CREA Central Regional Education Association

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CREA Governing Board 2026 Q3 Agenda
August 20, 2026, 4:30pm
Virtual Meeting

1. Consent Agenda
   a. Minutes
   b. Financials
   c. Director's Report
2. Policy Review
   a. OE-2: Emergency CEO Succession
   b. OE-4: Personal Administration
   c. OE-7: Asset Protection
   d. R-2: Direct Student Service
3. Meeting Evaluation
   a. What went well?
   b. What would improve our meetings?
   c. What changes might we make?

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CREA GOVERNING BOARD MEETING MINUTES

Q2 – Wednesday, May 27, 2026, 5:30 PM

Meeting was called to order at 5:33 PM.

Board members Amanda Peterson, Lacey Laudenschlager, Celeste Thingvold, Sheila Schlafmann, and Jennifer Wallander were present. A quorum was established. Board members Larry Derr, Lori Furaus, and Richard Bjerklie were absent.

Directors Luke Schaefer, Lyndsi Engstrom, Brandt Dick, and Genelle Olson were present, as well as CRACTC Assistant Director, Lyle Krueger.

I. Consent Agenda
   a. Minutes
   b. Financials
   c. Director's Report
      i. Amanda Peterson made a motion to approve the Consent Agenda. Celeste Thingvold seconded the Motion. Motion carried unanimously.

II. Policy Review – Luke Schaefer provided his interpretations/summary of each policy.
   a. BCR-1: Governance-Management Connection
      i. Amanda Peterson made a motion to find BCR-1 in compliance as presented. Sheila Schlafmann seconded the motion. Motion carried unanimously.
   b. BCR-2: Unity of Control
      i. Amanda Peterson made a motion to find BCR-1 in compliance as presented. Sheila Schlafmann seconded the motion. Motion carried unanimously.
   c. BCR-3: Staff Accountability
      i. Amanda Peterson made a motion to find BCR-1 in compliance as presented. Sheila Schlafmann seconded the motion. Motion carried unanimously.
   d. BCR-4: Authority of Chief Executive Officer
      i. Amanda Peterson made a motion to find BCR-1 in compliance as presented. Sheila Schlafmann seconded the motion. Motion carried unanimously.
   e. BCR-5: Chief Executive Officer Accountability
      i. CEO Evaluation
      ii. Amanda Peterson made a motion to find BCR-1, including the CEO Evaluation, in compliance as presented. Sheila Schlafmann seconded the motion. Motion carried unanimously.
   f. OE-5: Financial Planning
      i. Amanda Peterson made a motion to find OE-5 in compliance as presented with noted exceptions. Celeste Thingvold seconded the motion. Motion carried unanimously.
   g. OE-6: Financial Administration
      i. Amanda Peterson made a motion to find OE-6 in compliance as presented. Celeste Thingvold seconded the motion. Motion carried unanimously.
   h. OE-9: Program Services

i. Amanda Peterson made a motion to find OE-9 in compliance as presented. Celeste Thingvold seconded the motion. Motion carried unanimously.

i. R-4: Research and Design of Programming

i. Celeste Thingvold made a motion to find R-4 in compliance as presented. Amanda Peterson seconded the motion. Motion carried unanimously.

III. Board Self-Assessment – Board members self-reflected and evaluated performance within the meeting.

Meeting adjourned at 6:14 PM. The next quarterly meeting will be held in August.

Esther Jazzi

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Account Number	Description	Previous Balance	Current Month	Ending Balance
Fund: 01	**GENERAL FUND**			
Current Assets				
01 101	CASH IN BANK	195,406.33	(25,874.24)	169,532.09
01 102	SWEEP ACCOUNT	1,306,145.71	(211,876.42)	1,094,269.29
	Current Assets Subtotal:	1,501,552.04	(237,750.66)	1,263,801.38
Other Assets				
01 301	ESTIMATED REVENUE	11,001,921.54	0.00	11,001,921.54
01 302	REVENUE CONTROL	(8,383,458.29)	(749,468.99)	(9,132,927.28)
	Other Assets Subtotal:	2,618,463.25	(749,468.99)	1,868,994.26
	Total Assets and Deferred Outflows of Resources:	4,120,015.29	(987,219.65)	3,132,795.64
Current Liabilities				
01 421	ACCOUNTS PAYABLE	24,874.35	1,249.42	26,123.77
01 472	COMPENSATED ABSENCES	0.00	0.00	0.00
01 473	RETIREMENT PAYABLE	(17,496.83)	600.97	(16,895.86)
01 474	ND PERS	(61,628.03)	0.00	(61,628.03)
01 478	SIT PAYABLE	17,929.00	1,760.00	19,689.00
01 479	FIT PAYABLE	0.00	0.00	0.00
	Current Liabilities Subtotal:	(36,321.51)	3,610.39	(32,711.12)
Other Liabilities				
01 601	APPROPRIATIONS	12,426,942.86	0.00	12,426,942.86
01 602	EXPENDITURES/EXPENSES	(8,773,759.00)	(990,830.04)	(9,764,589.04)
	Other Liabilities Subtotal:	3,653,183.86	(990,830.04)	2,662,353.82
Fund Balance				
01 770	RESTRICTED NET ASSETS	1,928,174.26	0.00	1,928,174.26
01 771	BUDGETED FUND BALANCE	(1,425,021.32)	0.00	(1,425,021.32)
	Fund Balance Subtotal:	503,152.94	0.00	503,152.94
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	4,120,015.29	(987,219.65)	3,132,795.64

Account Number	Description	Previous Balance	Current Month	Ending Balance
Fund: 01	**GENERAL FUND**			
Current Assets				
01 101	CASH IN BANK	169,532.09	(105,262.02)	64,270.07
01 102	SWEEP ACCOUNT	1,094,269.29	25,163.33	1,119,432.62
	Current Assets Subtotal:	1,263,801.38	(80,098.69)	1,183,702.69
Other Assets				
01 301	ESTIMATED REVENUE	11,001,921.54	0.00	11,001,921.54
01 302	REVENUE CONTROL	(9,132,927.28)	(829,942.61)	(9,962,869.89)
	Other Assets Subtotal:	1,868,994.26	(829,942.61)	1,039,051.65
	Total Assets and Deferred Outflows of Resources:	3,132,795.64	(910,041.30)	2,222,754.34
Current Liabilities				
01 421	ACCOUNTS PAYABLE	26,123.77	2,840.64	28,964.41
01 472	COMPENSATED ABSENCES	0.00	0.00	0.00
01 473	RETIREMENT PAYABLE	(16,895.86)	1,251.43	(15,644.43)
01 474	ND PERS	(61,628.03)	0.00	(61,628.03)
01 478	SIT PAYABLE	19,689.00	1,816.00	21,505.00
01 479	FIT PAYABLE	0.00	0.00	0.00
	Current Liabilities Subtotal:	(32,711.12)	5,908.07	(26,803.05)
Other Liabilities				
01 601	APPROPRIATIONS	12,426,942.86	0.00	12,426,942.86
01 602	EXPENDITURES/EXPENSES	(9,764,589.04)	(915,949.37)	(10,680,538.41)
	Other Liabilities Subtotal:	2,662,353.82	(915,949.37)	1,746,404.45
Fund Balance				
01 770	RESTRICTED NET ASSETS	1,928,174.26	0.00	1,928,174.26
01 771	BUDGETED FUND BALANCE	(1,425,021.32)	0.00	(1,425,021.32)
	Fund Balance Subtotal:	503,152.94	0.00	503,152.94
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	3,132,795.64	(910,041.30)	2,222,754.34

Account Number	Description	Previous Balance	Current Month	Ending Balance
Fund: 01	**GENERAL FUND**			
Current Assets				
01 101	CASH IN BANK	64,270.07	(30,712.33)	33,557.74
01 102	SWEEP ACCOUNT	1,119,432.62	250,062.27	1,369,494.89
	Current Assets Subtotal:	1,183,702.69	219,349.94	1,403,052.63
Other Assets				
01 301	ESTIMATED REVENUE	11,001,921.54	0.00	11,001,921.54
01 302	REVENUE CONTROL	(9,963,453.89)	(1,193,346.32)	(11,156,800.21)
	Other Assets Subtotal:	1,038,467.65	(1,193,346.32)	(154,878.67)
	Total Assets and Deferred Outflows of Resources:	2,222,170.34	(973,996.38)	1,248,173.96
Current Liabilities				
01 421	ACCOUNTS PAYABLE	28,964.41	1,904.05	30,868.46
01 472	COMPENSATED ABSENCES	0.00	0.00	0.00
01 473	RETIREMENT PAYABLE	(15,644.43)	(90.23)	(15,734.66)
01 474	ND PERS	(61,628.03)	0.00	(61,628.03)
01 478	SIT PAYABLE	21,505.00	1,861.00	23,366.00
01 479	FIT PAYABLE	0.00	0.00	0.00
	Current Liabilities Subtotal:	(26,803.05)	3,674.82	(23,128.23)
Other Liabilities				
01 601	APPROPRIATIONS	12,426,942.86	0.00	12,426,942.86
01 602	EXPENDITURES/EXPENSES	(10,681,122.41)	(977,671.20)	(11,658,793.61)
	Other Liabilities Subtotal:	1,745,820.45	(977,671.20)	768,149.25
Fund Balance				
01 770	RESTRICTED NET ASSETS	1,928,174.26	0.00	1,928,174.26
01 771	BUDGETED FUND BALANCE	(1,425,021.32)	0.00	(1,425,021.32)
	Fund Balance Subtotal:	503,152.94	0.00	503,152.94
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	2,222,170.34	(973,996.38)	1,248,173.96

Account Number	Description	Previous Balance	Current Month	Ending Balance
Fund: 07	**FOUNDATION FUND**			
Current Assets				
07 101	CASH IN BANK	51,704.53	0.00	51,704.53
07 111	CD INVESTMENTS	0.00	0.00	0.00
07 116	EDWARD JONES INVESTMENTS	100,000.00	0.00	100,000.00
07 117	STIFEL INVESTMENTS	100,000.00	0.00	100,000.00
	Current Assets Subtotal:	251,704.53	0.00	251,704.53
Other Assets				
07 302	REVENUE CONTROL	(335,832.32)	0.00	(335,832.32)
	Other Assets Subtotal:	(335,832.32)	0.00	(335,832.32)
	Total Assets and Deferred Outflows of Resources:	(84,127.79)	0.00	(84,127.79)
Other Liabilities				
07 602	EXPENDITURES/EXPENSES	(310,337.60)	0.00	(310,337.60)
	Other Liabilities Subtotal:	(310,337.60)	0.00	(310,337.60)
Fund Balance				
07 770	RESTRICTED NET ASSETS	226,209.81	0.00	226,209.81
	Fund Balance Subtotal:	226,209.81	0.00	226,209.81
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	(84,127.79)	0.00	(84,127.79)

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CREA Governing Board Q3 - 2026 Memo

It is the start of the 26-27 school year! This means much in changes for CREA as schools are experiencing change, as well. In the Director's Report I will discuss one primary item; continuous improvement review.

Director's Report

1. Continuous Review Process
    a. CREA piloted a review process that all ND REAs will engage in through May 15. We were provided a team of reviewers who evaluated a multitude of resources from CREA and measured them against standards for REA success. The team was made up of the Nebraska State Director of their ESU (REA), an REA representative from NESC and NCEC, a superintendent from the East side of the state, and a DPI representative. We scored a 3 (of 4) in all four domains, with our lowest scores (2) coming in Leadership Growth, Reflection and Adaptation of programs, and partnerships is communities. Our highest scores were in NDREA engagement and staffing/retention. Our highest improvement priority is to strengthen our impact review process. The full report can be found here.

Policy Review

a. BCR-5: Chief Executive Officer Accountability
    i. CEO Evaluation

2. OE-2: CEO Succession
    a. You will find the policy, my interpretation, and a succession guide outlining the policy requirements. Some changes were made, most notably an update concerning my involvement in providing direct Superintendent services. With the increase in requests across the state, I have had to begin assisting with serving as the superintendent for one school. I felt this was necessary to include in the succession guide and that the program should be revisited with a new CEO or with an emergency vacancy.
3. OE-4: Personnel Administration
    a. OE-4 outlines how the Board requires personnel to be recruited, hired, onboarded, treated, supervised, evaluated, and offboarded. Our

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continuous improvement observed this as a strength. Of note, they concluded the strength statement with, "CREA demonstrates a high level of capacity in maintaining a stable, well-supported workforce able to sustain agency services."

4. OE-7: Asset Protection
    a. The report will show our limits of liability, insurance, and bonding, protecting the financial and equipment assets. Further, the report describes assurances the CEO will not put the organization in jeopardy of legal or PR consequences. CREA continues to operate within that parameter, staying out of news cycles, and most importantly, out of situations that require legal counsel or damage control. There are certainly situations where legal counsel is sought, however our work with hiring the best available staff members proves to be helpful.
5. R-2: Direct Service
    a. Programming continues to function well. Direct service carries the largest budget areas, including Early Intervention, Extended School Program, and CRACTC. It also includes the shared staffing programs that have been increasingly requested, even though we do not advertise this offering of superintendent and business management services. While all our programs require staff, these account for the largest number of personnel carrying out our mission to serve a purpose and make a difference in every school, no matter how small or big. We continue to temper the growth of staff based on the needs of our schools with ensuring a highly effective organization, however our agency leads are being called into service more often and organizational improvements are harder to achieve. This is a goal for the entire Cabinet this year.
6. Meeting Evaluation
    a. What went well?
    b. What would improve our meetings?
    c. 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.

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

Hello CREA/CRACTC Board Members,

Hope you are all doing well! Below are some larger item updates regarding CRACTC business that I wanted to keep you in the loop on.

1. **Brick & Mortar Programming (update):** Bismarck Public Schools was approved to move eight CTE program areas under the CTE Center starting this fall. As you know, we have worked very closely over the past 17 years, with sharing teachers, equipment, building space, and BPS is the fiscal agent for CRACTC. Director Phillips and I are working on plans to better integrate Professional Learning plans that is inclusive of our online/hybrid teachers, along with the face-to-face teachers at the Bismarck Career Academy & Technical Centers, Hughes, Silver Ranch, BHS, CHS, and LHS.

2. **2026-2027 Program (update):** As I mentioned last May, CRACTC spring registrations resulted in a little over 1,000 registrations for the 26/27SY within our ten program areas. We are excited about offering the following new courses: Business Management II, Business Communications, AC & DC Electronics, Firefighting, and Careers and the Military. We hired a new Health Science teacher, but in late July, unfortunately lost another, therefore all of our Health Science teachers will be on overload contracts, along with us purchasing 0.6FTEs from the Roughrider Area Career and Technical Center to help with our enrollment numbers this year.

3. **Transition from PowerSchool to Infinite Campus:** The transition from PowerSchool student information system to the Infinite Campus system has been a long and tenuous struggle, especially for us. CRACTC leads, but shares, our student information site with the Bakken Area Skills Center (BASC – Watford City), Roughrider Area Career and Technical Center (RACTC – SW Region), and Great Western Network ITV Consortium (GWN ITV – Washburn). Due to the uniqueness of several separate entities sharing a site, as well as the nuances associated with working with 60+ different schools, learning the process for “inter cross site networking” on both our side and for the schools, and losing all control to reserve student seats from our registration process last spring, has made things extremely challenging to be fully operational for our August 18 start date. Nonetheless, we are striving to do just that, while providing strong customer service along the way!

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

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the overhead costs associated with operating buildings, although we provide to more CTE opportunities to school districts in the state by three-fold.

Although the new funding policy has been approved, to the best of my current knowledge, we have not yet received our expected funding amount for the 2026-2027 fiscal year.

5. **Perkins V Consortium:** Along with CRACTC joining the BPS Perkins V consortium, the State CTE Department has been working to implement a new reporting system called FLUXX. The system is being uniquely built for ND CTE needs and we are interested to get involved within it this year.

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

Pat Phillips, Interim Director
Pat.Phillips@bismarckschools.org

Lyle Krueger, Assistant Director
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Amy Johnson, Registrar
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Operational Expectations Monitoring Document

OE-2 Emergency CEO Succession

Certification of the CEO: I certify this report to be accurate

Signed, Date: 8/10/26

X In Compliance

________ Compliance with Noted Exceptions

________ Not in Compliance

Summary statement of the CEO:

The CEO is required to update a succession plan for either separation from the agency or a short-term absence. The plan should include an appropriate lead who can assume duties in an emergency and should address ongoing duties and responsibilities. Further, the succession plan should encapsulate all major responsibilities of the CEO to assist with onboarding a new CEO.

Disposition of the Board: Date:

In Compliance

________ Compliance with Noted Exceptions

________ Not in Compliance

Summary statement/direction of the Board:

OE-2 Emergency CEO Succession	CEO		Board	
	In Compliance	Not in compliance	In Compliance	Not in compliance
The CEO has a written plan for the designation of at least one other executive staff member who is familiar with the board's governance process and issues of current concern and is capable of assuming the CEO responsibilities on an emergency basis until the board appoints a temporary or permanent replacement.	X			
The CEO has a written plan for succession in the event of the CEO position being vacated.	X			

Emergency Succession Plan: Responsibilities for Emergency Replacement and a Vacated Position

In the event of the Chief Executive Officer lacking the capacity to lead the organization in an emergency situation or if the position is ever vacated, this chart serves the purpose of a guide for replacement. For each organizational area, the status in the "as of" column is a brief list of duties. In the "next steps" column, any upcoming deadlines or next steps are listed. Items or actions that are high priority or that would need to be addressed immediately are listed in the "special attention" column.

	Category	Duties as of January. 2026	Next Steps	Items Requiring Special Attention	Emergency Replaceme nt	Vacated Position
STATEWIDE COMMITMENTS	ESSA Planning Committee: REA Representative	Attend regularly scheduled (quarterly or more) planning meetings for ESSA plan in ND, offering a regional perspective	Contact Jen Carlson NESC, to notify and inform her to contact NDDPI Supt with newly appointed REA representative	If short term, set term limit	NDREA	NDREA
	ND Statewide Visioning Committee: REA Representative	Attend quarterly meetings with representatives from every entity associated with education in ND to continue planning for the statewide vision	Contact Jen Carlson NESC, to notify and inform her to contact NDDPI Supt with newly appointed REA representative	https://www.nd.gov/dpi/sites/www/files/documents/Superintendent/NDEducationVisionAlignedInitiatives2020.pdf If short term, set term limit	NDREA	NDREA
	ND Coordination Council: Chair	Plan, organize, and oversee Coordination Council Chief Executive Officer and meetings	Contact Governor's Office for a new appointment for REA representative	If short term, inform Mark Vollmer to make decision	NDREA	NDREA
	NDCEL Board: REA Representative	Attend regularly scheduled (quarterly or more) meetings for NDCEL as REA representative	Contact Aimee Copas with newly appointed REA representative	Must be a NDREAL member; If short term, set term limit	NDREA	NDREA
	NDFIRST State Advisory Team	Plan, communicate, operationalize statewide efforts relating to NDA+, NDDPI SpEd, NDDPI Innovations, NDDPI Academic Support, NDDPI Title, and NDCEL. Ensure continued vision of TSI/CSI ESSA operations	Contact Amanda Pederson, NDDPI for ESSA planning	If short term, no change	NDREA	NDREA
	AESA Board Mwember	Represent ND and the Central region of AESA on the board, attend, present, and assist at conferences, prepare for retirement of AESA CEO	Notify AESA CEO or COO of separation		None	None
	NDREA President	Work with other REA Directors to plan agenda for bi-monthly meetings with 6 REAs and NDDPI REA Liaison. See	Contact Jennifer Carlson, NESC	New vote for position October 2027 and every two years after that; If short	NDREA	NDREA

CREA Central Regional Education Association

		lobbying restrictions or register as lobbyist.		term, set term limit. Lobbying rules		
ORGANIZATION	Board Development	Onboard new board members to Governance Culture for 1st meeting in January; Prepare and send adequate reports one week prior to board meetings of OE and R policies according to General Policy Monitoring Schedule.	Conduct policy review for students/schools and replacements with children/communities	Board TEAMS– Central Regional Education Association Governing Board Policy TEAMS – Central Regional Education Association Governing Board_Files_General_Policy Monitoring_CREAPolicies	R – C-Suite A - COO	New CEO
	Strategy	Review, revise, and lead strategic plan, including R policy indicators, mission, vision, values, and VOI Prepare for next Improvement Visit – Fall 2027	Engage with other REAs to understand determination of REA improvement process	New process for REAs expected fall 2025	R - COS A - COO	New CEO
	Mission, Vision, Values	Embed CREA materials to include mission, vision, values. Complete Values-Driven planning for staff reviews. Monitor R policies by measuring indicators and program outcomes.	Prepare logic models for all programs	If short term, no change	R/A - COO	New CEO
	Culture and Climate	Conduct CREA Culture and Climate Survey	Fall, Winter, Spring	If short term, no change	A - COO	New CEO
	Foundation Leadership and Board Development	Hold one meeting/year. Plan for financial advances and reimbursements with Foundation and CREA.	Contact Foundation Board members.	Make note of each funder for the Foundation	R/A - CFO	New CEO
OPERATIONS	Financial Accountability and Health	Review and provide budget for upcoming year based on YTD and 3-year budget, considering plans for program change and needs assessment results as they come in through spring. Assess new grants to be applied for in CREA and Foundation. Ensure Audit is conducted	Update Adam Tescher, NDDPI, for Flowthrough Changes. Update ND Secretary of State for Articles of Incorporation status July; SAM.gov for DUNS eligibility March; IRS for Foundation June; IRS for CREA July	G5, DUNS and accompanying numbers, ND Secretary of State, EIN, Grants.gov, JustGrants, Swift, Wex, DIAMD, Authorized Rep for Federal programs	R - C-Suite A - CFO *Signature authority is provided to CFO for checks	New CEO
	Property	Pay attention to lease deadlines. Plan for appropriate space with regards to Alternative Work arrangements			R/A - CFO	New CEO

Commented [SL1]: North Dakota Century Code, Section 54-05.1-01, defines a lobbyist as "Any person who, in any manner whatsoever, directly or indirectly, performs any of the following activities:
1 Attempts to secure the passage, amendment, or defeat of any legislation by the legislative assembly or the approval or veto of any legislation by the governor of the state.
2 Attempts to influence decisions made by the legislative council or by an interim committee of the legislative council."
Chapter NDCC 54-05.1-02 does not apply to any person who is:
1 A legislator
2 A private citizen appearing on his own behalf
3 An employee, officer, board member, volunteer, or agent of the state or its political subdivisions whether elected or appointed and whether or not compensated, who is acting in that person's official capacity.
4 Invited by the chairman of the legislative council, an interim committee of the legislative council, or a standing committee of the legislative assembly to appear before the council, interim committee, or standing committee for the purpose of providing information.
5 An individual who appears before a legislative committee for the sole purpose of presenting testimony on behalf of a trade, or professional organization, or a business or industry if the individual is introduced to the committee by the registered lobbyist for the trade, or professional organization or the business, or industry.

	Communication	Responsible for all communications with Superintendents. Accountable for external and internal communications processes	Follow plan that is created	Plan for superintendent advisories	R - COS A – COO	New CEO
	Staff Evaluation	Evaluate officers and directors, Includes regular progress meetings, and written report			R/A - COO	New CEO
	Staff Supervision	Supervise cabinet members. Includes signing staff leave, expense forms, etc			R/A - COO	New CEO
	Adherence to OE and R Policies	Ensure that adopted OE and R policies are planned for, followed, evaluated, and reported to the board	Indicators are identified. Processes for each OE and R reporting should be followed using the policy, indicators, and reporting template		R - C-Suite A - COO	New CEO
	Partnerships/Relationships	Monthly check-in (in-person, as often as possible) with major vendors, contractors, and grantors (STOPit, DHHS (behavioral health, juvenile justice), DPI (all departments), Gov's office, eCare, NDCEL, NDSBA, Council of the Arts, ND Association of Counties,	Develop relationships quickly. Review grants and contracts in Fiscal office. Visit with program leads		R- COS A - COO	New CEO
	Human Resources	Ensure that deadlines are met. Verify continuance of EAP programs – choose appropriate one. Consider adjustments of health plans yearly – January Renewal. Review Staff handbook annually or as needed. Provide regular support to all supervisors for difficult HR cases. Directly responsible for determining use of legal counsel	Follow and update Trello when making new hires. Work with business office to conduct end of year reports for Workers Comp, IRS, BCBS, and TFFR/PERS.	Trello has everything known	R – HR Support Staff, CFO A – COO *Signature authority is provided to COO for hires/terminations	New CEO
PROGRAMMING	Research/Design/Development	Stay abreast of **PD, NDA+. 1915i,** (ESSA:Targeted) **Direct Services** (Special Ed/Tier III Support;) Superintendent Services	Pay attention to grant requirements.		COO –	New CEO
	Delivery	Stay abreast of **PD,**(TSS; TIPS; Multicultural Coalition Building) **Direct Services** (eNursing; Counseling, EL; SLP; Title III; ESP Grant; ESP Fee; Reading Corps; CRACTC Hands-On Days; Health Fairs; Early Intervention)	Check-in with each program monthly or more. Set new Authorized Rep for Title III (sign all bills),, eNursing, ESP Grant at board meeting.		COO –	New CEO

CREA Central Regional Education Association

Infrastructure	Org Chart review and revision. Budget tracker. Admin support review. Standard operation procedure review. Weekly Officer meeting – CREA direction, mission, and initiative needs. Monthly Leadership meeting – CREA processes, evaluation protocols, feedback	Scheduled by COO; agenda created by all participants. Intended for group problem-solving, organizational planning, preparation	Talk with Officers to best apply supports	COO –	New CEO
Evaluation	School Visits in Spring and Summer. Eval data to Chris, SEEC, by June. Conduct regular evals for all programs. Ensure regular adherence to R policies.	Review R policies to determine what has been evaluated and how, specifically R4 and R2 to ascertain logic models and program outcome goals.		COO –	New CEO
Superintendent Services	Provide direct support to Sawyer school; Accountable for state reports and deadlines, County Supt duties; board development; budget verification; principal supervision. Work with Dave Steckler for principal coaching.	Discuss with CFO	Review previous board meeting, DPI deadlines. Discuss necessary changes with CFO. Discuss changes with principals.	CFO	CFO

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Operational Expectations Monitoring Document

OE-4 Personal Administration

Certification of the CEO: I certify this report to be accurate

Signed, Date: 8/3/26

X In Compliance
_______ Compliance with Noted Exceptions
_______ Not in Compliance

Summary statement of the CEO:

The CEO is required to have appropriate processes and administrative policies for Human Talent and Resources, beginning with searching for new employees and the hiring process through to improving staff members and on to appropriate off-boarding of staff.
This year, staffing numbers remained somewhat stagnant with over 170 staff members and roughly 80 FTE, with both numbers varying based on afterschool programming. Of note, this is the first year that CREA has received personnel complaints and so the process was tested for handling complaints. We received six complaints in a three month span. All three were investigated and our personnel were found to have followed policies appropriately, acted appropriately, and the process was proven effective. CREA staff report an appreciation for the autonomy they feel and the sense that they are treated as professionals, according to our staff culture and climate process. Overall, 5.5 out of 7 CREA staff plan to continue working at CREA and would recommend working for us to a friend. We are working diligently on standing up appropriate permissions using our technology for internal access to records, however working through ITD is proving difficult so we continue to manually protect data with appropriate MFA, password-protected files.

Disposition of the Board: Date:

In Compliance
_______ Compliance with Noted Exceptions
_______ Not in Compliance

Summary statement/direction of the Board:

OE-4 Personal Administration	CEO		Board	
The CEO shall assure the recruitment, employment, development, evaluation and compensation of district employees in a manner necessary to enable the organization to achieve its Results policies. The CEO will:	In Compliance	Not in compliance	In Compliance	Not in compliance
1.Conduct extensive background inquiries and checks prior to hiring any paid personnel. This includes temporary, contractual and permanent positions., as well as volunteers who have unsupervised contact with students.	X			
2.Recruit and select the most highly qualified and best-suited candidates for all positions. This includes temporary, contractual and permanent positions.	X			
3.Administer clear personnel rules and procedures for employees.	X			
4.Effectively handle complaints and concerns.	X			
5.Maintain adequate job descriptions for all staff positions.	X			
6.Protect confidential information.	X			
7.Develop compensation and benefit plans to attract and retain the highest quality employees by compensating employees consistent with the applicable marketplace, including but not limited to organizations of comparable size and type, and within available resources.	X			
8.Consistent with the CEO's own evaluation, evaluate all employee performance according to their contribution toward achieving the board's Results policies and their compliance with the board's Operational Expectations policies.	X			
9.Assure that the evaluation of all programmatic and administrative personnel is designed to: a.Improve and support program effectiveness/efficiency; b.Measure and document both excellent performance and unsatisfactory performance; c.Link programmatic and administrator performance with multiple measures of project performance and operational efficiencies toward achieving Results policies.	X			
10.Ensure that all staff members are qualified and trained to perform the responsibilities assigned to them.	X			
11.Maintain an organizational culture that positively impacts the ability of staff to responsibly perform their jobs and allows them to work in an environment of professional support and courtesy.	X			

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Operational Expectations Monitoring Document

OE- 7 Asset Protection

Certification of the CEO: I certify this report to be accurate

Signed, Date: 8/14/26

X In Compliance
________ Compliance with Noted Exceptions
________ Not in Compliance

Summary statement of the CEO:

The CEO is accountable of reprotection and maintenance of assets through insurance coverage, bonding of financial staff, mitigating loss, and securing records. Further, the CEO does not have the ability to invest in unsecured funding opportunities, dispose of real property except in normal operations, let equipment be used inappropriately or undermaintain equipment, or allow the agency to be damaged in its credibility or allow it to be liable for legal improprieties.

Disposition of the Board: Date:

In Compliance
________ Compliance with Noted Exceptions
________ Not in Compliance

Summary statement/direction of the Board:

OE- 7 Asset Protection	CEO		Board	
The CEO will assure that all organizational assets are adequately protected, properly maintained, appropriately used and not placed at undue risk.	In Compliance	Not in compliance	In Compliance	Not in compliance
The CEO will:				
1.Maintain property and casualty insurance coverage on CREA property and its programming property with limits equal to 100% of replacement value	X			
2.Maintain both Errors and Omissions and Comprehensive General Liability insurance coverage protecting board members, staff and the district itself in an amount that is reasonable for REAs of comparable size and character.	X			

3.Assure that all personnel who have access to material amounts of REA funds are bonded and/or covered by employee loss insurance.	X			
4.Protect intellectual property, information, files, records and fixed assets from loss or significant damage.	X			
5.Properly preserve and dispose of all records related to affairs or business of the REA.	X			
The CEO may not:				
6.Allow facilities and equipment to be subject to improper use or insufficient maintenance	X			
7.Unnecessarily expose the REA, the board or staff to legal liability.	X			
8.Invest funds in investments that are not secured or that are not authorized by law.	X			
9.Purchase or sell real estate, including land and buildings.	X			
10.Take any action that damages the district's public image or credibility.	X			
11.Dispose of personal property except as associated with the normal course of business.	X			

CREA is in compliance with OE-7. The following explanations of the reason for the determination of compliance are listed underneath most of the statements listed below. The Chief Executive Officer has kept his practice within the guidance given in items 6-11.

OE-7 – Asset Protection

The Chief Executive Officer will assure that all organizational assets are adequately protected, properly maintained, appropriately used and not placed at undue risk.

The Chief Executive Officer will:

1. Maintain property and casualty insurance coverage on CREA property and its programming property with limits equal to 100% of replacement value.

Central Regional Education Association carries property coverage with NDIRF, policy number IM1299. Coverage is on a blanket basis in the amount of $138,500 with a $500 deductible.

Coverage in the amount of $35,000 is also provided for computers. This has a $500 deductible as well. This policy with NDIRF also affords money & securities coverage for two locations, $6,000 for the Minot location and $19,000 for the Bismarck location with a $500 deductible. Auto Insurance coverage is provided by NDIRF, policy BA2425, with a $10,000,000 combined single liability limit (CSL) and all units have comprehensive and collision coverage with the exception of a 2014 Honda. The comprehensive deductible is $250, and the collision deductible is $500.

2. Maintain both Errors and Omissions and Comprehensive General Liability insurance coverage protecting board members, staff and the REA itself in an amount that is reasonable for REAs of comparable size and character.

General Liability coverage, including governance liability, with a limit of $10,000,000 is written through NDIRF, policy GL3451. General liability coverage protects board members, staff and volunteers. Governance Liability means the actual or alleged misstatement, misleading statement, act or omission, neglect or breach of duty including misfeasance, malfeasance or nonfeasance by the covered party. Governance liability does not include personal injury or property damage liability.

3. Assure that all personnel who have access to material amounts of REA funds are bonded and/or covered by employee loss insurance.

CREA is covered by a $2,000,000 limit of liability Bond Fund in accordance with ND Century Code 26.1-21-10. The attached form is good for two years, so it renewed the previous application and is in place until July 2028.

4. Protect intellectual property, information, files, records and fixed assets from loss or significant damage.
5. Properly preserve and dispose of all records, equipment, and assets related to affairs or business of the REA.

Data Breach Coverage (data breach liability and data breach expense) with a $250,000 liability limit and $250,000 aggregate limit is provided via endorsement to the general liability.

The Chief Executive Officer may not:

6. Allow facilities and equipment to be subject to improper use or insufficient maintenance.
7. Unnecessarily expose the REA, the board or staff to legal liability.
8. Invest funds in investments that are not secured or that are not authorized by law.
9. Purchase or sell real estate, including land and buildings.
10. Take any action that damages the REA's public image or credibility.
11. Dispose of personal property except as associated with the normal course of business.

Adopted:
Revised:

Monitoring Method: Internal Report
Monitoring Frequency: Annually in July

NORTH DAKOTA
State Bonding Fund
Administered by the North Dakota Insurance Reserve Fund
SFN 54369

Bonding Fund Application for Coverage

1. General Information

Name of Insured Entity	County	Bond Number	Effective Date
Central Regional Educaiton Association	Burleigh		

Mailing Address	City	State	Zip
1929 N Washington St. Suite A	Bismarck	ND	58501

Phone	Fax	Email
701-415-0441		brandt.dick@k12.nd.us

Contact Person	Title
Brandt Dick	CFO

Total number of paid full- and part-time employees	174
Total number of individuals who handle money and assets (employees, directors, commissioners, treasurers, clerks, accountants, etc.)	18

2. Financial Audit (Annual financial audits should be performed by independent experts)

Name of entity that performs audits: Brady Martz

Audit sent to County Auditor: Yes ☐ No ☒ If you selected No, please explain your process or where the audit is sent: To Board of Directors, Executive Director, CFO

3. Asset Control (inventory, cash, investments)

Check boxes that apply.

☐ An annual physical count of inventory is taken by someone who does not have physical control of inventory nor maintains detailed inventory records.

☒ Two individuals are responsible for opening mail. One should open the mail, the other make a list of received checks or cash.

☐ Checks are endorsed immediately.

☒ Deposits are done daily or weekly at most. Funds not immediately deposited and petty cash should be safeguarded.

☒ An individual who does not have access to cash reconciles received funds to posted deposits.

☒ Individuals who send invoices do not have access to received funds.

☒ Individuals responsible for securities or documents evidencing ownership or other rights have no accounting duties.

☒ All securities are registered in the name of the government entity.

Total revenue received from all sources for the last annual budget period	$ 11,999,702
Total cash, cash accounts (CDs, money markets, etc.), and investments for the last annual budget period	$ 1,928,174
Total of two lines above	$ 13,927,876

4. Expenses and Payables
Check boxes that apply.

■ Monthly reconciliations of receipts to the monthly credit card purchase are performed and signed off by card holders and another individual.

■ Checks are signed by two different individuals, if possible.

■ All expenses are reconciled to accounts by an individual who cannot write checks.

Total expenditures for last annual budget period: $ 11,342,324

5. Coverage Amount

Choose the amount of bond coverage based on the amount of money and property handled and the opportunity for defalcation.

A. Total in section 3 or requested amount of bond coverage based on the amount of money and property handled: $ 2,000,000
B. Requested amount of bond coverage based on the opportunity for defalcation and consideration of any other laws requiring bonds and the related conditions: $ __________
C. Requested amount of bond coverage: $ __________ (Total A + Total B)
D. (If C is under $40,000, do not complete D)
   a. 25% of money in control of the public officials or employees for which the bond is requested for the preceding year based on the total monthly balances: $ __________

To calculate the coverage amount:

- If the coverage requested is less than $10,000, the coverage amount is the requested limit
- If the coverage requested is $10,000 to $40,000, the coverage amount is $10,000
- If the coverage requested is greater than $40,000, the coverage amount is 25% of the requested coverage up to an amount of $2 million

Coverage Amount: $ __________

The undersigned declares that to the best of their knowledge, the statements above are true and accurate.

Name	Title
Brandt J Dick	CFO
Signature: Brandt J. Dick	Date Signed: 4-2-26

Pursuant to N.D. Cent. Code § 26.1-21-10, Each state agency and each political subdivision shall apply to be bonded in the fund no less often than on a biennial basis or when a change in coverage is requested, whichever occurs first.

Return the completed form to: North Dakota Insurance Reserve Fund
State Bonding Fund
P.O. Box 2258
Bismarck, ND 58502

Phone: (701) 224-1988
Toll-free: (800) 421-1988
Scan and email to: BondingFund@ndirf.com.

JUL 07 2026

NORTH DAKOTA INSURANCE RESERVE FUND
PO BOX 2258
Bismarck, ND 58502

Memorandum Number	Coverage Period From	To
IM-0001299-09	7/1/2026	7/1/2027

Named Member	Agent 8521258 .12500
CENTRAL REGIONAL EDUCATION ASSOCIATION BRANDT DICK, CFO 1929 N WASHINGTON ST. SUITE A BISMARCK, ND 58501	FIRST WESTERN INSURANCE PO BOX 320 MINOT, ND 58702-0320 **Telephone:** (701) 852-5246

MEMORANDUM OF COVERAGE
PUBLIC ASSETS COVERAGE DECLARATIONS

The Named Member is a member of the North Dakota Insurance Reserve Fund (NDIRF) with all rights and responsibilities set forth in the by-laws.

This Memorandum of Coverage provides only the coverage where a contribution is shown. The NDIRF agrees to provide the coverage to an amount not exceeding the amount(s) specified, in accordance with the property described in the schedule(s) attached.

SCHEDULE

COVERAGES	DEDUCTIBLE	LIMIT OF COVERAGE	CONTRIBUTION
MOBILE EQUIPMENT & PORTABLE PROPERTY			
A: Computers & Software Blanket	$500	$35,000	$93
B: Mobile Equipment & Trailers Blanket			Not Covered
C: Personal Property: All Owned Blanket	$1,000	$147,482	$367
D: Personal Property: Emergency Services Equipment			Not Covered
E: Personal Property: Scheduled			Not Covered
MONEY & SECURITIES: LOCATION: SEE ATTACHED FORM IM 60 01 (01/98)		$25,000 Inside Premises $25,000 Outside Premises	$166
ADDED OPERATIONS EXPENSE:			Not Covered
ELECTRONIC DATA PROCESSING: Extra Expense			Not Covered
VALUABLE PAPERS AND RECORDS:			Not Covered
OPERATIONS INCOME: COINSURANCE: MONTHLY LIMIT OF INDEMNITY: MAXIMUM PERIOD OF INDEMNITY:			Not Covered
		CONTRIBUTION	$ 626

Forms and Endorsements contained in this Memorandum of Coverage at inception:

IL 80 01 (07/22)	IM 60 01 (01/98)	PA 10 04 (01/05)	PA 10 06 (02/18)	PA 80 01 (01/05)

Authorized Representative

NDIRF

Named Member CENTRAL REGIONAL EDUCATION ASSOCIATION
Memorandum Number IM-0001299-09
Effective Date 7/1/2026 to 7/1/2027

MONEY AND SECURITIES

SCHEDULE OF LOCATIONS

LOCATION	LIMIT OF COVERAGE
CENTRAL REGIONAL EDUCATION ASSOCIATION 18 2ND STREET NE MINOT, ND	Inside Premises: $6,000 Outside Premises: $6,000
CENTRAL REGIONAL EDUCATION ASSOCIATION 1929 N WASHINGTON STREET, SUITE A BISMARCK, ND	Inside Premises: $19,000 Outside Premises: $19,000

JUL 0 7 2026

NORTH DAKOTA INSURANCE RESERVE FUND
PO BOX 2258
Bismarck, ND 58502

Memorandum Number	Coverage Period From	To
GL-0003451-08	7/1/2026	7/1/2027

Named Member	Agent 8521258 .12500
CENTRAL REGIONAL EDUCATION ASSOCIATION BRANDT DICK, CFO 1929 N WASHINGTON ST. SUITE A BISMARCK, ND 58501	FIRST WESTERN INSURANCE PO BOX 320 MINOT, ND 58702-0320 **Telephone:** (701) 852-5246

MEMORANDUM OF COVERAGE
LIABILITY COVERAGE DECLARATIONS

The Named Member is a member of the North Dakota Insurance Reserve Fund (NDIRF) with all rights and responsibilities set forth in the by-laws.

Coverage does not apply to loss under a coverage part which occurs prior to the Retroactive Date, if any, shown below. Coverage is provided only for those coverage parts indicated by a contribution in the contribution section below.

This Memorandum of Coverage does not constitute an insurance policy or insurance contract within the meaning of Chapter 32-12.1 of the North Dakota Century Code. The limit of liability afforded to the Named Member under this Memorandum is that specified by Chapter 32-12.1-03(2) of the North Dakota Century Code, for any number of claims arising from any single "occurrence" regardless of the number of political subdivisions, or employees of such political subdivisions, which are involved in that "occurrence". A political subdivision may not be held liable, or be ordered to indemnify an employee held liable, for punitive or exemplary damages. The limit of coverage shown below applies in the event of a judicial determination that the statutory limit of liability is not applicable to a specific "occurrence". The NDIRF is a self-insurance pool within the meaning of Chapter 26.1-23.1-02 of the North Dakota Century Code. Membership in the NDIRF does not constitute any form of waiver, modification, or limitation of your right to any immunity or limitation of liability that is available with respect to a particular claim or "suit".

COVERAGES	RETROACTIVE DATE	LIMIT OF LIABILITY PER OCCURRENCE	CONTRIBUTION
A) Personal Injury and Property Damage Liability		$10,000,000	$40,132
B) Medical Payments	Not Applicable	$2,500	Included
C) Governance Liability		$10,000,000	$424
		CONTRIBUTION	$ 40,556

Forms and Endorsements contained in this Memorandum of Coverage at inception:

GL 10 01 (08/25)	GL 20 02 (01/12)	GL 20 04 (10/18)	GL 20 30 (08/22)	GL 30 01 (01/91)	GL 30 03 (09/11)
IL 80 01 (07/22)					

Authorized Representative

Named Member	CENTRAL REGIONAL EDUCATION ASSOCIATION
Memorandum Number	GL-0003451-08
Effective Date	7/1/2026 to 7/1/2027

SCHEDULE OF COVERED PROFESSIONAL SERVICES

Coverage is provided only for those professional services, furnished by a "Covered Party," indicated by an "X" below.

If coverage is required for additional professional services, contact your agent listed in the declarations.

[X] Attorneys
[X] Coroners
[X] Emergency Medical Technicians
[X] Engineers
[X] Firefighters
[X] Judges
[X] Law Enforcement Officers
[X] Nurses (CRNA, FNP, RN, LPN)
[X] Paramedics
[ ] Physicians
[X] Physicians - Acting as volunteers in accordance with North Dakota Century Code Chapter 23-27-04.1.
[X] Physicians - Acting in accordance with duties under North Dakota Century Code Chapter 23-35-12 Local Health Officers.
[X] Psychologists
[X] Sanitarians
[X] Social Workers
[X] Surveyors
[X] Therapists (OT, PT, RT, & RC)
[X] Teachers

Named Member	CENTRAL REGIONAL EDUCATION ASSOCIATION
Memorandum Number	GL-0003451-08
Effective Date	7/1/2026 to 7/1/2027

ADDITIONAL COVERED PARTY

The individual(s), organization(s), or corporation(s) listed below, including their employees, are a "covered party" for the coverages and operations shown.

ADDITIONAL COVERED PARTY:	OPERATIONS:	COVERAGES:
MISSOURI RIVER EDUCATION COOPERATIVE FOUNDATION BISMARCK, 58501	ALL OPERATIONS	A ONLY

NDIRF

Named Member CENTRAL REGIONAL EDUCATION ASSOCIATION
Memorandum Number GL-0003451-08
Effective Date 7/1/2026 to 7/1/2027

ADDITIONAL COVERED PARTY

WHO IS A COVERED PARTY (Section III) is amended to include as a covered party the individual(s) or entity(s) shown in the schedule to the extent indemnification is provided under VI. SUPPLEMENTARY PAYMENTS - COVERAGE A. AND C.

SCHEDULE

CITY OF BISMARCK AND THE EVENT CENTER BISMARCK, ND 58504	**COVERAGES:** A ONLY

NORTH DAKOTA INSURANCE RESERVE FUND
PO BOX 2258
Bismarck, ND 58502

Named Member	Agent 8521258
CENTRAL REGIONAL EDUCATION ASSOCIATION BRANDT DICK, CFO 1929 N WASHINGTON ST. SUITE A BISMARCK, ND 58501	FIRST WESTERN INSURANCE PO BOX 320 MINOT, ND 58702-0320 **Telephone:** (701) 852-5246

CONFIRMATION OF COVERAGE

This confirmation of coverage is issued as a matter of information only and confers no rights upon the confirmation of coverage holder.

This confirmation of coverage does not amend, extend, or alter the coverage afforded the named member.

This is to certify that the memorandum of coverage listed below has been issued to the named member shown above. If any memorandum of coverage listed below is cancelled during the coverage period, the North Dakota Insurance Reserve Fund will provide the confirmation of coverage holder a thirty (30) day notice of cancellation.

Memorandum Number	Coverage Period	Limit of Liability
GL-0003451-08	7/1/2026 to 7/1/2027	**10,000,000**

Coverage

Premises / Operations

Descriptions of operations, locations, autos, or special items:

Confirmation of Coverage Holder

ND STATE FAIR ASSOCIATION
STATE OF ND
PO BOX 1796
MINOT, ND 58702

Authorized Signature

Issue Date
7/1/2026

IL 60 01 (05/12)

NORTH DAKOTA INSURANCE RESERVE FUND
PO BOX 2258
Bismarck, ND 58502

Named Member	Agent 8521258
CENTRAL REGIONAL EDUCATION ASSOCIATION BRANDT DICK, CFO 1929 N WASHINGTON ST. SUITE A BISMARCK, ND 58501	FIRST WESTERN INSURANCE PO BOX 320 MINOT, ND 58702-0320 **Telephone:** (701) 852-5246

CONFIRMATION OF COVERAGE

This confirmation of coverage is issued as a matter of information only and confers no rights upon the confirmation of coverage holder.

This confirmation of coverage does not amend, extend, or alter the coverage afforded the named member.

This is to certify that the memorandum of coverage listed below has been issued to the named member shown above. If any memorandum of coverage listed below is cancelled during the coverage period, the North Dakota Insurance Reserve Fund will provide the confirmation of coverage holder a thirty (30) day notice of cancellation.

Memorandum Number	Coverage Period	Limit of Liability
GL-0003451-08	7/1/2026 to 7/1/2027	**10,000,000**

Coverage

Premises / Operations

This Confirmation of Coverage Holder is an added covered party under Additional Covered Party Endorsement GL 30 03 (09/11).

Descriptions of operations, locations, autos, or special items:

Confirmation of Coverage Holder

City of Bismarck & Bismarck Event Center
Bismarck, ND 58504

Authorized Signature

Issue Date
7/1/2026

NORTH DAKOTA INSURANCE RESERVE FUND

PO BOX 2258
Bismarck, ND 58502

Named Member	**Agent** 8521258
CENTRAL REGIONAL EDUCATION ASSOCIATION BRANDT DICK, CFO 1929 N WASHINGTON ST. SUITE A BISMARCK, ND 58501	FIRST WESTERN INSURANCE PO BOX 320 MINOT, ND 58702-0320 **Telephone:** (701) 852-5246

CONFIRMATION OF COVERAGE

This confirmation of coverage is issued as a matter of information only and confers no rights upon the confirmation of coverage holder.

This confirmation of coverage does not amend, extend, or alter the coverage afforded the named member.

This is to certify that the memorandum of coverage listed below has been issued to the named member shown above. If any memorandum of coverage listed below is cancelled during the coverage period, the North Dakota Insurance Reserve Fund will provide the confirmation of coverage holder a thirty (30) day notice of cancellation.

Memorandum Number	**Coverage Period**	**Limit of Liability**
GL-0003451-08	7/1/2026 to 7/1/2027	**10,000,000**

Coverage

Premises / Operations

Descriptions of operations, locations, autos, or special items:

Confirmation of Coverage Holder

ND DEPARTMENT OF HEALTH AND HUMAN SERVICES
MEDICAL DIVISION
600 E BOULEVARD AVE
BISMARCK, ND 58505-0250

Authorized Signature

Issue Date
7/1/2026

IL 60 01 (05/12)

JUL 0 7 2026

NORTH DAKOTA INSURANCE RESERVE FUND

PO BOX 2258
Bismarck, ND 58502

Memorandum Number	Coverage Period From	To
BA-0002425-08	7/1/2026	7/1/2027

Named Member	Agent 8521258 .12500
CENTRAL REGIONAL EDUCATION ASSOCIATION BRANDT DICK, CFO 1929 N WASHINGTON ST. SUITE A BISMARCK, ND 58501	FIRST WESTERN INSURANCE PO BOX 320 MINOT, ND 58702-0320 **Telephone:** (701) 852-5246

MEMORANDUM OF COVERAGE
AUTOMOBILE COVERAGE DECLARATIONS

The Named Member is a member of the North Dakota Insurance Reserve Fund (NDIRF) with all rights and responsibilities set forth in the by-laws.

This Memorandum of Coverage provides only the coverage indicated by a contribution. Coverage applies to only those autos shown as covered auto(s).

This Memorandum of Coverage does not constitute an insurance policy or insurance contract within the meaning of Chapter 32-12.1 of the North Dakota Century Code. The limit of liability afforded to the Named Member under this Memorandum is that specified by Chapter 32-12.1-03(2) of the North Dakota Century Code, for any number of claims arising from any single "occurrence" regardless of the number of political subdivisions, or employees of such political subdivisions, which are involved in that "occurrence". A political subdivision may not be held liable, or be ordered to indemnify an employee held liable, for punitive or exemplary damages. The limit of coverage shown below applies in the event of a judicial determination that the statutory limit of liability is not applicable to a specific "occurrence". The NDIRF is a self-insurance pool within the meaning of Chapter 26.1-23.1-02 of the North Dakota Century Code. Membership in the NDIRF does not constitute any form of waiver, modification, or limitation of your right to any immunity or limitation of liability that is available with respect to a particular claim or "suit".

COVERAGES	Covered Auto(s) Section 1 symbol(s) that apply to each coverage	LIMIT OF COVERAGE The most we will pay for any one accident or loss	CONTRIBUTION
LIABILITY COVERAGE	1 7	$10,000,000 PER ACCIDENT	$2,718
PERSONAL INJURY PROTECTION COVERAGE	2	SEE SECTION VI.F.	$81
UNINSURED/UNDERINSURED MOTORISTS COVERAGE	3	$100,000 PER PERSON / $300,000 PER OCCURRENCE	$135
PHYSICAL DAMAGE: COMPREHENSIVE COVERAGE	4	ACTUAL CASH VALUE OR COST OF REPAIR, WHICHEVER IS LESS, MINUS THE DEDUCTIBLE SHOWN FOR THE COVERED AUTO IN THE SCHEDULE OF COVERED AUTOS	$2,842
PHYSICAL DAMAGE: SPECIFIED CAUSES OF LOSS COVERAGE	4	ACTUAL CASH VALUE OR COST OF REPAIR, WHICHEVER IS LESS, MINUS $25 DEDUCTIBLE FOR EACH COVERED AUTO FOR LOSS CAUSED BY MISCHIEF OR VANDALISM	Not Covered
PHYSICAL DAMAGE: COLLISION COVERAGE	4	ACTUAL CASH VALUE OR COST OF REPAIR, WHICHEVER IS LESS, MINUS THE DEDUCTIBLE SHOWN FOR THE COVERED AUTO IN THE SCHEDULE OF COVERED AUTOS	$2,613
		CONTRIBUTION	$ 8,389

Forms and Endorsements contained in this Memorandum of Coverage at inception:

BA 10 01 (04/26)	BA 50 01 (01/91)	IL 80 01 (07/22)

Authorized Representative

NDIRF

Named Member CENTRAL REGIONAL EDUCATION ASSOCIATION
Memorandum Number BA-0002425-08
Effective Date 7/1/2026 to 7/1/2027

SCHEDULE OF COVERED AUTOMOBILES

LIMITS: LIABILITY - $10,000,000 **PIP - $30,000** **UIM - $100,000/$300,000**

UNIT#	YEAR	MAKE/MODEL	VIN	LIABILITY COST	PIP COST	UM/UIM COST	COMPREHENSIVE DEDUCTIBLE	COMPREHENSIVE COST	SPECIFIED PERILS	COLLISION DEDUCTIBLE	COLLISION COST	AUTO TOTAL
1	2014	HONDA CRV	10254	251	9	15						275
2	2022	CROSS MOBILE MEAT LAB TRAILER W/WRAP & PERMANENTLY INSTALLED PROPERTY	10698	49	1		250	308		500	387	745
3	2016	CHEV IMPALA	00504	251	9	15	250	154		500	96	525
4	2015	CHEV IMPALA	34649	251	9	15	250	154		500	96	525
5	2023	CROSS ALPHA 8.5X32 MOBILE MEAT LAB TRAILER W/WRAP & PERMANENTLY INSTALLED PROPRETY	12309	49	1		250	349		500	439	838
6	2023	HAULMARK ENCLOSED TRAILER	00179	49	1		250	36		500	52	138
7	2024	CROSS MOBILE MEAT LAB TRAILER W/WRAP & PERMANENTLY INSTALLED PROPERTY	13866	49	1		250	280		500	355	685
8	2024	GMC TERRAIN	94839	251	9	15	250	238		500	149	662
9	2024	CHEV TRAX	37177	251	9	15	250	238		500	149	662
10	2025	CHEV TRAX	95436	251	9	15	250	238		500	149	662
11	2025	CHEV TRAX	95752	251	9	15	250	238		500	149	662
12	2026	CHEV TRAX	48522	251	9	15	250	280		500	175	730
13	2026	CHEV SILVERADO PICKUP	90995	195	5	15	250	329		500	417	961
		Totals:		2,399	81	135		2,842			2,613	8,070
										ADDITIONAL COVERED PARTY		
										INCREASED LIABILITY LIMITS		303
										HIRED AUTO		8
										NON-OWNED AUTO		8
										TOTAL		8,389

NORTH DAKOTA INSURANCE RESERVE FUND
PO BOX 2258
Bismarck, ND 58502

Named Member	Agent 8521258
CENTRAL REGIONAL EDUCATION ASSOCIATION BRANDT DICK, CFO 1929 N WASHINGTON ST. SUITE A BISMARCK, ND 58501	FIRST WESTERN INSURANCE PO BOX 320 MINOT, ND 58702-0320 **Telephone:** (701) 852-5246

CONFIRMATION OF COVERAGE

This confirmation of coverage is issued as a matter of information only and confers no rights upon the confirmation of coverage holder.

This confirmation of coverage does not amend, extend, or alter the coverage afforded the named member.

This is to certify that the memorandum of coverage listed below has been issued to the named member shown above. If any memorandum of coverage listed below is cancelled during the coverage period, the North Dakota Insurance Reserve Fund will provide the confirmation of coverage holder a thirty (30) day notice of cancellation.

Memorandum Number	Coverage Period	Limit of Liability
BA-0002425-08	7/1/2026 to 7/1/2027	10,000,000

Coverage

Any Auto
Hired and Non-Owned Autos

Descriptions of operations, locations, autos, or special items:

Confirmation of Coverage Holder

ND DEPARTMENT OF HEALTH AND HUMAN SERVICES
MEDICAL DIVISION
600 E BOULEVARD AVE
BISMARCK, ND 58505-0250

Authorized Signature

Issue Date
7/1/2026

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CREA Central Regional Education Association

R-2 Direct Student Services Programming

Certification of the CEO: I certify this report to be accurate

Signed, Date: 8/14/26

X In Compliance
_______ Compliance with Noted Exceptions
_______ Not in Compliance

Summary statement of the CEO:

This policy was revised to expand CREA's Direct Service Programming portfolio beyond providing services solely to member schools to also include direct programming and support for children and families in communities where such services are unavailable or cannot be effectively provided locally (mainly through Early Intervention Services). This change reflects CREA's evolving role in addressing regional needs by increasing access to high-quality educational and student support services. Through collaborative, needs-based programming—including before- and after-school services, Career and Technical Education (CTE), academic interventions, MTSS supports, student engagement opportunities, and shared staffing models—CREA strengthens school and community capacity while improving outcomes for children and families across the region. It is also important to note that agency-provided 1915i Care Coordination services under Medicaid have been paused due to lack of referrals, underutilization of the program in general for those under age 18, as well as it being no longer feasible to dedicate staff time and resources to this program at this time.

Disposition of the Board: Date:

In Compliance
_______ Compliance with Noted Exceptions
_______ Not in Compliance

Summary statement/direction of the Board:

Data Analysis

R2 - Direct Student Services Programming	CEO: In Compliance	CEO: Not in compliance	Board: In Compliance	Board: Not in compliance
Programming will be offered and delivered with regularity to schools and communities in order to provide support directly to children, families, and students for schools and communities who are unable to provide such programming alone or in which it would be more effective or more efficient for the REA to provide. Programs will be developed in the following areas:				
1.Before and After School programming. (ESP)	X			
2.Online/Hybrid CTE Coursework. (CRACTC)	X			
3. Student-Driven Events. (Art Labs for You (ALFY)/Artist in Residence)	X			
4. Reading and Math Assistance. (Reading/Math Corps)	X			
5. MTSS-specific supports/interventions, and community based child and family programming. (Culture, NDFSCS, Check and Connect, Stop It, Early Intervention)	X			
6. Shared Staffing models. (Superintendent/Business Manager Services, School Psychology, eCare, EL Programming, School Counseling Services, Specially Designed Services)	X			

Indicator 1
100% of schools who cannot find staff retain services

Making Progress

95%

	22-23 SY	23-24 SY	24-25 SY	25-26 SY		% Retention due to staffing (not funding)	% Program/Service Growth
Artist in Residence	8	12	17	8	Additional outreach was provided to find Districts where Artist in Residence grants had not been utilized. Funding impacts ability to support schools.	N/A	-53%
Counseling Services	18	20	21	20	Requested positions filled.	100%	-5%
eCare	46	52	41	45		100%	10%
EL Programming	13	16	20	17	Requested positions filled.	100%	-15%
ESP	15	13	14	14	Changes to 21st CCLC grants this year: 8 sites under two grants; 6 sites are fee based only	100%	0%
NDFSCS	8	10	9	6	Funding for sustainability has been a struggle for some districts.	100%	-33%
Reading/Math Corps	16	17	22	13	Reading Corps-7; Math Corps-6. (9/18 Reading Corps positions filled; 9/31 Math Corps positions filled. Reason: lack of applicants)	37%	-41%
School Psych	2	10	11	11		100%	0%
Specially Designed Services	0	19	20	12	(Previous years included School Psychology numbers- taken out this year as that is captured in own category. This number reflects schools served by Special Educ Director only and there was no decrease in this amount)	100%	29%
StopIT	138	63	29	21	Funding reduction continues to be reason for decline in school usage.	100%	-28%
Superintendent/Business Manager Services	3	2	7	28	11 are Superintendent Services and 17 are Business Manager Services. (Added Business Manager Services number to this category SY 24-25)	100%	300%
CRACTC	38	55	58	67		100%	16%
Early Intervention				324	New data added this year once R2 definition was expanded to include direct programming to children and families in the community. This number reflects total number of referrals received and served within the year.	100%	
Total/Average	305	289	269	586		95%	180%

Retention of staff impacted by inability to obtain applicants for tutoring positions for Reading and Math Corps .

Indicator 2
100% of schools, families, and communities receiving services express satisfaction

Making Progress

Survey Results, interviews, site visits and administrative follow-ups resulted in 99% reported satisfaction in services. 2 schools reported dissatisfaction with Counseling services this past year- 1 expressed concerns with staff and one expressed wanting different mental health supports than what we provided. One of those 2 schools did renew services for next year. 2 families reported not being satisfied with Early Intervention services within a state survey. Any other concerns brought up in programming were managed and did not rise to the level of a school/family expressing dissatisfaction.

99%

Indicator 3
Increase number of children and students receiving supports to 17% by 2027

Making Progress

2021-2022 (baseline)	2023-2024	2024-2025	2025-2026			14%
4054 Students	7829 Students. (unduplicated amount: 4452)	7744 Students unduplicated amount: **5870** This year and going forward, this number is students served using highest semester numbers for programs to reduce duplicative numbers.	4965 children and students	Total students in CREA schools: 35,544; 4965/35,544=14%		

Indicator 4 **Fill 90% of requested, eligible services within 3 months**		Met
421 Total requests (97 requests for services +324 referrals for EI) - 38 services not filled within 3 months; 383 services filled . CRACTC had requests for Ag and Cosmetic courses that could not be fulfilled due to funding uncertainty and lack of Cosmetics programming within State CTE. Math Corps had 22 positions and Reading Corps had 9 positions they could not fill due to no tutor applicants. Check and Connect had 2 requests for programming that could not be fulfilled due to lack of staff to be mentors. ESP had 1 summer program that could not be offered this summer due to school moving from a grant site to a fee site and lack of enrollment for the program made it not financially feasible to run. Director worked with families whose parents worked in Bismarck area to utilize programming in other sites where possible. While all requests for Business Services were filled- 2 were not filled within 3 months due to staff time shortage during that timeframe. (Not counted in this data was 3 requests for services that were not within our agency's scope.)		91%

Indicator 5 **90% of Direct Service programs will meet or exceed their impact scores each year**		Making Progress

Program	Not Yet Started	Did Not Meet	Met Impact Scores	Exceeds Impact Scores				86%
ESP		X				Logic Model has been developed and so far 4 of 8 outcomes have been met. Progress is being made on other 4.		
CRACTC			X			95.4% student course completion success rate.		
Math Corps			X			K-grade 3: 98% demonstrated growth and 86% grew 20% or more on benchmark. Grades 4-8: 85.7% demonstrated growth & 60 % grew 20% or more.		
Reading Corps			X			72% of students exceeding target growth & 98% showed improvement.		
Specially Designed Services			X					
EL Services			X					
eCare			X			Through the cCare School Health Program over 10,900 ND students had all day every day access to a school nurse. From BoY to EoY the number of Primary Nurse program schools increased from 18 to 31. The number of Extender Nurse services went from 13 to 12. This decrease was due to one school transition from the Extender program to the Primary School Nurse Program.		
Counseling			X					
ALFY/Artist in Residence			X					
NDFSCS			X					
Check & Connect			X					
StopIT			X			Empowers safe, connected school environments (students report increased comfort speaking up and staff note improved response rates) and reaches the underserved (small and rural districts).		
Superintendent/Business Manager Services			X					
Early Intervention		X				In progress- Logic Model completed and making progress in meeting desired outcomes.		