

**GOODHUE COUNTY EDUCATION DISTRICT BOARD AGENDA**

**Thursday, March 27, 2025 at 7:00 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 February 27, 2025 Minutes

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## GOODHUE COUNTY EDUCATION DISTRICT BOARD MINUTES

Thursday, February 27, 2025 at 7:00 PM

Cannon Falls Public School/HSMS Boardroom

820 E. Minnesota St. E.

Cannon Falls, MN 55009

**MEMBERS PRESENT:** T. Bjornstad, A. Dicke, J. Jarvis (Alt), J. Lohmann, H. Oeltjen, J. Williams

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

**I. Pledge of Allegiance:**

**II. Call to Order/Adoption of Agenda:** J. Lohmann called the meeting to order at 7:00 p.m. T. Bjornstad motioned to adopt the agenda. H. Oeltjen seconded, motion passed 6-0.

**III. Consent Agenda:** A. Dicke motioned to approve the consent agenda. T. Bjornstad seconded, motion passed 6-0.

**A. Approval of January 23, 2025 Board Minutes**

**B. Approval of Claims:** J. Williams

**C. Staff Updates:**

**1. Resignations:** *Sara Thompson, 5RO Teacher - effective end of 24-25 SY; Lexi Walker, School Psychology RW-effective end of 24-25 SY.*

**2. New Hire:** *Rachel Shea, .17 FTE English Learner/Multilingual Learner Teacher - GCED/5RO effective 3/3/25; Levi Lexvold, Science Teacher-RBEC effective 2/24/25; Clay Gunderson, Setting IV Paraprofessional-RBEC effective 3/3/25; Cari Kohrs, POHI Teacher-effective 25-26 SY*

**3. Transfers:**

**4. Leave of Absence:**

**5. Retirement:** *Brenda Houck, Instructional Coach - RW effective end of 24-25 SY.*

**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 the group represented (if any), and the subject to be covered or the issue to be addressed. The board retains the discretion to limit discussion of any agenda item to a reasonable period of time as determined by the board.

**V. Reports and Communication:**

**A. Business Manager Report:** J. Paradis reported on the 2024-25 budget as of 1/31/25. We have received \$9,127,360 or 46.51% of the adopted budget, compared to 43.55% at Jan 31, 2024 and 41.60% at Jan 31, 2023. We have expended \$9,088,064 or 46.02% of the adopted expense budget, compared to 41.95% at Jan 31, 2024 and 44.94% at Jan 31, 2023. Cash flow is very tight right now but improves later this winter into spring as we start building cash balance to make the July lease payment. The January bank reconciliation is included in the packet for your information. We have increased 104 students since January: +1 Pathways 8-12; +5 5RO Elementary; +40 5RO SEcondary FT; +64 5RO Secondary PT.

**B. Updates on Teacher Pipeline Grants, Funding and Other Federal Actions:** C. Johnson gave an update on the Teacher Pipeline Grants, Funding and Other Federal Actions. C. Johnson mentioned that over the last few years, the special education directors in the MASA Region 1 (southeast MN) area received three grants to help support staff earning their special education license. This funding is state level funding and for the time being has been unaffected by changes at the Federal level. We have been able to shift funding from our state level grants to our staff that were being funded through Federal level grants to universities. Federal grants to universities were pulled by the new Federal Administration. Other actions at the Federal level

that could impact us include a push for private school vouchers which takes money directly out of public education and provides a tax cut for those that enroll in private schools. Remember that private schools don't need to enroll special education students or serve these students at the level required in public schools. Title IX amendments have also been rolled back. The Administration has also begun plans to close the U.S. Department of Education. Even if an Executive Order is signed to close the U.S. Department of Education, it would take an act of Congress to close the Department. It is more likely that the Administration will reduce the workforce at the Department until it is unable to complete its assigned duties. Other changes include decreases in IDEA, Title II and Title III. C. Johnson mentioned that these are the current proposals and bills that are in the legislation and in front of Congress. It appears that major cuts are also coming to Medicaid. The U.S. Department of Education released a new website today for parents, students and community members to document activities that they feel are indoctrinating their children into inclusive practices. C. Johnson also mentioned that there are 17 states that have started a lawsuit to eliminate Section 504. Closest state to Minnesota included in the lawsuit is Iowa.

**VI. Old Business:**

**VII. New Business:**

- A. Policy 522 Title IX Sex Nondiscrimination:** T. Bjornstad motioned to approve Policy 522. J. Lohmann seconded, motion passed 6-0.
- B. Resolution to Reduce Programs:** A. Dicke motioned to approve the Resolution to Reduce Programs. H. Oeltjen seconded. Motion passed via roll call vote. T. Bjornstad-yes; J. Williams-yes; J. Jarvis-yes; H. Oeltjen-yes; A. Dicke-yes; J. Lohmann-yes.
- C. 2025-26 School Calendar:** A. Dicke motioned to approve the 2025-26 School Calendar. J. Lohmann seconded, motion passed 6-0.
- D. 2024-25 Revised Budget:** H. Oeltjen motioned to approve the 2024-25 Revised Budget. A. Dicke seconded, motion passed 6-0.
- E. Review and Possible Action on Mechanism to Fund "Operational" and "Admin" Budget Line Items:** C. Johnson reviewed the mechanisms used to fund "Operational" and "Admin" (overhead) budget line items. C. Johnson started with Operational Revenues vs Expenses. Prior to RBEC being built, we didn't have these expenditures as they were included in lease levies. Back in FY13, the Superintendent's Advisory Council (SAC) agreed on \$30 per pupil unit to cover operational costs. The \$30 per pupil has not been changed since that time. Because student enrollment in the member districts has declined since FY13 thus reducing the revenue in this area and operational costs (utilities, phone, repairs, custodial salaries, and equipment) have increased, the GCED has been dipping into its Fund Balance to subsidize operational costs. C. Johnson also discussed the Admin Revenues vs Expenses. Changes that have increased costs in the Admin Budget include the cost of our School Resource Officer as those costs are no longer an allowable special education expenditure. C. Johnson has explored other options for this position. Curriculum expenses have increased for two reasons. We now have general education curriculum expenses that didn't exist before and this area also covers costs for instructional coaches in the member districts that can't be covered in other budget areas. In FY13, the SAC determined that the Admin Budget budget would be a flat \$121,000. Each district was charged their share of this based on enrollment. Again, this budgeted area, which includes property and liability insurance, board expenses, human resources and other general education expenditures has increased over time while the revenue has remained unchanged. GCED has been using its Fund Balance to subsidize these expenditures.

C. Johnson met with the SAC for input on these budgeted areas and next steps. What other other education districts are doing was also shared. Some use a base fee amount and then per pupil after that while others use just a per pupil to cover cooperative overhead budgets. The superintendents asked for a joint meeting of superintendents and district business managers which was subsequently held. We will also need to watch the current legislative session for other budget impacts. For instance, compensatory revenue would decline by \$88,100 if passed. Impact of Governor's budget proposal would be compensatory hold harmless +\$80,000 over current 2026 entitlement; changes to student support personnel aid -\$140,000 and the elimination

of QComp in FY27 -\$357,000. GCED is also working on the FY26 budget to determine possible reductions.

**VIII. Other:**

**IX. Comments: Board/Director:**

**X. Next Meeting Date: Thursday, March 27, 2025, at 7:00 PM at the River Bluff Education Center in Red Wing.**

**XI. Adjournment:** J. Jarvis motioned to adjourn the meeting at 7:57 PM. A. Dicke seconded, motion passed 6-0.



**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		40650		Wire	1	09346	MINNESOTA UC FUND		No	Yes	No	02/25/2025	4,895.54
MERC		40651		Direct Pymt	1	1789	UPS		Yes	Yes	No	02/26/2025	108.31
MERC		40652		Direct Pymt	1	1984	E. B. C., LLC/Flex Contributions		Yes	Yes	No	02/26/2025	493.76
MERC		40655		Wire	1	04060	PERA-PUBLIC EMPLOYEES RETIREMT		No	Yes	No	02/26/2025	9,190.17
MERC		40656		Wire	1	04062	MN TEACHERS RETIREMENT ASSOC		No	Yes	No	02/26/2025	60,611.34
MERC		40657		Wire	1	2284	E. B. C., LLC /ACS		No	No	No	02/26/2025	20,342.11
MERC		40658		Wire	1	2392	US DEPT. OF TREASURY		No	Yes	No	02/26/2025	97,423.16
MERC		40659		Wire	1	2396	MN Dept of Revenue		No	No	No	02/26/2025	17,773.26
MERC		40660		Wire	1	2501	Merchants Bank		No	Yes	No	02/26/2025	5,659.32
MERC		40661		Wire	1	03977	SOUTHEAST SERVICE COOPERATIVE		No	No	No	03/07/2025	116,422.90
MERC		40662		Wire	1	1280	DELTA DENTAL PLAN OF MN		No	No	No	03/07/2025	8,259.95
MERC		40663		Wire	1	2216	KWIK TRIP EXTENDED NETWORK		No	No	No	03/07/2025	950.52
MERC		40664		Wire	1	3232	ENTERPRISE FM TRUST		No	No	No	03/07/2025	5,456.12
MERC		40665		Direct Pymt	1	00360	CARLSON, MELISSA		Yes	No	No	03/07/2025	58.52
MERC		40666		Direct Pymt	1	00510	ARNOLD'S SUPPLY & KLEENIT CO		Yes	No	No	03/07/2025	240.20
MERC		40667		Direct Pymt	1	00702	SOUTHPAW ENTERPRISES		Yes	No	No	03/07/2025	85.00
MERC		40668		Direct Pymt	1	00707	MENARD'S RED WING		Yes	No	No	03/07/2025	337.94
MERC		40669		Direct Pymt	1	02672	METRO SALES, INC.		Yes	No	No	03/07/2025	797.92
MERC		40670		Direct Pymt	1	03977	SOUTHEAST SERVICE COOPERATIVE		Yes	No	No	03/07/2025	75.00
MERC		40671		Direct Pymt	1	04565	ZUMBROTA-MAZEPPA PUBLIC SCHOOL		Yes	No	No	03/07/2025	124,672.88
MERC		40672		Direct Pymt	1	1684	WILEY, ABBY		Yes	No	No	03/07/2025	34.48
MERC		40673		Direct Pymt	1	1789	UPS		Yes	No	No	03/07/2025	45.65
MERC		40674		Direct Pymt	1	2200	PETERSEN, LYNNE		Yes	No	No	03/07/2025	425.60
MERC		40675		Direct Pymt	1	2585	TEACHERS ON CALL		Yes	No	No	03/07/2025	5,772.76
MERC		40676		Direct Pymt	1	2719	LUHMAN, CINDY		Yes	No	No	03/07/2025	218.62
MERC		40677		Direct Pymt	1	2865	INTELLICENTS		Yes	No	No	03/07/2025	1,250.00
MERC		40678		Direct Pymt	1	3002	MOLDE-BOEDING, JAYNE		Yes	No	No	03/07/2025	418.60
MERC		40679		Direct Pymt	1	3081	INSTRUCTIONAL EMPOWERMENT, INC		Yes	No	No	03/07/2025	2,364.00
MERC		40680		Direct Pymt	1	3249	BUCHAL, AMY		Yes	No	No	03/07/2025	261.10
MERC		40681		Direct Pymt	1	3415	AMAZON CAPITAL SERVICES		Yes	No	No	03/07/2025	499.35
MERC		40682		Direct Pymt	1	3465	WEISENBECK, STEPHANIE		Yes	No	No	03/07/2025	9.80
MERC		40683		Direct Pymt	1	3496	TRAFERA HOLDINGS, LLC		Yes	No	No	03/07/2025	659.70
MERC		40684		Direct Pymt	1	3616	PRICE, MORGAN		Yes	No	No	03/07/2025	301.00
MERC		40685		Direct Pymt	1	3741	KRUEGER, SAMANTHA		Yes	No	No	03/07/2025	22.96
MERC		40706		Wire	1	04060	PERA-PUBLIC EMPLOYEES RETIREMT		No	No	No	03/13/2025	6,656.64
MERC		40707		Wire	1	04062	MN TEACHERS RETIREMENT ASSOC		No	No	No	03/13/2025	63,916.19
MERC		40708		Wire	1	2284	E. B. C., LLC /ACS		No	No	No	03/13/2025	20,401.44
MERC		40709		Wire	1	2392	US DEPT. OF TREASURY		No	No	No	03/13/2025	97,264.56

**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		40710		Wire	1	2396	MIN Dept of Revenue		No	No	No	03/13/2025	17,993.69
MERC		40711		Wire	1	2501	Merchants Bank		No	No	No	03/13/2025	5,509.32
MERC		40712		Direct Pymt	1	1984	E. B. C., LLC/Flex Contributions		Yes	No	No	03/13/2025	493.76
MERC		40715		Direct Pymt	1	1984	E. B. C., LLC/Flex Contributions		Yes	No	No	03/13/2025	493.76
MERC		40726		Direct Pymt	1	1497	BODENHAMER, SUSAN		Yes	No	No	03/18/2025	147.28
MERC		40727		Direct Pymt	1	1789	UPS		Yes	No	No	03/18/2025	34.82
MERC		40728		Direct Pymt	1	2197	JOHNSON, CHERYL		Yes	No	No	03/18/2025	503.30
MERC		40729		Direct Pymt	1	2284	E. B. C., LLC /ACS		Yes	No	No	03/18/2025	141.72
MERC		40730		Direct Pymt	1	2440	LIBERTY'S RESTAURANT		Yes	No	No	03/18/2025	159.54
MERC		40731		Direct Pymt	1	2585	TEACHERS ON CALL		Yes	No	No	03/18/2025	2,051.75
MERC		40732		Direct Pymt	1	2645	WPS PUBLISHING		Yes	No	No	03/18/2025	378.40
MERC		40733		Direct Pymt	1	2809	MRI SOFTWARE, LLC		Yes	No	No	03/18/2025	105.00
MERC		40734		Direct Pymt	1	2951	SHI		Yes	No	No	03/18/2025	6,780.00
MERC		40735		Direct Pymt	1	3040	CONTINUA INTERIORS OF MINNESOTA		Yes	No	No	03/18/2025	1,891.05
MERC		40736		Direct Pymt	1	3282	PRESENCE LEARNING, INC		Yes	No	No	03/18/2025	19,773.00
MERC		40737		Direct Pymt	1	3328	LILJEVALL BRITTANY		Yes	No	No	03/18/2025	83.58
MERC		40738		Direct Pymt	1	3414	COULSON, TESS		Yes	No	No	03/18/2025	285.60
MERC		40739		Direct Pymt	1	3415	AMAZON CAPITAL SERVICES		Yes	No	No	03/18/2025	221.75
MERC		40740		Direct Pymt	1	3504	SENECHALLE, MEGAN		Yes	No	No	03/18/2025	92.05
MERC		40741		Direct Pymt	1	3592	PELLETIER, CORI		Yes	No	No	03/18/2025	11.20
MERC		40742		Direct Pymt	1	3628	AMPION PBC C/O DEPT. 8121		Yes	No	No	03/18/2025	2,877.18
MERC		40743		Direct Pymt	1	3673	AMPION PBC C/O DEPT. 8125		Yes	No	No	03/18/2025	70.33
MERC		40653	21819	Check	1	09118	EDUCATION MN - GCED		Yes	No	No	02/26/2025	3,264.64
MERC		40654	21820	Check	1	3235	Goodhue Co Ed Dist Paraprofessional Unic		Yes	No	No	02/26/2025	289.90
MERC		40703	21821	Check	1	3586	ADAM'S PEST CONTROL - MAIN		Yes	No	No	03/07/2025	51.00
MERC		40689	21822	Check	1	1046	ASCD		Yes	No	No	03/07/2025	99.00
MERC		40701	21823	Check	1	3347	ASL INTERPRETING SERVICES, INC		Yes	No	No	03/07/2025	143.00
MERC		40702	21824	Check	1	3505	CAPITAL ONE		Yes	No	No	03/07/2025	531.29
MERC		40705	21825	Check	1	3761	CECELIA BROWN EYES		Yes	No	No	03/07/2025	525.00
MERC		40699	21826	Check	1	3329	CHASE CARD SERVICES		Yes	No	No	03/07/2025	12,224.73
MERC		40686	21827	Check	1	00433	CITY OF RED WING		Yes	No	No	03/07/2025	2,431.16
MERC		40696	21828	Check	1	3126	FERNBROOK FAMILY CENTER		Yes	No	No	03/07/2025	32,632.09
MERC		40704	21829	Check	1	3743	HIAWATHA HOMECARE		Yes	No	No	03/07/2025	1,335.00
MERC		40688	21830	Check	1	09162	HILLYARD FLOOR CARE SUPPLY		Yes	No	No	03/07/2025	935.94
MERC		40700	21831	Check	1	3337	KEVIN'S SERVICE		Yes	No	No	03/07/2025	16.42
MERC		40694	21832	Check	1	2960	LANGUAGE LINE SERVICES		Yes	No	No	03/07/2025	143.28
MERC		40693	21833	Check	1	2819	MIDWEST SPECIAL INSTRUMENTS		Yes	No	No	03/07/2025	140.30
MERC		40698	21834	Check	1	3296	MUTUAL OF OMAHA		Yes	No	No	03/07/2025	3,212.58

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		40692	21835	Check	1 2204		NASN		Yes	No	No	03/07/2025	150.00
MERC		40687	21836	Check	1 00670		RATWIK ROSZAK & MALONEY PA		Yes	No	No	03/07/2025	3,129.00
MERC		40690	21837	Check	1 1223		RIFTON EQUIPMENT		Yes	No	No	03/07/2025	1,185.00
MERC		40697	21838	Check	1 3227		SUMMIT FIRE PROTECTION		Yes	No	No	03/07/2025	904.50
MERC		40691	21839	Check	1 1855		TOM PARKER ELECTRIC		Yes	No	No	03/07/2025	197.53
MERC		40695	21840	Check	1 3011		U.S. BANK EQUIPMENT FINANCE		Yes	No	No	03/07/2025	241.00
MERC		40713	21841	Check	1 09118		EDUCATION MN - GCED		Yes	No	No	03/13/2025	3,264.64
MERC		40714	21842	Check	1 3235		Goodhue Co Ed Dist Paraprofessional Unic		Yes	No	No	03/13/2025	289.90
MERC		40716	21843	Check	1 1132		CULLIGAN		Yes	No	No	03/18/2025	62.00
MERC		40723	21844	Check	1 3641		EMPLOYERS PREFERRED INS. CO		Yes	No	No	03/18/2025	7,002.80
MERC		40720	21845	Check	1 3108		GOVERNMENT LEASING & FINANCE, IN		Yes	No	No	03/18/2025	39,979.82
MERC		40725	21846	Check	1 3743		HIAWATHA HOMECARE		Yes	No	No	03/18/2025	1,305.00
MERC		40722	21847	Check	1 3566		JOSTEN'S INC		Yes	No	No	03/18/2025	25.80
MERC		40724	21848	Check	1 3672		LEXIKEET, LLC		Yes	No	No	03/18/2025	255.00
MERC		40718	21849	Check	1 2819		MIDWEST SPECIAL INSTRUMENTS		Yes	No	No	03/18/2025	240.00
MERC		40717	21850	Check	1 1300		OAKTREE PRODUCTS, INC.		Yes	No	No	03/18/2025	66.48
MERC	∞	40721	21851	Check	1 3146		RUNNING SUPPLY INC.		Yes	No	No	03/18/2025	10.98
MERC		40719	21852	Check	1 3078		SHRED-N-GO-446138		Yes	No	No	03/18/2025	81.93

Bank Total: \$850,841.16  
Report Total: \$850,841.16

C. Staff Updates:

1. **Resignations:** *Alexis Walker, School Psychologist - RWHS, effective end of 24-25 SY; Nicole Gnotke, Building Wide Substitute - RBEC, effective end of 24-25 SY; Makenna Holt, School Psychologist - Goodhue, effective end of 24-25 SY*
2. **New Hire:** *Emily Kupka, School Psychologist - RWHS/TBMS effective 25-26 SY; Amy Matuska, .08 5RO, effective 03/14/2025; Katie Rausch, .08 5RO, effective 03/24/2025.*
3. **Transfers:** *Kelsey Lemmon, School Psychologist - Kenyon-Wanamingo & RBEC/5RO to Goodhue & TBD, effective SY 25-26*
4. **Re-assignment:**

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

V. **Reports and Communication:**

A. Business Manager Report

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**Goodhue County Ed District  
Reconciliation Worksheet Report  
02/28/2025**

Audit No	Statement Date	Co	Bank Code	Bank Name/Description
1555	02/28/2025	6051	MERC	MERCHANTS BANK GENERAL

**Worksheet has been Finalized**

Statement Amount 1,253,359.50

Deposits in Transit 0.00

**Outstanding Payments**

Checks 13,882.36

Wires 38,115.37

SHR - Payments 0.00

SHR - Third Party 0.00

Cash 0.00

ACH 0.00

**Adjustment Amount** (493,346.24)

Amount Per Bank 708,015.53

GL Account Balance 708,015.53

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

Difference 0.00

**Adjustments**

Manual	02/28/2025	ENTERPRISE	Wire	5,456.11	ENTERPRISE REC IN MAR
Manual	02/28/2025	KT	Wire	794.35	KT RECORDED IN MAR
Manual	02/28/2025	SWEEP	Deposit	(499,596.70)	SWEEP



**GOODHUE CO ED DISTRICT  
2024-25 CASH FLOW**

**AS OF 3-18-25**

**JULY**

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
7/1/2024	(20,928.28)	(9,194.74)	-		180.54	1,166,131.27
7/9/2024	(430,444.50)	-	255.36		-	735,942.13
7/15/2024	(215,249.41)	(301,019.29)	-	615,136.93	-	834,810.36
7/20/2024	(270,423.19)	-	566,979.61		-	1,131,366.78
7/31/2024	(197,465.86)	(265,620.92)	3,541.59	89,355.93		761,177.52
<b>ENDING BALANCE</b>	<b>(1,134,511.24)</b>	<b>(575,834.95)</b>	<b>-</b>	<b>570,776.56</b>	<b>704,492.86</b>	<b>180.54</b>

**AUGUST**

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
8/1/2024		-	262,301.05			1,023,478.57
8/4/2024	(355,715.77)	-	-		-	667,762.80
8/15/2024	(237,065.62)	(343,024.91)		339,552.54	-	427,224.81
8/17/2024	(234,651.62)	-	575,308.28		-	767,881.47
8/30/2024	(199,410.49)	(267,390.10)	599,822.03	733,458.21		1,634,361.12
<b>ENDING BALANCE</b>	<b>(1,026,843.50)</b>	<b>(610,415.01)</b>	<b>-</b>	<b>1,437,431.36</b>	<b>1,073,010.75</b>	<b>-</b>

**SEPTEMBER**

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
9/1/2024	(670,307.09)	-	326,141.94		239,257.93	1,529,453.90
9/15/2024	(223,964.95)	(303,040.23)	15,065.60	154,323.75	17,931.01	1,189,769.08
9/17/2024	(1,043,703.19)	-	407,172.99		-	553,238.88
9/30/2024	(213,866.69)	(289,324.42)	530,764.35	457,190.06	427,848.88	1,465,851.06
<b>ENDING BALANCE</b>	<b>(2,151,841.92)</b>	<b>(592,364.65)</b>	<b>-</b>	<b>1,279,144.88</b>	<b>611,513.81</b>	<b>685,037.82</b>

**OCTOBER**

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
10/1/2024	(279,762.16)	-	-		-	1,186,088.90
10/9/2024	-	-	76,171.00		-	1,262,259.90
10/15/2024	(386,994.03)	(297,710.71)		100,686.08	-	678,241.24
10/20/2024	-	-	472,857.71		-	1,151,098.95
10/31/2024	(235,348.44)	(318,667.31)	3,238.09	421,982.25	16,008.41	1,038,311.95
<b>ENDING BALANCE</b>	<b>(902,104.63)</b>	<b>(616,378.02)</b>	<b>-</b>	<b>552,266.80</b>	<b>522,668.33</b>	<b>16,008.41</b>

**NOVEMBER**

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
11/1/2024	(195,869.57)	-	-		-	842,442.38
11/5/2024	-	-			6,379.90	848,822.28
11/15/2024	(290,755.88)	(301,627.81)	276,480.59	109,044.62	-	641,963.80
11/20/2024	-	-	358,359.82		-	1,000,323.62
11/30/2024	(661,847.94)	(296,897.56)	139,756.73	203,746.08	-	385,080.93
<b>ENDING BALANCE</b>	<b>(1,148,473.39)</b>	<b>(598,525.37)</b>	<b>-</b>	<b>774,597.14</b>	<b>312,790.70</b>	<b>6,379.90</b>

**DECEMBER**

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
12/1/2024	-	-	10,674.32		-	395,755.25
12/8/2024	-	-			337,219.94	732,975.19
12/15/2024	(325,317.17)	(293,198.74)	157,414.76	240,810.56		512,684.60
12/20/2024	(35,108.28)	-	419,390.13		-	896,966.45
12/31/2024	(209,256.42)	(293,433.89)	5,308.27	131,351.22	-	530,935.63
<b>ENDING BALANCE</b>	<b>(569,681.87)</b>	<b>(586,632.63)</b>	<b>-</b>	<b>592,787.48</b>	<b>372,161.78</b>	<b>337,219.94</b>

**JANUARY**

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
1/1/2025	(4,072.27)	-	183,408.38		-	710,271.74
1/8/2025	(230,491.65)	-	201,439.81		-	681,219.90
1/15/2025	(213,025.08)	(287,424.45)	40,436.60	8,858.75	336,922.90	566,988.62
1/20/2025	(827,273.91)	-	492,187.53		-	231,902.24
1/31/2025	(222,095.60)	(294,264.09)	288,223.27	369,873.82	95,155.40	468,795.04
<b>ENDING BALANCE</b>	<b>(1,496,958.51)</b>	<b>(581,688.54)</b>	<b>-</b>	<b>1,205,695.59</b>	<b>378,732.57</b>	<b>432,078.30</b>

**FEBRUARY**

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
2/1/2025	(234,795.51)	-	236,082.05			470,081.58
2/15/2025	(216,425.08)	(289,333.88)	204,380.34	245,477.82	62,460.67	476,641.45
2/20/2025	(134,045.71)	-	429,000.74		-	771,596.48
2/28/2025	(220,298.90)	(286,921.53)	8,016.58	435,622.90		708,015.53
<b>ENDING BALANCE</b>	<b>(805,565.20)</b>	<b>(576,255.41)</b>	<b>-</b>	<b>877,479.71</b>	<b>681,100.72</b>	<b>62,460.67</b>

**MARCH**

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
3/1/2025	(329,868.39)	-	64,571.03			442,718.17
3/15/2025	(215,790.14)	(286,458.30)	185,321.35	254,542.51	139,847.13	520,180.72
3/20/2025	(85,131.12)	-			-	435,049.60
3/31/2025	(432,403.77)	(274,877.81)	70,548.50	305,451.00	-	103,767.52
<b>ENDING BALANCE</b>	<b>(1,063,193.42)</b>	<b>(561,336.11)</b>	<b>-</b>	<b>320,440.88</b>	<b>559,993.51</b>	<b>139,847.13</b>

**APRIL**

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
4/9/2025	-	-	151,518.81		-	255,286.33
4/15/2025	(360,107.20)	(263,326.75)	602,324.55	203,634.01	263,759.95	701,570.90
4/20/2025	-	-	256,476.55		-	958,047.45
4/30/2025	(433,369.45)	(302,357.65)	2,256.88	451,093.44	-	675,670.67
<b>ENDING BALANCE</b>	<b>(793,476.65)</b>	<b>(565,684.39)</b>	<b>-</b>	<b>1,012,576.79</b>	<b>654,727.45</b>	<b>263,759.95</b>

**MAY**

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
5/1/2025	(251,706.29)	-	-		862.59	424,826.97
5/15/2025	(343,011.36)	(305,000.00)	232,147.96	254,542.50	-	263,506.07
5/20/2025	(154,144.83)	-	351,448.48		-	460,809.72
5/31/2025	(234,354.48)	(338,897.46)	221,192.30	254,542.51	-	363,292.60
<b>ENDING BALANCE</b>	<b>(983,216.95)</b>	<b>(643,897.46)</b>	<b>-</b>	<b>804,788.74</b>	<b>509,085.01</b>	<b>862.59</b>

**JUNE**

DATE	ACCOUNTS PAYABLE	PAYROLL	MISC. RECEIPTS	STATE AID	FEDERAL GRANT	RUNNING BALANCE
6/1/2025	(489,389.13)	-	704,652.44		-	578,555.91
6/15/2025	(223,675.69)	(319,983.92)	375,050.79		-	409,947.09
6/20/2025	-	-	439,044.67	254,542.50	-	1,103,534.26
6/30/2025	(411,775.79)	(296,362.63)	105,758.69		323,955.28	825,109.82
<b>ENDING BALANCE</b>	<b>(1,124,840.60)</b>	<b>(616,346.54)</b>	<b>-</b>	<b>1,624,506.58</b>	<b>254,542.50</b>	<b>323,955.28</b>

**TOTALS**

<b>TOTALS</b>	<b>(13,200,707.87)</b>	<b>(7,125,359.09)</b>	<b>-</b>	<b>11,052,492.51</b>	<b>6,634,819.99</b>	<b>2,267,790.53</b>	<b>825,109.82</b>
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## Business Manager Report 3-27-25

### Budget 2024-25 as of 2/28/25

We have received \$11,111,955 or 56.15% of the revised budget, compared to 53.53% at Feb 29, 2024 and 52.26% at Feb 28, 2023. We have expended \$10,458,281 or 52.22% of the revised expense budget, compared to 48.83% at Feb 29, 2024 and 51.51% at Feb 28, 2023.

### Cash Flow

For your information. Cash flow is very tight right now but improves later this spring as we start building cash balance to make the July payment.

### Feb Bank Rec

Attached for your information.

### Enrollment

Total enrollment is the same as February. Below is the change by program.

Program	Feb 25	Mar 25	Change
REACH	51	52	+1
STEP	15	15	0
Pathways 6-7	9	8	-1
Pathways 8-12	36	37	+1
5RO Elementary	32	34	+2
5RO Secondary FT	261	256	-5
5RO Secondary PT	170	172	+2
Total	574	574	0

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

Goodhue Co Ed District | February 28, 2025

REVENUE CATEGORIES			February 28, February 28, February 28, 2025 2024 2023							Current YTD vs. PYTD	February 28, 2024	February 28, 2023
	June 30, 2023	June 30, 2024	Adopted Budget	Revised Budget	Received YTD	Budget Remaining	% of Budget Received	% of Actuals Received	% of Actuals Received			
STATE	5,526,275	6,262,303	6,340,963	6,464,909	3,166,046	3,298,863	48.97%	44.79%	46.61%	361,286	2,804,760	2,575,892
FEDERAL	2,587,427	2,370,023	2,178,935	1,998,039	831,759	1,166,280	41.63%	43.88%	39.11%	(208,106)	1,039,865	1,011,962
LOCAL SALES, INS RECOVERY & JUDGEMENTS	(38)	19,221	0	0	0	0	0.00%	82.72%	0.00%	(15,900)	15,900	0
LOCAL (FEES, INTEREST, ETC.)	9,891,895	11,284,638	11,104,042	11,325,682	7,114,150	4,211,532	62.81%	60.36%	58.85%	302,227	6,811,923	5,821,788
<b>TOTALS</b>	<b>18,005,558</b>	<b>19,936,185</b>	<b>19,623,940</b>	<b>19,788,630</b>	<b>11,111,955</b>	<b>8,676,675</b>	<b>56.15%</b>	<b>53.53%</b>	<b>52.26%</b>	<b>439,507</b>	<b>10,672,448</b>	<b>9,409,642</b>

EXPENDITURES (OBJECT SERIES)			February 28, February 28, February 28, 2025 2024 2023							Current YTD vs. PYTD	February 28, 2024	February 28, 2023
	June 30, 2023	June 30, 2024	Adopted Budget	Revised Budget	Expended YTD	Budget Remaining	% of Budget Expended	% of Actuals Expended	% of Actuals Expended			
SALARIES & WAGES	9,460,185	10,093,545	11,007,974	10,903,297	5,885,327	5,017,970	53.98%	51.88%	54.21%	648,670	5,236,657	5,128,031
EMPLOYEE BENEFITS	2,512,992	2,843,575	2,993,894	3,122,602	1,677,997	1,444,605	53.74%	50.04%	54.45%	255,155	1,422,842	1,368,229
PURCHASED SERVICES	4,342,464	5,105,484	3,876,561	4,063,120	1,139,686	2,923,434	28.05%	29.46%	29.60%	(364,350)	1,504,036	1,285,301
SUPPLIES	742,772	819,001	691,907	740,781	604,767	136,014	81.64%	72.05%	74.17%	14,673	590,094	550,948
EQUIPMENT	1,122,686	1,073,045	1,150,815	1,171,041	1,124,097	46,944	95.99%	94.76%	95.79%	107,333	1,016,764	1,075,366
DEBT SERVICE	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
OTHER EXPENDITURES	119,374	124,731	26,626	26,551	26,406	145	99.45%	18.93%	15.52%	2,790	23,617	18,524
OTHER FINANCING USES	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
<b>TOTALS</b>	<b>18,300,473</b>	<b>20,059,380</b>	<b>19,747,777</b>	<b>20,027,392</b>	<b>10,458,281</b>	<b>9,569,111</b>	<b>52.22%</b>	<b>48.83%</b>	<b>51.51%</b>	<b>664,271</b>	<b>9,794,010</b>	<b>9,426,399</b>

EXPENDITURES (PROGRAM SERIES)			February 28, February 28, February 28, 2025 2024 2023							Current YTD vs. PYTD	February 28, 2024	February 28, 2023
	June 30, 2023	June 30, 2024	Adopted Budget	Revised Budget	Expended YTD	Budget Remaining	% of Budget Expended	% of Actuals Expended	% of Actuals Expended			
SITE ADMINISTRATION	320,461	357,053	380,753	353,411	235,071	118,340	66.51%	63.88%	59.69%	6,969	228,102	191,285
DISTRICT ADMINISTRATION	68,996	92,977	77,591	88,708	58,872	29,836	66.37%	52.29%	67.52%	10,255	48,617	46,585
SUPPORT SERVICES	250,828	338,571	297,375	372,799	351,715	21,084	94.34%	102.07%	120.28%	6,119	345,596	301,696
REGULAR INSTRUCTION	3,033,317	3,275,290	2,906,194	2,860,140	1,272,628	1,587,512	44.50%	32.33%	37.23%	213,626	1,059,002	1,129,291
EXTRA-CURRICULAR ACTIVITES	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
VOCATIONAL INSTRUCTION	299,927	454,237	454,250	496,391	260,834	235,557	52.55%	33.92%	39.33%	106,756	154,078	117,956
SPECIAL EDUCATION	10,162,969	10,794,455	10,988,391	10,962,020	5,615,897	5,346,123	51.23%	49.97%	52.08%	221,440	5,394,457	5,293,174
COMMUNITY SERVICES	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
INSTRUCTIONAL SUPPORT	752,469	893,095	604,624	1,007,113	384,446	622,667	38.17%	40.11%	34.11%	26,251	358,195	256,652
PUPIL SUPPORT SERVICES	1,982,331	2,499,034	2,572,894	2,429,855	1,185,849	1,244,006	48.80%	45.37%	48.81%	51,966	1,133,883	967,483
FACILITIES	1,429,174	1,354,668	1,465,705	1,456,955	1,092,969	363,986	75.02%	79.14%	78.53%	20,888	1,072,081	1,122,278
OTHER FINANCING USES	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
<b>TOTALS</b>	<b>18,300,473</b>	<b>20,059,380</b>	<b>19,747,777</b>	<b>20,027,392</b>	<b>10,458,281</b>	<b>9,569,111</b>	<b>52.22%</b>	<b>48.83%</b>	<b>51.51%</b>	<b>664,271</b>	<b>9,794,010</b>	<b>9,426,399</b>

SUMMARY - ALL FUNDS			February 28, February 28, February 28, 2025 2024 2023							Current YTD vs. PYTD	February 28, 2024	February 28, 2023
	June 30, 2023	June 30, 2024	Adopted Budget	Revised Budget	YTD	Budget Remaining	% of Budget Expended	% of Actuals Expended	% of Actuals Expended			
<b>SUMMARY</b>												
REVENUE	18,005,558	19,936,185	19,623,940	19,788,630	11,111,955	8,676,675	56.15%	53.53%	52.26%	439,507	10,672,448	9,409,642
EXPENDITURES	18,300,473	20,059,380	19,747,777	20,027,392	10,458,281	9,569,111	52.22%	48.83%	51.51%	664,271	9,794,010	9,426,399
SPENDING VARIANCE	(294,915)	(123,195)	(123,837)	(238,762)	653,675	N/A	N/A	N/A	N/A	(224,764)	878,438	(16,757)

3-18-25

District	REACH / Setting IV	STEP	Pathways 6-7	Pathways 8-12	5RO Elementary	5RO Secondary	5RO Part Time	Total
Cannon Falls	3	3	0	5	2	24	51	88
Goodhue	1	1	0	1	1	6	17	27
Kenyon-Wanamingo	9	3	0	0	2	13	17	44
Lake City	4	1	1	4	1	24	43	78
Red Wing	31	4	7	26	19	116	12	215
Zumbrota-Mazeppa	2	3	0	1	3	15	19	43
Non Members	2	0	0	0	6	58	13	79
<b>Total Program</b>	<b>52</b>	<b>15</b>	<b>8</b>	<b>37</b>	<b>34</b>	<b>256</b>	<b>172</b>	<b>574</b>
<b>Total Special Ed</b>	52	15	0	12	7	46	6	138
<b>Percent Special Ed</b>	100.00%	100.00%	0.00%	32.43%	20.59%	17.97%	3.49%	24.04%

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

- B. Support for District Decision-Making - Funding the Cooperative
- C. Education Minnesota Goodhue County Education District Local #4583 Official Request Intent to Negotiate the 2025-27 contract.

VI. **Old Business:**

- A. Review and Action on Mechanism to Fund "Operational" and "Admin" Budget Line Items.

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### Overhead Budget and Options Worksheet

**FY 25 Budget**

Operating	\$341,357
Admin	\$671,276
<b>Total Costs</b>	<b>\$1,012,633</b>

Interest	\$20,000
Misc Rev	\$700
Sp Ed Gen ed	\$600,000
Rent	\$15,000
<b>Total Revenues</b>	<b>\$635,700</b>

<b>Net to Members</b>	<b>\$376,933</b>
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	23-24 PU	Split by PU	Current	Difference
Cannon Falls	1,153.33	\$54,176	\$49,461.00	-\$4,714.65
Goodhue	822.41	\$38,631	\$30,288.00	-\$8,343.26
Kenyon-Wanamingo	742.06	\$34,857	\$33,619.00	-\$1,237.96
Lake City	1,323.22	\$62,156	\$49,948.00	-\$12,207.93
Red Wing	2,636.94	\$123,866	\$118,584.00	-\$5,281.61
Zumbrota - Mazeppa	1,346.46	\$63,248	\$57,591.00	-\$5,656.59
<b>Total</b>	<b>8,024.42</b>	<b>\$376,933</b>	<b>339,491.00</b>	<b>-37,442.00</b>

	23-24 PU	\$10,000 each then Split by PU	Current	Difference
Cannon Falls	1,153.33	\$55,552	\$49,461.00	-\$6,090.99
Goodhue	822.41	\$42,482	\$30,288.00	-\$12,193.96
Kenyon-Wanamingo	742.06	\$39,308	\$33,619.00	-\$5,689.45
Lake City	1,323.22	\$62,262	\$49,948.00	-\$12,313.98
Red Wing	2,636.94	\$114,149	\$118,584.00	\$4,435.25
Zumbrota - Mazeppa	1,346.46	\$63,180	\$57,591.00	-\$5,588.87
<b>Total</b>	<b>8,024.42</b>	<b>\$376,933</b>	<b>339,491.00</b>	<b>-37,442.00</b>

	12/1/23 Child Count	Split by Child Count	Current	Difference
Cannon Falls	211.00	\$57,633	\$49,461.00	-\$8,171.51
Goodhue	83.00	\$22,671	\$30,288.00	\$7,617.39
Kenyon-Wanamingo	160.00	\$43,702	\$33,619.00	-\$10,083.38
Lake City	169.00	\$46,161	\$49,948.00	\$3,787.36
Red Wing	546.00	\$149,134	\$118,584.00	-\$30,550.36
Zumbrota - Mazeppa	211.00	\$57,633	\$57,591.00	-\$41.51
<b>Total</b>	<b>1,380.00</b>	<b>\$376,933</b>	<b>339,491.00</b>	<b>-37,442.00</b>

	<b>12/1/23 Child Count</b>	<b>\$10,000 base then Split by Child Count</b>	<b>Current</b>	<b>Difference</b>
Cannon Falls	211.00	\$58,459	\$49,461.00	-\$8,997.60
Goodhue	83.00	\$29,062	\$30,288.00	\$1,226.09
Kenyon-Wanamingo	160.00	\$46,746	\$33,619.00	-\$13,126.86
Lake City	169.00	\$48,813	\$49,948.00	\$1,135.19
Red Wing	546.00	\$135,395	\$118,584.00	-\$16,811.23
Zumbrota - Mazeppa	211.00	\$58,459	\$57,591.00	-\$867.60
<b>Total</b>	<b>1,380.00</b>	<b>\$376,933</b>	<b>339,491.00</b>	<b>-37,442.00</b>

	<b>23-24 PU</b>	<b>12/1/23 Child Count</b>	<b>50% PU, 50% Child Count</b>	<b>Current</b>	<b>Difference</b>
Cannon Falls	1,153.33	211.00	\$55,904	\$49,461.00	-\$6,443.08
Goodhue	822.41	83.00	\$30,651	\$30,288.00	-\$362.93
Kenyon-Wanamingo	742.06	160.00	\$39,280	\$33,619.00	-\$5,660.67
Lake City	1,323.22	169.00	\$54,158	\$49,948.00	-\$4,210.28
Red Wing	2,636.94	546.00	\$136,500	\$118,584.00	-\$17,915.99
Zumbrota - Mazeppa	1,346.46	211.00	\$60,440	\$57,591.00	-\$2,849.05
<b>Total</b>	<b>8,024.42</b>	<b>1,380.00</b>	<b>\$376,933</b>	<b>339,491.00</b>	<b>-37,442.00</b>

**Option 1 - Using the Prior Year Pupil Units, Allocate GCED's overhead costs to each member**

	23-24 PU	Split by PU	Current	Difference
Cannon Falls	1,153.33	\$54,176	\$49,461.00	-\$4,714.65
Goodhue	822.41	\$38,631	\$30,288.00	-\$8,343.26
Kenyon-Wanamingo	742.06	\$34,857	\$33,619.00	-\$1,237.96
Lake City	1,323.22	\$62,156	\$49,948.00	-\$12,207.93
Red Wing	2,636.94	\$123,866	\$118,584.00	-\$5,281.61
Zumbrota - Mazeppa	1,346.46	\$63,248	\$57,591.00	-\$5,656.59
Total	8,024.42	\$376,933	339,491.00	-37,442.00

**Option 2 - Each member is charged a base fee of \$10,000, remaining overhead costs are allocated using Prior Year Pupil Units**

	23-24 PU	\$10,000 each then Split by PU	Current	Difference
Cannon Falls	1,153.33	\$55,552	\$49,461.00	-\$6,090.99
Goodhue	822.41	\$42,482	\$30,288.00	-\$12,193.96
Kenyon-Wanamingo	742.06	\$39,308	\$33,619.00	-\$5,689.45
Lake City	1,323.22	\$62,262	\$49,948.00	-\$12,313.98
Red Wing	2,636.94	\$114,149	\$118,584.00	\$4,435.25
Zumbrota - Mazeppa	1,346.46	\$63,180	\$57,591.00	-\$5,588.87
Total	8,024.42	\$376,933	339,491.00	-37,442.00

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**Option 3 - same as Option 1 but use Prior Year Child Count instead of Prior Year Pupil Units**

	12/1/23 Child Count	Split by Child Count	Current	Difference
Cannon Falls	211.00	\$57,633	\$49,461.00	-\$8,171.51
Goodhue	83.00	\$22,671	\$30,288.00	\$7,617.39
Kenyon-Wanamingo	160.00	\$43,702	\$33,619.00	-\$10,083.38
Lake City	169.00	\$46,161	\$49,948.00	\$3,787.36
Red Wing	546.00	\$149,134	\$118,584.00	-\$30,550.36
Zumbrota - Mazeppa	211.00	\$57,633	\$57,591.00	-\$41.51
Total	1,380.00	\$376,933	339,491.00	-37,442.00

**Option 4 - same as Option 2 but use Prior Year Child Count instead of Prior Year Pupil Units**

	12/1/23 Child Count	\$10,000 base then Split by Child Count	Current	Difference
Cannon Falls	211.00	\$58,459	\$49,461.00	-\$8,997.60
Goodhue	83.00	\$29,062	\$30,288.00	\$1,226.09
Kenyon-Wanamingo	160.00	\$46,746	\$33,619.00	-\$13,126.86
Lake City	169.00	\$48,813	\$49,948.00	\$1,135.19
Red Wing	546.00	\$135,395	\$118,584.00	-\$16,811.23
Zumbrota - Mazeppa	211.00	\$58,459	\$57,591.00	-\$867.60
Total	1,380.00	\$376,933	339,491.00	-37,442.00

**Option 5 - Spilt overhead costs 50% by Prior Year Pupil Units, 50% by Prior Year Child Count**

	23-24 PU	12/1/23 Childcount	50% PU, 50% Childcount	Current	Difference
Cannon Falls	1,153.33	211.00	\$55,904	\$49,461.00	-\$6,443.08
Goodhue	822.41	83.00	\$30,651	\$30,288.00	-\$362.93
Kenyon-Wanamingo	742.06	160.00	\$39,280	\$33,619.00	-\$5,660.67
Lake City	1,323.22	169.00	\$54,158	\$49,948.00	-\$4,210.28
Red Wing	2,636.94	546.00	\$136,500	\$118,584.00	-\$17,915.99
Zumbrota - Mazeppa	1,346.46	211.00	\$60,440	\$57,591.00	-\$2,849.05
Total	8,024.42	1,380.00	\$376,933	339,491.00	-37,442.00

VII. **New Business:**  
A. Staffing - GCED Programs

Program	2025-26 Licensed Staff	2025-26 Paraprofessionals	2024-25 Licensed Staff	2024-25 Paraprofessionals
<b>REACH &amp; STEP Programs</b>				
Principal	0.4		0.5	
Coordinator	1.0		1.0	
School Counselor	0.4		0.4	
Social Worker	4.0		4.0	
<b>RBEC Cannon Pod (K-5)</b>	3.0	4.0	3.0	4.0
Capacity 24				
<b>RBEC Jordan Pod (K-12)</b>	3.0	6.0	2.0	5.0
Capacity 12				
<b>RBEC Mississippi Pod (6-8)</b>	1.0	1.0	2.0	2.0
Capacity 16				
<b>RBEC Zumbro Pod (9-12)</b>	3.0	3.0	3.0	3.0
Capacity 24				
<b>RBEC STEP Program</b>	2.0	2.0	2.0	2.0
Capacity 24				
<b>Support Staff</b>				
Reading Specialist	0.66		0.66	
English Language Arts	0.5		0.6	
Math	0.5		0.6	
Science	0.5		0.6	
Social Studies	0.5		0.6	
FACS	0.3		0.4	
Industrial Tech	0.5		0.5	
Art	0.5		0.33	
Phy Ed/DAPE	1.0		1.0	
PAES Lab/Work-Based Learning	0.83		0.83	1.0
ML Teacher	0.17		0.17	
CTSS	2.00		3.0	
Permanent Substitutes	2.0	0.0	2.0	1.0
<b>Totals for REACH &amp; STEP Programs</b>				
	<b>27.76</b>	<b>16</b>	<b>29.2</b>	<b>18</b>

<b>Program</b>	<b>2025-26 Licensed Staff</b>	<b>2025-26 Paraprofessionals</b>	<b>2024-25 Licensed Staff</b>	<b>2024-25 Paraprofessionals</b>
<b>State Approved Alternative Programs</b>				
Principal	0.2		0.5	
School Counselor	0.4		0.4	
Social Worker	2.0		2.0	
ALC Middle Level Teacher	1.0		1.0	
ALC Middle Level Para		1.0		1.0
ALC HS Level ELA	0.5		0.4	
ALC HS Level Math	0.5		0.4	
ALC HS Level Science	0.5		0.4	
ALC HS Level Social Studies	0.5		0.4	
ALC HS Level FACS	0.28		0.5	
ALC HS Level Industrial Tech	0.5		0.5	
ALC HS Level Art	0.08		0.0	
ALC HS Work Based Learning	0.17		0.17	
ALC Special Education	0.33		0.33	
<b>Totals for SAAPs</b>	<b>6.96</b>	<b>1</b>	<b>7.0</b>	<b>1</b>

Program	2025-26 Licensed Staff	2025-26 Paraprofessionals	2024-25 Licensed Staff	2024-25 Paraprofessionals
<b>5RiversOnline Learning Programs</b>				
Principal	0.4		1.0	
SpEd Assistant Director	0.3		0.3	
School Counselor	1.2		1.2	
Social Worker	1.0		1.0	
Special Education Teacher	3.0		3.0	
K-6 Teachers	3.0		3.0	
Core English Language Art	1.0		1.83	
Core Math	1.0		1.0	
Core Science	1.0		1.0	
Core Social Studies	1.0		2.0	
Core Humanities	1.0		0.0	
Industrial Tech	0.17		0.17	
FACS	0.42		0.50	
Art	0.42		0.66	
Business	0.17		0.50	
ML Teacher	0.57		0.17	
PhyEd/DAPE/Health	1.0		1.0	
World Language/Student Support	1.0		1.0	
<b>Totals for 5RO</b>	<b>17.65</b>	<b>0.0</b>	<b>19.3</b>	<b>0.0</b>
<b>Totals for All GCED Programs</b>	<b>52.37</b>	<b>17.0</b>	<b>55.5</b>	<b>19.0</b>

- B. Countywide Staffing Board Report 2025-26
- C. Notice of Terminations and Nonrenewals
- D. First Reading of 300 Board Policies per the Policy Review Schedule including Policies 301, 302, 303, 304, 305 and 306. 26

Adopted: 06/23/21

MSBA/MASA Model Policy 301

Orig. 1995

Revised: 02/24/22; TBD

Rev. 2022++

## **301 EDUCATION DISTRICT ADMINISTRATION**

### **I. PURPOSE**

The purpose of this policy is to clarify the role of the education district administration and its relationship with the education district board.

### **II. GENERAL STATEMENT OF POLICY**

- A. Effective administration and sound management practices are essential to realizing educational excellence. It is the responsibility of the education district administration to develop an education district environment that recognizes the dignity of each student and employee, and the right of each student to access educational programs and services equitably.
- B. The education district board expects all activities related to education district operations to be administered in a well-planned manner, conducted in an orderly fashion, and to be consistent with the policies of the education district board.
- C. The education district board shall seek specific recommendations, background information and professional advice from the education district administration, and will hold the administration accountable for sound management of the education district.
- D. Although the education district board holds the executive director ultimately responsible for administration of the education district and annual evaluation of each principal, the education district board also recognizes the direct responsibility of principals for educational results and effective administration, supervisory, and instructional leadership at the education district building level.
- E. The education district board and education district administration shall work together to share information and decisions that best serve the needs of education district students within financial and facility constraints that may exist.

**Legal References:** Minn. Stat. § 123B.143 (Superintendent)  
Minn. Stat. § 123B.147 (Principals)

**Cross References:** None

## **302 EXECUTIVE DIRECTOR**

### **I. PURPOSE**

The purpose of this policy is to recognize the importance of the role of the executive director and the overall responsibility of that position within the education district.

### **II. GENERAL STATEMENT OF POLICY**

The education district board shall employ an executive director who shall serve as an ex officio, non voting member of the education district board and as chief executive officer of the education district system.

### **III. GENERAL RESPONSIBILITIES**

- A. The executive director is responsible for the management of the education district, the administration of all education district policies, and is directly accountable to the education district board.
- B. The executive director shall annually evaluate each principal assigned responsibility for supervising an education district building in the district.
- C. The executive director may delegate responsibilities to other education district personnel, but shall continue to be accountable for actions taken under such delegation.
- D. Where responsibilities are not specifically prescribed, nor education district board policy applicable, the executive director shall use personal and professional judgment, subject to review by the education district board.

**Legal References:** Minn. Stat. § 123B.143 (Superintendent)

**Cross References:** MSBA/MASA Model Policy 202 (School Board Officers)  
MSBA/MASA Model Policy 208 (Development, Adoption, and Implementation of Policies)  
MSBA/MASA Model Policy 214 (Out-of-State Travel by School Board Members)  
MSBA/MASA Model Policy 301 (School District Administration)  
MSBA/MASA Model Policy 303 (Superintendent Selection)

MSBA/MASA Model Policy 304 (Superintendent Contract, Duties, and Evaluation)  
MSBA/MASA Model Policy 305 (Policy Implementation)  
MSBA/MASA Model Policy 306 (Administrator Code of Ethics)  
MSBA/MASA Model Policy 412 (Expense Reimbursement)  
MSBA/MASA Model Policy 510 (School Activities)  
MSBA/MASA Model Policy 511 (Student Fundraising)  
MSBA/MASA Model Policy 513 (Student Promotion, Retention, and Program Design)  
MSBA/MASA Model Policy 602 (Organization of School Calendar and School Day)  
MSBA/MASA Model Policy 605 (Alternative Programs)  
MSBA/MASA Model Policy 701 (Establishment and Adoption of School District Budget)  
MSBA/MASA Model Policy 704 (Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System)  
MSBA/MASA Model Policy 802 (Disposition of Obsolete Equipment and Material)  
MSBA/MASA Model Policy 903 (Visitors to School District Buildings and Sites)  
MSBA/MASA Model Policy 905 (Advertising)  
MSBA/MASA Model Policy 906 (Community Notification of Predatory Offenders)  
MSBA/MASA Model Policy 907 (Rewards)  
MSBA Service Manual, Chapter 3, Superintendent of Schools

### **303 EXECUTIVE DIRECTOR SELECTION**

#### **I. PURPOSE**

The purpose of this policy is to convey to the school community that the authority to select and employ an executive director is vested in the education district board.

#### **II. GENERAL STATEMENT OF POLICY**

The education district board shall employ an executive director to serve as the chief executive officer of the education district and to conduct the daily operations of the education district.

#### **III. QUALIFICATIONS**

- A. The education district board shall consider applicants who meet or exceed the licensing standards set by the Minnesota Board of School Administrators and qualifications established in the job description for the executive director position. State and federal equal employment and nondiscrimination requirements shall be observed throughout the recruitment and selection process.
- B. The education district board will consider professional preparation, experience, skill, and demonstrated competence of qualified applicants in making a final decision.

#### **IV. SELECTION**

- A. A process for recruitment, screening, and interviewing of candidates shall be developed by the education district board.
- B. The education district board may contract for assistance in the search for an executive director.
- C. The education district board shall provide the contract for the executive director and specifically identify all conditions of employment mutually agreed upon with the executive director. In so doing, the education district board shall observe all requirements of state and federal law and education district board policy.

**Legal References:** Minn. Stat. § 123B.143 (Superintendent)  
Minn. Rules, Chapter 3512

**Cross References:** None

Adopted: 02/24/2022

MSBA/MASA Model Policy 304

Orig. 1995

Revised: TBD

Rev. 2022

## **304 EXECUTIVE DIRECTOR CONTRACT, DUTIES, AND EVALUATION**

### **I. PURPOSE**

The purpose of this policy is to provide for the use of an employment contract with the executive director, a position description, and the use of an approved instrument to evaluate performance.

### **II. GENERAL STATEMENT OF POLICY**

- A. The executive director's contract shall be used to formalize the employment relationship and to specifically identify and clarify all conditions of employment with the executive director.
- B. The specific duties for which the executive director is accountable shall be set forth in a position description for the executive director and shall be measured by a performance appraisal instrument approved by the education district board in consultation with the executive director. The education district board shall use this instrument to periodically evaluate the performance of the executive director.
- C. The education district board may use the model contract approved by the boards of the Minnesota School Boards Association and the Minnesota Association of School Administrators as a model instrument.

**Legal References:** Minn. Stat. § 123B.143 (Superintendent)

**Cross References:** None

*Adopted: 06/23/21* \_\_\_\_\_

*MSBA/MASA Model Policy 305*

*Orig. 1995*

*Revised: 02/24/22; TBD* \_\_\_\_\_

*Rev. 2022*

## **305 POLICY IMPLEMENTATION**

### **I. PURPOSE**

The purpose of this policy is to clarify the responsibility of the education district administration for implementation of education district policy.

### **II. GENERAL STATEMENT OF POLICY**

- A. It shall be the responsibility of the executive director to implement education district board policy and to recommend additions or modifications thereto. The administration is authorized to develop procedures, guidelines, and directives to effectuate the implementation of education district board policies. These procedures, guidelines, and directives shall not be inconsistent with said policies. At least annually, these written procedures, guidelines, and directives shall be presented to the education district board for review.
- B. Employee and student handbooks shall be subject to annual review and approval by the education district board.
- C. Education district principals and other administrators who have handbook responsibilities shall present recommended changes necessary to reflect new or modified policies. Changes of substance within handbooks shall be reviewed by the executive director to assure compliance with education district board policy and shall be approved by the education district board.

***Legal References:*** Minn. Stat. § 123B.143 (Superintendent)

***Cross References:*** MSBA/MASA Model Policy 208 (Development, Adoption, and Implementation of Policies)

## **306 ADMINISTRATOR CODE OF ETHICS**

### **I. PURPOSE**

The purpose of this policy is to establish the requirements of the educational district board that school administrators adhere to the standards of ethics and professional conduct in this policy and Minnesota law.

### **II. GENERAL STATEMENT OF POLICY**

A. An educational administrator's professional behavior must conform to an ethical code. The code must be idealistic and at the same time practical, so that it can apply reasonably to all educational administrators. The administrator acknowledges that the schools belong to the public they serve for the purpose of providing educational opportunities to all. However, the administrator assumes responsibility for providing professional leadership in the school and community. This responsibility requires the administrator to maintain standards of exemplary professional conduct. It must be recognized that the administrator's actions will be viewed and appraised by the community, professional associates, and students. To these ends, the administrator must subscribe to the following standards.

B. The Educational Administrator:

1. Makes the well-being of students the fundamental value of all decision-making and actions.
2. Fulfills professional responsibilities with honesty and integrity.
3. Supports the principle of due process and protects the civil and human rights of all individuals.
4. Obeys local, state, and national laws and does not knowingly join or support organizations that advocate, directly or indirectly, the overthrow of the government.
5. Implements the educational district board's policies.
6. Pursues appropriate measures to correct those laws, policies, and regulations that are not consistent with sound educational goals.

7. Avoids using positions for personal gain through political, social, religious, economic, or other influence.
8. Accepts academic degrees or professional certification only from duly accredited institutions.
9. Maintains the standards and seeks to improve the effectiveness of the profession through research and continuing professional development.
10. Honors all contracts until fulfillment, release, or dissolution is mutually agreed upon by all parties to the contract.
11. Adheres to the Code of Ethics for School Administrators in Minnesota Rule.

***Legal References:*** Minn. Stat. § 122A.14, Subd. 4 (Code of Ethics)  
Minn. Rules Part 3512.5200 (Code of Ethics for School Administrators)

***Cross References:***

- VIII. **Other:**
- IX. **Comments: Board/Director**
- X. **Next Meeting Date: Thursday, April 17,2025 at 7:00 PM at Kenyon-Wanamingo Public School  
MSHS Media Center, 400 6th St., Kenyon, MN 55946**
- XI. **Adjournment**