED from the nearest location to the emergency.

5. The first staff member at the scene of the emergency should start CPR

- a. Place the person on their back on a firm flat surface.
- b. Using 2-hands place the heel of one hand in the center of the chest, on the lower half of the breastbone, with the other hand directly on top (or one hand for smaller children), pushing hard and fast to a depth of about 2 inches (or one-third the depth of the chest for smaller children). You can lift or interlock fingers to keep them off the chest.
- c. 100-120 compressions per minute, allowing the chest to rise fully between compressions.
- d. If you are able and willing to provide rescue breaths, use a CPR barrier mask and provide 2 breaths after 30 compressions. e. **Continue compressions until help arrives.**

6. School administrators or office staff should follow communication procedures within the crisis management plan for placing the school in a “hold” for medical emergency, and alert CERT using a two-way communication system to the location of the medical emergency.
7. CERT members should report to the emergency location, ensuring CPR certified staff remain on scene and additional staff are securing the location and available at entry points to quickly direct EMS personnel to the scene.
8. When the AED arrives, turn the device on immediately.
9. Follow the AED’s visual and audio prompts for pad placement and shock advisement. *Note: the AED will only deliver electrical shocks if advised by the device.* Continue CPR, rotating staff doing chest compressions as needed, until the person becomes responsive, or EMS takes over.
10. Transfer care to EMS upon their arrival reporting the time the unresponsive person was found and when CPR began.
11. A CERT member should be designated to document the emergency, noting the time the event began, when CPR was initiated, when and if the AED delivered a shock, the time EMS arrived on scene and assumed control of the emergency response, and the person’s condition when care was transferred to EMS.
12. Following the communication procedures outlined in the building’s crisis management plan, a school administrator or office staff should notify emergency contacts for the unresponsive person.
13. Medical providers evaluating the person following the emergency response may request information about what the person was doing at the time of the event as well as retrieval of data from the AED to determine proper treatment. EMS personnel may request that the school send the AED with the person to the hospital.
14. CERT members should allow for time following the event to debrief the outcome of the cardiac emergency and complete an after-action review to identify successes and areas for improving future emergency medical response, updating plans and protocols accordingly. School boards are required to annually review and evaluate the effectiveness of the plan.
15. Develop a plan for supporting staff and/or student mental health needs following their participation in or observation of a medical emergency response on campus. The plan may include staff support through the Employee Assistance Program (EAP) or the Regional Crisis Response Team. Staff may also engage with school-employed mental health professionals to evaluate postevent trauma and identify students who may need additional care and support following the emergency event.

## Appendix A: Resources for Schools

Available resources for schools implementing a cardiac emergency response plan.

Organization	Provided Resource	Web Address
American Heart Association	Implementation guide to assist with developing action plans, practice drills, and evaluation materials including a school checklist	<a href="https://cpr.heart.org/en/trainingprograms/cardiac-emergency-response-plan-cerp">https://cpr.heart.org/en/trainingprograms/cardiac-emergency-response-plan-cerp</a>
Project ADAM	Minnesota Free assistance in creation and implementation of a practiced CERP	<a href="https://www.childrensmn.org/services/care-specialties-departments/cardiovascular-program/conditions-and-services/project-adam/">https://www.childrensmn.org/services/care-specialties-departments/cardiovascular-program/conditions-and-services/project-adam/</a>
Parent Heart Watch	Toolkit templates and trainings for school and athletic staff, and programs providing AEDs to schools	<a href="https://parentheartwatch.org/resources/caprevention/cardiac-emergency-response-plan/">https://parentheartwatch.org/resources/caprevention/cardiac-emergency-response-plan/</a> <a href="https://parentheartwatch.org/programs/getcharged-up/">https://parentheartwatch.org/programs/getcharged-up/</a>
Sudden Cardiac Arrest Foundation	National funding resources for AEDs and school-based CPR/AED education programs	<a href="https://www.sca-aware.org/campus/fundingresources-for-schools">https://www.sca-aware.org/campus/fundingresources-for-schools</a>

## Appendix B: Conducting a Cardiac Emergency Response Drill

# Cardiac Emergency Response Drill Procedures

## Pre-Drill Preparation

### Notification

1. School administration shall notify staff that a cardiac emergency response drill will occur during the school year.
2. The exact date and time of the drill need not be disclosed.
3. Prior to the drill, administration shall notify local emergency dispatch and emergency medical services that a drill is being conducted and that no emergency response is required.

Personnel	Materials
<ul style="list-style-type: none"><li>• Drill Coordinator</li><li>• Timekeeper</li><li>• Evaluator(s)</li><li>• Simulated Patient (adult volunteer)</li><li>• CERT Members</li></ul>	<ul style="list-style-type: none"><li>• AED training unit or demonstration AED</li><li>• Stopwatch or timing device</li><li>• Drill Evaluation Form</li><li>• Building communication equipment</li></ul>

## Drill Scenario

**Location:** High School Gymnasium during a Physical Education class.

### Scenario Description

A participant engaged in physical activity suddenly collapses and becomes unresponsive. The participant is not breathing normally and is unable to respond to verbal commands or physical stimulation.

The individual simulating the emergency shall remain unresponsive throughout the drill unless otherwise directed by the Drill Coordinator.

# Cardiac Emergency Drill: Expected Response Procedures

## **Step 1: Recognition of a Possible Cardiac Arrest**

The staff member discovering the unresponsive individual shall:

1. Assess responsiveness.
2. Observe breathing.
3. Recognize the signs of a potential cardiac arrest.

Signs may include:

- Unresponsiveness
- Abnormal breathing
- No breathing
- Gasping respirations
- Seizure-like activity following collapse

*Time Goal: Recognition within 30 seconds.*

## **Step 2: Activate Emergency Medical Services (911)**

The first staff member on scene shall immediately direct a specific individual to call 911.

Example: **"Call 911 now and report a possible cardiac arrest in the High School Gym."**

The caller shall:

1. Provide the school name and address.
2. Identify the exact location within the building.
3. Describe the individual's condition.
4. Remain on the line and follow dispatcher instructions.

*Time Goal: 911 activation within 1 minute.*

## **Step 3: Activate the School Cardiac Emergency Response Team**

Once 911 has been called, another designated individual shall contact the main office and report: **"Medical Emergency in the High School Gym. 911 has been called."**

Office personnel shall:

1. Activate the Cardiac Emergency Response Team.
2. Notify administration.
3. Dispatch the nearest AED to the scene.
4. Assign personnel to meet and direct EMS responders.

#### **Step 4: Initiate CPR**

The first trained adult on scene shall begin CPR immediately.

Staff should not delay CPR while waiting for:

- CERT members
- An administrator
- An AED
- EMS personnel

Evaluators shall verify:

- Correct hand placement
- Appropriate compression rate
- Continuous chest compressions

*Time Goal: CPR initiated within 2 minutes.*

#### **Step 5: Retrieve and Deploy the AED**

A designated responder shall retrieve the nearest AED and bring it directly to the scene.

Upon arrival:

1. Turn on the AED immediately.
2. Follow all visual and verbal prompts.
3. Apply pads as directed.
4. Continue CPR when instructed.

*Time Goal: AED arrives within 3 minutes.*

#### **Step 6: CERT Response**

CERT members shall report to the emergency location and perform assigned duties, which may include:

- CPR assistance
- AED operation
- Crowd control
- Student supervision
- EMS coordination
- Documentation

\*Administration may implement a temporary Hold if necessary to maintain safety and limit hallway traffic.

### **Step 7: EMS Coordination**

A designated staff member shall proceed to the building entrance and:

1. Meet responding EMS personnel.
2. Escort EMS directly to the scene.
3. Provide relevant information regarding the incident.

### **Conclusion of Drill**

The Drill Coordinator shall terminate the exercise once:

- CPR has been initiated;
- The AED has been applied; and
- EMS coordination procedures have been demonstrated.

The Drill Coordinator shall announce: "**The Cardiac Emergency Response Drill is complete.**"

## Appendix C: Cardiac Emergency Drill Report

### Cardiac Emergency Response Drill Report

School/Building: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Location: \_\_\_\_\_

Drill Coordinator: \_\_\_\_\_

Scenario

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#### Response Times

Response Activity	Target Time	Target Met
Recognition of emergency	Within 30 seconds	Yes / No
911 activated	Within 1 minute	Yes / No
CPR initiated	Within 2 minutes	Yes / No
AED arrival at scene	Within 3 minutes	Yes / No
Fully coordinated response	Within 5 minutes	Yes / No

# Drill Evaluation

Please check all that apply.

## Recognition & Response

- Emergency recognized promptly
- 911 called immediately
- CPR initiated promptly
- AED retrieved and delivered promptly

## Communication & Coordination

- Office notified appropriately
- CERT activated appropriately
- Staff understood their roles
- EMS access procedures followed

## Student Management

- Students followed directions
- Area was secured appropriately

What Went Well?

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Areas for Improvement

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Follow-Up Actions Needed

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## **Certification**

I certify that this Cardiac Emergency Response Drill was conducted in accordance with the District's Cardiac Emergency Response Plan.

Drill Coordinator: \_\_\_\_\_

Date: \_\_\_\_\_





**Minnesota School Boards Association**  
**1900 West Jefferson Avenue**  
**St. Peter, MN 56082-3015**  
**507-934-2450 or 800-324-4459**

<b>Invoice</b>	INV-15678-T6Y6B2
<b>Date</b>	7/1/2026
<b>Amount Due</b>	\$7,777.00
<b>Date Due</b>	8/15/2026

Breckenridge  
 810 Beede Ave  
 Breckenridge, MN 56520-1660

<b>Customer Name</b>	<b>Purchase Order No.</b>			
Breckenridge				
<b>Description</b>	<b>Quantity</b>		<b>Unit Price</b>	<b>Ext. Price</b>
Policy Services Subscription - Breckenridge	1		\$775.00	\$775.00
ISD Membership - Breckenridge	1		\$3,777.00	\$3,777.00
BoardBook Subscription - Breckenridge	1		\$3,225.00	\$3,225.00

Dues for your district are based on "Average Daily Membership of Students Served" for the fiscal year ended June 30, 2025, as provided by the Minnesota Department of Education.

<b>Subtotal</b>	\$7,777.00
<b>Total</b>	\$7,777.00

MSBA is not able to accept Credit, Debit, or Procurement Cards as a method of payment of your 2026-2027 Dues Invoice. Please remit payment of this invoice to MSBA by CHECK. Thank you for your cooperation.

In accordance with IRS Code Sec. 6113, contributions or gifts (including membership dues) to MSBA are not deductible as charitable contributions for Federal income tax purposes.





## Online Learning Provider Agreement

This agreement ("Agreement") is entered into by and between Independent School District No. 846, Breckenridge Public Schools ("Breckenridge") and Independent School District No. 535, Rochester Public Schools ("RPS").

WHEREAS, RPS has developed MNSync Online School into a premier online education provider; and

WHEREAS, Breckenridge would like to partner with RPS to allow Breckenridge students to take advantage of courses at MNSync Online School; and

WHEREAS, Breckenridge does not otherwise offer online courses for its students or has determined it would be unreasonably difficult or impractical to offer its own online courses;

WHEREAS, Breckenridge may provide for the instruction of its students in a non-resident school district pursuant to the provisions of Minnesota Statutes sections 123A.488, subd. 3 and 123B.88, subd. 4.

NOW, THEREFORE, Breckenridge and RPS hereby agree to the following:

1. **Term.** This Agreement will commence on July 1, 2026, and will remain in effect until June 30, 2027.
2. **Student Participation at MNSync Online School.** During the term of this Agreement, Breckenridge students will be allowed to enroll in online courses offered at MNSync Online School, on a space available basis as determined by a MNSync Online School principal or designee.
3. **Consideration.** As an inducement for RPS to enter into this Agreement and to structure this Agreement, Breckenridge will compensate RPS in the amount of Four Hundred and Twenty-One Dollars (\$421) per student per semester class during the term of this Agreement. This amount is established pursuant to the provisions of Minnesota Statutes sections 123A.488, subd. 3 and 123B.88, subd. 4.
4. **No Recruitment.** Each Party agrees not to affirmatively recruit any of the other Party's students who attend MNSync Online School. This Section in no way prevents a student from choosing to switch school districts and does not prevent RPS or Breckenridge from responding to student inquiries regarding switching school districts.
5. **Additional Services.** Breckenridge will be responsible for coordinating and financing services for its resident students who fall under this Agreement outside of online courses offered at RPS. Additional services include related services like Special Education, English Learner, Gifted and Talented, Counseling, Social Worker, Mental Health, Health Office, Occupational Therapy, and Physical Therapy.
6. **Indemnification.** To the extent permitted by law, each Party agrees to indemnify, defend and hold the other Party and its School Board members, employees, and agents harmless from and against any claims, suits, proceedings, costs, liabilities, expenses (including court costs and reasonable legal fees), or damages to real or tangible personal property and/or bodily injury to persons, including death, resulting from its or its School Board members', employees', or agents' actions arising from or related to this Agreement.

7. **Insurance.** During the term of this Agreement, Breckenridge will maintain general liability insurance covering all of Breckenridge's activities pursuant to this Agreement. The policy must name RPS as an additional insured and have limits of liability that are not less than the amounts specified in Minnesota Statutes section 466.04. The insurance policy, or an addendum to the policy, must provide that it may not be modified or cancelled without thirty (30) days written notice to RPS before the effective date of cancelation.
  
8. **Entire Agreement.** This Agreement constitutes the full and complete agreement between the Parties. The Parties have not relied on any promise, representation, statement, or inducement that is not expressly stated in this Agreement. Any amendment or modification to this Agreement is not valid unless it is set forth in writing and signed by both Parties.

[SIGNATURE PAGE FOLLOWS]

*By Signing below, each party specifically acknowledges that it has reviewed the terms of this Agreement; that it fully understands the terms of this Agreement; and that it knowingly and voluntarily intends to be legally bound by the terms of this Agreement.*

**INDEPENDENT SCHOOL DISTRICT NO. 846, BRECKENRIDGE**

Dated: \_\_\_\_\_

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

**INDEPENDENT SCHOOL DISTRICT NO. 535, ROCHESTER**

Dated: \_\_\_\_\_

\_\_\_\_\_  
Andy Krogstad  
Director of Finance



June 16, 2026

Daily News  
Wahpeton, ND 58075

Please print with the Legal Notices on the following dates: Wednesday, June 24, 2026  
& Wednesday, July 01, 2026.

**WILKIN COUNTY  
ADVERTISEMENT FOR BIDS  
Independent School District No. 846  
Breckenridge, MN. 56520**

**Bids will be opened Wednesday, July 8, 2026 at 10:00 A.M. by the Administration and tabulated for the Board of Education, Independent School District No. 846, Breckenridge, Minnesota 56520 on the following items:**

**Dairy Products and Gasoline & Diesel Fuel for the 2026-2027 school year.**

**Contact the Breckenridge School District Office for bid specifications (218) 643-6822, ext. 4022**

**The school board reserves the right to hold all bids for a period of thirty (30) days after the date fixed for the openings thereof, to reject any or all bids and to waive any minor irregularities.**

H. Dissolution of Hockey Co-Op  
I. Application for Hockey Cooperative Sponsorship  
J. Presentation 2026-2027 Administration Model

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# Administrative Model Structure Options

Breckenridge Public Schools

2026-2027



# District Context and Leadership Priorities

- Approximately 530 students PreK-12 in two buildings
- 45 licensed staff and 30 paraprofessionals
- 100+ district employees
- Alternative learning and early childhood programs
- 21CCLC before and after school enrichment programs
- \$58 million building project and unified campus transition
- Additional \$600k annual revenue under voter approved capital projects levy (through FY37)
  
- **Leadership priorities: strong instructional leadership, trust, decisiveness, visibility, staff development, student support, sustainable workload**

# Option A: Leadership Structure Overview

- **K-12 Principal** leads instruction and evaluations
  - **Elementary Dean/ALP Director** manages elementary operations and ALP
  - **Secondary Dean** handles secondary operations and student support
- Familiar structure with lowest administrative cost
- Supports unified campus vision but limited leadership capacity during transition

# Option A: Advantages and Considerations

- **Advantages:** least organizational change, supports unified campus, lowest cost
- **Considerations:** one principal handles all instructional leadership
- Large evaluation workload for principal
- Deans focus mainly on operational roles
- Limited leadership capacity during construction and transition

# Option B: Leadership Structure Overview

- **K-12 Principal** leads district instructional leadership and unified culture
  - **Associate Principal/ALP Director** supports elementary programming and staff development
  - **Dean of Students & Director of Secondary Programs** manages secondary operations and student support
- Builds leadership capacity without adding a separate head principal
- Expands MTSS leadership and supports unified campus vision

# Option B: Advantages and Considerations

- **Advantages:** clear ownership of programming, leverages leadership strengths
- Provides greater workload relief for K-12 principal with improved staff support
- **Considerations:** still dependent on one principal for instructional leadership
- Requires clear role definitions and possible contract revisions

# Option C: Leadership Structure Overview

- **Elementary Principal/ALP Director** leads elementary instruction and MTSS
- **Secondary Principal** leads secondary instruction and programming
  - **Secondary Dean of Students** manages discipline and student support
- Highest administrative capacity with dedicated principals per building
- Supports construction transition with strong building-level presence

# Option C: Advantages and Considerations

- **Advantages:** strong instructional leadership, shared evaluations, highest capacity
- Supports major construction and building-level leadership
- **Considerations:** highest cost and organizational complexity
- May reinforce elementary/secondary silos
- Less aligned with unified campus vision long-term

# Comparative Overview of Options

- Cost: **Option A** *lowest* → **Option B** *moderate* → **Option C** *highest*
- Instructional leadership and building support increase from **A** → **C**
- MTSS leadership and district administrative relief strongest in **Option C**
- Organizational complexity lowest in **Option A**, highest in **Option C**
- Unified campus vision supported best by **Options A** and **B**

<b>Consideration</b>	<b>Option A</b>	<b>Option B</b>	<b>Option C</b>
Cost	Lowest	Moderate	Highest
Instructional Leadership Capacity	Moderate	Strong	Strong
Building Level Support	Moderate	Strong	Strong
MTSS Leadership	Moderate	Strong	Strong
District Admin Relief	Moderate	Strong	Strong
Supports Unified Campus Vision	Strong	Strong	Moderate
Leadership Development	Moderate	Strong	Strong
Construction Transition Capacity	Moderate	Strong	Highest
Organizational Complexity	Lowest	Moderate	Highest

# Discussion Questions for Collaborative Reflection

- Which model best supports student achievement and instructional improvement?
- Which model best supports staff development and retention?
- Which model provides leadership capacity during construction and transition?
- Which model aligns with a future unified PreK-12 campus?
- How can the district admin best focus on district leadership and strategic initiatives?

**\*\*Turn to a partner and share your thoughts on these questions**

# Superintendent Recommendation and Next Steps

- Consider leadership needs during building project and unified campus vision
- Evaluate sustainability of district administrative workload
- Support staff, students, and families while developing future leaders
- **Option B** offers balanced leadership, expanded support, and alignment with district goals

**\*\*Reflect: What leadership qualities are most important for Breckenridge's future?**

## 8. Adjournment