

## CREA Governing Board 2026 Q1 Agenda

January 21, 2025, 5:30pm

[Virtual Meeting](#)

1. Consent Agenda
  - a. [Minutes](#)
  - b. [Financials](#)
  - c. [Director's Report](#)
  - d. [CRACTC Report](#) and [Calendar](#)
2. Policy Review
  - a. [OE-1: Global Operation Expectations](#)
  - b. [OE-3: Stakeholder Treatment](#)
  - c. [OE-8: Board and Public Communication](#)
  - d. [R-1: Mission](#)
  - e. [R-3: Professional Learning](#)
3. Meeting Evaluation
  - a. What went well?
  - b. What would improve our meetings?
  - c. What changes might we make?

**CREA GOVERNING BOARD ANNUAL MEETING MINUTES**

Q4 – Friday, October 10, 2025, 2:15pm

Meeting was called to order at 2:20 PM.

Board members Jim Vannett, Richard Bjerklie, Amanda Peterson, and Lori Furaus were present in-person while Celeste Thingvold, Sheila Schlaffmann, and Jennifer Wallander were present virtually. A quorum was established. Lacey Laudenschlager and Larry Derr were absent.

Directors Luke Schaefer, Lyndsi Engstrom, and School Counseling Director Kayla Henes were present. Guests Esther Jaggi, Chelsi Martian, and Natalie Couture were also present.

**I. Board Business**

- a. Current and Outgoing Governing Board Officers
- b. Elections/Appointments
  - i. Richard Bjerklie made a motion to cease nominations and cast a unanimous ballot to appoint Sheila Schlaffmann as Lead Administrator for the CREA Governing Board. Amanda Peterson seconded, motion carried unanimously.

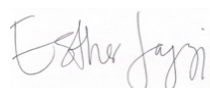
**II. Board Governance**

- a. Why Coherent Governance?
- b. CREA Governance Policies
- c. Financials
  - i. Amanda Peterson made a motion to approve the 2025-2026 CREA Budget. Richard Bjerklie seconded, motion carried unanimously.

**III. Program Highlight**

- a. CREA School Counseling
  - i. School Counseling Program Director Kayla Henes shared a presentation of the School Counseling Services and data.

Meeting adjourned at 2:49 PM. The next quarterly meeting will be held in January.



<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
<b>Fund: 01      GENERAL FUND</b>				
<u>Current Assets</u>				
01 101	CASH IN BANK	182,085.38	(322,736.67)	(140,651.29)
01 102	SWEEP ACCOUNT	1,328,749.50	209,107.35	1,537,856.85
Current Assets Subtotal:		1,510,834.88	(113,629.32)	1,397,205.56
<u>Other Assets</u>				
01 301	ESTIMATED REVENUE	11,001,921.54	0.00	11,001,921.54
01 302	REVENUE CONTROL	(4,338,014.23)	(1,035,485.86)	(5,373,500.09)
Other Assets Subtotal:		6,663,907.31	(1,035,485.86)	5,628,421.45
Total Assets and Deferred Outflows of Resources:		8,174,742.19	(1,149,115.18)	7,025,627.01
<u>Current Liabilities</u>				
01 421	ACCOUNTS PAYABLE	20,237.42	2,550.06	22,787.48
01 472	COMPENSATED ABSENCES	0.00	0.00	0.00
01 473	RETIREMENT PAYABLE	(524.34)	0.01	(524.33)
01 474	ND PERS	(61,628.03)	0.00	(61,628.03)
01 478	SIT PAYABLE	10,044.00	2,051.00	12,095.00
01 479	FIT PAYABLE	0.00	0.00	0.00
Current Liabilities Subtotal:		(31,870.95)	4,601.07	(27,269.88)
<u>Other Liabilities</u>				
01 601	APPROPRIATIONS	12,081,055.96	0.00	12,081,055.96
01 602	EXPENDITURES/EXPENSES	(4,723,482.66)	(1,153,716.25)	(5,877,198.91)
Other Liabilities Subtotal:		7,357,573.30	(1,153,716.25)	6,203,857.05
<u>Fund Balance</u>				
01 770	RESTRICTED NET ASSETS	1,928,174.26	0.00	1,928,174.26
01 771	BUDGETED FUND BALANCE	(1,079,134.42)	0.00	(1,079,134.42)
Fund Balance Subtotal:		849,039.84	0.00	849,039.84
Total Liabilities, Deferred Inflows of Resources, and Fund Equity:		8,174,742.19	(1,149,115.18)	7,025,627.01

## **2025-26 Expenditure Budget vs. 25-26 Actual**

<b><u>Account</u></b>	<b><u>25-26 Actual</u></b>	<b><u>25-26 Budget</u></b>	<b><u>% To Date</u></b>
Literacy Summit	\$146,220.68	\$165,739.05	88.2%
Nursing Services	\$137.05	\$349,239.60	0.0%
CRSEU	\$281,836.63	\$426,877.98	66.0%
ESP	\$703,163.96	\$2,016,599.19	34.9%
SPDG	\$116,414.03	\$40,863.55	284.9%
ND JUV Svs	\$180,562.66	\$335,873.14	53.8%
ND A+	\$21,606.54	\$0.00	
Early Intervention	\$1,697,941.82	\$3,200,743.14	53.0%
TSI/CSI	\$49,671.57	\$968,545.83	5.1%
Scrubs	\$0.00	\$539.47	0.0%
Telehealth	\$329,888.19	\$161,655.66	204.1%
General	\$585,174.50	\$1,204,212.83	48.6%
Reading Corps	\$34,121.24	\$72,204.51	47.3%
Board	\$0.00	\$2,000.00	0.0%
ESPB Teaching Network	\$656.28	\$1,917.01	34.2%
Direct SVS	\$819,244.72	\$1,073,205.06	76.3%
Check & Connect	\$26,245.68	\$92,178.71	28.5%
ND FSCS	\$148,582.75	\$459,192.21	32.4%
Title III	\$12,430.95	\$34,405.36	36.1%
Culture & Language	\$34,967.13	\$67,122.13	52.1%
Counseling	\$311,900.45	\$638,612.97	48.8%
CRACTC	\$70,347.60	\$90,768.89	77.5%
Behavior	\$90,574.60	\$238,896.20	37.9%
NDCA	\$8,664.50	\$55,279.76	15.7%
Science of Math	\$0.00	\$3,079.74	0.0%
ESP Donation Expense	\$3,134.04	\$5,919.74	52.9%
Science of Reading	\$5,727.40	\$41,994.88	13.6%
DOH MCH/PMCH	\$112,151.69	\$216,699.14	51.8%
Kare for Kids	\$2,748.85	\$3,378.26	81.4%
Burleigh Co.	\$13,873.60	\$18,229.24	76.1%
Creative Comm.	\$67,298.51	\$95,082.71	70.8%
OUN	\$120.00	\$0.00	
<b>Total</b>	<b>\$5,875,407.62</b>	<b>\$12,081,055.96</b>	<b>48.6%</b>
<b><u>Total Budget for 25-26</u></b>	<b><u>24-25 Actual</u></b>	<b><u>25-26 Budget</u></b>	<b><u>% To Date</u></b>
Revenue	\$5,373,530.09	\$11,001,921.54	48.8%
Expenses	\$5,875,407.62	\$12,081,055.96	48.6%
<b>Profit or Loss</b>	<b>(\$501,877.53)</b>	<b>(\$1,079,134.42)</b>	<b>46.5%</b>

<b>2025-2026 Actual</b>			
	<b><u>25-26 Revenue</u></b>	<b><u>25-26 Expenses</u></b>	<b><u>Profit/Loss</u></b>
Trainings & PD	\$381,394.12	\$510,949.14	(\$129,555.02)
Technical Assistance	\$1,876,127.29	\$1,944,436.79	(\$68,309.50)
Emerging Programs	\$9,431.19	\$12,430.95	(\$2,999.76)
Direct Student Services	\$1,413,711.84	\$1,433,498.45	(\$19,786.61)
Organizational Capacity	\$927,412.76	\$1,186,436.18	(\$259,023.42)
Administrative Overhead	\$765,452.89	\$787,656.11	(\$22,203.22)
<b>Totals</b>	<b>\$5,373,530.09</b>	<b>\$5,875,407.62</b>	<b>(\$501,877.53)</b>
<b>2025-2026 Budget</b>			
	<b><u>25-26 Revenue</u></b>	<b><u>25-26 Expenses</u></b>	<b><u>Profit/Loss</u></b>
Trainings & PD	\$781,960.68	\$682,159.93	\$99,800.75
Technical Assistance	\$3,865,590.00	\$4,127,979.98	(\$262,389.98)
Emerging Programs	\$25,000.00	\$34,405.36	(\$9,405.36)
Direct Student Services	\$2,856,024.69	\$3,346,540.25	(\$490,515.56)
Organizational Capacity	\$2,554,767.41	\$2,596,818.46	(\$42,051.05)
Administrative Overhead	\$918,578.76	\$1,293,151.98	(\$374,573.22)
<b>Totals</b>	<b>\$11,001,921.54</b>	<b>\$12,081,055.96</b>	<b>(\$1,079,134.42)</b>

## Revenue Breakdown

	Current		Budgeted	
	25-26 Revenue	% for Each	25-26 Revenue	Budgeted %
Grants	\$3,002,118.38	55.9%	\$6,495,112.78	59.0%
Contracts	\$434,760.20	8.1%	\$1,335,910.00	12.1%
Fees	\$1,139,544.71	21.2%	\$1,997,835.00	18.2%
State Funding	\$743,290.41	13.8%	\$1,081,393.76	9.8%
Donations/Interest	\$53,816.39	1.0%	\$91,670.00	0.8%
	<b>\$5,373,530.09</b>	<b>100.0%</b>	<b>\$11,001,921.54</b>	<b>100.0%</b>

<b>25-26 Revenue Thru 12/31/25</b>			
	<b>25-26 Actual</b>	<b>25-26 Budget</b>	<b>% Year to Date</b>
CRSEU Local LEA Revenue	\$40,773.66	\$98,000.00	41.6%
Interest	\$12,656.20	\$24,720.00	51.2%
EI Revenue	\$1,592,622.12	\$3,296,000.00	48.3%
1915i Revenue	\$0.00	\$1,030.00	0.0%
Community Blueprint Grant	\$6,683.86	\$32,683.31	20.5%
CRSEU SPED Medicaid	\$46,949.91	\$50,000.00	93.9%
Other Local Revenue	\$26,834.78	\$25,750.00	104.2%
ESP Registration Revenue	\$0.00	\$412,000.00	0.0%
Admin/Business Manager Services	\$256,507.11	\$247,200.00	103.8%
Check and Connect	\$10,543.75	\$92,700.00	11.4%
Specialty Designed Services	\$57,627.62	\$0.00	
Literacy Summit Local Revenue	\$29,103.21	\$61,800.00	47.1%
CRACTC Revenue	\$0.00	\$123,600.00	0.0%
CTE Student Field Day Revenue	\$7,181.70	\$17,510.00	41.0%
ND State Spelling Bee Revenue	\$8,700.00	\$1,545.00	563.1%
Reading Corp Revenue	\$44,299.20	\$27,810.00	159.3%
Direct Service Revenue	\$16,589.01	\$0.00	
Culture and Language School Payments	\$63,558.24	\$56,650.00	112.2%
Counseling Revenue	\$37,950.00	\$695,250.00	5.5%
Direct Service - PD Revenue	\$82,341.26	\$360,500.00	22.8%
eCare Local Revenue	\$1,460.00	\$0.00	
NDFSCS Local Revenue	\$162,027.50	\$360,500.00	44.9%
ESP Revenue	\$392,612.00	\$195,700.00	200.6%
Miscellaneous	\$83,979.19	\$2,500.00	3359.2%
	<b>\$2,981,000.32</b>	<b>\$6,183,448.31</b>	<b>48.2%</b>
Burleigh Co./Emmons Co. Rev	\$5,111.02	\$94,760.00	5.4%
Speech Language Revenue	\$4,464.00	\$51,500.00	8.7%
	<b>\$9,575.02</b>	<b>\$146,260.00</b>	<b>6.5%</b>
Behavior State Revenue	\$94,605.95	\$211,150.00	44.8%
State Foundation Aid	\$641,982.72	\$860,973.76	74.6%
CRSEU Tuition-State Revenue	\$0.00	\$50,000.00	0.0%
ND A+ Revenue	\$29,772.83	\$61,800.00	48.2%
Scrubs Camp	\$0.00	\$515.00	0.0%
Vital Network Funding	\$158,100.00	\$0.00	0.0%
NDFSCS Revenue	\$18,562.50	\$66,950.00	27.7%
NDCA Alfz Revenue	\$36,500.00	\$40,000.00	91.3%
NDCA AIJ Revenue	\$20,000.00	\$33,000.00	60.6%
Science of Math	\$0.00	\$8,755.00	0.0%
ESP Donation Revenue	\$3,356.98	\$3,605.00	93.1%
Science of Reading Revenue	\$4,389.24	\$0.00	0.0%
Science of Reading Phase IV	\$37,397.00	\$128,750.00	29.0%
Experienced Parent Grant	\$8,126.00	\$12,360.00	65.7%
Science of Reading Phase V	\$0.00	\$90,000.00	0.0%
CRACTC Revenue	\$0.00	\$87,550.00	0.0%

Literacy Summit State Revenue	\$152,486.78	\$132,155.68	115.4%
State Telehealth	\$297,254.23	\$195,700.00	151.9%
ESP BTN	\$2,312.50	\$4,635.00	49.9%
	<b>\$1,504,846.73</b>	<b>\$1,987,899.44</b>	<b>75.7%</b>
Juvenile Justice	\$151,000.39	\$283,250.00	53.3%
DOH MCH Revenue	\$19,636.17	\$9,766.27	201.1%
DOH-PMHCA Revenue	\$137,418.55	\$143,950.48	95.5%
REA School Nursing Revenue	\$0.00	\$386,250.00	0.0%
Title III English Prof Stdnts	\$9,431.19	\$25,000.00	37.7%
CRSEU SPED Discretionary Grant	\$5,477.45	\$10,000.00	54.8%
CRSEU IDEA-B SPED Grant	\$123,634.06	\$233,664.83	52.9%
CRSEU IDEA-A PK Grant	\$4,738.42	\$8,100.86	58.5%
CRSEU Family Engagement Grant	\$2,691.00	\$0.00	
USDA Food Reimbursements	\$24,349.07	\$57,989.00	42.0%
TSI/CSI Federal Revenue	\$0.00	\$960,000.00	0.0%
ESP Grant Money	\$236,365.67	\$309,000.00	76.5%
Cybersavvy Futures	\$0.00	\$0.00	#DIV/0!
Afterschool Prog Expansion	\$11,607.00	\$20,697.57	56.1%
SPDG-EWIMS Grant	\$124,678.60	\$0.00	#DIV/0!
ESSER III FSCS Revenue	\$0.00	\$0.00	#DIV/0!
Federal Grant Admin Fees	\$17,498.51	\$72,100.00	24.3%
FSCS Path CREA Revenue	\$0.00	\$159,909.78	0.0%
Total	<b>\$868,526.08</b>	<b>\$2,679,678.79</b>	<b>208.5%</b>
	\$5,363,948.15	\$10,851,026.54	49.4%
Other Revenue (NDIRF)	\$0.00	\$4,635.00	
OUN Revenue Code	\$9,581.94		
	<b>\$9,581.94</b>	<b>\$4,635.00</b>	206.7%
Total Revenue	<b>\$5,373,530.09</b>	<b>\$11,001,921.54</b>	<b>48.8%</b>





## **CREA Governing Board Q1 - 2026 Memo**

Funding, staffing, and supporting schools will all be emphasized this year in order to walk the tightrope between offering the necessary and desired services and programs and meeting the budgetary constraints encountered this fiscal year.

This memo will outline some brief challenges for CREA, a policy review for sensitive language, and our policies for this quarter.

1. Consent Agenda
  - a. Minutes – you will find meeting minutes linked on the website.
  - b. Financials – you will find the financials linked on the website. We have included monthly reports, as well.
  - c. Director's Report
    - i. You can find the CRACTC report here.
    - ii. Federal changes and impact
      1. We had no grants or contracts that were impacted in the last quarter. Our afterschool programs that were grant-funded and are no longer are operating on a fee basis which we had to make assumptions for without the grant. We continually review the budget each month and anticipate raising rates for the summer program and for the 26-27 school year.
  - iii. Brief Challenges
    1. We continue fielding, sorting, investigating, and reporting findings for complaints related to one school. To date, no findings exist indicating a breach of policy or misconduct. We will continue determining the appropriateness of any fielded complaint and investigating those that have merit.
2. Policy Review – Operational Expectation 1
  - a. Global Operations Expectation
    - i. CEO Interpretation - The CEO is responsible and accountable for ensuring the agency operates in a fashion that is legal, appropriate, and ethical. The operations of CREA must also be respectful, safe, prudent, and in line with board policy. The organization maintains operations at a level which is consistent with the strictest adherence to legal, ethical, and local expectations.



b. Policy Review – Operational Expectation 3

- i. Stakeholder Treatment
- ii. CEO Interpretation - The CEO ensures a culture of inclusivity and respect, both internally and externally. This includes protecting data and information, handling complaints from any stakeholder, and creates a climate that is welcoming, open, and honest. It also is focused on the Board's results.

We are four iterations into the Vital Network process of understanding our staff's perspectives on their workplace. Improvements are being made related to each division's processes, products, and procedures specific to their need. We maintain a high degree of staff appreciation for their work at CREA. We have had two complaints specific to the Shared Service - Superintendent Services, both of which were investigated and found to be insufficient findings to prove the allegations. We also have begun meeting with parents for our programming where we directly serve students to seek feedback.

c. Policy Review – Operational Expectation 8

- i. Communicating with Board and Public
  1. CEO Interpretation – The CEO ensures that the board and public are fully informed. This includes regular and thorough monitoring reports and data, information helpful to the board for actions, and significant financial events that could impact the REA, positively or negatively. It also requires that the board understands multiple perspectives regarding CREA's standing in the communities and that all information is shared in reasonable and practical communications. It also outlines several required communications; complaints, actions necessitating board approval, major modifications of programs, new programs, and major changes to rules or policies for programs in Direct Student Services. Further, two-way dialogue is necessary with the public and an annual report is provided to the public and the State Board of Public Education with board policy progress, REA strategies and programs, and finances.

d. Policy Review – Results 1

- i. Mission
  1. CEO Interpretation - CREA will provide services, programs, and support to schools in a way that is helpful to schools, is authentic, and makes their job easier. Further, these supports are developed in large and small capacities and for schools in who are multi-building or single classroom. Programs are developed with three main delivery modalities; programs that work directly with students, programs that train school employees, and programs that support school operations and effectiveness. Additionally, CREA must create new programs that meet the mission of the organization.



The CREA provides immense programming in response to the needs of the schools. We humbly pivot when programs aren't meeting the needs and search for innovative ways to enhance programs without new funding.

e. Policy Review – Results 3

i. Professional Learning

1. CEO Interpretation – All school staff will have access to training that provides an increase in their capacity to do their job. This is achieved through professional learning focused on four areas: instructional practices, content-knowledge, tiered responses, and non-classified practice and knowledge.

Professional development programming was enhanced through strategic operational changes, alignment with state requirements and initiatives, and highly focused leadership of the COO, Lyndsi Engstrom. Intentional awareness and feedback gathering from districts helped to realign specific PD to be more relevant and available to schools and staff. Increased attention on staff capacity and scheduling allowed for careful attention to high-need areas for schools. Finally, aligning with state initiatives and school timelines/administrator desires created opportunities for offsetting costs and increasing offerings.

3. Meeting Evaluation

- a. What went well?
- b. What would improve our meetings?

What changes might we make?

As a reminder, here is suggested language for policy review discussion. Please remember that discussion, questions, and suggestions are all welcome as we want to ensure that we are carrying out your expectations and meeting the results that you set out for us. The discussion that you have will be collected for my evaluation. You can find that suggested language for policy [here](#).



**CREA/CRACTC Governing Board Meeting  
January 2026  
Lyle Krueger, CRACTC Asst Director**

Hello CREA/CRACTC Board Members,

Hope you are all staying warm and staying safe during our ND Winter months! Below are some larger item updates regarding CRACTC business that I wanted to keep you in the loop on.

- 1. Brick & Mortar Programming (update):** In October 2025, the State CTE Department and Board approved to transfer seven program areas currently within Bismarck Public under CRACTC's umbrella. The seven program areas have been collaborative efforts between CRACTC and BPS since the inception of each program, through shared Advisory Committees, staffing, equipment/materials, and/or facilities. The agreement between CRACTC, BPS, and State CTE is to maintain current funding as previously provided until the 2027-2028FY.

The purpose of the transfers was to formalize the efforts already occurring, as well as to expand current programs, collaborate at a deeper level for instructor professional learning, provide additional opportunities at BPS facilities for rural schools in closer proximity to Bismarck, along with initial adoptions of new programs such as Electrical, Plumbing, and HVAC to soon be offered at the new Silver Ranch addition in east Bismarck, to be under Center programming in coming years, allowing for further expansion of such opportunities to our rural member schools and students. The transfers now also allows the State CTE Dept to better understand the needed funding as statewide for upcoming biennium, with more schools becoming involved in Center programming.

- 2. 2026-2027 Program (update):** CRACTC is continuing to expand and provide CTE learning opportunities for students throughout central and other parts of the state.

We are excited to add a few new courses within our current programming for upcoming school year selection: 1. Business Management II, 2. Business Communications, 3. Intro to Linux, 4. Mobile App Design, 5. DC Electronics, 6. AC Electronics.

Additionally, we are extremely excited to be developing and offering two courses that will incorporate a high level of collaboration with well known industries in our state and worldwide: 1. Firefighting I – We are working collaboratively with the ND Firefighters Association to develop and provide this intense learning opportunity. We are piloting the opportunity during the 26/27SY with only one section of up to 20 students. The purpose for the pilot is for both organizations to learn and better understand how to provide a high quality, yet safe, learning opportunity for students interest in Firefighting as a career or volunteering for their rural fire department. 2. Careers and the Military – We are working with representatives from the ND National Guard to develop and build a new course shell to be offered by ND CTE Centers statewide in either an online/hybrid environment, like CRACTC's current offerings, or in a face-to-face environment for students at a particular school district. The purpose of this course is to bring awareness to students of all the different types of career opportunities available to us as civilians, is also available within the military, if college is maybe not the students first interest. This too will be a pilot year, with only one section of students



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701-415-0453

- 3. CRACTC 26-27SY Calendar (need approval):** A draft of the proposed 2026-2027 CRACTC calendar is included within the Board folder for your review. We collaborate on a shared calendar with other CTE Centers and GWN ITV as we serve many of the same schools throughout central and western ND. The calendar has been provided to member schools for feedback, of which we have not received any in disagreement. We request approval for state reporting requirements.
- 4. CTE Funding Policy Change (update):** The North Dakota Department of CTE has approved a new funding policy moving forward starting in the 2026-2027 school year. The new policy focuses on the State CTE Boards initiatives for quality programming. The funding policy also utilizes teacher full-time equivalencies (FTEs) as a base of the formula, allowing each program area to be funded the same, regardless of how it previously had been funded. Multiple CTE Directors statewide have asked the Department for the applicable dollar allocations per category and/or indicator, however, the State CTE Dept is still working on those amounts. This is a concern as many Centers, such as CRACTC, and individual school district programs, as most of our member schools who have their own CTE programs at the local level, need such information as we begin to prepare our 26-27FY budgets. It is of particular concern for CRACTC and other Centers who provide a large number of online/hybrid options as the funding for us will be lower than funding provided to brick-and-mortar centers as we do not have the overhead costs associated with operating buildings, although we provide to more CTE opportunities to school districts in the state by three-fold.
- 5. Perkins V Consortium:** We are exploring the idea of starting a Perkins V funding consortium for up to eight of our member districts. This is a new venture for us, as CRACTC previously has not received, nor been involved in Perkins funding. The idea was brought forward to us as two consortiums dissolved over the past three years within our membership. Due to the CRACTC's knowledge, network, and extensive CTE experience, these schools felt we may better operate such a consortium. We are set to meet with the interested school districts via Microsoft Teams on Tuesday, January 20 to discuss guidelines and expectations, to determine school district interest and possible fiscal LEA.
- 6. CRACTC Annual Meeting:** CRACTC has been requested to restart the annual meeting we previously held prior to the new CREA/CRACTC governance structure. Currently I visit each rural member school up to three times per year, with two face-to-face on-site visits at their school in the fall and spring (along with CREA liaison, Lee Weisgarber) and a virtual check-in meeting in December. This meeting is expected to provide a deeper and more involved discussion from member superintendents. It is scheduled for January 27 at the BPS Career Academy at 1pm-3pmCT.

I will keep you updated on each of these topics and others as we move forward! If there is anything else you have questions regarding, as always, please feel free to reach out to me directly at your convenience if you would like to discuss any of these items! Thank you for your time and service!

Sincerely,  
Lyle

# GWN / CRACTC / BASC / RACTC

2026 - 2027 School Year - **Version 1.1**

## August 2026

10 days

S	M	T	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

18 1st Day of Classes

25 1st Day of College Classes (1st sem)

## September 2026

21 days

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

7 No School - Labor Day

## October 2026

20 days

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

22 No School - Teachers Convention

23 No School - Teachers Convention

## November 2026

18 days

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

11 No School - Veterans Day

25 No College ITV classes

26 No School - Thanksgiving

27 No School - Thanksgiving break

## December 2026

14 days

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

14-18 College Semester Finals week

18 End of semester and  
last day of school before  
Holiday Break

19 days

## January 2027

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

1 New Years Day

4 Classes Resume after break

12 First Day of College Classes (2nd sem)

18 No School - MLK day

19 days

## February 2027

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

15 No School - Presidents Day

19 days

## March 2027

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

8-12 College Spring Break

18-19 HS Spring Break - No ITV

26-29 No School - Easter Break

22 days

## April 2027

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

13 days

## May 2027

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

10-14 College Semester Finals Week

19 End of semester & Last day of ITV classes

1st semester ends: December 19 83 days

2nd Semester ends: May 20 92 days

Days of Instruction 175 days



Operational Expectations Monitoring Document  
OE-1 Global Operations Expectations

Certification of the Chief Executive Officer: I certify this report to be accurate

Signed,  Date: 1/16/26

X In Compliance  
\_\_\_\_\_ Compliance with Noted Exceptions  
\_\_\_\_\_ Not in Compliance

Summary statement of the CEO:

The CEO is responsible and accountable for ensuring the agency operates in a fashion that is legal, appropriate, and ethical. The operations of CREA must also be respectful, safe, prudent, and in line with board policy. The organization maintains operations at a level which is consistent with the strictest adherence to legal, ethical, and local expectations.

Disposition of the Board: Date: \_\_\_\_\_  
\_\_\_\_\_ In Compliance  
\_\_\_\_\_ Compliance with Noted Exceptions  
\_\_\_\_\_ Not in Compliance

Summary statement/direction of the Board:

OE-1 Global Operations Expectations

This set of policies outlines the standards by which the REA will conduct day-to-day business.

CEO	Board
In Compliance	In Compliance
Not in compliance	Not in compliance

The Chief Executive Officer shall not cause, allow, or fail to take reasonable measures to prevent any practice, activity, decision or organizational condition that is:				
unlawful	x			
• unethical	x			
• unsafe	x			
• disrespectful	x			
• imprudent	x			
• in violation of board policy or	x			
• endangers the organization's public image or credibility	x			





Operational Expectations Monitoring Document  
OE-3 Treatment of Stakeholders

Certification of the Chief Executive Officer: I certify this report to be accurate

Signed,  Date: 1/16/26

X In Compliance  
\_\_\_\_\_ Compliance with Noted Exceptions  
\_\_\_\_\_ Not in Compliance

Summary statement of the CEO:

The CEO ensures a culture of inclusivity and respect, both internally and externally. This includes protecting data and information, handling complaints from any stakeholder, and creates a climate that is welcoming, open, and honest. It also is focused on the Board's results.

We are four iterations into the Vital Network process of understanding our staff's perspectives on their workplace. Improvements are being made related to each division's processes, products, and procedures specific to their need. We maintain a high degree of staff appreciation for their work at CREA. We have had two complaints specific to the Shared Service - Superintendent Services, both of which were investigated and found to be insufficient findings to prove the allegations. We also have begun meeting with parents for our programming where we directly serve students to seek feedback.

Disposition of the Board: \_\_\_\_\_ Date: \_\_\_\_\_  
\_\_\_\_\_ In Compliance  
\_\_\_\_\_ Compliance with Noted Exceptions  
\_\_\_\_\_ Not in Compliance

Summary statement/direction of the Board:

The Chief Executive Officer shall maintain an organizational culture that treats all people, including citizens, staff, participants, and parents, with respect, dignity and courtesy. The Chief Executive Officer will:

	In Compliance	Not in compliance	In Compliance	Not in compliance
1.Manage information in such ways that confidential information is protected.	X			
2.Maintain processes for the effective handling of complaints	X			
3.Ensures the organization: a.Values individual differences of opinion b.Reasonably includes people in decisions that affect them c.Provides open and honest communication in all written and interpersonal interactions d.Focuses on common achievement of the boards RESULTS policies e.Maintains an open, responsive, and welcoming environment	X			



Operational Expectations Monitoring Document  
OE-8 Communicating with the board and the public

Certification of the Chief Executive Officer: I certify this report to be accurate

Signed,  Date: 1/16/26

X In Compliance  
\_\_\_\_\_ Compliance with Noted Exceptions  
\_\_\_\_\_ Not in Compliance

Summary statement of the CEO:

CEO Interpretation – The CEO ensures that the board and public are fully informed. This includes regular and thorough monitoring reports and data, information helpful to the board for actions, and significant financial events that could impact the REA, positively or negatively. It also requires that the board understands multiple perspectives regarding CREA’s standing in the communities and that all information is shared in reasonable and practical communications. It also outlines several required communications; complaints, actions necessitating board approval, major modifications of programs, new programs, and major changes to rules or policies for programs in Direct Student Services. Further, two-way dialogue is necessary with the public and an annual report is provided to the public and the State Board of Public Education with board policy progress, REA strategies and programs, and finances.

Disposition of the Board: Date: \_\_\_\_\_

\_\_\_\_\_ In Compliance  
\_\_\_\_\_ Compliance with Noted Exceptions  
\_\_\_\_\_ Not in Compliance

Summary statement/direction of the Board:

The Chief Executive Officer shall assure that the board is fully and adequately informed about matters relating to board work and significant organizational concern.

The Chief Executive Officer will:

In Compliance  
Not in compliance  
In Compliance  
Not in compliance

1.Submit required monitoring data (see policy B/CR-5–Monitoring Superintendent Performance) in a thorough, accurate and understandable fashion, according to the board’s annual work plan schedule, and including both Chief Executive Officer interpretations and relevant data to substantiate compliance or reasonable progress.	x			
2.Provide for the board, in a timely manner, information about trends, facts and other information relevant to the board’s work.	x			
3.Inform the board of significant transfers of money within funds or other changes substantially affecting the district’s financial condition.	x			
4.Assure that the board has adequate information from a variety of internal and external viewpoints to assure informed board decisions.	x			
5.Inform the board of anticipated significant or politically sensitive media coverage.	x			
6.Inform the board or individual members if, in the Chief Executive Officer’s opinion, the board or individual members have encroached into areas of responsibility assigned to the Chief Executive Officer or if the board or its members are noncompliant with any Governance Culture or Board/Superintendent Relations policies.	x			
7.Present information in simple and concise form, indicating clearly whether the information is informational, intended for decision preparation, or for formal monitoring.	x			

8.Treat all members equally and assure that all members have equal access to information.	x			
8.Invest funds in investments that are not secured or that are not authorized by law.	x			
9.Inform the board in a timely manner of any actual or anticipated noncompliance with any board Operational Expectations policy or any anticipated failure to achieve reasonable progress in any Results policy.	x			
10.Provide for the board adequate information about all administrative actions and decisions that are delegated to the Chief Executive Officer, but required by law to be approved by the board.	x			
11.Inform the board in a timely manner of the administrative disposition of complaints presented to the Chief Executive Officer by the board.	x			
12.Inform the board in advance of any deletions of, additions to or significant modifications of any programs.	x			
13. Inform the board about the effectiveness of any new or innovative programs and the Chief Executive Officer's decisions to continue or discontinue such programs.	x			
14.Inform the board of any new or modified rules, policies or practices for Direct Student Services no later than 60 days prior to implementation.	x			
The Chief Executive Officer shall assure that the public is adequately informed about the condition and direction of the REA. The Chief Executive Officer will:				
1.Assure the timely flow of information, appropriate input, and strategic two-way dialog between the REA and the stakeholders that builds understanding and support for REA efforts.	x			

<p>2.Prepare and publish, on behalf of the board, an annual progress report that includes the following items:</p> <p>a.Data indicating progress toward accomplishing the board’s Results policies.</p> <p>b.Information about REA’s strategies, programs and operations intended to accomplish the board’s Results policies.</p> <p>c.Revenues, expenditures and costs of major programs and a review of the REA’s financial condition.</p>	x			
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## Results

Certification of the Chief Executive Officer: I certify this report to be accurate

Signed,

A handwritten signature in black ink, appearing to be 'J. J. Smith', is written over a horizontal line.

Date:

1/16/26

X In Compliance  
\_\_\_\_\_ Compliance with Noted Exceptions  
\_\_\_\_\_ Not in Compliance

Summary statement of the CEO:

" CEO Interpretation - CREA will provide services, programs, and support to schools in a way that is helpful to schools, is authentic, and makes their job easier. Further, these supports are developed in large and small capacities and for schools in who are multi-building or single classroom. Programs are developed with three main delivery modalities; programs that work directly with students, programs that train school employees, and programs that support school operations and effectiveness. Additionally, CREA must create new programs that meet the mission of the organization.

The CREA provides immense programming in response to the needs of the schools. We humbly pivot when programs aren't meeting the needs and search for innovative ways to enhance programs without new funding. "

Disposition of the Board:

Date:

\_\_\_\_\_

\_\_\_\_\_ In Compliance  
\_\_\_\_\_ Compliance with Noted Exceptions  
\_\_\_\_\_ Not in Compliance

Summary statement/direction of the Board:

Data Analysis

R1 - Mission

CEO      Board

Compliance	Compliance	Compliance	Compliance
In Compliance	Not in compliance	In Compliance	Not in compliance

X			
X			

				Met
e to serving a purpose				
				Met
e to making a difference				
				Making Progress
				71%
				Met



Indicator 5									Met
Direct Student	Professional	Technical Assistance and Coaching	Emerging Programs	Organizational Capacity*					
Program	Program	Program	Program	Program					
Arts Lab For You	Crisis Prevention and Response	BHERO	Juvenile Justice Transition	Business Manager Services					
BCBA Services	Customized , School based Training	Crisis Response Teams	Medicaid-eligible services	Superintendent Services					
Check and Connect	Online book studies	Instructional Coaching	NDJJSAG Juvenile Detention Prevention						
CRATC	Poverty Simulation	NDFSCS	Medicaid-eligible services						
EL Services	Regional Workshops	New Teacher Support Network							
ESP	Restorative Practices	Scrubs Camp							
ND eCare	School Finance	STOPit							
ND Math Corps	Science of Reading	TSI/CSI Support							

ND Reading Corps	Standards Based Teaching and Learning	Grad 701		
School Counseling Services	Behavioral Health (B-HERO trainings)			
School Psych Services	Medication Administration			
SLP Services	Bus Driver Wokshop			
Specially Designed Services				



## Professional Learning

Certification of the Chief Executive Officer: I certify this report to be accurate

Signed,

A handwritten signature in black ink, appearing to read 'Lyndsi Engstrom', is written over a horizontal line.

Date:

1/16/26

X In Compliance  
\_\_\_\_\_ Compliance with Noted Exceptions  
\_\_\_\_\_ Not in Compliance

Summary statement of the CEO:

CEO Interpretation – All school staff will have access to training that provides an increase in their capacity to do their job. This is achieved through professional learning focused on four areas: instructional practices, content-knowledge, tiered responses, and non-classified practice and knowledge.

Professional development programming was enhanced through strategic operational changes, alignment with state requirements and initiatives, and highly focused leadership of the COO, Lyndsi Engstrom. Intentional awareness and feedback gathering from districts helped to realign specific PD to be more relevant and available to schools and staff. Increased attention on staff capacity and scheduling allowed for careful attention to high-need areas for schools. Finally, aligning with state initiatives and school timelines/administrator desires created opportunities for offsetting costs and increasing offerings.

Disposition of the Board:

Date:

\_\_\_\_\_

\_\_\_\_\_ In Compliance  
\_\_\_\_\_ Compliance with Noted Exceptions  
\_\_\_\_\_ Not in Compliance

Summary statement/direction of the Board:

## Data Analysis

### R3 - Professional Learning

Education Personnel will understand and demonstrate increased knowledge and/or skill that will assist them in their daily profession. This includes, but is not limited to:

CEO  
In Compliance  
Not in compliance  
Board  
In Compliance  
Not in compliance

1.Core Instructional Practices (planning/preparation for learning; classroom management; delivery of instruction; assessment and monitoring; family/community outreach, etc)	X			
2.Content-Specific (reading, writing, mathematics, physical education, foreign language, etc)	X			
3.Multi-Tier Systems Support (interventions; trauma-informed practices; PTR; etc)	X			
4.Other Education Personnel (medication administration; bus driver training; para/aide assistance; culinary skills, etc)	X			

Indicator 1	Participation		70% of schools		100%
		Program	Schools		
		CRSoR	25		
		B-HERO	27		
		Poverty Sim	6		
		Funding Your Plan	2		
		CSI/TSI	2		
		Fall PD Day	7		
		Winter PD Day	9		
		Lit Summit 24	17		
Indicator 2	Depth of Participation		30% of schools in ongoing PL		100%
		Program	Schools		
		CRSoR	26		

B-HERO	2
Math	5
BTN/ND RISE	4
CRSBTL	4
SEEDS	2

Indicator 3	Change in Knowledge		90%	98%
Indicator 4	Change in Skill		90%	98%
Indicator 5	Change in Practice		90%	99%
Indicator 6	Value Add		80%	99%