

Agenda

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **MISSION AND VISION STATEMENTS**
4. **STRATEGIC PLAN REVIEW**
5. **APPROVAL OF AGENDA**
6. **OPEN FORUM**
 1. David Greisen
 2. Jen Hovick
7. **LE SUEUR-HENDERSON SCHOOL DISTRICT RECOGNIZES**
 1. Donations & Grants Received
 2. Students of the Month
8. **REPORTS**
 1. Committee Reports
 - Presenter:** Director Brigid Tuck
 - 1. Finance/ Buildings & Grounds
 - Presenter:** Superintendent Johnson
 - 2. Community Ed
 - Presenter:** Director Brigid Tuck
 - 3. Facilities Steering
 - Presenter:** Director Matt Hathaway
 - 4. Negotiations
 - Presenter:** Director Joe Roby
 - 5. MVED
 - Presenter:** Director Erina Prom
 - 6. Human Resource
 - Presenter:** Director Kelsey Schwartz
 - 7. Policy
 - Presenter:** Director Erina Prom
 2. Superintendent Report
 1. Strategic Plan Updates/Goals
 - Presenter:** Superintendent Johnson
 2. IOwA authorization was renewed for Dr. Marlene Johnson and San Juanita Flores-Soria.
 3. Kelly Smith - Baker Tilly
 - Presenter:** Kelly Smith
9. **CONSENT AGENDA**
 1. District Office Consent Items
 1. Minutes of Regular School Board meeting on September 8, 2020
 2. Business Office Consent Items

1. Treasurer's Report - March 2020
 1. Receipts for March 2020 in the amount of \$1,299,756.43 subject to annual audit
 2. Bills and claims for March 2020 in the amount of \$1,948,166.90 subject to annual audit
 3. Student Activity Summary - March 2020
2. Treasurer's Report - April 2020
 1. Receipts for April 2020 in the amount of \$1,320,855.02 subject to annual audit
 2. Bills and claims for April 2020 in the amount of \$612,822.40 subject to annual audit
 3. Student Activity Summary - April 2020
3. Budget Analysis Year to Date
 1. CARES Act Budget
4. MSHSL Additional Membership Fees for 2020-2021
5. Consideration to accept the assigned fund balance of \$76,581.48 for the Donation Activity Accounts under Board control and allow the groups to carry over balances
3. Personnel Consent Items
 1. Hirings
 1. ABE Part-time Teacher- Anton Dittrich
 2. ABE Part-time Teacher- Brad Propp
 3. HT Special Ed Para- Tiff Thomson
 4. Custodian Student Worker- Matt Weyl
 5. PT Custodian for Hilltop- Rebecca Wendorff
 2. Resignations
 1. Tech Para- Pat Laabs
 2. Girls Asst. Hockey Coach- Victoria Sinell
 3. Special Ed Para- Lona Meger
 3. Requests
 1. One (1) Year Sabbatical 8th Grade Volleyball Coach - Taylor Holicky
 2. One (1) Year Sabbatical Middle School Football Coach - John Garvey
 4. Retirements
10. **OLD BUSINESS**
11. **NEW BUSINESS**
 1. Superintendent Search Presentations:
 1. SCSC Presentation on Superintendent Search
 2. MSBA Presentation on Superintendent Search
 2. Recommendation to Approve Superintendent Search Firm
 3. Policies
 1. Consideration to approve first and final read for policy 616.
 4. Recommendation to approve Revised Fall Activity Fees
 5. Recommendation to change the location of School Board meetings and work sessions to coordinate with the district learning plan of In-School Learning
 6. Recommendation to change the location of School Board meetings and work sessions to coordinate with the district learning plan of Hybrid Learning

7. Recommendation to change the location of School Board meetings and work sessions to coordinate with the district learning plan of Distance Learning
8. Consideration to deny David Greisen's request to be released from his teaching contract.
9. Recommendation to allow the hiring of a Special Ed Teacher at Hilltop.
10. Recommendation to approve one of the two bond refunding options.

Presenter: Ky Battern, Business Manager

12. BOARD MEMBER COMMUNICATIONS / IDEAS EXCHANGE

1. Congratulations to Todd Vrklan on completing the MASMS Facility Manager Certification Program offered by the Minnesota Educational Facilities Management Professionals Association (MASMS).

13. NEXT MEETING INFORMATION

1. Schedule of Upcoming Meetings

14. ADJOURN

**RESOLUTION TO ACCEPT GRANTS AND DONATIONS
TO THE LE SUEUR-HENDERSON SCHOOL DISTRICT**

WHEREAS, the Le Sueur-Henderson School District Board encourages the support of the district's educational programs through the funding and support of grant opportunities and donations that meet the goals and objectives of the school district;

WHEREAS, the school district will control and maintain all grants and donations to ensure that the interests of all students are met;

WHEREAS, the grants and donations listed below have been reviewed and approved by the administration of the Le Sueur-Henderson School District;

THEREFORE, BE IT RESOLVED, by the School Board of Independent School District No. 2397, to accept the following grants and donations for the purposes intended:

- o Schoeppner & Associates - \$300 to assist students with school supplies or other needs,
- o South Central Service Cooperative - \$31,079.96 CTE grant for CNC plasma table,
- o Henderson United Charity Fund - \$40 for Community Education youth programs,
- o Redeemer Lutheran Church - \$300 to assist students with school supplies or other needs.

Adopted this _____ day of _____, 20_____.

Signed:

School Board Chair, Brigid Tuck

Attest:

School Board Clerk, Kelsey Schwartz



Our Vision (What we intend to create)

- Le Sueur-Henderson Public Schools- Where individual dreams and aspirations are born and fostered through student-centered learning.

Our Mission (Our core purpose)

- Provide a shared commitment to learning that enables every student to contribute and succeed in life.

Meeting Agenda for: Finance Committee Meeting

Meeting Date: 9-23-2020

Time: 2:00

Place: Zoom

Meeting Facilitator: Matt Hathaway

Meeting Participants: Matt Hathaway, Joe Roby, Brian Kane, Todd Vrklan, Ky Battern, Marlene Johnson

Absent:

Cares Act/CoronaVirus Grant

- A discussion was held regarding possible expenses that could be paid for under the Cares Act and CoronaVirus Grant monies. The CV Grant needs to be spent by Dec. 30, 2020.
 - *It was agreed that any additional expenditures over \$5,000 would be brought to the committee and board.
 - *It was agreed upon that Ky would submit a monthly report communicating expenditures for these two funds.
 - *Marlene was going to check with MSBA to determine if there was a need to have a resolution for spending these funds since they were not part of the original budget approval.

Ionization

This is scheduled to be installed by the middle of October. Installation will be completed on Friday's when there is distance learning or off hours.

Monthly Finances

- Ky submitted a 2 month report that will be on Board Book for the October business meeting.
- Ky shared that enrollment was projected for the budget to be at 955 students but currently we are at 939 students.
- Ky is able to attend the October board workshop meeting to start conversations with the board regarding finances for the 21-22 school year.



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Meeting Agenda for: Finance Committee Meeting

Meeting Date: 10-9-2020

Time: 1:00 p.m.

Place: Zoom

Meeting Facilitator: Matt Hathaway

Meeting Participants: Ky Battern, Matt Hathaway, Brian Kane, Marlene Johnson, Tom Watson, Kelly SMith

Absent: Joe Roby

Tom Watson

- Update on the transportation contract was provided. The committee also reviewed possibilities on how to proceed for the 2021-22 school year in regards to transportation.
- Choices such as outsourcing transportation in comparison to district owned fleets were considered.
- Tom will bring this information in a presentation for the full board at the upcoming workshop on Oct. 19.

Kelly Smith, (bakertilly)

Kelly shared bond refunding opportunities available. The committee wished for these options to be brought to the board on Oct. 12 for a vote on which option to pursue.



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Meeting Agenda for: Negotiations

Meeting Date: Tuesday 9-23 2020 **Time:** 10:00 a.m.

Place: Zoom **Meeting Facilitator:** Joe Roby

Meeting Participants: Marlene Johnson, Ky Battern, Brigid Tuck, Erina Prom, Joe Roby, Nate Warden

Absent:

Nate Warden submitted a proposed contract for Chri Youngren, Kids' Club Director.. After analyzing and getting clarification, the board committee provided Mr. Warden with a contract offer with a 2% increase in salary and agreeing to the 20 days of vacation (matching the other 260 day employees). Mr. Warden will share this offer with Ms. Youngren.

Nate warden submitted a proposed hourly rate increase of \$1.00 per hour for ABE teachers. ABE teachers currently receive \$21-23.00 per hour. It has been years since the ABE teachers pay has increased. The committee asked Mr. Warden to obtain data regarding other ABE teacher hourly rates and bring them back to the committee.

The committee noted that the raise was to address equity as we are able to obtain high quality teachers for ABE.

Trustworthiness @ Respect @ Responsibility @ Caring @ Fairness @ Citizenship



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Meeting Agenda for: Human Resources

Meeting Date: Tuesday 9-28-2020 **Time:** 12:00 p.m.

Place: Zoom **Meeting Facilitator:** Kelsey Schwartz

Meeting Participants: Kelsey Schwartz, Brigid Tuck, Gretchen Rehm, Marlene Johnson

Absent:

The committee reviewed a teacher request to be released from the 2020-2021 contract in order to pursue another job in another district.

A discussion was held regarding the pros and cons of allowing any teacher to be released from a contract once the school year has started.

The committee determined that more time was needed to reflect on the request. Marlene will bring additional information to the table to share an action plan on how the district would proceed should the request be granted.

The next meeting will be Oct. 1, 2020 at noon. It is the goal of the committee to have a recommendation ready for the October 12th business meeting.



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Meeting Agenda for: Human Resources

Meeting Date: October 1, 2020 **Time:** 12:00 p.m.

Place: Zoom **Meeting Facilitator:** Kelsey Schwartz

Meeting Participants: Kelsey Schwartz, Brigid Tuck, Gretchen Rehm, Brian Thorstad, Marlene Johnson

Absent:

The committee reviewed information regarding licensures, substitutes, how students would be served, and finances if the release should take place. They also analyzed how all of these layers were impacted by the COVID-19 pandemic.

The committee felt it was important to recognize that the teacher was seeking a dream job and that was commendable. However, due to the timing of the desire to be released, the impact on student learning and finances, the committee determined a recommendation to the board to not approve the request for leave will be made.

Superintendent Johnson will meet and advise the teacher of this decision.

Goal 1

Strategic Plan #10

Standard -School District Finance

Update

- First workshop has been scheduled for Oct. 19. For the board to start the discussion regarding the 2021-22 school budget. We will provide an update to the stakeholders, facility focus group, and staff after the first workshop.
- Monthly reports are provided to the finance committee and to the board.
- Monthly reports will be provided (started in Oct) regarding the purchases using the Cares Act and CoronaVirus Grant monies.

Goal 2

Strategic Plan 10.2

Strategic Plan #9

Standard-Governance Team and School District Operations

- Update
- Wendel and Kraus Anderson meet with the building principals along with Matt and myself. A review of the building layout and areas of improvement were discussed.
- Jim Wilson will be working with his team to develop some scenarios for the steering committee to review and determine next steps.

Goal 3

Strategic Plan 4.1

Standard -Student Support

Update

- Develop for board approval, the 3 back to school plans for 20-21 that address grading, attendance, and learning opportunities during the pandemic. **Completed.**
- Magnets sent home with support for students/staff with crisis service information. This stemmed from our work in the advisory team for the Le Sueur Mental County Health board.
- An free pd opportunity was pushed out to staff titled, " Strategies for Social and Emotional Learning for All Models. This was provided by Gretchen Ream Agency, INC.
- 7-Mindsets have opportunities that the principals are implementing to assist staff with support for themselves and their students for social and emotional support and growth.
- One hour is specifically dedicated during the full day inservices for emotional and mental health for staff.



NOTE: Please complete the following board resolution language using your organization's letterhead.

Education Identity & Access Management Board Resolution

The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOWA) for each local education agency that uses the Education Identity Access Management (EDIAM) system. The IOWA is responsible for authorizing, reviewing, and recertifying user access for their local education agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The IOWA will authorize user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties, and will revoke that user's access when it is no longer needed to perform their job duties.

Your school board or equivalent governing board must designate an IOWA to authorize user access to State of Minnesota Education secure websites for your organization. This EDIAM board resolution must be completed and submitted to the Minnesota Department of Education annually, as well as any time there is a change in the assignment of the Identified Official with Authority.

It is strongly recommended that only one person at the local education agency or organization (the Superintendent or Director) is designated as the IOWA. The IOWA will grant the IOWA Proxy role(s).

Designation of the Identified Official with Authority for Education Identity Access Management

Organization Name: ISD 2397

6-Digit or 9-Digit Organization Number (e.g. 1234-01 or 1234-01-000): _____

The Director recommends the Board authorize the below named individual(s) to act as the Identified Official with Authority (IOWA) for this organization:

Print Name: Marlene Johnson

Title: Superintendent

Board Member Signature:

Name: [Signature]

Date: 9-24-2020

Once the EDIAM Board Resolution is completed, scan and send it to: useraccess.mde@state.mn.us

\$6,085,000

Independent School District No. 2397 (Le Sueur-Henderson), Minnesota
General Obligation School Building Refunding Bonds, Series 2021
Current Refunding of Series 2012

Refunding Summary

Dated 01/06/2021 | Delivered 01/06/2021

Sources Of Funds

Par Amount of Bonds..... \$6,085,000.00
Reoffering Premium..... 131,895.25

Total Sources..... \$6,216,895.25

Uses Of Funds

Deposit to Current Refunding Fund..... 6,125,000.00
Costs of Issuance..... 51,685.00
Total Underwriter's Discount (0.600%)..... 36,510.00
Rounding Amount..... 3,700.25

Total Uses..... \$6,216,895.25

Issues Refunded And Call Dates

Prior Issue Call Price..... 100.00%
Prior Issue Call Date..... 4/01/2021

Savings Information

Net Present Value Benefit..... \$183,718.31
Total Cashflow Savings..... 184,100.99

Bond Statistics

Average Life..... 3.285 Years
Average Coupon..... 1.4040628%
Net Interest Cost (NIC)..... 0.9269394%
True Interest Cost (TIC)..... 0.9193456%

\$6,085,000

Independent School District No. 2397 (Le Sueur-Henderson), Minnesota
General Obligation School Building Refunding Bonds, Series 2021
Current Refunding of Series 2012

Debt Service Comparison

Date	Total P+I	Existing D/S	Net New D/S	Old Net D/S	Savings
04/01/2021	-	1,224,923.13	1,224,923.13	1,224,923.13	-
04/01/2022	1,254,346.53	-	1,254,346.53	1,290,646.25	36,299.73
04/01/2023	1,278,850.00	-	1,278,850.00	1,317,546.25	38,696.26
04/01/2024	1,279,750.00	-	1,279,750.00	1,316,940.00	37,190.00
04/01/2025	1,280,150.00	-	1,280,150.00	1,314,265.00	34,115.00
04/01/2026	1,272,600.00	-	1,272,600.00	1,310,400.00	37,800.00
Total	\$6,365,696.53	\$1,224,923.13	\$7,590,619.66	\$7,774,720.63	\$184,100.99

PV Analysis Summary (Net to Net)

Net FV Cashflow Savings.....	184,100.99
Gross PV Debt Service Savings.....	180,018.06
Net PV Cashflow Savings @ 0.735%(Bond Yield).....	180,018.06
Contingency or Rounding Amount.....	3,700.25
Net Future Value Benefit.....	\$187,801.24
Net Present Value Benefit.....	\$183,718.31
Net PV Benefit / \$417,504.64 PV Refunded Interest.....	44.004%
Net PV Benefit / \$6,396,895.21 PV Refunded Debt Service.....	2.872%
Net PV Benefit / \$6,125,000 Refunded Principal.....	2.999%
Net PV Benefit / \$6,085,000 Refunding Principal.....	3.019%

Refunding Bond Information

Refunding Dated Date.....	1/06/2021
Refunding Delivery Date.....	1/06/2021

\$5,820,000

Independent School District No. 2397 (Le Sueur-Henderson), Minnesota
General Obligation School Building Refunding Bonds, Series 2021
Current Refunding of Series 2012

Refunding Summary

Dated 02/08/2021 | Delivered 02/08/2021

Sources Of Funds

Par Amount of Bonds..... \$5,820,000.00
Reoffering Premium..... 395,980.40

Total Sources..... \$6,215,980.40

Uses Of Funds

Deposit to Current Refunding Fund..... 6,125,000.00
Costs of Issuance..... 51,420.00
Total Underwriter's Discount (0.600%)..... 34,920.00
Rounding Amount..... 4,640.40

Total Uses..... \$6,215,980.40

Issues Refunded And Call Dates

Prior Issue Call Price..... 100.00%
Prior Issue Call Date..... 4/01/2021

Savings Information

Net Present Value Benefit..... \$169,130.28
Total Cashflow Savings..... 169,942.52

Bond Statistics

Average Life..... 3.207 Years
Average Coupon..... 3.0000000%
Net Interest Cost (NIC)..... 1.0652469%
True Interest Cost (TIC)..... 1.0218166%

\$5,820,000

Independent School District No. 2397 (Le Sueur-Henderson), Minnesota
General Obligation School Building Refunding Bonds, Series 2021
Current Refunding of Series 2012

Debt Service Comparison

Date	Total P+I	Existing D/S	Net New D/S	Old Net D/S	Savings
04/01/2021	-	1,224,923.13	1,224,923.13	1,224,923.13	-
04/01/2022	1,290,305.00	-	1,290,305.00	1,290,646.25	341.26
04/01/2023	1,276,900.00	-	1,276,900.00	1,317,546.25	40,646.26
04/01/2024	1,272,850.00	-	1,272,850.00	1,316,940.00	44,090.00
04/01/2025	1,272,900.00	-	1,272,900.00	1,314,265.00	41,365.00
04/01/2026	1,266,900.00	-	1,266,900.00	1,310,400.00	43,500.00
Total	\$6,379,855.00	\$1,224,923.13	\$7,604,778.13	\$7,774,720.63	\$169,942.52

PV Analysis Summary (Net to Net)

Net FV Cashflow Savings.....	169,942.52
Gross PV Debt Service Savings.....	164,489.88
Net PV Cashflow Savings @ 0.839%(Bond Yield).....	164,489.88
Contingency or Rounding Amount.....	4,640.40
Net Future Value Benefit.....	\$174,582.92
Net Present Value Benefit.....	\$169,130.28
Net PV Benefit / \$416,797.80 PV Refunded Interest.....	40.578%
Net PV Benefit / \$6,380,390.99 PV Refunded Debt Service.....	2.651%
Net PV Benefit / \$6,125,000 Refunded Principal.....	2.761%
Net PV Benefit / \$5,820,000 Refunding Principal.....	2.906%

Refunding Bond Information

Refunding Dated Date.....	2/08/2021
Refunding Delivery Date.....	2/08/2021

INDEPENDENT SCHOOL DISTRICT 2397
LE SUEUR-HENDERSON PUBLIC SCHOOLS
MINUTES OF REGULAR SCHOOL BOARD/ LEVY CERTIFICATION MEETING
MS/HS MEDIA CENTER & ZOOM MEETING
September 8, 2020

Item 1.0 **Call to Order:** The regular meeting of the Le Sueur-Henderson School Board was called to order at 6:34pm. Board members in attendance via Zoom were Kelsey Schwartz, Gretchen Rehm, and Erina Prom. Board members in attendance at the MS/HS Media Center were Brigid Tuck and Matt Hathaway.

Members Absent: Brian Kane and Joe Roby

Also in attendance: Superintendent, Dr. Marlene Johnson; Technology Coordinator, Alexis Frischmon; Ky Battern, Business Manager (Zoom)

Item 2.0 **Pledge of Allegiance:** Pledge was recited.

Item 3.0 **Mission and Vision Statement**

Item 4.0 **Strategic Plan Review**

Item 5.0 **Approval of Agenda:** Motion by Rehm, second by Prom, carried 5-0, to approve the meeting agenda.

Hathaway	Yes	Tuck	Yes
Schwartz	Yes	Prom	Yes
Rehm	Yes		

Item 6.0 **Open Forum:** None

Item 7.0 **Le Sueur-Henderson School District Recognizes:**

Item 7.1 A resolution was presented to accept grants and donations to the Le Sueur-Henderson Public School District. Said resolution is attached hereto and made a part of these minutes. Motion made by Board Member Schwartz and upon being seconded by Board Member Rehm, said resolution was duly adopted by the following roll call vote, carried 5-0.

Hathaway	Yes	Tuck	Yes
Schwartz	Yes	Prom	Yes
Rehm	Yes		

Item 8.0 **Reports:**

Item 8.1 Committee Reports

- Item 8.1.1 Finance
- Item 8.1.2 Negotiations
- Item 8.1.3 MVED
- Item 8.1.4 Human Resources
- Item 8.1.5 Policy
- Item 8.1.6 Facilities Steering
- Item 8.1.7 Community Ed Council

Item 8.2 Superintendent Reports

- Item 8.2.1 Strategic Plan Update
- Item 8.2.2 Update on 2020-21 Superintendent Goals

Item 9.0 **Consent Agenda:** Motion by Schwartz, second by Tuck, carried 5-0, to approve the following consent items.

Hathaway	Yes	Tuck	Yes
Schwartz	Yes	Prom	Yes
Rehm	Yes		

Item 9.1 District Office Consent Items

- Item 9.1.1 Minutes for Special School Board Meeting on June 15, 2020.
- Item 9.1.2 Minutes for Regular School Board Meeting on August 3, 2020.
- Item 9.1.3 Minutes for Special School Board Meeting on August 17, 2020.
- Item 9.1.4 Minutes for Special School Board Meeting on August 26, 2020.

Item 9.2 Business Office Consent Items

Item 9.3 Personnel Consent Items

- Item 9.3.1 Hirings:
 - Item 9.3.1.1 Tennis Paraprofessional- Denice Maus
 - Item 9.3.1.2 Health Assistant/Park Attendance Secretary- Heidi Hagen
 - Item 9.3.1.3 MS/HS Secretary- Gillian Wychor
 - Item 9.3.1.4 Night Custodian- Barb Johnson
 - Item 9.3.1.5 Night Custodian- Jeff Osborne
 - Item 9.3.1.6 Long-Term Sub First Grade- Lucas Thomson
 - Item 9.3.1.7 Hilltop Technology Paraprofessional- Lindsay Coil
 - Item 9.3.1.8 Hilltop Title I/Park CEIS Teacher- Audra Brenke

Item 9.3.2 Resignations:

Item 9.3.2.1 Telepractice Paraprofessional- Jessica Steinborn

Item 9.3.2.2 MS Tennis Coach- Emily Barnard

Item 9.3.2.3 First Grade Teacher- Morgan Sefkar

Item 9.3.3 Requests:

Item 9.3.4 Retirements:

Item 10 **Purchases Above \$5,000**

Item 11.0 **Old Business**

Item 11.1 Motion by Tuck, second by Rehm, carried 5-0, to return to in-person School Board meetings scheduled at the MS/HS (Le Sueur) and change the location of in-person School Board Work Sessions from Hilltop (Henderson) to the MS/HS (Le Sueur).

Hathaway	Yes	Tuck	Yes
Schwartz	Yes	Prom	Yes
Rehm	Yes		

Item 12.0 **New Business**

Item 12.1 Policies

Item 12.1.1 Motion by Schwartz, second by Prom, carried 5-0, to remove the first reading of three for Policy 616 (School District System Accountability) from the agenda.

Hathaway	Yes	Tuck	Yes
Schwartz	Yes	Prom	Yes
Rehm	Yes		

Item 12.1.2 Motion by Prom, second by Rehm, carried 5-0, to approve the first and final reading for Policy 808 (COVID-19 Face Covering).

Hathaway	Yes	Tuck	Yes
Schwartz	Yes	Prom	Yes
Rehm	Yes		

Item 12.1.3 Motion by Schwartz, second by Rehm, carried 5-0, to approve the first and final reading for Policy 522 (Title IX Sex Nondiscrimination Policy, Grievance Procedure and Process) and Policy 422 (Policies Incorporated by Reference).

Hathaway	Yes	Tuck	Yes
Schwartz	Yes	Prom	Yes
Rehm	Yes		

Item 12.2 Motion by Tuck, second by Hathaway, carried 5-0, to approve the 2020-21 LS-H Schools Student Device Handbook.

Hathaway	Yes	Tuck	Yes
Schwartz	Yes	Prom	Yes
Rehm	Yes		

Item 12.3 Motion by Hathaway, second by Tuck, carried 5-0, to approve proposed Maximum Tax Levy Certification.

Hathaway	Yes	Tuck	Yes
Schwartz	Yes	Prom	Yes
Rehm	Yes		

Item 12.4 Motion by Rehm, second by Schwartz, carried 5-0, to approve moving the November 2, 2020 Regular School Board Meeting to November 9, 2020 for the purpose of Canvassing Election Results.

Hathaway	Yes	Tuck	Yes
Schwartz	Yes	Prom	Yes
Rehm	Yes		

Item 13.0 **Board Member Communications/Ideas Exchange**

Item 14.0 **Next Meeting Information**

Item 14.1 Schedule of Upcoming Meetings

Item 15.0 **Adjourn:** Motion by Prom, second by Schwartz, carried 5-0, to adjourn the meeting at 7:12 pm.

Hathaway	Yes	Tuck	Yes
Schwartz	Yes	Prom	Yes
Rehm	Yes		

Treasurer's Report

The general account receipts and disbursements have been reviewed for the month of March, 2020, and I recommend approval.

5 Receipts from general account were pulled for further review and were found to have complete and accurate documentation.

4 Disbursements from general account were pulled for further review and were found to have complete and accurate documentation.

The MSDLAF account receipts and disbursements have been reviewed for the month of March, 2020, and I recommend approval.

2 Receipts from MSDLAF account were pulled for further review and were found to have complete and accurate documentation.

2 Disbursements from MSDLAF were pulled for further review and were found to have complete and accurate documentation.

I have reviewed all manual journal entries for the month of March, 2020.

I have reviewed the bank reconciliation completed by Region V for all district accounts for the month of March, 2020.



Joe Roby, School Board Treasurer

10-7-2020

Date

Le Sueur-Henderson Schools Receipt Listing Report

Deposit Ctrl No	Batch	Co	Receipt No	Receipt Type	Bank	Check No	Date	Pmt Type	Grp	Code	Customer	Status	Amount
416797	R2009H	2397	38068	Credit	FFM		03/11/20	Cash	1	1034	HS GIRLS BASKETBALL	Applied	1,036.00
	R2009H	2397	38069	Credit	FFM		03/11/20	Cash	1	1054	HS BOYS BASKETBALL	Applied	268.00
Deposit Control Total:												1,304.00	
416798	R2009H	2397	38070	Credit	FFM		03/11/20	Cash	1	1189	HILLTOP MUSIC	Applied	170.00
	R2009H	2397	38071	Credit	FFM		03/11/20	Cash	1	1857	SNACK CART	Applied	31.00
	R2009H	2397	38072	Credit	FFM		03/11/20	Check	1	2176	HILLTOP COUNSELOR	Applied	55.00
	R2009H	2397	38073	Credit	FFM	1524	03/11/20	Check	1	2173	VIPS VIEW MN/GROUP GUIDE TO MN	Applied	300.00
	R2009H	2397	38074	Credit	FFM	7707	03/11/20	Check	1	2164	HEINZ, JOAN	Applied	78.36
	R2009H	2397	38075	Credit	FFM	9361	03/11/20	Check	1	2177	MURPHY, JODI	Applied	818.00
	R2009H	2397	38076	Credit	FFM		03/11/20	Check	1	1964	LITTLE GIANTS PRESCHOOL	Applied	200.00
	R2009H	2397	38077	Credit	FFM	30210	03/11/20	Check	1	1827	TUREK, TERRY	Applied	99.70
Deposit Control Total:												1,752.06	
416799	R2009H	2397	38078	Credit	FFM		03/17/20	Cash	1	1189	HILLTOP MUSIC	Applied	10.00
	R2009H	2397	38079	Credit	FFM		03/17/20	Check	1	2119	MS DRAMA	Applied	352.00
	R2009H	2397	38080	Credit	FFM	2762	03/17/20	Check	1	2125	SEITZER, CAROL	Applied	30.20
	R2009H	2397	38081	Credit	FFM		03/17/20	Check	1	1964	LITTLE GIANTS PRESCHOOL	Applied	230.00
	R2009H	2397	38082	Credit	FFM	1135	03/17/20	Check	1	HAVE	H.A.V.E.	Applied	995.00
	R2009H	2397	38083	Credit	FFM	5628	03/17/20	Check	1	1291	DOLLARS FOR SCHOLARS	Applied	198.70
	R2009H	2397	38084	Credit	FFM	00894574	03/17/20	Check	1	1095	MVEC	Applied	26.26
	R2009H	2397	38085	Credit	FFM	002097	03/17/20	Check	1	1014	MSHSL REGION 2A	Applied	652.50
Deposit Control Total:												2,494.66	
416800	R2009H	2397	38086	Credit	FFM	62623	03/11/20	Check	1	1067	CITY OF LE SUEUR	Applied	20,596.94
Deposit Control Total:												20,596.94	
416801	R2009H	2397	38087	Credit	FFM		03/04/20	Wire	1	1370	MN DEPT OF FINANCE	Applied	14,010.81
Deposit Control Total:												14,010.81	
416802	R2009S	2397	38088	Credit	FFM		03/17/20	Cash	1	1040	HS SPANISH	Applied	110.48
Deposit Control Total:												110.48	
416803	R2009H	2397	38089	Credit	FFM		03/20/20	Check	1	1134	HS FOOTBALL	Applied	160.00
	R2009H	2397	38090	Credit	FFM		03/20/20	Cash	1	1198	HS CROSS COUNTRY	Applied	55.00
Deposit Control Total:												215.00	
416804	R2009S	2397	38091	Credit	FFM		03/20/20	Check	1	1028	HS JR CLASS	Applied	6,104.00
Deposit Control Total:												6,104.00	
416805	R2009S	2397	38092	Credit	FFM		03/20/20	Cash	1	1023	HS BASEBALL	Applied	135.00

Le Sueur-Henderson Schools Receipt Listing Report

Deposit Ctrl No	Batch	Co	Receipt No	Receipt Type	Bank	Check No	Date	Pmt Type	Grp	Code	Customer	Status	Amount
416805	R2009S	2397	38093	Credit	FFM	1052	03/20/20	Check	1	2178	PERFORMANCE TOURS	Applied	221.50
Deposit Control Total:												356.50	
416806	R2009H	2397	38094	Credit	FFM	5043	03/20/20	Check	1	1010	CORNERSTONE STATE BANK	Applied	50.00
	R2009H	2397	38095	Credit	FFM	72215	03/20/20	Check	1	1245	ROSS NESBIT AGENCIES INC	Applied	100.00
	R2009H	2397	38096	Credit	FFM	339608	03/20/20	Check	1	2179	AGROPUR INC	Applied	100.00
	R2009H	2397	38097	Credit	FFM	7369	03/20/20	Check	1	2018	SCHOEPPNER & ASSOCIATES, P.A.	Applied	100.00
	R2009H	2397	38098	Credit	FFM	021004	03/20/20	Check	1	2180	BIMEDA INC	Applied	100.00
	R2009H	2397	38099	Credit	FFM	1555715	03/20/20	Check	1	2181	MICHAEL FOODS	Applied	50.00
	R2009H	2397	38100	Credit	FFM	60617	03/20/20	Check	1	1110	FFM	Applied	50.00
	R2009H	2397	38101	Credit	FFM	2997	03/20/20	Check	1	1940	MARTENS, KEITH	Applied	1,400.00
Deposit Control Total:												1,950.00	
416807	R2009S	2397	38102	Credit	FFM		03/23/20	Check	1	1027	HS YEARBOOK	Applied	193.00
Deposit Control Total:												193.00	
416808	R2009H	2397	38103	Credit	FFM	7717	03/26/20	Check	1	2164	HEINZ, JOAN	Applied	78.36
	R2009H	2397	38104	Credit	FFM	VRKLAN-9125	03/26/20	Check	1	C1	Misc.	Applied	14.56
	R2009H	2397	38105	Credit	FFM	2632	03/26/20	Check	1	1453	LSH WRESTLING BOOSTERS	Applied	447.50
	R2009H	2397	38106	Credit	FFM		03/26/20	Check	1	1964	LITTLE GIANTS PRESCHOOL	Applied	365.00
	R2009H	2397	38107	Credit	FFM	9493	03/26/20	Check	1	1911	LE SUEUR CHAMBER OF COMMERCE	Applied	206.00
Deposit Control Total:												1,111.42	
416809	R2009H	2397	38108	Credit	FFM	6743	03/26/20	Check	1	2168	SCHOEPPNER, RUTH	Applied	354.00
	R2009H	2397	38109	Credit	FFM	2417	03/26/20	Check	1	2116	TREASURES IN TOWN INC	Applied	300.00
	R2009H	2397	38110	Credit	FFM	2424	03/26/20	Check	1	2116	TREASURES IN TOWN INC	Applied	1,000.00
Deposit Control Total:												1,654.00	
416810	R2009H	2397	38111	Credit	FFM	51402616896	03/26/20	Check	1	2166	NELSON, MONICA	Applied	348.00
	R2009H	2397	38112	Credit	FFM	W/O BAL	03/26/20	Check	1	2166	NELSON, MONICA	Applied	0.00
Deposit Control Total:												348.00	
416811	R2009H	2397	38113	Credit	FFM	1150	03/31/20	Check	1	1466	LE SUEUR ROTARY	Applied	578.38
	R2009H	2397	38114	Credit	FFM	10158334	03/31/20	Check	1	2182	VERITIV	Applied	4,220.40
	R2009H	2397	38115	Credit	FFM	2233	03/31/20	Check	1	2103	LE SUEUR HENDERSON BUS COMPANY	Applied	385.83
Deposit Control Total:												5,184.61	
416812	R2009H	2397	38116	Credit	FFM	62777	03/31/20	Check	1	1067	CITY OF LE SUEUR	Applied	19,551.32
Deposit Control Total:												19,551.32	

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Deposit Ctrl No	Batch	Co	Receipt No	Receipt Type	Bank	Check No	Date	Pmt Type	Grp	Code	Customer	Status	Amount
416813		2397	38117	Adj	FFM	2417	03/31/20	Check	1	2116	TREASURES IN TOWN INC	Applied	0.00
Deposit Control Total:												0.00	
416816	R2009H	2397	38118	Credit	FFM		03/02/20	Wire	1	1440	PAYSCHOOLS	Applied	126.80
	R2009H	2397	38119	Debit	FFM		03/02/20	Wire	1	1440	PAYSCHOOLS	Applied	(5.39)
Deposit Control Total:												121.41	
416817	R2009H	2397	38120	Credit	FFM		03/02/20	Wire	1	1440	PAYSCHOOLS	Applied	40.00
	R2009H	2397	38121	Debit	FFM		03/02/20	Wire	1	1440	PAYSCHOOLS	Applied	(1.70)
Deposit Control Total:												38.30	
416818	R2009H	2397	38122	Credit	FFM		03/03/20	Wire	1	1440	PAYSCHOOLS	Applied	653.65
	R2009H	2397	38123	Debit	FFM		03/03/20	Wire	1	1440	PAYSCHOOLS	Applied	(27.81)
Deposit Control Total:												625.84	
416819	R2009H	2397	38124	Credit	FFM		03/03/20	Wire	1	1440	PAYSCHOOLS	Applied	976.35
	R2009H	2397	38125	Debit	FFM		03/03/20	Wire	1	1440	PAYSCHOOLS	Applied	(41.52)
Deposit Control Total:												934.83	
416820	R2009H	2397	38126	Credit	FFM		03/04/20	Wire	1	1440	PAYSCHOOLS	Applied	210.00
	R2009H	2397	38127	Debit	FFM		03/04/20	Wire	1	1440	PAYSCHOOLS	Applied	(8.93)
Deposit Control Total:												201.07	
416821	R2009H	2397	38128	Credit	FFM		03/04/20	Wire	1	1440	PAYSCHOOLS	Applied	407.20
	R2009H	2397	38129	Debit	FFM		03/04/20	Wire	1	1440	PAYSCHOOLS	Applied	(17.31)
Deposit Control Total:												389.89	
416822	R2009H	2397	38130	Credit	FFM		03/05/20	Wire	1	1440	PAYSCHOOLS	Applied	190.00
	R2009H	2397	38131	Debit	FFM		03/05/20	Wire	1	1440	PAYSCHOOLS	Applied	(8.08)
Deposit Control Total:												181.92	
416823	R2009H	2397	38132	Credit	FFM		03/05/20	Wire	1	1440	PAYSCHOOLS	Applied	265.00
	R2009H	2397	38133	Debit	FFM		03/05/20	Wire	1	1440	PAYSCHOOLS	Applied	(11.27)
Deposit Control Total:												253.73	
416824	R2009H	2397	38134	Credit	FFM		03/06/20	Wire	1	1440	PAYSCHOOLS	Applied	60.00
	R2009H	2397	38135	Debit	FFM		03/06/20	Wire	1	1440	PAYSCHOOLS	Applied	(2.55)
Deposit Control Total:												57.45	
416825	R2009H	2397	38136	Credit	FFM		03/09/20	Wire	1	1440	PAYSCHOOLS	Applied	75.00
	R2009H	2397	38137	Debit	FFM		03/09/20	Wire	1	1440	PAYSCHOOLS	Applied	(3.19)
Deposit Control Total:												71.81	

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Deposit Ctrl No	Batch	Co	Receipt No	Receipt Type	Bank	Check No	Date	Pmt Type	Grp	Code	Customer	Status	Amount
416826	R2009H	2397	38138	Credit	FFM		03/10/20	Wire	1	1440	PAYSCHOOLS	Applied	525.00
	R2009H	2397	38139	Debit	FFM		03/10/20	Wire	1	1440	PAYSCHOOLS	Applied	(22.35)
Deposit Control Total:												502.65	
416827	R2009H	2397	38140	Credit	FFM		03/10/20	Wire	1	1440	PAYSCHOOLS	Applied	1,304.25
	R2009H	2397	38141	Debit	FFM		03/10/20	Wire	1	1440	PAYSCHOOLS	Applied	(55.45)
Deposit Control Total:												1,248.80	
416828	R2009H	2397	38142	Credit	FFM		03/11/20	Wire	1	1440	PAYSCHOOLS	Applied	512.00
	R2009H	2397	38143	Debit	FFM		03/11/20	Wire	1	1440	PAYSCHOOLS	Applied	(21.77)
Deposit Control Total:												490.23	
416829	R2009H	2397	38144	Credit	FFM		03/12/20	Wire	1	1440	PAYSCHOOLS	Applied	320.00
	R2009H	2397	38145	Debit	FFM		03/12/20	Wire	1	1440	PAYSCHOOLS	Applied	(13.61)
Deposit Control Total:												306.39	
416830	R2009H	2397	38146	Credit	FFM		03/13/20	Wire	1	1440	PAYSCHOOLS	Applied	275.00
	R2009H	2397	38147	Debit	FFM		03/13/20	Wire	1	1440	PAYSCHOOLS	Applied	(11.69)
Deposit Control Total:												263.31	
416831	R2009H	2397	38148	Credit	FFM		03/13/20	Wire	1	1440	PAYSCHOOLS	Applied	667.60
	R2009H	2397	38149	Debit	FFM		03/13/20	Wire	1	1440	PAYSCHOOLS	Applied	(28.40)
Deposit Control Total:												639.20	
416832	R2009H	2397	38150	Credit	FFM		03/16/20	Wire	1	1440	PAYSCHOOLS	Applied	150.00
	R2009H	2397	38151	Debit	FFM		03/16/20	Wire	1	1440	PAYSCHOOLS	Applied	(6.39)
Deposit Control Total:												143.61	
416833	R2009H	2397	38152	Credit	FFM		03/16/20	Wire	1	1440	PAYSCHOOLS	Applied	200.00
	R2009H	2397	38153	Debit	FFM		03/16/20	Wire	1	1440	PAYSCHOOLS	Applied	(8.51)
Deposit Control Total:												191.49	
416834	R2009H	2397	38154	Credit	FFM		03/17/20	Wire	1	1440	PAYSCHOOLS	Applied	430.00
	R2009H	2397	38155	Debit	FFM		03/17/20	Wire	1	1440	PAYSCHOOLS	Applied	(18.29)
Deposit Control Total:												411.71	
416835	R2009H	2397	38156	Credit	FFM		03/17/20	Wire	1	1440	PAYSCHOOLS	Applied	1,466.50
	R2009H	2397	38157	Debit	FFM		03/17/20	Wire	1	1440	PAYSCHOOLS	Applied	(62.38)
Deposit Control Total:												1,404.12	
416836	R2009H	2397	38158	Credit	FFM		03/18/20	Wire	1	1440	PAYSCHOOLS	Applied	745.00

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Deposit Ctrl No	Batch	Co	Receipt No	Receipt Type	Bank	Check No	Date	Pmt Type	Grp	Code	Customer	Status	Amount
416836	R2009H	2397	38159	Debit	FFM		03/18/20	Wire	1	1440	PAYSCHOOLS	Applied	(31.67)
Deposit Control Total:												713.33	
416837	R2009H	2397	38160	Credit	FFM		03/19/20	Wire	1	1440	PAYSCHOOLS	Applied	80.00
	R2009H	2397	38161	Debit	FFM		03/19/20	Wire	1	1440	PAYSCHOOLS	Applied	(3.41)
Deposit Control Total:												76.59	
416838	R2009H	2397	38162	Credit	FFM		03/19/20	Wire	1	1440	PAYSCHOOLS	Applied	710.00
	R2009H	2397	38163	Debit	FFM		03/19/20	Wire	1	1440	PAYSCHOOLS	Applied	(30.18)
Deposit Control Total:												679.82	
416839	R2009H	2397	38164	Credit	FFM		03/20/20	Wire	1	1440	PAYSCHOOLS	Applied	65.00
	R2009H	2397	38165	Debit	FFM		03/20/20	Wire	1	1440	PAYSCHOOLS	Applied	(2.76)
Deposit Control Total:												62.24	
416840	R2009H	2397	38166	Credit	FFM		03/20/20	Wire	1	1440	PAYSCHOOLS	Applied	225.00
	R2009H	2397	38167	Debit	FFM		03/20/20	Wire	1	1440	PAYSCHOOLS	Applied	(9.56)
Deposit Control Total:												215.44	
416841	R2009H	2397	38168	Credit	FFM		03/23/20	Wire	1	1440	PAYSCHOOLS	Applied	143.00
	R2009H	2397	38169	Debit	FFM		03/23/20	Wire	1	1440	PAYSCHOOLS	Applied	(6.07)
Deposit Control Total:												136.93	
416842	R2009H	2397	38170	Credit	FFM		03/24/20	Wire	1	1440	PAYSCHOOLS	Applied	25.00
	R2009H	2397	38171	Debit	FFM		03/24/20	Wire	1	1440	PAYSCHOOLS	Applied	(1.06)
Deposit Control Total:												23.94	
416843	R2009H	2397	38172	Credit	FFM		03/25/20	Wire	1	1440	PAYSCHOOLS	Applied	15.00
	R2009H	2397	38173	Debit	FFM		03/25/20	Wire	1	1440	PAYSCHOOLS	Applied	(0.64)
Deposit Control Total:												14.36	
416844	R2009H	2397	38174	Credit	FFM		03/26/20	Wire	1	1440	PAYSCHOOLS	Applied	40.00
	R2009H	2397	38175	Debit	FFM		03/26/20	Wire	1	1440	PAYSCHOOLS	Applied	(1.71)
Deposit Control Total:												38.29	
416845	R2009H	2397	38176	Credit	FFM		03/27/20	Wire	1	1440	PAYSCHOOLS	Applied	25.00
	R2009H	2397	38177	Debit	FFM		03/27/20	Wire	1	1440	PAYSCHOOLS	Applied	(1.06)
Deposit Control Total:												23.94	
416846	R2009H	2397	38178	Credit	FFM		03/31/20	Wire	1	1440	PAYSCHOOLS	Applied	20.00
	R2009H	2397	38179	Debit	FFM		03/31/20	Wire	1	1440	PAYSCHOOLS	Applied	(0.85)
Deposit Control Total:												19.15	

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Deposit Ctrl No	Batch	Co	Receipt No	Receipt Type	Bank	Check No	Date	Pmt Type	Grp	Code	Customer	Status	Amount
416847	R2009H	2397	38180	Credit	FFM		03/31/20	Wire	1	1440	PAYSCHOOLS	Applied	104.40
	R2009H	2397	38181	Debit	FFM		03/31/20	Wire	1	1440	PAYSCHOOLS	Applied	(4.44)
Deposit Control Total:												99.96	
416848	R2009H	2397	38184	Credit	FFM		03/18/20	Wire	1	1370	MN DEPT OF FINANCE	Applied	13,244.48
Deposit Control Total:												13,244.48	
416849	R2009H	2397	38185	Credit	FFM		03/30/20	Wire	1	1868	COMMERCE BANK	Applied	28.33
Deposit Control Total:												28.33	
416850	R2009H	2397	38186	Credit	FFM		03/31/20	Wire	1	1887	FAMILIES FIRST MN	Applied	85.00
Deposit Control Total:												85.00	
416851	R2009H	2397	38187	Credit	FFM		03/31/20	Wire	1	1110	FFM	Applied	64.47
Deposit Control Total:												64.47	
416852	R2009H	2397	38188	Credit	FFM		03/31/20	Wire	1	2099	A'VIANDS	Applied	5,842.54
	R2009H	2397	38189	Debit	FFM		03/31/20	Wire	1	2099	A'VIANDS	Applied	(108.94)
Deposit Control Total:												5,733.60	
416853	R2009L	2397	38190	Credit	MSDL	W0002013	03/12/20	Wire	1	1315	MN DEPT OF EDUCATION	Applied	2,376.00
	R2009L	2397	38191	Credit	MSDL	W0002014	03/12/20	Wire	1	1315	MN DEPT OF EDUCATION	Applied	2,301.00
Deposit Control Total:												4,677.00	
416854	R2009L	2397	38192	Credit	MSDL		03/13/20	Wire	1	1012	IDEAS	Applied	533,673.27
Deposit Control Total:												533,673.27	
416855	R2009L	2397	38194	Credit	MSDL		03/19/20	Wire	1	1315	MN DEPT OF EDUCATION	Applied	25,335.17
	R2009L	2397	38195	Credit	MSDL		03/19/20	Wire	1	1315	MN DEPT OF EDUCATION	Applied	23,211.86
Deposit Control Total:												48,547.03	
416856	R2009L	2397	38196	Credit	MSDL		03/30/20	Wire	1	1012	IDEAS	Applied	603,470.22
Deposit Control Total:												603,470.22	
416857	R2009L	2397	38197	Credit	MSDL		03/31/20	Wire	1	1001	MSDLAF	Applied	2,714.48
Deposit Control Total:												2,714.48	
Report Total:												1,299,756.43	

Le Sueur-Henderson Schools

Payment Reg by Bank and Check

Co	Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Print	Recon	Void	Curr	Pay/Void	Amount
													Date	
2397	FFM	P2008G	77696		CB	1	1565	NAC	Yes	Yes	Yes	USD	03/16/2020	(409.00)
2397	FFM	P2008C	77841		CB	1	14578	NEW READERS PRESS	Yes	Yes	Yes	USD	03/27/2020	(105.00)
2397	FFM	P2008F	77889		Wire	1	10850	LE SUEUR HENDERSON ED ASSOC	No	Yes	No	USD	03/02/2020	3,331.16
2397	FFM	P2009G	77897		Wire	1	5636	SFM	No	Yes	No	USD	03/02/2020	3,404.00
2397	FFM	P2009S	77924		Wire	1	2347	FIRST FARMERS & MERCHANTS	No	Yes	No	USD	03/04/2020	274.00
2397	FFM	P2009C	77946		CB	1	08104	HEINEMANN PUBLISHING	No	Yes	No	USD	03/09/2020	225.50
2397	FFM	P2009C	77947		CB	1	1565	NAC	No	Yes	No	USD	03/09/2020	10,127.00
2397	FFM	P2009C	77948		CB	1	18081	SS SCHOOL SPECIALTY INC	No	Yes	No	USD	03/09/2020	312.01
2397	FFM	P2009C	77949		CB	1	19380	STATE SUPPLY COMPANY	No	Yes	No	USD	03/09/2020	706.12
2397	FFM	P2009C	77950		CB	1	4480	JONES SCHOOL SUPPLY	No	Yes	No	USD	03/09/2020	75.36
2397	FFM	P2009C	78007		CB	1	10080	LAKESHORE LEARNING MATERIALS	No	Yes	No	USD	03/20/2020	130.70
2397	FFM	P2009C	78008		CB	1	12176	R1 METRO SALES	No	Yes	No	USD	03/20/2020	2,728.37
2397	FFM	P2009C	78009		CB	1	16545	R1 QUILL CORPORATION	No	Yes	No	USD	03/20/2020	88.99
2397	FFM	P2009C	78010		CB	1	12176	R1 METRO SALES	No	Yes	No	USD	03/19/2020	235.50
2397	FFM	P2009G	78011		Wire	1	14843	XCEL ENERGY	No	Yes	No	USD	03/19/2020	1,565.29
2397	FFM	P2009G	78062		Wire	1	10660	R1 CITY OF LE SUEUR	No	Yes	No	USD	03/26/2020	21,472.33
2397	FFM	P2009F	78065		Wire	1	5317	FURTHER	No	Yes	No	USD	03/06/2020	770.00
2397	FFM	P2009T	78066		Wire	1	5317	FURTHER	No	Yes	No	USD	03/24/2020	276.40
2397	FFM	P2009F	78067		Wire	1	5317	FURTHER	No	Yes	No	USD	03/13/2020	7,136.54
2397	FFM	P2009T	78068		Wire	1	5317	FURTHER	No	Yes	No	USD	03/27/2020	1,267.92
2397	FFM	P2009F	78069		Wire	1	16487	PUBLIC EMPLOYEES RETIREMENT ASS	No	Yes	No	USD	03/13/2020	538.44
2397	FFM	P2009F	78070		Wire	1	13146	MN TEACHERS RETIREMENT ASSOC	No	Yes	No	USD	03/13/2020	829.76
2397	FFM	P2009F	78071		Wire	1	1324	INTERNAL REVENUE SERVICE	No	Yes	No	USD	03/13/2020	2,218.26
2397	FFM	P2009F	78072		Wire	1	10850	LE SUEUR HENDERSON ED ASSOC	No	Yes	No	USD	03/13/2020	3,331.16
2397	FFM	P2009F	78073		Wire	1	12832	MN DEPT OF REVENUE	No	Yes	No	USD	03/13/2020	381.56
2397	FFM	P2009F	78074		Wire	1	1065	MN CHILD SUPPORT PAYMENT CTR	No	Yes	No	USD	03/13/2020	600.50
2397	FFM	P2009F	78075		Wire	1	12832	MN DEPT OF REVENUE	No	Yes	No	USD	03/13/2020	8,852.22
2397	FFM	P2009F	78076		Wire	1	13146	MN TEACHERS RETIREMENT ASSOC	No	Yes	No	USD	03/13/2020	31,970.82
2397	FFM	P2009F	78077		Wire	1	1324	INTERNAL REVENUE SERVICE	No	Yes	No	USD	03/13/2020	60,903.20
2397	FFM	P2009F	78078		Wire	1	6573	P1 EDUCATORS BENEFIT CONSULTANTS	No	Yes	No	USD	03/13/2020	9,709.81
2397	FFM	P2009T	78104		Wire	1	6573	P1 EDUCATORS BENEFIT CONSULTANTS	No	Yes	No	USD	03/30/2020	9,439.09
2397	FFM	P2009T	78105		Wire	1	12832	MN DEPT OF REVENUE	No	Yes	No	USD	03/30/2020	8,137.81
2397	FFM	P2009T	78106		Wire	1	5317	FURTHER	No	Yes	No	USD	03/30/2020	7,136.54
2397	FFM	P2009F	78107		Wire	1	16487	PUBLIC EMPLOYEES RETIREMENT ASS	No	Yes	No	USD	03/13/2020	8,762.75
2397	FFM	P2009T	78108		Wire	1	16487	PUBLIC EMPLOYEES RETIREMENT ASS	No	Yes	No	USD	03/30/2020	8,068.28
2397	FFM	P2009T	78109		Wire	1	13146	MN TEACHERS RETIREMENT ASSOC	No	Yes	No	USD	03/30/2020	30,119.18
2397	FFM	P2009T	78110		Wire	1	1324	INTERNAL REVENUE SERVICE	No	Yes	No	USD	03/30/2020	53,818.53
2397	FFM	P2009T	78111		Wire	1	1065	MN CHILD SUPPORT PAYMENT CTR	No	Yes	No	USD	03/30/2020	600.50
2397	FFM	P2009T	78112		Wire	1	5305	DELTA DENTAL OF MINNESOTA	No	Yes	No	USD	03/30/2020	3,137.80

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2397	FFM	P2009T	78119		Wire	1	10850	LE SUEUR HENDERSON ED ASSOC	No	Yes	No	USD	03/30/2020	3,331.16
2397	FFM	P2009G	78120		Wire	1	2347	FIRST FARMERS & MERCHANTS	No	Yes	No	USD	03/31/2020	21.95
2397	FFM	P2009G	78136		Wire	1	3679	PITNEY BOWES - RESERVE ACCOUNT	No	Yes	No	USD	03/10/2020	250.00
2397	FFM	P2007G	77433	78297	Check	1	08959	R1 ISD 2310-SIBLEY EAST	Yes	Yes	Yes	USD	03/25/2020	(150.00)
2397	FFM	P2008T	77863	78605	Check	1	15695	NCPERS GROUP LIFE INS	Yes	Yes	No	USD	03/02/2020	16.00
2397	FFM	P2008T	77864	78606	Check	1	18080	SCHOOL SERVICE EMPLOYEES	Yes	Yes	No	USD	03/02/2020	511.02
2397	FFM	P2009G	77888	78607	Check	1	8097	ANGELS AMONGST US	Yes	Yes	No	USD	03/02/2020	98.79
2397	FFM	P2009G	77886	78608	Check	1	8087	BLOCK, DAN	Yes	Yes	No	USD	03/02/2020	120.00
2397	FFM	P2009G	77887	78609	Check	1	8093	BOLDT, BEN	Yes	Yes	No	USD	03/02/2020	100.00
2397	FFM	P2009G	77884	78610	Check	1	8020	R1 COLLINS SPORTS MEDICINE	Yes	Yes	No	USD	03/02/2020	225.00
2397	FFM	P2009G	77881	78611	Check	1	7974	FEENEY, DYLAN	Yes	Yes	No	USD	03/02/2020	35.00
2397	FFM	P2009G	77875	78612	Check	1	3277	R2 INNOVATIVE OFFICE SOLUTIONS	Yes	Yes	No	USD	03/02/2020	34.88
2397	FFM	P2009G	77870	78613	Check	1	09741	JOSTENS INC	Yes	Yes	No	USD	03/02/2020	748.45
2397	FFM	P2009G	77874	78614	Check	1	2405	MN IRON & METAL	Yes	Yes	No	USD	03/02/2020	581.50
2397	FFM	P2009G	77880	78615	Check	1	7729	MOE, SARAH	Yes	Yes	No	USD	03/02/2020	67.00
2397	FFM	P2009G	77871	78616	Check	1	14990	NUESSMEIER ELECTRIC INC	Yes	Yes	No	USD	03/02/2020	678.00
2397	FFM	P2009G	77876	78617	Check	1	3581	ORTHOPAEDIC & FRACTURE CLINIC	Yes	Yes	No	USD	03/02/2020	3,146.82
2397	FFM	P2009G	77872	78618	Check	1	1814	POWELL, KELLY	Yes	Yes	No	USD	03/02/2020	25.00
2397	FFM	P2009G	77885	78619	Check	1	8078	SIWEK LUMBER & MILLWORK	Yes	Yes	No	USD	03/02/2020	101.70
2397	FFM	P2009G	77882	78620	Check	1	7985	SOLUTION TREE	Yes	Yes	No	USD	03/02/2020	5,200.00
2397	FFM	P2009G	77879	78621	Check	1	7145	ST. PAUL'S UNITED CHURCH OF CHRIS	Yes	Yes	No	USD	03/02/2020	750.00
2397	FFM	P2009G	77873	78622	Check	1	19866	TEACHERS DISCOVERY	Yes	Yes	No	USD	03/02/2020	51.99
2397	FFM	P2009G	77878	78623	Check	1	5034	P1 GILLETTE PEPSI	Yes	Yes	No	USD	03/02/2020	699.62
2397	FFM	P2009G	77877	78624	Check	1	4591	WILMES, LYNN	Yes	Yes	No	USD	03/02/2020	25.00
2397	FFM	P2009G	77883	78625	Check	1	7998	R1 ZIEGLER INC	Yes	Yes	No	USD	03/02/2020	8,515.00
2397	FFM	P2008T	77894	78626	Check	1	5306	AMERITAS GROUP	Yes	Yes	No	USD	03/03/2020	131.60
2397	FFM	P2008T	77892	78627	Check	1	7988	MN PEIP	Yes	Yes	No	USD	03/03/2020	80,267.56
2397	FFM	P2008T	77893	78628	Check	1	13147	MN TEAMSTERS NO 320	Yes	Yes	No	USD	03/03/2020	930.00
2397	FFM	P2008T	77895	78629	Check	1	12756	NATIONAL INSURANCE SERVICES OF V	Yes	Yes	No	USD	03/03/2020	2,912.65
2397	FFM	P2009G	77928	78630	Check	1	1071	CITY OF ST PETER	Yes	Yes	No	USD	03/09/2020	150.00
2397	FFM	P2009G	77926	78631	Check	1	03582	COLE PAPERS INC	Yes	Yes	No	USD	03/09/2020	4,006.58
2397	FFM	P2009G	77938	78632	Check	1	4043	COMPUTER TECHNOLOGY SOLUTIONS	Yes	Yes	No	USD	03/09/2020	3,900.00
2397	FFM	P2009G	77939	78633	Check	1	6573	P1 EDUCATORS BENEFIT CONSULTANTS	Yes	Yes	No	USD	03/09/2020	110.99
2397	FFM	P2009G	77944	78634	Check	1	7945	FOSS, MICHAEL	Yes	Yes	No	USD	03/09/2020	131.47
2397	FFM	P2009G	77941	78635	Check	1	7310	R1 GRAINGER	Yes	Yes	No	USD	03/09/2020	425.71
2397	FFM	P2009G	77943	78636	Check	1	7919	R1 HANDI MEDICAL SUPPLY	Yes	Yes	No	USD	03/09/2020	90.62
2397	FFM	P2009G	77935	78637	Check	1	3277	R2 INNOVATIVE OFFICE SOLUTIONS	Yes	Yes	No	USD	03/09/2020	93.73
2397	FFM	P2009G	77927	78638	Check	1	09741	JOSTENS INC	Yes	Yes	No	USD	03/09/2020	12.10
2397	FFM	P2009G	77930	78639	Check	1	1288	MCEA	Yes	Yes	No	USD	03/09/2020	209.00

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2397	FFM	P2009G	77940	78640	Check	1 7097	R1	MEI	Yes	Yes	No	USD	03/09/2020	262.08
2397	FFM	P2009G	77929	78641	Check	1 12039		MENARDS	Yes	Yes	No	USD	03/09/2020	277.60
2397	FFM	P2009G	77931	78642	Check	1 13152		MN VALLEY EDUCATION DISTRICT	Yes	Yes	No	USD	03/09/2020	42,677.00
2397	FFM	P2009G	77932	78643	Check	1 18980		SOUTH CENTRAL SERVICE COOP	Yes	Yes	No	USD	03/09/2020	605.99
2397	FFM	P2009G	77933	78644	Check	1 18980		SOUTH CENTRAL SERVICE COOP	Yes	Yes	No	USD	03/09/2020	312.00
2397	FFM	P2009G	77942	78645	Check	1 7383		SVM CATERING	Yes	Yes	No	USD	03/09/2020	981.11
2397	FFM	P2009G	77937	78646	Check	1 3908		TISCHENDORF, MIKE	Yes	Yes	No	USD	03/09/2020	300.00
2397	FFM	P2009G	77925	78647	Check	1 11020		TRUSTWORTHY HARDWARE OF LE SL	Yes	Yes	No	USD	03/09/2020	362.73
2397	FFM	P2009G	77945	78648	Check	1 8071		UNISTRUT SERVICE COMPANY	Yes	Yes	No	USD	03/09/2020	1,493.92
2397	FFM	P2009G	77934	78649	Check	1 2249		WILSON, DIANNE	Yes	Yes	No	USD	03/09/2020	16.92
2397	FFM	P2009G	77936	78650	Check	1 3283		YOUTH FRONTIERS INC	Yes	Yes	No	USD	03/09/2020	1,845.00
2397	FFM	P2009G	77951	78651	Check	1 00294		AIM ELECTRONICS INC	Yes	Yes	No	USD	03/10/2020	621.75
2397	FFM	P2009G	77952	78652	Check	1 00520		ALPHA WIRELESS COMMUNICATIONS	Yes	Yes	No	USD	03/10/2020	979.00
2397	FFM	P2009G	77971	78653	Check	1 7673	R1	A'VIANDS LLC	Yes	Yes	No	USD	03/10/2020	42,563.86
2397	FFM	P2009G	77953	78654	Check	1 08112		CITY OF HENDERSON	Yes	Yes	No	USD	03/10/2020	293.24
2397	FFM	P2009G	77962	78655	Check	1 4677	R1	GOLD MEDAL	Yes	Yes	No	USD	03/10/2020	260.95
2397	FFM	P2009G	77954	78656	Check	1 08117		HENDERSON INDEPENDENT	Yes	Yes	No	USD	03/10/2020	112.13
2397	FFM	P2009G	77955	78657	Check	1 08117		HENDERSON INDEPENDENT	Yes	Yes	No	USD	03/10/2020	30.00
2397	FFM	P2009G	77964	78658	Check	1 5093	R1	HOBART	Yes	Yes	No	USD	03/10/2020	248.80
2397	FFM	P2009G	77956	78659	Check	1 08470		HOLIDAY	Yes	Yes	No	USD	03/10/2020	596.42
2397	FFM	P2009G	77958	78660	Check	1 1286		INTERMEDIATE DISTRICT 287	Yes	Yes	No	USD	03/10/2020	227.24
2397	FFM	P2009G	77965	78661	Check	1 5103		ISD 75	Yes	Yes	No	USD	03/10/2020	181.25
2397	FFM	P2009G	77970	78662	Check	1 7668		JAGUAR COMMUNICATIONS	Yes	Yes	No	USD	03/10/2020	1,052.49
2397	FFM	P2009G	77968	78663	Check	1 7571		KENNEDY & GRAVEN, CHARTERED	Yes	Yes	No	USD	03/10/2020	319.50
2397	FFM	P2009G	77969	78664	Check	1 7635		LE SUEUR HENDERSON BUS COMPAN	Yes	Yes	No	USD	03/10/2020	89,721.25
2397	FFM	P2009G	77957	78665	Check	1 11955		MEEKER & WRIGHT SP ED COOP	Yes	Yes	No	USD	03/10/2020	709.20
2397	FFM	P2009G	77963	78666	Check	1 5089		MILLERS REFRIGERATION	Yes	Yes	No	USD	03/10/2020	380.41
2397	FFM	P2009G	77959	78667	Check	1 13152		MN VALLEY EDUCATION DISTRICT	Yes	Yes	No	USD	03/10/2020	49,047.00
2397	FFM	P2009G	77960	78668	Check	1 14990		NUESSMEIER ELECTRIC INC	Yes	Yes	No	USD	03/10/2020	8.27
2397	FFM	P2009G	77961	78669	Check	1 1668		RICHARD ALAN PRODUCTIONS	Yes	Yes	Yes	USD	03/10/2020	995.00
2397	FFM	P2009G	77961	78669	Check	1 1668		RICHARD ALAN PRODUCTIONS	Yes	Yes	Yes	USD	03/23/2020	(995.00)
2397	FFM	P2009G	77966	78670	Check	1 5641		SHRED-N-GO INC	Yes	Yes	No	USD	03/10/2020	185.93
2397	FFM	P2009G	77967	78671	Check	1 5997		VERIZON WIRELESS	Yes	Yes	No	USD	03/10/2020	485.97
2397	FFM	P2009S	77972	78672	Check	1 1414		BRUNS, RICK	Yes	Yes	No	USD	03/10/2020	49.95
2397	FFM	P2009G	77973	78673	Check	1 7826		U.S. BANK EQUIPMENT FINANCE	Yes	Yes	No	USD	03/10/2020	1,497.00
2397	FFM	P2009G	77974	78674	Check	1 13000	2A-DS	REGION 2A, MSHSL	Yes	Yes	No	USD	03/12/2020	1,036.00
2397	FFM	P2009G	77989	78675	Check	1 3875		B STARK & CO	Yes	Yes	No	USD	03/19/2020	381.84
2397	FFM	P2009G	77996	78676	Check	1 7807		BATTERN, KY	Yes	Yes	No	USD	03/19/2020	100.00
2397	FFM	P2009G	78000	78677	Check	1 8100		BRAUN, ELI	Yes	Yes	No	USD	03/19/2020	100.00

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2397	FFM	P2009G	77992	78678	Check	1 4801	R1	CENTERPOINT ENERGY	Yes	Yes	No	USD	03/19/2020	11,549.13
2397	FFM	P2009G	77983	78679	Check	1 21090		CENTURYLINK	Yes	Yes	No	USD	03/19/2020	73.99
2397	FFM	P2009G	77984	78680	Check	1 2288		CITY OF LE SUEUR PARKS & RECREAT	Yes	Yes	No	USD	03/19/2020	3,718.50
2397	FFM	P2009G	77976	78681	Check	1 1071		CITY OF ST PETER	Yes	Yes	No	USD	03/19/2020	118.50
2397	FFM	P2009G	77975	78682	Check	1 03582		COLE PAPERS INC	Yes	Yes	Yes	USD	03/19/2020	0.00
2397	FFM	P2009G	78003	78683	Check	1 8105		DOYLE, KRISTOPHER	Yes	Yes	No	USD	03/19/2020	19.85
2397	FFM	P2009G	77990	78684	Check	1 4183		EVOLUTION MEDIA & DESIGN	Yes	Yes	No	USD	03/19/2020	688.16
2397	FFM	P2009G	77997	78685	Check	1 7859		HILL, TRACY	Yes	Yes	No	USD	03/19/2020	36.20
2397	FFM	P2009G	77994	78686	Check	1 6054		HIRE IMAGE	Yes	Yes	No	USD	03/19/2020	115.00
2397	FFM	P2009G	77987	78687	Check	1 3277	R2	INNOVATIVE OFFICE SOLUTIONS	Yes	Yes	No	USD	03/19/2020	88.43
2397	FFM	P2009G	77993	78688	Check	1 4890		JAVENS MECHANICAL CONTRACTING	Yes	Yes	No	USD	03/19/2020	931.77
2397	FFM	P2009G	77991	78689	Check	1 4501		K & R GRAPHICS	Yes	Yes	No	USD	03/19/2020	980.56
2397	FFM	P2009G	77977	78690	Check	1 13151	R1	MN VALLEY ELECTRIC COOPERATIVE	Yes	Yes	No	USD	03/19/2020	28.70
2397	FFM	P2009G	77998	78691	Check	1 7869	R1	MYSTERY SCIENCE INC	Yes	Yes	No	USD	03/19/2020	499.00
2397	FFM	P2009G	77978	78692	Check	1 13855		NAPAAUTO PARTS OF LE SUEUR	Yes	Yes	No	USD	03/19/2020	14.56
2397	FFM	P2009G	77986	78693	Check	1 3142	P1	NHS / NASSP	Yes	Yes	No	USD	03/19/2020	385.00
2397	FFM	P2009G	77979	78694	Check	1 14990		NUESSMEIER ELECTRIC INC	Yes	Yes	No	USD	03/19/2020	105.39
2397	FFM	P2009G	78002	78695	Check	1 8102		OLNESS, SUE	Yes	Yes	No	USD	03/19/2020	430.25
2397	FFM	P2009G	77980	78696	Check	1 15420		PAAPE COMPANIES INC	Yes	Yes	No	USD	03/19/2020	145.50
2397	FFM	P2009G	77999	78697	Check	1 8099		PERSONALIZED PRINTING	Yes	Yes	No	USD	03/19/2020	1,245.00
2397	FFM	P2009G	77985	78698	Check	1 28989		PFARR, KRISTAN	Yes	Yes	No	USD	03/19/2020	96.09
2397	FFM	P2009G	77981	78699	Check	1 18980		SOUTH CENTRAL SERVICE COOP	Yes	Yes	No	USD	03/19/2020	3,407.75
2397	FFM	P2009G	77995	78700	Check	1 7536		SOUTHERN MINNESOTA INSPECTION	Yes	Yes	No	USD	03/19/2020	14,384.41
2397	FFM	P2009G	77988	78701	Check	1 3289		ST PETER INSULATED GLASS	Yes	Yes	No	USD	03/19/2020	440.12
2397	FFM	P2009G	77982	78702	Check	1 20680		UNITED FARMERS COOPERATIVE	Yes	Yes	No	USD	03/19/2020	4,609.99
2397	FFM	P2009G	78001	78703	Check	1 8101		ZILKA, RENAE	Yes	Yes	No	USD	03/19/2020	70.00
2397	FFM	P2009S	78004	78704	Check	1 4775		IMAGE MARKET	Yes	Yes	No	USD	03/19/2020	708.65
2397	FFM	P2009S	78005	78705	Check	1 6663		LE SUEUR ROTARY CLUB	Yes	Yes	No	USD	03/19/2020	596.00
2397	FFM	P2009G	78006	78706	Check	1 03582		COLE PAPERS INC	Yes	Yes	No	USD	03/19/2020	1,410.99
2397	FFM	P2009G	78012	78707	Check	1 00520		ALPHA WIRELESS COMMUNICATIONS	Yes	Yes	No	USD	03/27/2020	185.00
2397	FFM	P2009G	78019	78708	Check	1 1525	R1	BLICK ART MATERIALS	Yes	Yes	No	USD	03/27/2020	109.52
2397	FFM	P2009G	78013	78709	Check	1 01936		BOEHNE CONSTRUCTION LLC	Yes	Yes	No	USD	03/27/2020	4,660.00
2397	FFM	P2009G	78014	78710	Check	1 03582		COLE PAPERS INC	Yes	Yes	No	USD	03/27/2020	1,524.16
2397	FFM	P2009G	78027	78711	Check	1 8077		DOORWAY TO COLLEGE FOUNDATION	Yes	Yes	No	USD	03/27/2020	425.00
2397	FFM	P2009G	78025	78712	Check	1 5700	R1	FERGUSON ENTERPRISES #1657	Yes	Yes	No	USD	03/27/2020	156.07
2397	FFM	P2009G	78015	78713	Check	1 06359	R1	FOLLETT SCHOOL SOLUTIONS	Yes	Yes	No	USD	03/27/2020	3,088.68
2397	FFM	P2009G	78023	78714	Check	1 3277	R2	INNOVATIVE OFFICE SOLUTIONS	Yes	Yes	No	USD	03/27/2020	27.18
2397	FFM	P2009G	78024	78715	Check	1 4640		ISD 252	Yes	Yes	No	USD	03/27/2020	60.00
2397	FFM	P2009G	78020	78716	Check	1 17020	R2	MATHESON TRI-GAS INC	Yes	Yes	No	USD	03/27/2020	456.87

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2397	FFM	P2009G	78017	78717	Check	1	13860	R1	NASCO	Yes	Yes	No	USD	03/27/2020	10.67
2397	FFM	P2009G	78018	78718	Check	1	14700		NICKLASSON ATHLETIC CO	Yes	Yes	No	USD	03/27/2020	2,725.20
2397	FFM	P2009G	78016	78719	Check	1	10833	R1	PAM SIMONETTE-LE SUEUR COUNTY A	Yes	Yes	No	USD	03/27/2020	5,406.63
2397	FFM	P2009G	78022	78720	Check	1	28989		PFARR, KRISTAN	Yes	Yes	No	USD	03/27/2020	281.35
2397	FFM	P2009G	78021	78721	Check	1	21290		RADERMACHER'S	Yes	Yes	No	USD	03/27/2020	356.89
2397	FFM	P2009G	78026	78722	Check	1	7145		ST. PAUL'S UNITED CHURCH OF CHRIS	Yes	Yes	No	USD	03/27/2020	750.00
2397	FFM	P2009S	78028	78723	Check	1	8108		KWIK TRIP	Yes	Yes	No	USD	03/27/2020	3,380.00
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2397	MSDL	P2009W	77898		PC	1	05124		DRAMATIC PUBLISHING	No	Yes	No	USD	03/03/2020	398.60
2397	MSDL	P2009W	77899		PC	1	09237		INSPEC, INC.	No	Yes	No	USD	03/03/2020	40.00
2397	MSDL	P2009W	77900		PC	1	11060		LE SUEUR POSTMASTER	No	Yes	No	USD	03/03/2020	8.20
2397	MSDL	P2009W	77901		PC	1	12039		MENARDS	No	Yes	No	USD	03/03/2020	1,842.58
2397	MSDL	P2009W	77902		PC	1	12039	BURN	MENARDS	No	Yes	No	USD	03/03/2020	1,252.65
2397	MSDL	P2009W	77903		PC	1	12039	NULM	MENARDS	No	Yes	No	USD	03/03/2020	1,162.66
2397	MSDL	P2009W	77904		PC	1	14920		NORTHWEST GAS	No	Yes	No	USD	03/03/2020	2,069.12
2397	MSDL	P2009W	77905		PC	1	1525	R1	BLICK ART MATERIALS	No	Yes	No	USD	03/03/2020	65.22
2397	MSDL	P2009W	77906		PC	1	15984	R1	PITSCO EDUCATION	No	Yes	No	USD	03/03/2020	706.00
2397	MSDL	P2009W	77907		PC	1	1628	R2	FUN EXPRESS	No	Yes	No	USD	03/03/2020	266.45
2397	MSDL	P2009W	77908		PC	1	17559	MKTO	SAM'S CLUB	No	Yes	No	USD	03/03/2020	722.14
2397	MSDL	P2009W	77909		PC	1	19852	PCARD	TARGET/P-CARD	No	Yes	No	USD	03/03/2020	80.00
2397	MSDL	P2009W	77910		PC	1	21290		RADERMACHER'S	No	Yes	No	USD	03/03/2020	12.50
2397	MSDL	P2009W	77911		PC	1	2819		AMAZON.COM	No	Yes	No	USD	03/03/2020	1,969.46
2397	MSDL	P2009W	77912		PC	1	4369		MOUNT KATO	No	Yes	No	USD	03/03/2020	1,140.00
2397	MSDL	P2009W	77913		PC	1	4913		LJP ENTERPRISES TRUCKING LLC	No	Yes	No	USD	03/03/2020	1,716.11
2397	MSDL	P2009W	77914		PC	1	4990		P-CARD	No	Yes	No	USD	03/03/2020	301.86
2397	MSDL	P2009W	77915		PC	1	5805		NATIONAL ART EDUCATION ASSOC	No	Yes	No	USD	03/03/2020	245.00
2397	MSDL	P2009W	77916		PC	1	5943		WALMART	No	Yes	No	USD	03/03/2020	56.17
2397	MSDL	P2009W	77917		PC	1	6150		VISTAPRINT.COM	No	Yes	No	USD	03/03/2020	188.92
2397	MSDL	P2009W	77918		PC	1	6754		IXL LEARNING	No	Yes	No	USD	03/03/2020	75.00
2397	MSDL	P2009W	77919		PC	1	8046	R1	MNAEYC-MNSACA	No	Yes	No	USD	03/03/2020	299.00
2397	MSDL	P2009W	77920		PC	1	8075		PTCFAST.COM	No	Yes	No	USD	03/03/2020	50.00
2397	MSDL	P2009W	77921		PC	1	8076		EBAY.COM	No	Yes	No	USD	03/03/2020	155.33
2397	MSDL	P2009W	77922		PC	1	8083		DISCOUNTMUGS.COM	No	Yes	No	USD	03/03/2020	371.00
2397	MSDL	P2009W	78063		Wire	1	2964		US BANK	No	Yes	No	USD	03/20/2020	1,201,423.13
													Bank Total:	\$1,216,617.10	
													Report Total:	\$1,948,166.90	

Le Sueur-Henderson ISD 2397
Student Activity Summary
March 2020

Account Code	Account Description	Beginning Balance	Receipts	Disbursements	Ending Balance
939	HS BASEBALL	\$ 785.89	\$ 135.00	\$ (49.95)	\$ 870.94
947	HS SPEECH	\$ 309.03	\$ -	\$ -	\$ 309.03
949	HS YEARBOOK	\$ 7,486.67	\$ 193.00	\$ -	\$ 7,679.67
951	HS BAND	\$ 4,390.31	\$ -	\$ -	\$ 4,390.31
952	HS SOFTBALL	\$ 9.31	\$ -	\$ -	\$ 9.31
956	6TH GR FIELD TRIPS	\$ 573.26	\$ -	\$ -	\$ 573.26
961	HS CHOIR	\$ 6,621.76	\$ 221.50	\$ (2,247.44)	\$ 4,595.82
973	HS SPANISH CLUB	\$ 3,809.82	\$ 110.48	\$ -	\$ 3,920.30
974	MS STUDENT COUNCIL	\$ 9,798.42	\$ -	\$ -	\$ 9,798.42
975	HS STUDENT COUNCIL	\$ 1,985.85	\$ -	\$ (596.00)	\$ 1,389.85
984	HT STUDENT COUNCIL	\$ 4,413.98	\$ -	\$ -	\$ 4,413.98
986	HS DRAMA	\$ 156.14	\$ -	\$ -	\$ 156.14
990	CLASS OF 2021	\$ 155.12	\$ 6,104.00	\$ (3,380.00)	\$ 2,879.12
998	CLASS OF 2020	\$ 2,864.02	\$ -	\$ -	\$ 2,864.02
	TOTALS	\$ 43,359.58	\$ 6,763.98	\$ (6,273.39)	\$ 43,850.17

Treasurer's Report

The general account receipts and disbursements have been reviewed for the month of April, 2020, and I recommend approval.

3 Receipts from general account were pulled for further review and were found to have complete and accurate documentation.

5 Disbursements from general account were pulled for further review and were found to have complete and accurate documentation.

The MSDLAF account receipts and disbursements have been reviewed for the month of April, 2020, and I recommend approval.

2 Receipts from MSDLAF account were pulled for further review and were found to have complete and accurate documentation.

1 Disbursements from MSDLAF were pulled for further review and were found to have complete and accurate documentation.

I have reviewed all manual journal entries for the month of April, 2020.

I have reviewed the bank reconciliation completed by Region V for all district accounts for the month of April, 2020.



Joe Roby, School Board Treasurer

10-7-2020

Date

Le Sueur-Henderson Schools Receipt Listing Report

Deposit Ctrl No	Batch	Co	Receipt No	Receipt Type	Bank	Check No	Date	Pmt Type	Grp	Code	Customer	Status	Amount
416814	R2010S	2397	38182	Credit	FFM	1071	04/02/20	Check	1	2178	PERFORMANCE TOURS	Applied	19,275.41
Deposit Control Total:												19,275.41	
416815	R2010H	2397	38183	Credit	FFM	1000319973	04/02/20	Check	1	1141	WELLS FARGO	Applied	100.00
Deposit Control Total:												100.00	
416858	RADJ10	2397	38193	Adj	MSDL		04/17/20	Wire	1	1012	IDEAS	Applied	0.00
Deposit Control Total:												0.00	
416859	RADJ10	2397	38198	Adj	MSDL		04/21/20	Wire	1	1315	MN DEPT OF EDUCATION	Applied	0.00
Deposit Control Total:												0.00	
416860	RADJ10	2397	38199	Adj	MSDL		04/21/20	Wire	1	1315	MN DEPT OF EDUCATION	Applied	0.00
Deposit Control Total:												0.00	
416861	RADJ10	2397	38200	Adj	MSDL		04/21/20	Wire	1	1012	IDEAS	Applied	0.00
Deposit Control Total:												0.00	
416862		2397	38201	Adj	FFM	3641	04/27/20	Check	1	1466	LE SUEUR ROTARY	Applied	0.00
		2397	38202	Adj	FFM	6743	04/27/20	Check	1	2168	SCHOEPPNER, RUTH	Applied	0.00
		2397	38203	Adj	FFM		04/27/20	Check	1	2176	HILLTOP COUNSELOR	Applied	0.00
		2397	38204	Adj	FFM	2417	04/27/20	Check	1	2116	TREASURES IN TOWN INC	Applied	0.00
Deposit Control Total:												0.00	
416863	R2010H	2397	38205	Credit	FFM		04/01/20	Wire	1	1370	MN DEPT OF FINANCE	Applied	5,692.14
Deposit Control Total:												5,692.14	
416864	R2010H	2397	38206	Credit	FFM	7722	04/14/20	Check	1	2164	HEINZ, JOAN	Applied	78.36
	R2010H	2397	38207	Credit	FFM	30227	04/14/20	Check	1	1827	TUREK, TERRY	Applied	99.70
	R2010H	2397	38208	Credit	FFM	7421	04/14/20	Check	1	2018	SCHOEPPNER & ASSOCIATES, P.A.	Applied	100.00
	R2010H	2397	38209	Credit	FFM	4461	04/14/20	Check	1	1087	LE SUEUR KNIGHTS OF COLUMBUS	Applied	200.00
	R2010H	2397	38210	Credit	FFM	7010849	04/14/20	Check	1	C1	Misc.	Applied	41.04
	R2010H	2397	38211	Credit	FFM	072550	04/14/20	Check	1	1130	SOUTH CENTRAL SERVICE COOP	Applied	775.00
	R2010H	2397	38212	Credit	FFM	0061603	04/14/20	Check	1	1462	PEPSI	Applied	244.41
Deposit Control Total:												1,538.51	
416865	R2010H	2397	38213	Credit	FFM		04/15/20	Wire	1	1370	MN DEPT OF FINANCE	Applied	273.04
Deposit Control Total:												273.04	
416866	R2010H	2397	38214	Credit	FFM	2764	04/20/20	Check	1	2125	SEITZER, CAROL	Applied	30.20
	R2010H	2397	38215	Credit	FFM	5576	04/20/20	Check	1	2184	MATH MASTERS	Applied	170.00
Deposit Control Total:												200.20	

Le Sueur-Henderson Schools Receipt Listing Report

Deposit Ctrl No	Batch	Co	Receipt No	Receipt Type	Bank	Check No	Date	Pmt Type	Grp	Code	Customer	Status	Amount
416867	R2010H	2397	38216	Credit	FFM		04/20/20	Check	1	1964	LITTLE GIANTS PRESCHOOL	Applied	205.00
Deposit Control Total:												205.00	
416868	R2010H	2397	38217	Credit	FFM	59294	04/29/20	Check	1	1223	LE SUEUR COUNTY	Applied	981.16
Deposit Control Total:												981.16	
416869	R2010H	2397	38218	Credit	FFM	024440	04/29/20	Check	1	1115	MN NEW COUNTRY SCHOOL	Applied	450.00
	R2010H	2397	38219	Credit	FFM	11031	04/29/20	Check	1	2185	NORTHFIELD LINES	Applied	216.91
Deposit Control Total:												666.91	
416870	R2010H	2397	38220	Credit	FFM	2176	04/29/20	Check	1	1478	HENDERSON BASEBALL ASSOCIATION	Applied	1,000.00
	R2010H	2397	38221	Credit	FFM		04/29/20	Check	1	1964	LITTLE GIANTS PRESCHOOL	Applied	720.00
	R2010H	2397	38222	Credit	FFM	4409982	04/29/20	Check	1	1155	GENERAL MILLS	Applied	6.30
	R2010H	2397	38223	Credit	FFM	4392547	04/29/20	Check	1	1155	GENERAL MILLS	Applied	137.90
	R2010H	2397	38224	Credit	FFM	195922	04/29/20	Check	1	2183	CASEYS GENERAL STORES	Applied	2.20
Deposit Control Total:												1,866.40	
416871	R2010S	2397	38225	Credit	FFM		04/23/20	Check	1	1027	HS YEARBOOK	Applied	45.00
	R2010S	2397	38226	Credit	FFM		04/23/20	Cash	1	1020	HS STUDENT COUNCIL	Applied	216.00
Deposit Control Total:												261.00	
416872	R2010S	2397	38227	Credit	FFM		04/23/20	Check	1	1019	HS BAND	Applied	794.75
Deposit Control Total:												794.75	
416873	R2010S	2397	38228	Credit	FFM		04/23/20	Check	1	1021	HS CHOIR	Applied	587.00
Deposit Control Total:												587.00	
416874	R2010H	2397	38229	Credit	FFM	PNC 675007	04/23/20	Check	1	2144	COVIA-UNIMIN	Applied	3,500.00
Deposit Control Total:												3,500.00	
416875	R2010H	2397	38230	Credit	FFM		04/24/20	Cash	1	1793	HS CONCESSIONS	Applied	1,589.00
Deposit Control Total:												1,589.00	
416876	R2010S	2397	38231	Credit	FFM		04/24/20	Cash	1	1021	HS CHOIR	Applied	553.00
	R2010S	2397	38232	Credit	FFM		04/24/20	Cash	1	1021	HS CHOIR	Applied	145.00
Deposit Control Total:												698.00	
416877	R2010H	2397	38233	Credit	FFM		04/30/20	Wire	1	1110	FFM	Applied	55.02
Deposit Control Total:												55.02	
416878		2397	38234	Adj	FFM		04/30/20	Wire	1	1887	FAMILIES FIRST MN	Applied	0.00
		2397	38235	Adj	FFM		04/30/20	Wire	1	1887	FAMILIES FIRST MN	Applied	0.00
Deposit Control Total:												0.00	

Le Sueur-Henderson Schools Receipt Listing Report

Deposit Ctrl No	Batch	Co	Receipt No	Receipt Type	Bank	Check No	Date	Pmt Type	Grp	Code	Customer	Status	Amount
416879	R2010H	2397	38236	Credit	FFM		04/02/20	Wire	1	1440	PAYSCHOOLS	Applied	50.00
	R2010H	2397	38237	Debit	FFM		04/02/20	Wire	1	1440	PAYSCHOOLS	Applied	(2.13)
Deposit Control Total:												47.87	
416880	R2010H	2397	38238	Credit	FFM		04/02/20	Wire	1	1440	PAYSCHOOLS	Applied	15.50
	R2010H	2397	38239	Debit	FFM		04/02/20	Wire	1	1440	PAYSCHOOLS	Applied	(0.66)
Deposit Control Total:												14.84	
416881	R2010H	2397	38240	Credit	FFM		04/03/20	Wire	1	1440	PAYSCHOOLS	Applied	40.00
	R2010H	2397	38241	Debit	FFM		04/03/20	Wire	1	1440	PAYSCHOOLS	Applied	(1.70)
Deposit Control Total:												38.30	
416882	R2010H	2397	38242	Credit	FFM		04/13/20	Wire	1	1440	PAYSCHOOLS	Applied	10.00
	R2010H	2397	38243	Debit	FFM		04/13/20	Wire	1	1440	PAYSCHOOLS	Applied	(0.43)
Deposit Control Total:												9.57	
416883	R2010H	2397	38244	Credit	FFM		04/13/20	Wire	1	1440	PAYSCHOOLS	Applied	18.30
	R2010H	2397	38245	Debit	FFM		04/13/20	Wire	1	1440	PAYSCHOOLS	Applied	(0.78)
Deposit Control Total:												17.52	
416884	R2010H	2397	38246	Credit	FFM		04/14/20	Wire	1	1440	PAYSCHOOLS	Applied	67.50
	R2010H	2397	38247	Debit	FFM		04/14/20	Wire	1	1440	PAYSCHOOLS	Applied	(2.87)
Deposit Control Total:												64.63	
416885	R2010H	2397	38248	Credit	FFM		04/15/20	Wire	1	1440	PAYSCHOOLS	Applied	29.00
	R2010H	2397	38249	Debit	FFM		04/15/20	Wire	1	1440	PAYSCHOOLS	Applied	(1.23)
Deposit Control Total:												27.77	
416886	R2010H	2397	38250	Credit	FFM		04/20/20	Wire	1	1440	PAYSCHOOLS	Applied	16.90
	R2010H	2397	38251	Debit	FFM		04/20/20	Wire	1	1440	PAYSCHOOLS	Applied	(0.72)
Deposit Control Total:												16.18	
416887	R2010H	2397	38252	Credit	FFM		04/22/20	Wire	1	1440	PAYSCHOOLS	Applied	63.00
	R2010H	2397	38253	Debit	FFM		04/22/20	Wire	1	1440	PAYSCHOOLS	Applied	(2.68)
Deposit Control Total:												60.32	
416888	R2010H	2397	38254	Credit	FFM		04/23/20	Wire	1	1440	PAYSCHOOLS	Applied	15.00
	R2010H	2397	38255	Debit	FFM		04/23/20	Wire	1	1440	PAYSCHOOLS	Applied	(0.64)
Deposit Control Total:												14.36	
416889	R2010H	2397	38256	Credit	FFM		04/28/20	Wire	1	1440	PAYSCHOOLS	Applied	3.40

Le Sueur-Henderson Schools Receipt Listing Report

Deposit Ctrl No	Batch	Co	Receipt No	Receipt Type	Bank	Check No	Date	Pmt Type	Grp	Code	Customer	Status	Amount
416889	R2010H	2397	38257	Debit	FFM		04/28/20	Wire	1	1440	PAYSCHOOLS	Applied	(0.14)
Deposit Control Total:												3.26	
416890	R2010H	2397	38258	Credit	FFM		04/28/20	Check	1	1062	HS SPEECH	Applied	505.00
	R2010H	2397	38259	Credit	FFM		04/28/20	Cash	1	1198	HS CROSS COUNTRY	Applied	70.00
	R2010H	2397	38260	Credit	FFM		04/28/20	Cash	1	1033	HS DRAMA	Applied	140.00
Deposit Control Total:												715.00	
416891	R2010H	2397	38261	Credit	FFM		04/28/20	Check	1	1023	HS BASEBALL	Applied	110.00
	R2010H	2397	38262	Credit	FFM		04/28/20	Cash	1	1033	HS DRAMA	Applied	60.00
	R2010H	2397	38263	Credit	FFM		04/28/20	Cash	1	1089	HS TRACK	Applied	165.00
	R2010H	2397	38264	Credit	FFM		04/28/20	Cash	1	1088	HS SOFTBALL	Applied	355.00
Deposit Control Total:												690.00	
416892	R2010H	2397	38265	Credit	FFM		04/27/20	Wire	1	1868	COMMERCE BANK	Applied	159.25
Deposit Control Total:												159.25	
416893	R2010L	2397	38266	Credit	MSDL		04/15/20	Wire	1	1012	IDEAS	Applied	409,913.48
Deposit Control Total:												409,913.48	
416894	R2010H	2397	38267	Credit	FFM		04/30/20	Wire	1	2099	A'VIANDS	Applied	747.99
Deposit Control Total:												747.99	
416896	R2010L	2397	38269	Credit	MSDL	C0001469	04/23/20	Wire	1	1315	MN DEPT OF EDUCATION	Applied	2,128.00
	R2010L	2397	38270	Credit	MSDL	C0000105	04/23/20	Wire	1	1315	MN DEPT OF EDUCATION	Applied	9,759.73
	R2010L	2397	38271	Credit	MSDL	C0000171	04/23/20	Wire	1	1315	MN DEPT OF EDUCATION	Applied	10,000.00
	R2010L	2397	38272	Credit	MSDL	C0000172	04/23/20	Wire	1	1315	MN DEPT OF EDUCATION	Applied	90,122.72
	R2010L	2397	38273	Credit	MSDL	C0000173	04/23/20	Wire	1	1315	MN DEPT OF EDUCATION	Applied	14,599.33
	R2010L	2397	38274	Credit	MSDL	C0000174	04/23/20	Wire	1	1315	MN DEPT OF EDUCATION	Applied	7,652.83
	R2010L	2397	38275	Credit	MSDL	C0000223	04/23/20	Wire	1	1315	MN DEPT OF EDUCATION	Applied	3,053.61
	R2010L	2397	38276	Credit	MSDL	C0000224	04/23/20	Wire	1	1315	MN DEPT OF EDUCATION	Applied	7,632.32
Deposit Control Total:												144,948.54	
416897	R2010L	2397	38277	Credit	MSDL		04/30/20	Wire	1	1012	IDEAS	Applied	723,595.32
Deposit Control Total:												723,595.32	
416898	R2010L	2397	38278	Credit	MSDL		04/30/20	Wire	1	1001	MSDLAF	Applied	1,487.28
Deposit Control Total:												1,487.28	
Report Total:												1,320,855.02	

Le Sueur-Henderson Schools

Payment Reg by Bank and Check

Co	Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Print	Recon	Void	Curr	Pay/Void	Amount
													Date	
2397	FFM	P2010C	78029		CB	1	08104	HEINEMANN PUBLISHING	No	Yes	No	USD	04/02/2020	209.00
2397	FFM	P2010C	78030		CB	1	1565	NAC	No	Yes	No	USD	04/02/2020	409.00
2397	FFM	P2010C	78031		CB	1	16545	R1 QUILL CORPORATION	No	Yes	No	USD	04/02/2020	121.95
2397	FFM	P2010C	78032		CB	1	18081	SS SCHOOL SPECIALTY INC	No	Yes	No	USD	04/02/2020	771.62
2397	FFM	P2010C	78058		CB	1	06359	R1 FOLLETT SCHOOL SOLUTIONS	No	Yes	No	USD	04/06/2020	770.02
2397	FFM	P2010C	78059		CB	1	15420	PAAPE COMPANIES INC	No	Yes	No	USD	04/06/2020	97.00
2397	FFM	P2010C	78060		CB	1	1565	NAC	No	Yes	No	USD	04/06/2020	4,549.67
2397	FFM	P2010C	78061		CB	1	4212	MACGILL & CO	No	Yes	No	USD	04/06/2020	163.56
2397	FFM	P2010G	78064		Wire	1	5636	SFM	No	Yes	No	USD	04/01/2020	3,404.00
2397	FFM	P2010C	78137		CB	1	12176	R1 METRO SALES	No	Yes	No	USD	04/15/2020	790.05
2397	FFM	P2010C	78138		CB	1	1565	NAC	No	Yes	No	USD	04/15/2020	8,894.00
2397	FFM	P2010G	78139		Wire	1	14843	XCEL ENERGY	No	Yes	No	USD	04/17/2020	1,348.02
2397	FFM	P2010C	78151		CB	1	06359	R1 FOLLETT SCHOOL SOLUTIONS	Yes	Yes	Yes	USD	04/21/2020	0.00
2397	FFM	P2010C	78152		CB	1	1565	NAC	No	Yes	No	USD	04/21/2020	1,338.20
2397	FFM	P2010C	78153		CB	1	19380	STATE SUPPLY COMPANY	No	Yes	No	USD	04/21/2020	118.96
2397	FFM	P2010F	78154		Wire	1	16487	PUBLIC EMPLOYEES RETIREMENT ASS	No	Yes	No	USD	04/15/2020	8,525.71
2397	FFM	P2010F	78155		Wire	1	5317	FURTHER	No	Yes	No	USD	04/15/2020	7,136.54
2397	FFM	P2010F	78156		Wire	1	12832	MN DEPT OF REVENUE	No	Yes	No	USD	04/15/2020	8,663.61
2397	FFM	P2010F	78157		Wire	1	1324	INTERNAL REVENUE SERVICE	No	Yes	No	USD	04/15/2020	57,836.05
2397	FFM	P2010F	78158		Wire	1	1065	MN CHILD SUPPORT PAYMENT CTR	No	Yes	No	USD	04/15/2020	600.50
2397	FFM	P2010F	78159		Wire	1	6573	P1 EDUCATORS BENEFIT CONSULTANTS	No	Yes	No	USD	04/15/2020	9,254.14
2397	FFM	P2010F	78160		Wire	1	13146	MN TEACHERS RETIREMENT ASSOC	No	Yes	No	USD	04/15/2020	31,761.90
2397	FFM	P2010F	78161		Wire	1	10850	LE SUEUR HENDERSON ED ASSOC	No	Yes	No	USD	04/15/2020	3,331.16
2397	FFM	P2010C	78173		CB	1	06359	R1 FOLLETT SCHOOL SOLUTIONS	No	Yes	No	USD	04/21/2020	159.00
2397	FFM	P2010T	78206		Wire	1	1324	INTERNAL REVENUE SERVICE	No	Yes	No	USD	04/30/2020	52,950.43
2397	FFM	P2010T	78207		Wire	1	6573	P1 EDUCATORS BENEFIT CONSULTANTS	No	Yes	No	USD	04/30/2020	9,249.14
2397	FFM	P2010T	78208		Wire	1	12832	MN DEPT OF REVENUE	No	Yes	No	USD	04/30/2020	8,151.91
2397	FFM	P2010T	78209		Wire	1	1065	MN CHILD SUPPORT PAYMENT CTR	No	Yes	No	USD	04/30/2020	600.50
2397	FFM	P2010T	78210		Wire	1	13146	MN TEACHERS RETIREMENT ASSOC	No	Yes	No	USD	04/30/2020	30,434.56
2397	FFM	P2010T	78211		Wire	1	16487	PUBLIC EMPLOYEES RETIREMENT ASS	No	Yes	No	USD	04/30/2020	7,992.82
2397	FFM	P2010T	78212		Wire	1	10850	LE SUEUR HENDERSON ED ASSOC	No	Yes	No	USD	04/30/2020	3,331.16
2397	FFM	P2010T	78213		Wire	1	5317	FURTHER	No	Yes	No	USD	04/30/2020	7,136.54
2397	FFM	P2010T	78214		Wire	1	16487	PUBLIC EMPLOYEES RETIREMENT ASS	No	Yes	No	USD	04/30/2020	1,833.47
2397	FFM	P2010T	78215		Wire	1	1324	INTERNAL REVENUE SERVICE	No	Yes	No	USD	04/30/2020	2,831.76
2397	FFM	P2010T	78216		Wire	1	12832	MN DEPT OF REVENUE	No	Yes	No	USD	04/30/2020	413.85
2397	FFM	P2010T	78223		Wire	1	5305	DELTA DENTAL OF MINNESOTA	No	Yes	No	USD	04/30/2020	3,137.80
2397	FFM	P2010F	78245		Wire	1	5317	FURTHER	No	Yes	No	USD	04/10/2020	712.50
2397	FFM	P2010F	78246		Wire	1	5317	FURTHER	No	Yes	No	USD	04/17/2020	1,000.00
2397	FFM	P2010T	78247		Wire	1	5317	FURTHER	No	Yes	No	USD	04/22/2020	272.45

Le Sueur-Henderson Schools Payment Reg by Bank and Check

Co	Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Print	Recon	Void	Curr	Pay/Void	Amount
													Date	
2397	FFM	P2010T	78248		Wire	1	5317	FURTHER	No	Yes	No	USD	04/24/2020	248.30
2397	FFM	P2010G	78249		Wire	1	3679	PITNEY BOWES - RESERVE ACCOUNT	No	Yes	No	USD	04/10/2020	250.00
2397	FFM	P2010G	78250		Wire	1	10660	R1 CITY OF LE SUEUR	No	Yes	No	USD	04/28/2020	19,936.61
2397	FFM	P2010G	78369		Wire	1	2347	FIRST FARMERS & MERCHANTS	No	Yes	No	USD	04/30/2020	21.95
2397	FFM	P2010G	78057	78724	Check	1	01452	BARNES & NOBLE	Yes	Yes	No	USD	04/06/2020	225.00
2397	FFM	P2010G	78035	78725	Check	1	08112	CITY OF HENDERSON	Yes	Yes	No	USD	04/06/2020	377.31
2397	FFM	P2010G	78045	78726	Check	1	4043	COMPUTER TECHNOLOGY SOLUTIONS	Yes	Yes	No	USD	04/06/2020	3,900.00
2397	FFM	P2010G	78054	78727	Check	1	8048	DATA SMART COMPUTERS, INC.	Yes	Yes	No	USD	04/06/2020	500.00
2397	FFM	P2010G	78049	78728	Check	1	6573	P1 EDUCATORS BENEFIT CONSULTANTS	Yes	Yes	No	USD	04/06/2020	110.99
2397	FFM	P2010G	78048	78729	Check	1	6055	FRIENDLY CONFINES CHEESE SHOPPI	Yes	Yes	No	USD	04/06/2020	3,456.40
2397	FFM	P2010G	78047	78730	Check	1	5093	R1 HOBART	Yes	Yes	No	USD	04/06/2020	281.30
2397	FFM	P2010G	78036	78731	Check	1	08470	HOLIDAY	Yes	Yes	No	USD	04/06/2020	407.65
2397	FFM	P2010G	78042	78732	Check	1	3277	R2 INNOVATIVE OFFICE SOLUTIONS	Yes	Yes	No	USD	04/06/2020	9.69
2397	FFM	P2010G	78050	78733	Check	1	6667	ISD 2905	Yes	Yes	No	USD	04/06/2020	778.46
2397	FFM	P2010G	78052	78734	Check	1	7635	LE SUEUR HENDERSON BUS COMPAN	Yes	Yes	No	USD	04/06/2020	19,905.80
2397	FFM	P2010G	78051	78735	Check	1	7097	R1 MEI	Yes	Yes	No	USD	04/06/2020	262.08
2397	FFM	P2010G	78046	78736	Check	1	4793	R6 MN STATE UNIVERSITY, MANKATO	Yes	Yes	No	USD	04/06/2020	6,562.24
2397	FFM	P2010G	78038	78737	Check	1	13152	MN VALLEY EDUCATION DISTRICT	Yes	Yes	No	USD	04/06/2020	49,047.00
2397	FFM	P2010G	78039	78738	Check	1	13855	NAPAAUTO PARTS OF LE SUEUR	Yes	Yes	No	USD	04/06/2020	127.27
2397	FFM	P2010G	78033	78739	Check	1	14578	NEW READERS PRESS	Yes	Yes	No	USD	04/06/2020	105.00
2397	FFM	P2010G	78043	78740	Check	1	3581	ORTHOPAEDIC & FRACTURE CLINIC	Yes	Yes	No	USD	04/06/2020	3,906.40
2397	FFM	P2010G	78044	78741	Check	1	3679	R3 PITNEY BOWES	Yes	Yes	No	USD	04/06/2020	341.07
2397	FFM	P2010G	78040	78742	Check	1	16060	PLUNKETTS INC	Yes	Yes	No	USD	04/06/2020	696.78
2397	FFM	P2010G	78041	78743	Check	1	1855	SCHOLASTIC	Yes	Yes	No	USD	04/06/2020	19.90
2397	FFM	P2010G	78056	78744	Check	1	8104	SEESAW	Yes	Yes	No	USD	04/06/2020	1,787.50
2397	FFM	P2010G	78055	78745	Check	1	8078	SIWEK LUMBER & MILLWORK	Yes	Yes	No	USD	04/06/2020	41.10
2397	FFM	P2010G	78037	78746	Check	1	11020	TRUSTWORTHY HARDWARE OF LE SL	Yes	Yes	No	USD	04/06/2020	143.57
2397	FFM	P2010G	78053	78747	Check	1	7655	WIDMER MASONRY	Yes	Yes	No	USD	04/06/2020	724.00
2397	FFM	P2010G	78034	78748	Check	1	06146	WOLF MOTORS	Yes	Yes	No	USD	04/06/2020	60.84
2397	FFM	P2009T	78114	78749	Check	1	5306	AMERITAS GROUP	Yes	Yes	No	USD	04/08/2020	493.24
2397	FFM	P2009T	78116	78750	Check	1	7988	MN PEIP	Yes	Yes	No	USD	04/08/2020	86,610.52
2397	FFM	P2009T	78118	78751	Check	1	13147	MN TEAMSTERS NO 320	Yes	Yes	No	USD	04/08/2020	960.00
2397	FFM	P2009T	78117	78752	Check	1	12756	NATIONAL INSURANCE SERVICES OF V	Yes	Yes	No	USD	04/08/2020	2,912.65
2397	FFM	P2009T	78115	78753	Check	1	15695	NCPERS GROUP LIFE INS	Yes	Yes	No	USD	04/08/2020	16.00
2397	FFM	P2009T	78113	78754	Check	1	18080	SCHOOL SERVICE EMPLOYEES	Yes	Yes	No	USD	04/08/2020	511.02
2397	FFM	P2010G	78121	78755	Check	1	1071	CITY OF ST PETER	Yes	Yes	No	USD	04/13/2020	66.00
2397	FFM	P2010G	78130	78756	Check	1	5862	HILDI INC	Yes	Yes	No	USD	04/13/2020	1,310.00
2397	FFM	P2010G	78129	78757	Check	1	5093	R1 HOBART	Yes	Yes	No	USD	04/13/2020	383.40
2397	FFM	P2010G	78133	78758	Check	1	7668	JAGUAR COMMUNICATIONS	Yes	Yes	No	USD	04/13/2020	1,052.20

Le Sueur-Henderson Schools Payment Reg by Bank and Check

Co	Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Print	Recon	Void	Curr	Pay/Void	Amount
													Date	
2397	FFM	P2010G	78132	78759	Check	1	7635	LE SUEUR HENDERSON BUS COMPAN	Yes	Yes	No	USD	04/13/2020	44,860.63
2397	FFM	P2010G	78122	78760	Check	1	13100	MN SCHOOL BOARDS ASSOC (MSBA)	Yes	Yes	No	USD	04/13/2020	175.00
2397	FFM	P2010G	78127	78761	Check	1	2728	NELSON PRINTING	Yes	Yes	No	USD	04/13/2020	361.40
2397	FFM	P2010G	78128	78762	Check	1	28989	PFARR, KRISTAN	Yes	Yes	No	USD	04/13/2020	55.00
2397	FFM	P2010G	78124	78763	Check	1	16470	PSAT/NMSQT	Yes	Yes	No	USD	04/13/2020	51.00
2397	FFM	P2010G	78125	78764	Check	1	16935	REGION V COMPUTER SERVICES	Yes	Yes	No	USD	04/13/2020	4,672.75
2397	FFM	P2010G	78123	78765	Check	1	1374	SIBLEY COUNTY AUDITOR-TREASURER	Yes	Yes	No	USD	04/13/2020	90.00
2397	FFM	P2010G	78134	78766	Check	1	7826	U.S. BANK EQUIPMENT FINANCE	Yes	Yes	No	USD	04/13/2020	1,497.00
2397	FFM	P2010G	78126	78767	Check	1	20680	UNITED FARMERS COOPERATIVE	Yes	Yes	No	USD	04/13/2020	282.80
2397	FFM	P2010G	78131	78768	Check	1	5997	VERIZON WIRELESS	Yes	Yes	No	USD	04/13/2020	342.08
2397	FFM	P2010G	78135	78769	Check	1	8109	WIEDERICH, DIANN	Yes	Yes	No	USD	04/13/2020	8.60
2397	FFM	P2010G	78145	78770	Check	1	1518	R1 CDW GOVERNMENT INC	Yes	Yes	No	USD	04/21/2020	2,547.30
2397	FFM	P2010G	78140	78771	Check	1	03582	COLE PAPERS INC	Yes	Yes	No	USD	04/21/2020	3,258.06
2397	FFM	P2010G	78149	78772	Check	1	6054	HIRE IMAGE	Yes	Yes	No	USD	04/21/2020	30.00
2397	FFM	P2010G	78142	78773	Check	1	1286	INTERMEDIATE DISTRICT 287	Yes	Yes	No	USD	04/21/2020	1,722.12
2397	FFM	P2010G	78148	78774	Check	1	5512	R1 KENDELL DOORS & HARDWARE INC	Yes	Yes	No	USD	04/21/2020	4,272.81
2397	FFM	P2010G	78150	78775	Check	1	7635	LE SUEUR HENDERSON BUS COMPAN	Yes	Yes	No	USD	04/21/2020	16,773.20
2397	FFM	P2010G	78143	78776	Check	1	13100	MN SCHOOL BOARDS ASSOC (MSBA)	Yes	Yes	No	USD	04/21/2020	2,100.00
2397	FFM	P2010G	78144	78777	Check	1	13860	R1 NASCO	Yes	Yes	No	USD	04/21/2020	203.52
2397	FFM	P2010G	78147	78778	Check	1	21290	RADERMACHER'S	Yes	Yes	No	USD	04/21/2020	270.48
2397	FFM	P2010G	78141	78779	Check	1	06600	SS SCHOOL SPECIALTY	Yes	Yes	No	USD	04/21/2020	234.28
2397	FFM	P2010G	78146	78780	Check	1	18980	SOUTH CENTRAL SERVICE COOP	Yes	Yes	No	USD	04/21/2020	10,000.00
2397	FFM	P2010T	78162	78781	Check	1	8079	RIVERVIEW LAW OFFICE, PLLC	Yes	Yes	No	USD	04/27/2020	833.31
2397	FFM	P2010G	78168	78782	Check	1	4801	R1 CENTERPOINT ENERGY	Yes	Yes	No	USD	04/27/2020	8,512.21
2397	FFM	P2010G	78166	78783	Check	1	21090	CENTURYLINK	Yes	Yes	No	USD	04/27/2020	73.99
2397	FFM	P2010G	78172	78784	Check	1	7722	CONSTRUCTION & TREE SERVICES LL	Yes	Yes	No	USD	04/27/2020	1,050.00
2397	FFM	P2010G	78169	78785	Check	1	6718	R1 GLOBAL EQUIPMENT COMPANY INC	Yes	Yes	No	USD	04/27/2020	3,824.99
2397	FFM	P2010G	78170	78786	Check	1	7310	R1 GRAINGER	Yes	Yes	No	USD	04/27/2020	192.00
2397	FFM	P2010G	78163	78787	Check	1	13151	R1 MN VALLEY ELECTRIC COOPERATIVE	Yes	Yes	No	USD	04/27/2020	26.39
2397	FFM	P2010G	78164	78788	Check	1	15420	PAAPE COMPANIES INC	Yes	Yes	No	USD	04/27/2020	97.00
2397	FFM	P2010G	78167	78789	Check	1	28989	PFARR, KRISTAN	Yes	Yes	No	USD	04/27/2020	107.32
2397	FFM	P2010G	78171	78790	Check	1	7608	R1 SCAN AIR FILTER INC	Yes	Yes	No	USD	04/27/2020	2,887.93
2397	FFM	P2010G	78165	78791	Check	1	18980	SOUTH CENTRAL SERVICE COOP	Yes	Yes	No	USD	04/27/2020	2,274.59
													Bank Total:	\$602,539.55
2397	MSDL	P2010W	78079		PC	1	08656	HY VEE FOODS--HILLTOP	No	Yes	No	USD	04/03/2020	62.40
2397	MSDL	P2010W	78080		PC	1	12039	MENARDS	No	Yes	No	USD	04/03/2020	126.13
2397	MSDL	P2010W	78081		PC	1	14920	NORTHWEST GAS	No	Yes	No	USD	04/03/2020	2,214.99
2397	MSDL	P2010W	78082		PC	1	17559	SAM'S CLUB DIRECT	No	Yes	No	USD	04/03/2020	37.94

Le Sueur-Henderson Schools Payment Reg by Bank and Check

Co	Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Print	Recon	Void	Curr	Pay/Void	Amount
													Date	
2397	MSDL	P2010W	78083		PC	1	19852	TARGET	No	Yes	No	USD	04/03/2020	22.93
2397	MSDL	P2010W	78084		PC	1	2104	R1 REALLY GOOD STUFF, LLC	No	Yes	No	USD	04/03/2020	395.28
2397	MSDL	P2010W	78085		PC	1	2147	R1 MUSIC IS ELEMENTARY	No	Yes	No	USD	04/03/2020	182.16
2397	MSDL	P2010W	78086		PC	1	2819	AMAZON.COM	No	Yes	No	USD	04/03/2020	1,233.92
2397	MSDL	P2010W	78087		PC	1	3460	CHANHASSEN DINNER THEATRE	No	Yes	No	USD	04/03/2020	1,264.79
2397	MSDL	P2010W	78088		PC	1	3585	WOODWORKER'S SUPPLY INC	No	Yes	No	USD	04/03/2020	75.31
2397	MSDL	P2010W	78089		PC	1	4480	JONES SCHOOL SUPPLY	No	Yes	No	USD	04/03/2020	32.45
2397	MSDL	P2010W	78090		PC	1	4627	PESI INC.	No	Yes	No	USD	04/03/2020	219.99
2397	MSDL	P2010W	78091		PC	1	4913	LJP ENTERPRISES TRUCKING LLC	No	Yes	No	USD	04/03/2020	1,684.29
2397	MSDL	P2010W	78092		PC	1	4990	P-CARD	No	Yes	No	USD	04/03/2020	45.40
2397	MSDL	P2010W	78093		PC	1	5200	THE 300 CLUB	No	Yes	No	USD	04/03/2020	427.68
2397	MSDL	P2010W	78094		PC	1	5943	WALMART	No	Yes	No	USD	04/03/2020	126.57
2397	MSDL	P2010W	78095		PC	1	6195	DOLLAR TREE STORE	No	Yes	No	USD	04/03/2020	154.00
2397	MSDL	P2010W	78096		PC	1	6283	JOANN FABRICS	No	Yes	No	USD	04/03/2020	49.76
2397	MSDL	P2010W	78097		PC	1	6718	R1 GLOBAL EQUIPMENT COMPANY INC	No	Yes	No	USD	04/03/2020	373.64
2397	MSDL	P2010W	78098		PC	1	7292	HOME DEPOT	No	Yes	No	USD	04/03/2020	44.98
2397	MSDL	P2010W	78099		PC	1	7815	HARBOR FREIGHT	No	Yes	No	USD	04/03/2020	487.98
2397	MSDL	P2010W	78100		PC	1	7985	SOLUTION TREE	No	Yes	No	USD	04/03/2020	89.95
2397	MSDL	P2010W	78101		PC	1	8098	FIVE BELOW	No	Yes	No	USD	04/03/2020	64.43
2397	MSDL	P2010W	78102		PC	1	8106	CAREERSAFE	No	Yes	No	USD	04/03/2020	775.00
2397	MSDL	P2010W	78103		PC	1	8107	TRACFONE WIRELESS	No	Yes	No	USD	04/03/2020	90.88

Bank Total: \$10,282.85

Report Total: \$612,822.40

Le Sueur-Henderson ISD 2397
 Student Activity Summary
 April 2020

Account Code	Account Description	Beginning Balance	Receipts	Disbursements	Ending Balance
939	HS BASEBALL	\$ 870.94	\$ -	\$ -	\$ 870.94
947	HS SPEECH	\$ 309.03	\$ -	\$ -	\$ 309.03
949	HS YEARBOOK	\$ 7,679.67	\$ 45.00	\$ -	\$ 7,724.67
951	HS BAND	\$ 4,390.31	\$ 10,623.07	\$ -	\$ 15,013.38
952	HS SOFTBALL	\$ 9.31	\$ -	\$ -	\$ 9.31
956	6TH GR FIELD TRIPS	\$ 573.26	\$ -	\$ -	\$ 573.26
961	HS CHOIR	\$ 4,595.82	\$ 10,732.09	\$ -	\$ 15,327.91
973	HS SPANISH CLUB	\$ 3,920.30	\$ -	\$ -	\$ 3,920.30
974	MS STUDENT COUNCIL	\$ 9,798.42	\$ -	\$ -	\$ 9,798.42
975	HS STUDENT COUNCIL	\$ 1,389.85	\$ 216.00	\$ -	\$ 1,605.85
984	HT STUDENT COUNCIL	\$ 4,413.98	\$ -	\$ -	\$ 4,413.98
986	HS DRAMA	\$ 156.14	\$ -	\$ -	\$ 156.14
990	CLASS OF 2021	\$ 2,879.12	\$ -	\$ -	\$ 2,879.12
998	CLASS OF 2020	\$ 2,864.02	\$ -	\$ -	\$ 2,864.02
	TOTALS	\$ 43,850.17	\$ 21,616.16	\$ -	\$ 65,466.33

Le Sueur-Henderson Public Schools - July 2020 General Fund Expenditures

	FY21	FY21	FY21	YTD vs	FY20	FY20	YTD vs	July	July	July	July
	YTD	Budget	Remaining	Budget	YTD	Budget	Budget	202101	202001	\$ Δ	% Δ
School Board											
Salaries & Benefits	641	11,248	10,607	5.70%	572	11,248	5.08%	641	572	69	12%
Purchased Services/Travel/Conferences	175	6,700	6,525	2.61%	541	7,000	7.72%	175	541	(366)	-68%
Supplies & Materials	-	3,060	3,060	0.00%	-	5,400	0.00%	-	-	-	
Capital Expenditures	-	-	-		-	-		-	-	-	
Dues, Membership, Other	7,209	8,000	791	90.11%	7,302	8,000	91.28%	7,209	7,302	(93)	-1%
Total School Board	8,025	29,008	20,983	27.67%	8,415	31,648	26.59%	8,025	8,415	(389)	104.85%
Superintendent											
Salaries & Benefits	19,658	237,702	218,044	8.27%	19,541	229,362	8.52%	19,658	19,541	117	1%
Purchased Services/Travel/Conferences	1	7,200	7,200	0.01%	776	7,200	10.77%	1	776	(775)	-100%
Supplies & Materials	47	540	493	8.79%	92	600	15.28%	47	92	(44)	-48%
Capital Expenditures	-	-	-		-	-		-	-	-	
Dues, Membership, Other	1,705	3,500	1,795	48.71%	1,330	3,500	38.00%	1,705	1,330	375	28%
Total Superintendent	21,411	248,942	227,531	8.60%	21,739	240,662	9.03%	21,411	21,739	(328)	-2%
Principals											
Salaries & Benefits	45,058	578,892	533,834	7.78%	36,305	549,820	6.60%	45,058	36,305	8,753	24%
Purchased Services/Travel/Conferences	-	7,490	7,490	0.00%	-	7,490	0.00%	-	-	-	
Supplies & Materials	-	-	-		-	-		-	-	-	
Capital Expenditures	-	-	-		-	-		-	-	-	
Dues, Membership, Other	1,809	3,300	1,491	54.82%	934	3,300	28.30%	1,809	934	875	94%
Total Principals	46,867	589,682	542,815	7.95%	37,239	560,610	6.64%	46,867	37,239	9,628	26%
Business Services & Administrative Support											
Salaries & Benefits	19,605	241,645	222,040	8.11%	19,278	235,582	8.18%	19,605	19,278	327	2%
Purchased Services/Travel/Conferences	12,517	107,328	94,811	11.66%	16,246	85,608	18.98%	12,517	16,246	(3,729)	-23%
Supplies & Materials	29	3,440	3,412	0.83%	201	1,600	12.56%	29	201	(173)	-86%
Capital Expenditures	901	3,000	2,099	30.03%	-	3,000	0.00%	901	-	901	
Dues, Membership, Other	3,713	15,810	12,097	23.49%	-	15,500	0.00%	3,713	-	3,713	
Total Business Services & Administrative Support	36,764	371,223	334,459	9.90%	35,725	341,290	10.47%	36,764	35,725	1,039	3%
Elementary & Secondary Regular Instruction											
Salaries & Benefits	11,210	3,704,201	3,692,991	0.30%	9,965	3,626,437	0.27%	11,210	9,965	1,245	12%
Purchased Services/Travel/Conferences	1,013	134,156	133,143	0.76%	68	173,881	0.04%	1,013	68	945	1391%
Supplies & Materials	2,122	97,916	95,794	2.17%	259	101,904	0.25%	2,122	259	1,863	718%
Capital Expenditures	-	1,500	1,500	0.00%	-	4,554	0.00%	-	-	-	
Dues, Membership, Other	-	5,400	5,400	0.00%	9,118	10,400	87.67%	-	9,118	(9,118)	-100%
Total Elementary & Secondary Regular Instruction	14,345	3,943,173	3,928,828	0.36%	19,410	3,917,176	0.50%	14,345	19,410	(5,065)	-26%

Le Sueur-Henderson Public Schools - July 2020 General Fund Expenditures

	FY21	FY21	FY21	YTD vs	FY20	FY20	YTD vs	July	July	July	July
	YTD	Budget	Remaining	Budget	YTD	Budget	Budget	202101	202001	\$ Δ	% Δ
Extra Curriculars & Donation Accounts											
Salaries & Benefits	5,779	278,521	272,742	2.07%	5,793	277,351	2.09%	5,779	5,793	(14)	0%
Purchased Services/Travel/Conferences	-	87,060	87,060	0.00%	-	87,060	0.00%	-	-	-	-
Supplies & Materials	2,995	71,212	68,217	4.21%	2,704	71,212	3.80%	2,995	2,704	291	11%
Capital Expenditures	-	9,111	9,111	0.00%	-	9,111	0.00%	-	-	-	-
Dues, Membership, Other	2,400	5,070	2,670	47.34%	2,200	5,070	43.39%	2,400	2,200	200	9%
Total Extra Curriculars & Donation Accounts	11,174	450,974	439,800	2.48%	10,697	449,804	2.38%	11,174	10,697	477	4%
Vocational Education Instruction											
Salaries & Benefits	-	220,479	220,479	0.00%	-	214,714	0.00%	-	-	-	-
Purchased Services/Travel/Conferences	-	200	200	0.00%	-	200	0.00%	-	-	-	-
Supplies & Materials	-	15,129	15,129	0.00%	-	15,129	0.00%	-	-	-	-
Capital Expenditures	-	-	-	-	-	5,572	0.00%	-	-	-	-
Dues, Membership, Other	-	-	-	-	-	-	-	-	-	-	-
Total Vocational Education Instruction	-	235,808	235,808	0.00%	-	235,615	0.00%	-	-	-	-
Special Education Instruction											
Salaries & Benefits	10,584	1,452,491	1,441,907	0.73%	9,342	1,494,221	0.63%	10,584	9,342	1,242	13%
Purchased Services/Travel/Conferences	-	390,826	390,826	0.00%	-	393,326	0.00%	-	-	-	-
Supplies & Materials	-	10,000	10,000	0.00%	-	8,055	0.00%	-	-	-	-
Capital Expenditures	-	5,000	5,000	0.00%	91	2,700	3.36%	-	91	(91)	-100%
Dues, Membership, Other	-	13,000	13,000	0.00%	-	-	-	-	-	-	-
Total Special Education Instruction	10,584	1,871,317	1,860,733	0.57%	9,433	1,898,302	0.50%	10,584	9,433	1,151	12%
Technology											
Salaries & Benefits	-	65,387	65,387	0.00%	-	63,983	0.00%	-	-	-	-
Purchased Services/Travel/Conferences	14,067	137,596	123,529	10.22%	7,868	137,650	5.72%	14,067	7,868	6,199	79%
Supplies & Materials	24,999	154,548	129,549	16.18%	23,206	183,048	12.68%	24,999	23,206	1,793	8%
Capital Expenditures	-	4,300	4,300	0.00%	-	4,300	0.00%	-	-	-	-
Dues, Membership, Other	-	725	725	0.00%	-	725	0.00%	-	-	-	-
Total Technology	39,066	362,556	323,490	10.78%	31,074	389,706	7.97%	39,066	31,074	7,992	26%
Curriculum											
Salaries & Benefits	-	107,137	107,137	0.00%	5,613	104,979	5.35%	-	5,613	(5,613)	-100%
Purchased Services/Travel/Conferences	897	3,000	2,103	29.90%	3,000	14,500	20.69%	897	3,000	(2,103)	-70%
Supplies & Materials	12,767	59,259	46,492	21.54%	22,453	78,259	28.69%	12,767	22,453	(9,686)	-43%
Capital Expenditures	-	8,000	8,000	0.00%	-	8,000	0.00%	-	-	-	-
Dues, Membership, Other	-	-	-	-	-	-	-	-	-	-	-
Total Curriculum	13,664	177,396	163,732	7.70%	31,066	205,738	15.10%	13,664	31,066	(17,402)	-56%

Le Sueur-Henderson Public Schools - July 2020 General Fund Expenditures

	FY21	FY21	FY21	YTD vs	FY20	FY20	YTD vs	July	July	July	July
	YTD	Budget	Remaining	Budget	YTD	Budget	Budget	202101	202001	\$ Δ	% Δ
Library Media Center											
Salaries & Benefits	-	106,969	106,969	0.00%	-	103,890	0.00%	-	-	-	-
Purchased Services/Travel/Conferences	-	1,200	1,200	0.00%	-	1,200	0.00%	-	-	-	-
Supplies & Materials	-	8,291	8,291	0.00%	-	8,291	0.00%	-	-	-	-
Capital Expenditures	-	-	-	-	-	-	-	-	-	-	-
Dues, Membership, Other	-	-	-	-	-	-	-	-	-	-	-
Total Library Media Center	-	116,460	116,460	0.00%	-	113,381	0.00%	-	-	-	-
Staff Development											
Salaries & Benefits	417	117,548	117,131	0.35%	(1,282)	117,350	-1.09%	417	(1,282)	1,699	-133%
Purchased Services/Travel/Conferences	-	20,895	20,895	0.00%	-	21,385	0.00%	-	-	-	-
Supplies & Materials	-	670	670	0.00%	-	673	0.00%	-	-	-	-
Capital Expenditures	-	-	-	-	-	-	-	-	-	-	-
Dues, Membership, Other	-	-	-	-	-	-	-	-	-	-	-
Total Staff Development	417	139,113	138,696	0.30%	(1,282)	139,408	-0.92%	417	(1,282)	1,699	-133%
Counseling & Guidance Services											
Salaries & Benefits	-	225,314	225,314	0.00%	-	224,746	0.00%	-	-	-	-
Purchased Services/Travel/Conferences	-	1,000	1,000	0.00%	-	1,000	0.00%	-	-	-	-
Supplies & Materials	-	6,900	6,900	0.00%	88	6,900	1.28%	-	88	(88)	-100%
Capital Expenditures	-	-	-	-	-	-	-	-	-	-	-
Dues, Membership, Other	-	-	-	-	-	-	-	-	-	-	-
Total Counseling & Guidance Services	-	233,214	233,214	0.00%	88	232,646	0.04%	-	88	(88)	-100%
Health Services											
Salaries & Benefits	-	73,190	73,190	0.00%	-	69,019	0.00%	-	-	-	-
Purchased Services/Travel/Conferences	-	1,040	1,040	0.00%	160	1,040	15.38%	-	160	(160)	-100%
Supplies & Materials	-	1,000	1,000	0.00%	-	1,000	0.00%	-	-	-	-
Capital Expenditures	-	-	-	-	-	-	-	-	-	-	-
Dues, Membership, Other	-	-	-	-	-	-	-	-	-	-	-
Total Health Services	-	75,230	75,230	0.00%	160	71,059	0.23%	-	160	(160)	-100%
Transportation											
Salaries & Benefits	-	-	-	-	-	-	-	-	-	-	-
Purchased Services/Travel/Conferences	427	1,019,564	1,019,137	0.04%	55	1,040,643	0.01%	427	55	373	682%
Supplies & Materials	-	-	-	-	-	-	-	-	-	-	-
Capital Expenditures	-	-	-	-	-	-	-	-	-	-	-
Dues, Membership, Other	-	-	-	-	-	-	-	-	-	-	-
Total Transportation	427	1,019,564	1,019,137	0.04%	55	1,040,643	0.01%	427	55	373	682%

Le Sueur-Henderson Public Schools - July 2020 General Fund Expenditures

	FY21	FY21	FY21	YTD vs	FY20	FY20	YTD vs	July	July	July	July
	YTD	Budget	Remaining	Budget	YTD	Budget	Budget	202101	202001	\$ Δ	% Δ
Buildings & Grounds											
Salaries & Benefits	42,729	563,085	520,356	7.59%	38,473	543,882	7.07%	42,729	38,473	4,256	11%
Purchased Services/Travel/Conferences	865	465,238	464,373	0.19%	865	411,414	0.21%	865	865	(0)	0%
Supplies & Materials	317	234,015	233,698	0.14%	3,172	251,443	1.26%	317	3,172	(2,855)	-90%
Capital Expenditures	-	20,000	20,000	0.00%	-	70,188	0.00%	-	-	-	
Dues, Membership, Other	100	5,450	5,350	1.83%	-	5,450	0.00%	100	-	100	
Total Buildings & Grounds	44,012	1,287,788	1,243,776	3.42%	42,511	1,282,377	3.32%	44,012	42,511	1,501	4%
Long-Term Facility Maintenance											
Salaries & Benefits	4,632	54,246	49,614	8.54%	4,132	51,824	7.97%	4,632	4,132	500	12%
Purchased Services/Travel/Conferences	11,995	118,295	106,300	10.14%	8,604	143,555	5.99%	11,995	8,604	3,390	39%
Supplies & Materials	3,787	17,994	14,207	21.04%	-	17,994	0.00%	3,787	-	3,787	0.00%
Capital Expenditures	8,250	42,525	34,275	19.40%	-	17,265	0.00%	8,250	-	8,250	
Dues, Membership, Other	-	-	-		-	-		-	-	-	
Total Long-Term Facility Maintenance	28,663	233,060	204,397	12.30%	12,736	230,638	5.52%	28,663	12,736	15,927	125%
Property Insurance, Work Comp, & Other Misc.											
Salaries & Benefits	9,493	-	(9,493)		(3,375)	-		9,493	(3,375)	12,868	-381%
Purchased Services/Travel/Conferences	82,381	54,901	(27,480)	150.05%	-	54,901	0.00%	82,381	-	82,381	
Supplies & Materials	-	-	-		-	-		-	-	-	
Capital Expenditures	-	-	-		-	-		-	-	-	
Dues, Membership, Other	-	4,080	4,080	0.00%	-	4,080	0.00%	-	-	-	
Total Property Insurance, Work Comp, & Other Misc.	91,874	58,981	(32,893)	155.77%	(3,375)	58,981	-5.72%	91,874	(3,375)	95,249	-2822%
Total General Fund (Fd 01)	367,293	11,443,489	11,076,196	3.21%	255,689	11,439,684	2.24%	367,293	255,689	111,127	43%

Le Sueur-Henderson Public Schools - August 2020 General Fund Expenditures

	FY21	FY21	FY21	YTD vs	FY20	FY20	YTD vs	August	August	August	August
	YTD	Budget	Remaining	Budget	YTD	Budget	Budget	202102	202002	\$ Δ	% Δ
School Board											
Salaries & Benefits	1,282	11,248	9,966	11.40%	1,144	11,248	10.17%	641	572	69	12%
Purchased Services/Travel/Conferences	175	6,700	6,525	2.61%	1,061	7,000	15.16%	-	521	(521)	-100%
Supplies & Materials	-	3,060	3,060	0.00%	(55)	5,400	-1.02%	-	(55)	55	-100%
Capital Expenditures	-	-	-		-	-		-	-	-	
Dues, Membership, Other	7,209	8,000	791	90.11%	7,302	8,000	91.28%	-	-	-	
Total School Board	8,666	29,008	20,342	29.88%	9,452	31,648	29.87%	641	1,037	(396)	161.81%
Superintendent											
Salaries & Benefits	39,238	237,702	198,464	16.51%	38,467	229,362	16.77%	19,580	18,925	655	3%
Purchased Services/Travel/Conferences	1	7,200	7,200	0.01%	1,177	7,200	16.35%	-	402	(402)	-100%
Supplies & Materials	53	540	487	9.74%	141	600	23.52%	5	49	(44)	-90%
Capital Expenditures	-	-	-		-	-		-	-	-	
Dues, Membership, Other	3,264	3,500	236	93.25%	3,074	3,500	87.82%	1,559	1,744	(185)	-11%
Total Superintendent	42,555	248,942	206,387	17.09%	42,859	240,662	17.81%	21,144	21,120	24	0%
Principals											
Salaries & Benefits	83,195	578,892	495,697	14.37%	66,683	549,820	12.13%	38,137	30,378	7,759	26%
Purchased Services/Travel/Conferences	-	7,490	7,490	0.00%	405	7,490	5.41%	-	405	(405)	-100%
Supplies & Materials	-	-	-		404	-		-	404	(404)	-100%
Capital Expenditures	-	-	-		-	-		-	-	-	
Dues, Membership, Other	1,809	3,300	1,491	54.82%	1,809	3,300	54.82%	-	875	(875)	-100%
Total Principals	85,004	589,682	504,678	14.42%	69,302	560,610	12.36%	38,137	32,062	6,075	19%
Business Services & Administrative Support											
Salaries & Benefits	38,694	241,645	202,951	16.01%	37,402	235,582	15.88%	19,090	18,124	965	5%
Purchased Services/Travel/Conferences	12,957	107,328	94,371	12.07%	16,656	85,608	19.46%	441	410	30	7%
Supplies & Materials	8,606	3,440	(5,166)	250.16%	(616)	1,600	-38.52%	8,577	(817)	9,394	-1149%
Capital Expenditures	901	3,000	2,099	30.03%	750	3,000	24.99%	-	750	(750)	-100%
Dues, Membership, Other	3,713	15,810	12,097	23.49%	3,771	15,500	24.33%	-	3,771	(3,771)	-100%
Total Business Services & Administrative Support	64,871	371,223	306,352	17.47%	57,962	341,290	16.98%	28,107	22,238	5,870	26%
Elementary & Secondary Regular Instruction											
Salaries & Benefits	16,542	3,704,201	3,687,659	0.45%	18,689	3,626,437	0.52%	5,332	8,724	(3,392)	-39%
Purchased Services/Travel/Conferences	1,013	134,156	133,143	0.76%	2,818	173,881	1.62%	-	2,750	(2,750)	-100%
Supplies & Materials	23,157	97,916	74,759	23.65%	7,852	101,904	7.71%	21,035	7,593	13,442	177%
Capital Expenditures	-	1,500	1,500	0.00%	-	4,554	0.00%	-	-	-	
Dues, Membership, Other	-	5,400	5,400	0.00%	9,118	10,400	87.67%	-	-	-	
Total Elementary & Secondary Regular Instruction	40,712	3,943,173	3,902,461	1.03%	38,477	3,917,176	0.98%	26,367	19,067	7,300	38%

Le Sueur-Henderson Public Schools - August 2020 General Fund Expenditures

	FY21	FY21	FY21	YTD vs	FY20	FY20	YTD vs	August	August	August	August
	YTD	Budget	Remaining	Budget	YTD	Budget	Budget	202102	202002	\$ Δ	% Δ
Extra Curriculars & Donation Accounts											
Salaries & Benefits	11,558	278,521	266,963	4.15%	11,586	277,351	4.18%	5,779	5,793	(14)	0%
Purchased Services/Travel/Conferences	-	87,060	87,060	0.00%	18	87,060	0.02%	-	18	(18)	-100%
Supplies & Materials	5,031	71,212	66,181	7.06%	11,927	71,212	16.75%	2,036	9,223	(7,186)	-78%
Capital Expenditures	4,955	9,111	4,156	54.39%	-	9,111	0.00%	4,955	-	4,955	
Dues, Membership, Other	6,694	5,070	(1,624)	132.03%	2,200	5,070	43.39%	4,294	-	4,294	
Total Extra Curriculars & Donation Accounts	28,238	450,974	422,736	6.26%	25,730	449,804	5.72%	17,064	15,034	2,031	14%
Vocational Education Instruction											
Salaries & Benefits	-	220,479	220,479	0.00%	37	214,714	0.02%	-	37	(37)	-100%
Purchased Services/Travel/Conferences	-	200	200	0.00%	-	200	0.00%	-	-	-	
Supplies & Materials	-	15,129	15,129	0.00%	261	15,129	1.72%	-	261	(261)	-100%
Capital Expenditures	-	-	-		-	5,572	0.00%	-	-	-	
Dues, Membership, Other	-	-	-		-	-		-	-	-	
Total Vocational Education Instruction	-	235,808	235,808	0.00%	298	235,615	0.13%	-	298	(298)	-100%
Special Education Instruction											
Salaries & Benefits	11,396	1,452,491	1,441,096	0.78%	12,977	1,494,221	0.87%	811	3,635	(2,824)	-78%
Purchased Services/Travel/Conferences	75,574	390,826	315,252	19.34%	18,777	393,326	4.77%	75,574	18,777	56,797	302%
Supplies & Materials	-	10,000	10,000	0.00%	41	8,055	0.50%	-	41	(41)	-100%
Capital Expenditures	-	5,000	5,000	0.00%	181	2,700	6.71%	-	91	(91)	-100%
Dues, Membership, Other	-	13,000	13,000	0.00%	-	-		-	-	-	
Total Special Education Instruction	86,970	1,871,317	1,784,348	4.65%	31,976	1,898,302	1.68%	76,385	22,543	53,842	239%
Technology											
Salaries & Benefits	160	65,387	65,227	0.24%	-	63,983	0.00%	160	-	160	
Purchased Services/Travel/Conferences	19,631	137,596	117,965	14.27%	11,508	137,650	8.36%	5,564	3,640	1,924	53%
Supplies & Materials	24,999	154,548	129,549	16.18%	27,479	183,048	15.01%	-	4,274	(4,274)	-100%
Capital Expenditures	-	4,300	4,300	0.00%	-	4,300	0.00%	-	-	-	
Dues, Membership, Other	-	725	725	0.00%	-	725	0.00%	-	-	-	
Total Technology	44,790	362,556	317,766	12.35%	38,988	389,706	10.00%	5,724	7,914	(2,190)	-28%
Curriculum											
Salaries & Benefits	182	107,137	106,955	0.17%	10,520	104,979	10.02%	182	4,907	(4,725)	-96%
Purchased Services/Travel/Conferences	897	3,000	2,103	29.90%	3,000	14,500	20.69%	-	-	-	
Supplies & Materials	22,957	59,259	36,302	38.74%	61,108	78,259	78.08%	10,190	38,655	(28,465)	-74%
Capital Expenditures	-	8,000	8,000	0.00%	-	8,000	0.00%	-	-	-	
Dues, Membership, Other	-	-	-		-	-		-	-	-	
Total Curriculum	24,036	177,396	153,360	13.55%	74,628	205,738	36.27%	10,372	43,562	(33,190)	-76%

Le Sueur-Henderson Public Schools - August 2020 General Fund Expenditures

	FY21	FY21	FY21	YTD vs	FY20	FY20	YTD vs	August	August	August	August
	YTD	Budget	Remaining	Budget	YTD	Budget	Budget	202102	202002	\$ Δ	% Δ
Library Media Center											
Salaries & Benefits	544	106,969	106,425	0.51%	-	103,890	0.00%	544	-	544	
Purchased Services/Travel/Conferences	-	1,200	1,200	0.00%	-	1,200	0.00%	-	-	-	
Supplies & Materials	-	8,291	8,291	0.00%	-	8,291	0.00%	-	-	-	
Capital Expenditures	-	-	-		-	-		-	-	-	
Dues, Membership, Other	-	-	-		-	-		-	-	-	
Total Library Media Center	544	116,460	115,916	0.47%	-	113,381	0.00%	544	-	544	
Staff Development											
Salaries & Benefits	417	117,548	117,131	0.35%	433	117,350	0.37%	-	1,715	(1,715)	-100%
Purchased Services/Travel/Conferences	-	20,895	20,895	0.00%	1,750	21,385	8.18%	-	1,750	(1,750)	-100%
Supplies & Materials	-	670	670	0.00%	-	673	0.00%	-	-	-	
Capital Expenditures	-	-	-		-	-		-	-	-	
Dues, Membership, Other	-	-	-		-	-		-	-	-	
Total Staff Development	417	139,113	138,696	0.30%	2,184	139,408	1.57%	-	3,465	(3,465)	-100%
Counseling & Guidance Services											
Salaries & Benefits	-	225,314	225,314	0.00%	-	224,746	0.00%	-	-	-	
Purchased Services/Travel/Conferences	-	1,000	1,000	0.00%	-	1,000	0.00%	-	-	-	
Supplies & Materials	-	6,900	6,900	0.00%	88	6,900	1.28%	-	-	-	
Capital Expenditures	-	-	-		-	-		-	-	-	
Dues, Membership, Other	-	-	-		-	-		-	-	-	
Total Counseling & Guidance Services	-	233,214	233,214	0.00%	88	232,646	0.04%	-	-	-	
Health Services											
Salaries & Benefits	-	73,190	73,190	0.00%	-	69,019	0.00%	-	-	-	
Purchased Services/Travel/Conferences	-	1,040	1,040	0.00%	160	1,040	15.38%	-	-	-	
Supplies & Materials	7,203	1,000	(6,203)	720.33%	-	1,000	0.00%	7,203	-	7,203	
Capital Expenditures	-	-	-		-	-		-	-	-	
Dues, Membership, Other	-	-	-		-	-		-	-	-	
Total Health Services	7,203	75,230	68,027	9.58%	160	71,059	0.23%	7,203	-	7,203	
Transportation											
Salaries & Benefits	-	-	-		-	-		-	-	-	
Purchased Services/Travel/Conferences	427	1,019,564	1,019,137	0.04%	433	1,040,643	0.04%	-	378	(378)	-100%
Supplies & Materials	-	-	-		-	-		-	-	-	
Capital Expenditures	-	-	-		-	-		-	-	-	
Dues, Membership, Other	-	-	-		-	-		-	-	-	
Total Transportation	427	1,019,564	1,019,137	0.04%	433	1,040,643	0.04%	-	378	(378)	-100%

Le Sueur-Henderson Public Schools - August 2020 General Fund Expenditures

	FY21 YTD	FY21 Budget	FY21 Remaining	YTD vs Budget	FY20 YTD	FY20 Budget	YTD vs Budget	August 202102	August 202002	August \$ Δ	August % Δ
Buildings & Grounds											
Salaries & Benefits	86,125	563,085	476,960	15.30%	80,928	543,882	14.88%	43,396	42,455	941	2%
Purchased Services/Travel/Conferences	3,621	465,238	461,617	0.78%	38,949	411,414	9.47%	2,756	38,083	(35,328)	-93%
Supplies & Materials	619	234,015	233,396	0.26%	5,564	251,443	2.21%	301	2,392	(2,091)	-87%
Capital Expenditures	1,681	20,000	18,319	8.41%	-	70,188	0.00%	1,681	-	1,681	
Dues, Membership, Other	100	5,450	5,350	1.83%	100	5,450	1.83%	-	100	(100)	-100%
Total Buildings & Grounds	92,146	1,287,788	1,195,642	7.16%	125,541	1,282,377	9.79%	48,134	83,030	(34,897)	-42%
Long-Term Facility Maintenance											
Salaries & Benefits	9,420	54,246	44,826	17.36%	8,264	51,824	15.95%	4,788	4,132	655	16%
Purchased Services/Travel/Conferences	23,098	118,295	95,197	19.53%	17,585	143,555	12.25%	11,104	8,980	2,123	24%
Supplies & Materials	4,165	17,994	13,829	23.15%	1,203	17,994	6.69%	379	1,203	(825)	317.82%
Capital Expenditures	20,250	42,525	22,275	47.62%	12,145	17,265	70.35%	12,000	12,145	(145)	-1%
Dues, Membership, Other	-	-	-		-	-		-	-	-	
Total Long-Term Facility Maintenance	56,933	233,060	176,127	24.43%	39,197	230,638	17.00%	28,270	26,461	1,809	7%
Property Insurance, Work Comp, & Other Misc.											
Salaries & Benefits	9,493	-	(9,493)		9,912	-		-	13,287	(13,287)	-100%
Purchased Services/Travel/Conferences	82,381	54,901	(27,480)	150.05%	47,820	54,901	87.10%	-	47,820	(47,820)	-100%
Supplies & Materials	-	-	-		-	-		-	-	-	
Capital Expenditures	-	-	-		-	-		-	-	-	
Dues, Membership, Other	-	4,080	4,080	0.00%	-	4,080	0.00%	-	-	-	
Total Property Insurance, Work Comp, & Other Misc.	91,874	58,981	(32,893)	155.77%	57,732	58,981	97.88%	-	61,107	(61,107)	-100%
Total General Fund (Fd 01)	675,386	11,443,489	10,768,103	5.90%	615,006	11,439,684	5.38%	308,093	359,317	(53,255)	-15%

Le Sueur-Henderson Public Schools
 CARES Act Budget for 2020-2021 School Year

	CRF		ESSER - 90%		ESSER 9.5%		GEER		Total Budget	Total YTD	
Expend by Date	12/31/2020		9/30/2022		9/30/2022		9/30/2022				
Funding Amount	\$ 268,592.00		\$ 97,592.71		\$ 5,729.45		\$ 18,111.69		\$ 390,025.85		
Budgeted Expenses	Budget	YTD	Budget	YTD	Budget	YTD	Budget	YTD			
1st Grade Long-Term Sub	E 01 005 203 000 154 140	14,344.20	3,586.05	29,484.05	-				43,828.25	3,586.05	
Elementary Misc Supplies	E 01 005 203 000 154 401	500.00	149.90						500.00	149.90	
MS/HS Misc Supplies	E 01 005 211 000 154 401	500.00	-						500.00	-	
Music Related COVID Expenses	E 01 005 258 000 154 401	3,000.00	437.26						3,000.00	437.26	
Essential Workers Child Care Costs	E 04 005 570 000 154 170	20,000.00	-						20,000.00	-	
Jet Packs & Data	E 01 005 630 000 154 320	11,000.00	1,340.47						11,000.00	1,340.47	
Headsets & Webcams for Distance Learning	E 01 005 630 000 154 456	3,300.00	3,256.12						3,300.00	3,256.12	
Professional Development (Fund 01 & Fund 04)	E 01 005 640 000 154 185	5,000.00	-						5,000.00	-	
Extra Cleaning Supplies	E 01 005 720 000 154 401	30,000.00	19,854.28						30,000.00	19,854.28	
Signage	E 01 005 720 000 154 401	5,000.00	2,571.25						5,000.00	2,571.25	
Plexiglass	E 01 005 720 000 154 401	3,640.00	3,640.00						3,640.00	3,640.00	
Face Masks & Shields	E 01 005 720 000 154 401	4,500.00	4,153.61						4,500.00	4,153.61	
Thermometers	E 01 005 720 000 154 401	500.00	419.65						500.00	419.65	
Cots	E 01 005 720 000 154 401	2,334.00	2,334.00						2,334.00	2,334.00	
Additional Custodians (2)	E 01 005 810 000 154 170	28,406.00	6,334.60	40,214.83	-				68,620.83	6,334.60	
Fans for Classrooms (\$60 per x 80 units estimate)	E 01 005 810 000 154 401	3,902.60	3,902.60						3,902.60	3,902.60	
Needlepoint Bi-Polar Ionization Ventilation Equipment	E 01 005 810 000 154 530	105,132.49	105,132.49						105,132.49	105,132.49	
Floor & Carpet Scrubbers	E 01 005 810 000 154 530	15,642.00	-						15,642.00	-	
Additional Time for Secretaries, Counselors, & Others	E 01 005 XXX 000 154 185	8,000.00	-						8,000.00	-	
MSHL Additional Fee's				7,000.00	-				7,000.00	-	
Non-Public (St Annes) Allocation				917.80	-	53.88	-	170.33	1,142.01	-	
Total		\$ 264,701.29	\$ 157,112.28	\$ 77,616.68	\$ -	\$ 53.88	\$ -	\$ 170.33	\$ -	342,542.18	157,112.28
Unallocated Budget		\$ 3,890.71		\$ 19,976.03		\$ 5,675.57		\$ 17,941.36		47,483.67	



Education and Leadership for a Lifetime

2100 Freeway Boulevard, Brooklyn Center, Minnesota 55430-1735 | (763) 560-2262, FAX (763) 569-0499 | www.mshsl.org

September 3, 2020

Dear Superintendent, School Board Members, Presidents and Heads of School,

The Minnesota State High School League has provided educational opportunities for students through education-based fine arts activities and athletics for over 100 years. In addition, it provides leadership, education and governance for 43 different activities and all member schools in Minnesota. The impacts of the COVID-19 pandemic have been profound, yet the value of student experiences in MSHSL activities and athletics is important and well documented. As a result, the desire of students, families, schools, and communities to continue to provide and take part in these important opportunities remains strong. The League remains committed to these two primary goals in this difficult year:

- Provide participation opportunities in MSHSL activities and athletics to the greatest extent possible, and
- Provide these opportunities in the safest way possible for all participants, coaches, directors, schools and communities.

The COVID-19 pandemic has had and will continue to have dramatic impacts on the operations and financial situation of the Minnesota State High School League, yet it has only increased the workload for the League as it has for you and your school. As a direct result of the programming impacts of COVID-19 and the reduction of revenue, the financial responsibility of our member schools will increase significantly for this 2020-2021 school year. As a member school, the details of your membership dues for this school year have been set by the Board of Directors at their August 4, 2020 Board Meeting. These details can be found in the enclosed document titled "2020-2021 Membership Fee Summary."

Background

The Minnesota State High School League has maintained a practice of limiting the financial support from member schools to the greatest extent possible, while continuing to be responsive to the strong desires of our schools to grow programming within our organization. The League does not receive any direct financial support from state funding, but rather is primarily funded through four major sources: tournament ticket sales, member school dues and fees, sponsorship agreements, and broadcast contracts. In addition, it is important to know that the MSHSL is required to hold reserves that may not exceed 50% or be less than 20% of the annual expenses of the League. Over the past few years, ticket sales at tournaments has declined and expenses in all categories have grown. Therefore, the League has made reductions and accessed available reserves which are now at the lower limit of approximately 20%.

While the Board of Directors constantly monitors the League's financial situation, this past school year additional review was done to address the growing gap between revenues and expenses. While actions have been taken to reduce the costs in nearly all areas within the League, in February of 2020, the Board of Directors made the decision to approve increased fees for member schools which were projected to increase the annual revenue from member schools from \$1.2 million to \$1.9 million. Given the magnitude of the programming and services that are provided, this amount will be well short of the costs of operations for 2020-2021. More detail on these membership services and the additional programming that has been added since 2007, please see the enclosed document titled "Membership Benefits." For the past few years, the League's annual budget has been approximately \$9 million. The primary source of revenue has been our state tournaments, with more than 75% of League revenue coming from ticket sales, sponsorships and broadcast revenues. More detail on the MSHSL budget for 2019-2020 and 2020-2021 are available on the attachment titled "Minnesota State High School League Budget Summary."

The anticipated loss of 75% of the League's revenue due to the uncertainty of state tournament events has created the need for further adjustments in our finance model. Looking back, the 2019-2020 fiscal year for the League withstood nearly \$600,000 in losses due to the cancellation of the final stages of the Girls Basketball State Tournament and the entirety of the Boys Basketball State Tournament. Through reductions in operational costs, staffing, printing costs and many more items, and the anticipated forgiveness of a Paycheck Protection Program Loan obtained by the League, the final budget for last year is predicted to finish at approximately the same level as it was projected.

Process

Recognizing the unprecedented challenge that the League faces this fiscal year, the MSHSL Board of Directors called for the creation of a Finance Task Force to study the current situation and provide recommendations to the Board of Directors for their review and action in developing a 2020-2021 Budget. This task force included member school representatives in the positions of school board members, superintendents, principals, activities administrators and coaches and included the members of the MSHSL Board of Directors Audit/Finance Committee. Representation was sought from public and nonpublic schools, including home schools, that were both large and small, as well as metro and outstate. A detailed summary is included in this packet and titled "Finance Task Force Summary."

The Task Force studied the annual budget, the financial impact of COVID-19 on programming and tournaments, the anticipated costs of maintaining critical aspects of League programming including catastrophic and concussion insurance for all student participants, education and certification of coaches, registration and certification of officials, leadership and management of all activities and programs, eligibility and governance of bylaws, policies and rules as well as many other services.

The MSHSL Finance Task Force recommended the following for the coming fiscal year:

- Approve an annual budget of \$5 million (reduced from approximately \$9.1 million in 2019-2020).
- Maintain all MSHSL activities and athletics to the greatest extent possible within the COVID-19 pandemic.
- Fund the basic costs of the MSHSL through member fees based on traditional membership dues and activity fees as well as two additional installments based on size of school.
- Provide member school refunds or credits if revenues exceed expenses for the 2020-2021 school year. These refunds or credits should be based on the membership fees as determined by the Board.
- Establish financial advisory committee that extends beyond the members of the Audit/Finance Committee of the Board of Directors.

At the August 4, 2020 Board of Directors meeting, the Board approved the recommendations of the Task Force and established member dues based on the model recommended by the Task Force. The model for the 2020-2021 membership fees is illustrated in the "Finance Task Force Summary" and the actual amounts for your school or schools are included as a separate attachment, titled "2020-2021 Membership Fee Summary."

Responsive Financial Actions

The Board of Directors has been proactive in managing the expenses of the League and has implemented a number of cost-cutting measures over the past 24 months. Among the many actions of the Board are these examples:

- The League reduced its staffing from 23.5 FTE to 19.5 FTE through layoffs and retirements that were not rehired. This resulted in a reduction of 17% of League Staff.
- Placed a freeze on salaries for employees of the League for the 2020-2021 fiscal year.
- Reduced printing costs of the State Tournament programs in 2019-2020 through reduced volume and creative program options and has taken steps to reduce cost even further in 2020-2021 should tournaments be possible.
- Eliminated the MSHSL *Bulletin* and replaced it with the online newsletter titled MSHSL *Connect*.

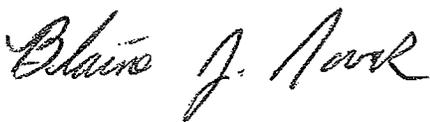
- Eliminated the costs of bi-annual Area Meetings and replaced these informative sessions with interactive online meetings for the entire state titled *"The LEAD Network."*
- Reduced Board of Directors and Committee costs using online meetings which has eliminated most costs related to mileage, travel, food and lodging.
- Reduced operational costs of the MSHSL League Office through reduced maintenance, change in communications providers, significant reduction in staff expenses for travel, lodging, etc. and reductions in supplies.

Representatives of the League have been active in sharing the concerns regarding the MSHSL Budget over the past two years with our important professional organizations including Minnesota School Board Association (MSBA), Minnesota Association of School Administrators (MASA), Minnesota Association of Secondary School Principals (MASSP) and the Minnesota Association of Activities Administrators (MNIAAA). These presentations have taken place at annual conferences as well as direct interaction with the Board of Directors within each organization over the past few months. Each of the leadership groups in your fine organizations have shared their support for the opportunities and leadership provided by the League and recognize the unique challenges that the League has encountered.

It is important for you to know that our Board has supported the actions to continue forward with the rebuild of our MSHSL website which is critical in the efforts to grow our communication with our activity administrators in each of our member schools, along with better informing the public of information and news of the MSHSL. With an initial rollout this past month, we are excited by the efficiencies it will provide and the ways it will better serve our member schools and the public.

With the direction of the Board of Directors and the creation of a model of an organization that is funded by its membership, the League is positioned to continue to lead our schools and provide opportunities for students. Everyone who participates in League activities and athletics thanks you and your school community for maintaining your membership and partnering in providing the opportunities that have long been a part of the Minnesota State High School League.

Sincerely,



Blaine Novak
President, MSHSL Board of Directors
Superintendent, New York Mills



Erich Martens
Executive Director, MSHSL

Enclosures:

- Finance Task Force Summary
- Membership Benefits
- Minnesota State High School League Budget Summary
- 2020-2021 Membership Fee Summary



2020-2021 MINNESOTA STATE HIGH SCHOOL LEAGUE

Finance Task Force Summary

The MSHSL Board of Directors created a Finance Task Force to assist the League in creating a budget and a model of finance for the coming 2020-2021 school year. This task force was assembled with representation from large and small schools, public and nonpublic, as well as metro schools and outstate schools. Together this group reviewed historical financial information and programming costs. They assessed the current needs of the member schools and the impacts of the ongoing COVID-19 pandemic on MSHSL programming and finance. The primary tasks assigned by the Board of Directors was to prepare a potential budget that would sustain the programming and services that the MSHSL has provided for years and to build an equitable model of revenue to meet these needs.

The Task Force began with consensus on the guiding principles that would inform and direct the work that they would do. These guiding principles included:

- The opportunities provided for students in MSHSL activities and athletics are critical to the high school educational experience
- Maintaining current MSHSL programming and the support provided to our member schools are the major focus of the task force
- Building a sustainable financial model for the short term and long term is required.
- The model must address equity and fairness and recognize the unique characteristics of our member schools
- Sharing excess revenue back to member schools has been a consistent practice of the Minnesota State High School League and is a goal for future budgets

Through multiple meetings, and significant discussion along with the review of financial documents, and a strong consideration that state tournaments will not occur this year in the way they have in the past, the Task Force provided the Board of Directors with three potential models that could be used to equitably share the costs of the operations of the League across all members. The Board of Directors discussed these models and ultimately approved a hybrid model of membership dues which incorporates the activity fee model as a portion of the school's responsibility and then also added two additional membership dues installments that were identified by school size and mirrored the classification system that is in place for our four class athletic programs.

A basic grid of the installment plans for the 2020-2021 school year is shown here:

# of Schools	Enrollment	Class	Current Membership Fees due 10/1/2020	Installment Plan #1 due 11/30/2020	Installment Plan #2 due 2/28/2021
64	1234-3276	AAAA	Invoiced 8/1/2020	\$ 5,500	\$ 5,500
64	570-1228	AAA	Invoiced 8/1/2020	\$ 4,500	\$ 4,500
128	205-568	AA	Invoiced 8/1/2020	\$ 3,500	\$ 3,500
138	102-204	A	Invoiced 8/1/2020	\$ 2,500	\$ 2,500
66	51 - 100	A	Invoiced 8/1/2020	\$ 1,500	\$ 1,500
46	5-50	A	Invoiced 8/1/2020	\$ 500	\$ 500
Home Schools	1-4		Invoiced 8/1/2020	\$ 0	\$ 0
506			\$ 1,900,000	\$ 1,555,000	\$ 1,555,000

It is important to note that the installments will be invoiced approximately 45 days before the due date, and that these installments are in addition to the annual membership dues and corresponding activity fees for which each member school has already been invoiced.

The Task Force also provided two important recommendations for the MSHSL Board of Directors. These recommendations were also approved by the Board of Directors and will be implemented this school year in supporting the League financially going forward:

- The League should develop a strategic marketing plan, including accessing outside expertise, to generate significant financial support for MSHSL Athletics and Fine Arts, and
- The League should consider the creation of a (Coronavirus) Financial Advisory Committee with regular meetings to advise MSHSL staff and Board of Directors

The current plan for membership fees based on both activity fees plus installments over the course of the year based on school size was approved as a short-term plan. This would ensure that the League could continue to provide activities and services for member schools through a COVID-19 pandemic. When the effects of this pandemic subside, the League would continue forward with a long-term plan that aligns membership fees with the operational and insurance costs of the League. This long-term plan will be informed by the work of the Finance/Audit team along with the entire Board of Directors and created and approved by the Board of Directors later this school year.

The Minnesota State High School League thanks all of our member schools for their continued support and incredible work that they have done to create opportunities in our activities and athletics in the 2020-2021 school year.

Membership Benefits

MEMBER-REQUESTED SERVICES AND PROGRAMMING



-
- 43 programs including Athletics, Fine Arts, and Adapted Athletics
 - On-call administrative support for Member Schools
 - Coaches education
 - Officials registration and education
 - Leadership and professional development opportunities
 - Eligibility and governance
 - Legislative advocacy
 - Sports medicine
 - Concussion insurance
 - Catastrophic insurance
 - Recognition and awards programs
 - Tournament administration
 - Statewide media coverage of events
 - Technology systems and services
 - Activity specific technology support
 - Publications
-



MINNESOTA STATE HIGH SCHOOL LEAGUE

The following items for Member Schools were added at their request between 2007 and 2019. From 2007-2019, Member Schools Fees remained unchanged.

Added Activity or Athletic Programs:

- Robotics
- Clay Target
- Visual Arts
- Lacrosse

Safety Enhancements:

- Anyone Can Save a Life Program
- Purchase AED's for MSHSL events

Enhancements for Coaches

- Head Coaches Education Program
- Online Coaches Education Requirements

Enhancements for AD's

- New AD Education in conjunction with MNIAAA
- Athletic Directors Cohort
- Tournament Passes-AD's

Enhancements for Officials

- Officials Background Checks
- Officials Training Clinics
- Officials Online Contracts
- Hire Coordinator of Officials
- Tournament Passes-Officials

Additional Programming and Services:

- HeadStrong Concussion Insurance Program
- Cyber Liability Insurance
- 4-Class Baseball/Softball
- 3-Class Golf
- 2 Nordic Ski Teams per Section
- 6A Football
- Instant Replay-Hockey & Football
- Qtr. Final Football Neutral Sites
- Consolation Basketball-Girls and Boys
- Baseball Pitch Counts
- Adapted Bowling Online Score Reporting
- QRF utilized for seeding
- TrackWrestling Program for Section/State
- Statewide media coverage of activities- Hire Media Specialist

Minnesota State High School League

Budget Summary

2019-2020 Approved Budget

2020-2021 Approved Budget

9/3/2020

	MSHSL Budget 2019-2020	MSHSL Approved Budget 2020-2021
Revenues		
Tournaments/Television/Sponsors	\$ 7,294,522	\$ -
School Registrations	\$ 1,216,000	\$ 5,000,000
Officials/Coaches Fee	\$ 443,500	\$ 170,000
Other/School Supplies	\$ 213,400	\$ 88,300
Total Revenues	\$ 9,167,422	\$ 5,258,300
Expenses		
Tournaments	\$ 3,345,150	\$ -
Membership Insurance	\$ 793,700	\$ 751,000
Membership Materials	\$ 283,900	\$ 223,200
Officials/Coaches	\$ 390,000	\$ 272,000
Personnel	\$ 3,385,200	\$ 2,982,000
Operations/Administration	\$ 1,376,900	\$ 1,144,200
Total Expenses	\$ 9,574,850	\$ 5,372,400
Excess of revenue over (under) expenses	(407,428)	(114,100)



2020-2021 MINNESOTA STATE HIGH SCHOOL LEAGUE

2020-2021 Membership Fee Summary for *LeSueur-Henderson High School*

This is not an invoice – please do not pay.
Schools will receive separate invoices on October 15, 2020 and January 15, 2021

*LeSueur-Henderson High School MSHSL Enrollment: **294**

August Invoice Summary – sent July/August 2020, due 10/1/2020

Description	Fee
Annual Membership Fee	\$160.00
\$1 Per Student Fee	\$294.00
Activity Fee Registration Total (\$160 per activity)	\$4000.00

August Invoice TOTAL: **\$4454.00**

November Membership Fee – to be sent 10/15/2020, due 11/30/2020

Description	Fee
COVID-19 Installment 1	\$3500.00

February Membership Fee – to be sent 1/15/2021, due 2/28/2021

Description	Fee
COVID-19 Installment 2	\$3500.00

2020-2021 Membership Fee Total \$11,454.00

*MSHSL Enrollments are determined in even-numbered years by the Board of Directors using the most current MARSS Report to the MDE for grades 9, 10, 11 and 12. From those enrollment numbers, the Board of Directors subtracts 40% of the free/reduced lunch count reported.

Assigned Fund Balance of Board Controlled Donation Activity Accounts as of July 1, 2020

Activity Account	Balance	Activity Account	Balance
710 Hilltop Donations	\$ 2,487.76	735 Fitness Center	\$ 5,353.88
713 MS/HS Youth Services	\$ 219.31	736 HS Library Fines	\$ 618.47
714 HS AVID Fundraisers	\$ 4,106.20	743 HS Target	\$ 1,798.98
716 HS Drama	\$ 1,479.87	746 Park Patrol	\$ 190.14
718 Elementary Retreats	\$ 589.09	757 6th Grade D.A.R.E.	\$ 663.27
719 Park Student Council	\$ 5,868.11	769 HS National Honor Society	\$ 101.79
720 Park Box Tops	\$ 1,800.86	780 AD Donations	\$ 21,934.77
723 HS Close Up	\$ 232.00	781 Concession Stand	\$ 16,328.93
727 HS Donations	\$ 1,615.00	790 Park Donations	\$ 2,588.15
729 Park Library Fines	\$ 366.55	791 MS Box Tops	\$ 5,330.02
730 HS Band Instruments	\$ 250.00	978 Elementary Memory Book	\$ 2,658.33
		Total Assigned Fund Balance	\$ 76,581.48



Employment Recommendation Le Sueur - Henderson School District

Position: Adult Basic Education Part-time teacher

Recommended Candidate: Anton Dittrich

Recommended by: Nathan Warden

Date: 9/17/20

To be completed by administrator:

Candidate has current & appropriate certification:

yes

Reference checks completed:

yes

Years of experience granted:

N/A

Step Placement:

N/A

Highest degree currently held:

B.A.

Lane Placement:

N/A

Credits beyond highest degree granted:

x

New Position

Existing Position

Replacing: Rita Curtin-Kramer

Additional Information:

- Anton will be teaching science credit recovery at our Ziebarth site in Le Sueur

Approval of Principal:

Electronic Signature

Nathan Warden

Date 9/17/20

Approval of Superintendent:

Electronic Signature

Date

Share with via Google Drive - District Office (Ky, Marlene, Juanita) & Technology (Alexis)



Employment Recommendation Le Sueur - Henderson School District

Position: Adult Basic Education Part-time teacher

Recommended Candidate: Brad Propp

Recommended by: Nathan Warden

Date: 9/17/20

To be completed by administrator:

Candidate has current & appropriate certification:

yes

Reference checks completed:

yes

Years of experience granted:

N/A

Step Placement:

N/A

Highest degree currently held:

B.A.

Lane Placement:

N/A

Credits beyond highest degree granted:

x

New Position

Existing Position

Replacing: Rita Curtin-Kramer

Additional Information:

- Brad will be teaching science credit recovery at our Ziebarth site in Le Sueur

Approval of Principal:

Electronic Signature

Nathan Warden

Date 9/17/20

Approval of Superintendent:

Electronic Signature

Date

Share with via Google Drive - District Office (Ky, Marlene, Juanita) & Technology (Alexis)



Employment Recommendation Le Sueur - Henderson School District

Position: Hilltop Special Education Paraprofessional

Recommended Candidate: Tiff Thomson

Recommended by: Amanda Feterl

Date: 10/7/2020

To be completed by administrator:

Candidate has current & appropriate certification (if applicable):

NA

Reference checks completed:

X

Years of experience (Step Placement):

0

<input type="checkbox"/>	NEW	
<input checked="" type="checkbox"/>	EXISTING	REPLACING: Becky Gaul → Park Technology Paraprofessional Julie Jones → Becky Gaul's Paraprofessional Assignment at the MS/HS Tiff Thomson → Julie Jones Paraprofessional Assignment at Hilltop

Start Date:	October 7, 2020
Work Hours: (ex: 8:00 am - 3:00 pm)	8:00 am - 3:00 pm
Days of Week (Monday - Friday)	Monday - Friday

Additional Information:

Approval of administrator:

AMANDA FETERL

10/7/2020

Electronic Signature

Date

Approval of Superintendent: Marlene M. Johnson 10-7-2020

Electronic Signature

Date

Share with via Google Drive - District Office (Ky, Marlene, Jackie) & Technology (Mike)



Employment Recommendation Le Sueur - Henderson School District

Position: Part-time Student Worker

Recommended Candidate: Matt Weyl

Recommended by: Todd Vrklan **Date:** 10-08-2020

To be completed by administrator:

NEW

EXISTING

REPLACING:

Hourly Rate:	\$10.00
Start Date:	
Work Hours: (ex: 8:00 am - 3:00 pm)	
Days of Week (Monday - Friday)	Monday-Friday

Additional Information:

-

Approval of Administrator: Todd Vrklan

10-08-2020

Electronic Signature

Date

Approval of Superintendent:

Electronic Signature

Date

Share with via Google Drive - District Office (Ky, Marlene, Juanita) & Technology (Alexis)



Employment Recommendation

Le Sueur - Henderson School District

Position: Part Time Night Custodian

Recommended Candidate: Rebecca Wendorff

Recommended by: Todd Vrklan **Date:** 10/08/2020

To be completed by administrator:

Candidate has current & appropriate certification (if applicable):

N/A

Reference checks completed:

Yes

Years of experience (Step Placement):

1

NEW

EXISTING

REPLACING:

Additional Information:

•

Approval of administrator:

Todd Vrklan

10/08/2020

Electronic Signature

Date

Approval of Superintendent:

Electronic Signature

Date



San Juanita Flores <sflores@isd2397.org>

Fwd: 2 week notice

Brian Thorstad <bthorstad@isd2397.org>

Fri, Oct 9, 2020 at 1:36 PM

To: Marlene Johnson <mjohnson@isd2397.org>, San Juanita Flores <sflores@isd2397.org>

Good Afternoon Dr. Johnson and Juanita,

Please see Lona Meger's resignation email below. We will need to post and fill this position.

Thanks,
Brian

----- Forwarded message -----

From: **Lona Meger** <lmeger@isd2397.org>

Date: Fri, Oct 9, 2020 at 12:38 PM

Subject: 2 week notice

To: Brian Thorstad <bthorstad@isd2397.org>

Good afternoon. I am letting you know that I am putting in my two weeks as of today. I had an opportunity come up that I can not pass up. I know I will be happier not having to deal with all of the drama that I do there at the school. I will miss the students, but I have too much stress and anxiety. My main goal in life is to be happy and that is what I need to do. Thank you, Lona Meger

--

Brian Thorstad
Principal
Le Sueur-Henderson Middle/High School
901 East Ferry Street
Le Sueur, MN 56058
Office: (507) 665-5803
Email: bthorstad@isd2397.org



Small Towns... GIANT Opportunities... District of Choice

This is a staff email account managed by the Le Sueur-Henderson School District. This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the sender.



Affirmative Action ■ Equal Opportunity Employer

Reasons for Contracting with the South Central Service Cooperative for your Superintendent Search

1. **EXPERIENCED FACILITATORS:** Educational experience of Harold Remme and Ed Waltman. Both facilitators have over 40 years of working in school districts in South Central Minnesota. We understand the culture and high expectations of our member school districts. We only do searches in our region and can commit the time and effort into your search.
2. **RECRUITING and SCREENING:** Ability to recruit and screen candidates. Both facilitators continue to be active members in the Minnesota Association of School Administrators. We attend both state and area superintendent meetings and both serve on the MASA Foundation Board of Directors. This work allows us contact with many potential candidates. Our work with the Service Cooperative network allows us to check references of candidates from around the entire state because of our contacts in the other service cooperatives.
3. **PROCESS DETAIL:** The detail of our search process. Because our search process involves a multitude of stakeholders in the process, the new superintendent is more likely to have strong support from many people as they begin their new job.
4. **SCSC SUPPORT:** Access to support from our entire South Central Service staff. We have public information staff, excellent clerical staff, and the capability for contracted legal advice if the need should arise.
5. **CONTRACT ASSISTANCE:** Negotiation of the new superintendent contract. We will act as a neutral facilitator to negotiate a contract with the new superintendent using the MASA/MSBA model contract.
6. **MENTORING:** Mentoring of the new superintendent is important. We provide intensive mentoring for the new superintendent which combined with our relationship developed with your school board through the search process is normally highly effective.
7. **COST EFFECTIVE:** Our South Central Service Cooperative Board of Directors mostly consists of school board members, like yourself. It was their action to create our Superintendent Search Program ten years ago. They understood the importance of an excellent search process in the hiring of a superintendent. They decided to provide this service at virtually no cost because they understand the financial difficulties facing many of our member school districts.

Le Sueur-Henderson Superintendent Search

October, 2020
School Board Meeting

Search Agenda Item

- 1) Overview of South Central Service Cooperative (SCSC) Search Program
- 2) Determine Search Components (Page 2)
- 3) Determine Search Timeline and Meeting Dates (Pages 3 thru 5)
- 4) Discuss Superintendent Profile and Community Focus Groups (Page 6)
- 5) Discuss Community Involvement in Interview Process (Pages 7 thru 9)
- 6) Discuss Critical Issues
 - a. Experience versus Emerging Leaders
 - b. Salary and Benefits
 - c. Superintendent's Residence
 - d. Other
- 7) External and Internal Communications



South Central Service Cooperative Superintendent Search

Since 1976, the South Central Service Cooperative has been facilitating many shared service programs between school districts across South Central Minnesota. During difficult financial times, the South Central Service Cooperative Board has approved a service to help support its member school districts. Conducting a search for a new Superintendent of Schools has become a costly and time consuming task for school districts. The SCSC Superintendent Search Program will assist member school districts with their Superintendent search at no cost other than normal reimbursement expenses* related to a search. The SCSC Superintendent Search Program will be directed by Ed Waltman and Harold Remme, SCSSC Shared Services Consultants. Ed and Harold both have many years of experience as a Superintendent of Schools. School districts interested in this service can contact Ed Waltman and Harold Remme as follows:

Email: edwaltman1@gmail.com Voice: (507) 327-2535

haroldremme@gmail.com Voice: (507)276-3990

*Printing, postage, mileage, telephone, advertising, etc.

The components of the SCSC Superintendent Search Program are listed below. School districts can use all of the components of the search process or select the components which they believe are the most appropriate for their school district.

SCSC Superintendent Search Components

- A) Meet with the School Board to provide an overview of the search process.
- B) Create a search calendar and timeline.
- C) Meeting with the School Board, staff, parents, community, and students to create a profile for the new Superintendent.
- D) Recruit candidates for the position.
- E) Receive and process candidate applications.
- F) Provide for the preliminary screening and recommendations for interview of candidates.
- G) Assist the school district with the interview process.
- H) Meet with the School Board to facilitate the decision on a new Superintendent and a contract for the new Superintendent.
- I) Provide mentoring to the new Superintendent.



**South Central Service Cooperative
Le Sueur-Henderson Public Schools
Superintendent Search Process Timeline**

<u>Timeline</u>	<u>Activity</u>
October 1 thru November 2020	Board planning, engaging the community/staff/students through on-line survey and Zoom meetings, and creating a profile of attributes for the new superintendent.
December 14 to January 22, 2021	Advertise, recruit, and accept applications.
January 23 to February 12, 2021	Screen candidates and complete the first round of candidate interviews.
February 15 to February 19, 2021	Conduct final interviews and Board offer.
March 1, 2021	Approve new superintendent contract.

Le Sueur-Henderson Public Schools Superintendent Search Process

Meeting Dates (9/20 Draft)

Date	Time	Location	Activity
12/21/20	6:30pm	Board Room	Consultant presents profile report to School Board
2/01/21	6:30pm	Board Room	Consultant meets with School Board to finalize candidate list for interview and review the interview process
2/4/21	2:00pm	Board Room	School Board and Community Committee interview up to six candidates
2/4/21	9:00pm	Board Room	School Board discusses candidates and determines finalists
2/10/21	4:00pm	Auditorium	Finalist Interview
2/11/21	4:00pm	Auditorium	Finalist Interview and Determine Candidate Offer
3/01/21	6:30pm	Board Room	New Superintendent contract approval

Note: The meetings on 2/4/21, 2/10/21, and 2/11/21 would be posted as special School Board meetings. The meetings on 12/21/20, 2/01/21 and 3/1/21 would be on regular Board meeting nights. The interview schedule and process may need to be modified based upon the status of the Covid-19 Pandemic in January and February in 2021.

School District: _____

Candidate Name: _____

Interview Date: _____

Superintendent Search
Finalist Interview Schedule

1:00 pm to 2:40 pm	Candidate meeting with Superintendent and district tour
3:00 pm to 3:45 pm	Candidate meeting with administrative team
4:00 pm to 5:00 pm	Candidate meeting with the community
5:00 pm to 6:00 pm	Candidate dinner with the School Board
6:15 pm to 7:15 pm	Candidate interview with the School Board

NOTE: If so desired by the candidate, a tour of the community will be provided to the candidate's spouse.

SCSC Superintendent Search Program

Community Interview Team

- 4 Teachers (1 from each building chosen by the Teacher Association)
- 2 Administrators (chosen by the Board)
- 4 to 6 Community Members (chosen by the Board)

Total of 10 to 12 members who would need to be available from 8:00 am to 5:00 pm

Community group participants should be informed that they will be providing important feedback (attached form) to the School Board on the strengths and areas of concern of each candidate. However, this group will not rank candidates. Two candidates will be interviewed each hour. One candidate will be with the Board and one candidate with the community group. At the conclusion of the day, community group feedback sheets will be shared with the School Board.

A suggested procedure would be for the entire School Board to appoint two members of the Board to a subcommittee to organize this advisory group. Each Board member could suggest names of people to serve on this advisory group to the Board subcommittee. The Board subcommittee would make the final selections and invite community members to participate on the advisory committee.

February 1, 2021

Dear Community Committee Members,

Thank you for agreeing to assist with the interview process for the search for a new superintendent for the Le Sueur-Henderson School District. Your input will be valued by members of your School Board. You will be receiving a binder with the candidate information on February 2, 2021. Please bring this binder to the interviews on Thursday, February 4, 2021. **Some information in the binder is confidential and as a result, this binder should not be shared with other people.** We will collect your binder at the end of day of the semi-finalist interviews.

On Thursday, **February 4th**, you should come to the Board Room located at the Superintendent's Office at **2:00 pm** for a welcome and brief inservice on the interview process. At **2:30pm**, your committee will interview your first candidate. A South Central Service Cooperative Search Consultant will be facilitating your committee's interviews. The interview questions have been prepared by the SCSC consultants. Your day should be completed around 9:00 pm.

Your role will be to **individually** provide feedback on the strengths and areas of concern for each candidate. You will be given feedback sheets for each candidate. At the conclusion of the interviews on March 8th, your feedback sheets will be collected and shared with the School Board members before they begin their deliberations to identify the finalist candidate(s).

We will share additional information with you during the 2:00 pm inservice on February 4th.. Once again, we thank you for your willingness to assist with this important process.

Harold Remme
South Central Service Cooperative
507-327-2535
haroldremme@gmail.com



Superintendent Search Program

Candidate Feedback Form

Candidate Name: _____ Date: _____

A. List Candidate Strengths

B. List Candidate Areas of Concern

C. Other Comments

Should this candidate receive further consideration? _____ Yes _____ No

Le Sueur-Henderson Superintendent Search

Minnesota River Conference Superintendent Compensation Survey

2020-21 School Year

School District	Enrollment	Salary	Health Contribution	403B Match	Comments
Belle Plaine	1,615		Family		
Jordan	1,775		Family		
LSH	1,070		Family		
Norwood/YA	1,000		Family		
Sibley East	1,250		Family		
Tri-City United	1,776		Family		



Affirmative Action ■ Equal Opportunity Employer

Le Sueur- Henderson Public Schools SHARED SERVICES AGREEMENT 2020-21

Parties:

This Shared Services Agreement ("Agreement") is made between the South Central Service Cooperative ("SCSC"), an organization with its principal place of business at 2075 Lookout Drive, North Mankato, MN 56003 and Le Sueur-Henderson Public Schools #2397, Le Sueur, Minnesota. Changes to this Agreement may only be made by addendums signed and dated by both Parties.

Term and Termination:

- a) The term of this Agreement shall be from November 1, 2020 through April 30, 2021.
- b) This Agreement may be terminated by either Party with thirty (30) days written notice.
- c) This Agreement may be terminated at any time "for cause".

Services to be provided:

The Shared Services Provider agrees to facilitate superintendent search activities as attached.

Expenses:

Expenses for providing said services shall be the responsibility of Le Sueur-Henderson Public Schools. (estimated expenses between \$100 and \$150 for search booklets and copies)

Because Le Sueur-Henderson is a member of SCSC, there are no other costs for this search.

Confidential information:

The Shared Services Consultants shall not disclose any information deemed to be "confidential."

South Central Service Cooperative

Le Sueur-Henderson Public Schools #2397

(Signature) Dr. Les Martisko

(Signature)

Executive Director

(Title)

(Date)

(Date)



Superintendent Search Team

Lead Search Consultants:

Ed Waltman
Harold Remme

Search Consultants:

Dale Brandsoy
Butch Hanson

Public Information Staff:

Kelsey Rose
Joyce Swenson

References *

Mr. Frankie Bly
Blue Earth Area
School Board
612-964-1390

Dr. Julie Anderson
School Board Chair
Waseca Public Schools
404-409-7731

Ms. Jodi Sapp
Mankato School Board Member
MSBA Board Member
South Central Service
Cooperative Board Member
507-388-6198

Ms. Deb Pauly
Jordan Public Schools
School Board Chair
952-492-2745

Ms. Linda Leiding
Lake Crystal Wellcome
Memorial School Board
507-327-9763

* additional references
available upon request

Recent Searches **

Blue Earth

Waseca

New Ulm

New Prague

Jordan

Tri-City United

Le Sueur-Henderson

Nicollet

United South Central

LCWM

GFW

NRHEG

St. Peter

GHEC

Belle Plaine

** Only conduct searches for
SCSC Member School Districts

Looking for a superintendent?



Executive Search Service

MSBA is proud to partner with districts in every aspect of board leadership. Our purpose and mission is to fully support your work, including in times of superintendent transition.

What makes MSBA's Executive Search Service unique?

- ◆ **OUR PROCESS** Transparency ensures public perception matches reality, so your board can rest confidently in the hiring process and candidate selection.
- ◆ **OUR KNOWLEDGE** School boards are our business, and every step along the way is viewed through the lens of board leadership.
- ◆ **OUR REPUTATION** We believe in what we do and how well we do it, so we'll stake our reputation on your satisfaction.
- ◆ **OUR PARTNERSHIP** Because we value your membership, we are committed to offering exceptional value through a reasonable and affordable pricing model.

MSBA's Executive Search Service can help you ...

- ◆ Strengthen your hiring process
- ◆ Ensure adherence to all public meeting laws
- ◆ Unite your board in the selection of your new superintendent

In hiring our next superintendent we needed an extremely transparent process that heavily involved the community and staff, along with strong facilitation to keep us on task. MSBA gave us this and more. I highly endorse their executive search services, and believe MSBA's leadership also helped move our school board into a more collaborative, respectful way of working together.

Nancy Denzer, Board Chair | Winona Area Public Schools

School boards articulate and pursue a community's hopes for its young people, and hiring your district's leader is a critical part of that pursuit. MSBA will help you hire not only a superintendent, but the **right** superintendent.



Contact MSBA's Executive Search Service today!

Barb Dorn

Director of Leadership Development and Executive Search
bdorn@mnmsba.org | mnmsba.org/ExecutiveSearchService

*MSBA is a member of the National
Affiliation of Superintendent Searchers (NASS).*

MSBA WORKSHOP:

Hiring the Right Superintendent

One of the most important decisions a school board will ever make is to choose a new superintendent, and as part of MSBA's Executive Search services we offer a **Hiring the Right Superintendent** workshop to help school boards learn about the process for conducting a successful superintendent search. The workshop topics include:

- Whether to use a consultant
- How to work with a consultant
- Setting a timeline
- Developing qualifications and selection criteria
- Involving stakeholders and the media
- Dealing with internal candidates
- Legal pitfalls
- Conducting a site visit
- Interviewing Do's and Don'ts

Each board member receives a booklet with sample vacancy announcements, application form, interview questions, reference check form, and other material board members can adapt for their district's specific needs.

This workshop is available only to MSBA members, and the foundational knowledge it provides will help school boards feel confident in their decision-making regarding the superintendent search process. The cost is \$975.00, and includes all time and materials.

For more information or to schedule a workshop, contact Barb Dorn, Director of Leadership Development and Executive Search, at 1-800-324-4459 (ext. 121), 507-508-5501 (cell), or bdorn@mnmsba.org.





**EXECUTIVE SEARCH SERVICES
FOR
LE SUEUR-HENDERSON
PUBLIC SCHOOLS**

September 10, 2020



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Executive Search Service
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ExecutiveSearchService](http://www.mnmsba.org/ExecutiveSearchService)



Prepared for:
Kelsey Schwartz
Clerk
School Board

Prepared by:
Barb Dorn
MSBA Executive Search
507-508-5501
bdorn@mnmsba.org



INTRODUCTION

One of the most important decisions a school board will ever make is to choose a new superintendent. As the school district's chief executive officer, the superintendent is responsible for providing district-wide leadership, implementing the school board's policies and ensuring the school board's priorities are met. Effective superintendents ensure that all students are learning at high levels. Ultimately, hiring the right superintendent — someone who possesses the skills and attributes needed to help achieve your school district's vision and strategic priorities — requires time, thoughtful planning, and sound recruitment and employment processes and procedures.

The Minnesota School Boards Association (MSBA) is pleased to present the School Board of Le Sueur-Henderson Public Schools with a proposal for executive search services (search). MSBA has been serving Minnesota school boards for over 100 years, and as a result, MSBA's search team (search team) brings a strong school board perspective to the search. MSBA wants to help your School Board find and hire the best person for its superintendent.

MSBA-led searches are based on one clear premise: all searches are conducted through the lens of School Board leadership. With the assistance of other MSBA staff, the MSBA search team will professionally handle the details of the search and guide the School Board through the search process. The MSBA search team will customize the search to meet the needs of the school district and community, allowing the School Board to concentrate on the most important aspects of the search — interviewing the most qualified candidates and selecting the next superintendent.

TESTIMONIALS FOR MSBA EXECUTIVE SEARCH SERVICES

"In hiring our next superintendent we needed an extremely transparent process that heavily involved the community and staff, along with strong facilitation to keep us on task. MSBA gave us this and more. I highly endorse their executive search services, and believe MSBA's leadership also helped move our school board into a more collaborative, respectful way of working together."

"As our school board's advocacy group, MSBA has a vested interest in our success. They also shared all candidate applications with the board, not just a select few, and provided a process that was efficient and timely. We couldn't be happier with the result."

"MSBA's executive search team showed genuine interest in assisting our school board in finding a candidate who shared our goals. I would recommend MSBA's services to any district in the superintendent hiring process."



PLANNING, HIRING CRITERIA, AND STAKEHOLDER INPUT

Initial Planning Meeting

An MSBA search begins with an initial planning meeting between the School Board and the search team. At the planning meeting, a search team member will work with the School Board to establish the best possible search timeline and procedures for conducting the search.

Determining Hiring Criteria

The search team will help the School Board determine the personal and professional skills and attributes it most desires in a superintendent, which, in turn, will provide the basis for the position leadership profile and hiring criteria.

Stakeholder Input

Several stakeholder involvement-related opportunities are included in the search package. These opportunities include:

- completion of an online qualifications **survey**, open to all community members and district stakeholders,
- facilitated community/school district staff **listening sessions**,
- facilitated community/school district staff question-and-answer **Input Forums** with finalists in conjunction with the second round of interviews, and
- **training** of community and/or school district staff input committees, if needed.

Note: the listening sessions, Input Forums, and training sessions may be conducted in-district or from a remote location.

The search team will work with the School Board and its designee(s) to schedule and promote the stakeholder input sessions and will provide a brief summary of the key findings.



ADVERTISING AND RECRUITMENT

Advertise and Recruit

MSBA will work with the School Board to develop a one-page [two-sided] color brochure to advertise the position. This brochure is also known as a vacancy announcement, and will be made available to the district in electronic format to facilitate posting on the district's website or affiliated sites.

In addition, the vacancy announcement will be posted on MSBA's website and in MSBA's *The Leader* newsletter; will be posted on the Minnesota Association of School Administrators' website (MASA); and will be sent electronically to Minnesota school districts and interested parties. The vacancy announcement will also be posted on St. Cloud State University's EdPost website.

In addition, MSBA's reach extends nationally to other states through the National Affiliation of Superintendent Searchers (NASS). The NASS is comprised of more than 100 superintendent search consultants representing thirty-nine (39) state school boards associations who assist their peers in other states by providing access to nationwide job postings and vital reference and work-history verification concerning out-of-state applicants. Ultimately, when a school board hires MSBA to conduct its superintendent search, the school district taps into NASS — one of the most experienced, qualified networks of search consultants in the United States.

At the direction of the School Board, other advertising beyond the methods noted above may be utilized to promote the position and recruit applicants, in which case, any additional print or web-based advertising costs must be approved by the School Board and be borne by the school district.

In addition, the search team will directly contact Superintendents, Assistant Superintendents, Service Cooperative Directors, Charter School Directors, Principals, and Assistant Principals across the state of Minnesota to inform them of the vacancy and application procedures. Emails are sent directly to these individuals at regular intervals throughout the search to sustain and heighten interest in your position.

Facilitating the complexities of the advertising, recruitment, and application process is one of MSBA's search team's greatest strengths. Throughout the process the search team will develop all application procedures, handle applicants' calls and correspondences concerning the vacancy, collect and review applicants' files, and develop a recommended pool of applicants for School Board consideration.



INTERVIEW PREPARATION

Interview Training and Preparation

Prior to the application deadline, the search team will meet with the School Board to help it prepare for and conduct the first and second rounds of interviews, reference checks, and site visits (if needed). Interview training will include information to help School Board members conduct interviews in open sessions as required by state law, as well as abide by all requirements of the Data Practices Act. This training may be conducted by the search team in-district or from a remote location.

The search team will also help the School Board develop interview questions that fit the leadership profile and hiring criteria, that do not violate the law either directly or indirectly, and that standardize the interview process to ensure a level playing field for all candidates. In addition, the search team will assist the School Board with planning second interview, reference check, and site visit questions (if needed).

Because hiring the superintendent is the School Board's role, MSBA recommends that only its members participate in the interviews. If the School Board decides to involve non-school board members in the interview process, the search team will help the School Board develop an Input Forum process that makes clear the advisory nature of the non-school board members' roles. The search team will also provide guidelines for the non-school board members, and review and approve the submitted questions. By following these recommendations, the School Board is able to standardize the interview questions and format, provide more control over the selection decision, and reduce the school district's risk of liability.



SCREENING AND FINALISTS SELECTION

Screen Applications and Select Finalists

After the application deadline has passed, the search team will review the applicants' files in relationship to the position leadership profile and the hiring criteria that were established by the School Board in order to identify the applicants who best meet the School Board's hiring criteria. The search team will then conduct preliminary verification of references and pre-interviews of the applicants who best meet the School Board's hiring criteria.

Following MSBA's review of the applications, a copy of all completed applications will be provided to the school district for School Board members to review prior to the candidate selection meeting.

Once the screening, preliminary verification of references, and pre-interviews have been completed by MSBA, the search team will meet with the School Board, present the candidates' applications, and assist the School Board in selecting those to be interviewed.

Following the School Board's selection of finalists, the search team will prepare a communication piece to send to the media, school district staff, and community including the names of those to be interviewed, as well as the schedule of remaining search-related activities.



CONTRACT AND FOLLOW-UP

Decisions, Contract, and Announcement

The search team will guide the School Board through the process of contacting the lone finalist to offer the position. MSBA recommends the School Board use the MSBA/MASA Model Superintendent Contract as the basis for negotiating the superintendent's contract. Search team member(s) will not negotiate the contract for the School Board. The search team will draft a communication piece for the media, school district staff, and community announcing the new superintendent, if requested.

The search team will also personally contact the non-selected finalists.

Follow-up

Once the search is concluded and the parties have a signed contract, the search team will continue to provide support for the School Board and superintendent.

To assist the School Board's and superintendent's working relationship and provide support to the new superintendent, the search team will:

- facilitate a post-hiring workshop to develop goals and/or expectations for the School Board and superintendent after the new superintendent begins work in the school district;
- visit the new superintendent during their first year of school district employment; and
- be available to answer the new superintendent's and the School Board's questions during the transition and beyond via phone, email, workshop, etc.



SEARCH SERVICES

The proposed search for Le Sueur-Henderson Public Schools includes the services outlined below.

The MSBA Search Team will:

- Conduct an initial planning meeting with the School Board to develop search timeline, discuss hiring criteria, identify district's position in the marketplace, determine advertising venues, etc. *
- Create and conduct community/school district staff online qualifications survey — results will be summarized by MSBA.
- Facilitate community/school district staff listening sessions as determined by the School Board. *
- Develop a one-page (two-sided) color vacancy announcement and post vacancy via various sources.
- Directly contact Superintendents, Assistant Superintendents, Service Cooperative Directors, Charter School Directors, Principals, and Assistant Principals across the state of Minnesota to inform them of the vacancy and application procedures.
- Develop all application procedures, handle applicants' calls and correspondence, collect and review applicants' files, and receive applicants' credentials.
- Screen the applicant pool against the School Board's established hiring criteria.
- Conduct preliminary verification of references and pre-interviews of applicants who best meet the School Board's hiring criteria as determined by MSBA's screening team.
- Conduct a meeting with the School Board for purposes of interview training, developing interview questions, clarifying the first round interview schedule, presenting candidates so the School Board can take action to select "finalists" for interviews, and clarifying remaining steps of the search process. *
- Be present during the first and second rounds of interviews. *
- Prepare a communication piece to send to the media, school district staff, and community that includes the names of the finalists who will be interviewed, if requested.
- Assist with developing second round of interview, reference check, and site visit questions, if requested.
- Facilitate community/school district staff question-and-answer Input Forums with finalists in conjunction with the second round of interviews, if requested. *
- Prepare a communication piece to send to the media, school district staff, and community introducing the new superintendent, if requested.
- Visit the new superintendent during their first year of employment. *
- Facilitate a post-hiring workshop to develop goals and/or expectations for the School Board and superintendent after the new superintendent begins work in the school district. *

* **Designates meetings with the School Board and/or community/school district staff groups. These meetings may be conducted in-district or from a remote location.**



ESTIMATED FEE FOR SERVICE

The estimated professional fee for this search proposal shall not exceed **\$7,800**, which includes the search team’s time and expenses. Additional fees the school district may incur above the professional fee include advertising beyond the venues noted on Page 3, school board member stipends, expenses associated with finalists’ interviews, and School Board members’ site visits (if needed). The level of services and fee included in this proposal are negotiable based on the School Board’s needs.

NOTE: Option for Credit

If the district hires MSBA to conduct a “Hiring the Right Superintendent” workshop with the School Board, and also chooses to retain MSBA for the superintendent search within six months after the workshop, the entire cost of the workshop (\$975) will be credited toward the search fee.

In that case, the final estimated fee then would not exceed \$6,825.

Satisfaction Guarantee

MSBA will conduct the Le Sueur-Henderson Public Schools’ superintendent search from a strong school board perspective, and with impartiality and professionalism while focusing on the School Board’s identified hiring criteria. If, at any time within one year after the conclusion of the MSBA-led search, the School Board has released the superintendent, MSBA will conduct a second superintendent search for no additional professional fee for services; however, the School Board will be responsible for new direct expenses, if any, incurred by MSBA for the second search.



WHY MSBA?

There are four reasons MSBA's search services are unique:

1. **OUR PROCESS:** Transparency ensures public perception matches reality, so your board can rest confidently in the hiring process and candidate selection.
2. **OUR KNOWLEDGE:** School boards are our business, and every step along the way is viewed through the lens of board leadership.
3. **OUR REPUTATION:** We believe in what we do and how well we do it, so we'll stake our reputation on your satisfaction.
4. **OUR PARTNERSHIP:** Because we value your membership in MSBA, we are committed to offering exceptional value through a reasonable and affordable pricing

Additional features and benefits of MSBA's Executive Search Service:

- **The school board is in charge.** MSBA's search team understands the School Board's critical role in performing a superintendent search, and will guide the Board through every step in the process.
- **MSBA is your organization.** MSBA is a school board-oriented organization, committed to working in partnership with the School Board to identify individuals who meet the School Board's hiring criteria.
- **MSBA has knowledgeable staff.** MSBA's staff is competent, experienced, helpful, and dedicated to the principle of serving local school boards. As an organization, MSBA also has nearly 100 years of experience serving Minnesota school boards and superintendents.
- **MSBA has a focus on equity.** MSBA will conduct the search with a focus on preparing Minnesota's school boards and school leaders for Minnesota's changing demographics in order to maximize the success of each and every student.
- **MSBA staff work as a team.** The School Board gets the entire MSBA staff and their experience working for its benefit, not just a single search team member.
- **MSBA has a national reach.** MSBA staff bring extensive state and national contacts to each search.
- **MSBA has high standards.** MSBA staff strive to maintain the highest personal, professional, and ethical standards in all aspects of service delivery.
- **MSBA provides ongoing support.** MSBA is committed to the long-term success of school board and superintendent teams, and MSBA will continue to provide support for member school boards and superintendents long after the search is over.



TENTATIVE TIMELINE

▪ **Late October 2020 to Late November 2020**

- School Board holds initial planning meeting with MSBA search team to plan the search, including timeline, search procedures, hiring criteria, market positioning, and stakeholder input.
- School Board approves all advertising materials, including hiring criteria.
- MSBA's search team conducts online survey, and holds community/school district staff listening sessions for public input.

▪ **Late November 2020 to Mid-January 2021**

- MSBA search team finalizes application procedures and advertises the vacancy.
- MSBA search team receives applications.
- MSBA search team conducts initial screening of applicants.
- MSBA search team conducts preliminary verification of references and pre-interviews of applicants.

▪ **Late January 2021**

- MSBA's search team meets with the School Board to conduct interview training, develop interview questions, clarify interview procedures, and facilitate applicant screening conducted by the School Board to select finalists for interviews.

▪ **Early February 2021 to Mid-February 2021**

- School Board conducts first round of interviews.
- School Board conducts reference checks.
- School Board conducts second round of interviews.
- School Board conducts site visit (s), if applicable.
- School Board selects lone finalist.

▪ **Mid-February 2021 to Late February 2021**

- School Board negotiates terms and conditions of superintendent's contract.
- School Board meets to approve the superintendent's employment contract.

▪ **July 1, 2021**

- Superintendent reports to work.

NOTE: This timeline provides a starting point for considering and adopting a superintendent search timeline. Specific dates and times will be determined at the initial planning meeting.



SEARCH TEAM — MSBA STAFF

MSBA’s search team is comprised of experienced MSBA staff and service providers. Search team members understand that selecting a superintendent is one of the Board’s most important duties and have a vested interest in the success of your search. Below are brief résumés of MSBA’s search team.

▪ **BARB DORN**

Barb has more than 30 years of experience in nonprofit leadership, marketing and communications, consulting, and process facilitation. She has worked across public, private, and nonprofit sectors to build collaborative and viable partnerships, deliver high-impact workshops, and produce outcomes based on common goals and shared decision-making processes. Barb has also served on the Boards of Directors for Greater Mankato’s City Center Partnership and the area chapter of Leave a Legacy. She joined MSBA in 2019.

WORK HISTORY

- Minnesota School Boards Association (MSBA): Director of Leadership Development and Executive Search
- YWCA Mankato: Executive Director
- March of Dimes: Division Director
- Minnesota State University Mankato: Adjunct Professor
- Pathways Marketing: Owner / Marketing Consultant
- DLR Group: Business Development / Referendum Consultant

RELEVANT WORK EXPERIENCE

- Individual school board in-services: Superintendent Search, Mutual Expectations, and Superintendent Evaluation
- Presenter — MSBA workshops, seminars, and conferences:
 - o Superintendent Evaluation
 - o Superintendent Search
 - o Various other topics
- Program and Brand Management, Marketing, and Public Relations
- Daily telephone/email responses to MSBA school board member questions
- Contributor to The MSBA *Leader* newsletter
- Presenter at other professional workshops and conferences:
 - o Leadership Development Series including:
 - Collaboration and Teamwork
 - Diversity, Equity and Inclusion
 - Conflict Management
 - Resiliency
 - Communication and Team-Building
 - o Community Relations
 - o Strategy and Visioning



SEARCH TEAM — MSBA STAFF

▪ AMY FULLENKAMP-TAYLOR, S.P.H.R., SHRM-SCP

Amy has more than 20 years of extensive experience in human resources including recruitment, retention, training, employee relations, benefit administration, and employment and labor law compliance, and she is a member of the National Affiliation of Superintendent Searchers. Amy joined MSBA in 2007. Below is a summary of Amy's work history and relevant work experience.

WORK HISTORY

- Minnesota School Boards Association (MSBA): Director of Management Services
- Jones Metal Products: Director of Human Resources
- Midwest Wireless: Human Resources Specialist
- Sears Roebuck & Company: Human Resources Specialist
- Argosy V Belle of Sioux City: Director of Human Resources

RELEVANT WORK EXPERIENCE

- Individual school board in-services: Superintendent Search
- Presenter — MSBA workshops, seminars, and conferences:
 - o Superintendent Evaluation
 - o Teacher Development and Evaluation
 - o Area Negotiations
 - o Strategic Planning
 - o Phase II: Employment; Contracts; Termination and Public Employment Labor Relations Act
 - o Various Other Topics
- Analyze superintendent employment contracts and licensed and nonlicensed master agreements
- Contributor to The MSBA *Leader* newsletter
- Daily telephone/email responses to MSBA school board member questions
- Presenter — other employer trainings
 - o Americans with Disabilities Act
 - o Family and Medical Leave Act
 - o Harassment
 - o Violence
- Author of policies and procedures for at-will employees pertaining to compensation, employee relations, leaves of absence, and performance management



SEARCH TEAM — MSBA STAFF

▪ GARY LEE

Gary has 29 years of experience in private business — both in a large corporate setting and as an owner/president of small rural businesses. Gary is a former member of the Fertile-Beltrami School Board. Gary also served on the MSBA Board of Directors, the Northwest Service Cooperative Board of Directors, the Minnesota Service Cooperatives Board of Directors, the MSBA Insurance Trust Board of Directors, and the Big Three working group. Gary joined MSBA in 2009.

WORK HISTORY

- Minnesota School Boards Association (MSBA): Deputy Executive Director
- Lee Nursery, Inc.: Owner and President
- Lee Nursery Supplies, Inc.: Owner and President
- Sondreli Business Services: Owner
- UNISYS (formerly Sperry) Defense Systems: IT Manager

RELEVANT WORK EXPERIENCE

- Individual school board in-services: Superintendent Search and School Board-Superintendent Relationship
- Presenter — MSBA workshops, seminars, and conferences:
 - o Teacher Development and Evaluation
 - o Area Negotiations
 - o Board Treasurers
 - o Strategic Planning
 - o Various Other Financial and Data Trainings
- Analyze superintendent employment contracts and licensed and nonlicensed master agreements
- Contributor to The MSBA *Leader* newsletter
- Daily telephone/email responses to MSBA school board member questions



SEARCH TEAM — MSBA STAFF

▪ SHELBY HERRERA

Shelby has more than 20 years of experience in education — as a classroom teacher, a paraprofessional, and a teaching assistant at the university level. Shelby joined MSBA in 2019.

WORK HISTORY

- Minnesota School Boards Association (MSBA): Administrative Assistant to Strategic Governance and MSBAIT
- Mankato Public Schools: Science Teacher
- Mankato Public Schools: Paraprofessional
- Minnesota State University, Mankato: Teaching assistant

RELEVANT WORK EXPERIENCE

- Answer and direct phone calls to appropriate parties
- Arrange conference calls
- Conduct research and compile data
- Handle information requests
- Interact with a wide range of staff, business partners, and members
- Prepare reports, memos, letters, and other documents, using word processing, spreadsheet, database, etc.

▪ BRUCE LOMBARD

Bruce has more than 10 years of experience providing a full range of administrative support services. Bruce joined MSBA in 2008.

WORK HISTORY

- Minnesota School Boards Association (MSBA): Associate Director of Communications and Marketing
- Mankato Free Press: Copy Editor
- Washington Unified School District (West Sacramento, California): Substitute Teacher
- Sogon University Language Program (Seoul, South Korea): English Language Instructor

RELEVANT WORK EXPERIENCE

- Answer and direct phone calls to appropriate parties
- Handle information requests
- Interact with a wide range of staff, business partners, and members
- Prepare search proposal and advertising materials



SEARCH TEAM — MSBA SERVICE PROVIDERS

▪ PAUL CARLSON

Paul has 34 years of experience in education as a teacher, principal, and superintendent. He is committed to delivering effective guidance for educational excellence to ensure optimal education opportunities for all students.

WORK HISTORY

- New London-Spicer Schools: Superintendent (17 Years)
- New London-Spicer Schools: High School Principal
- Sleepy Eye Public Schools: High School Principal
- Sleepy Eye Public Schools: Business Education Teacher

RELEVANT WORK EXPERIENCE

- Implemented long-range planning and goal-setting processes gathering community input and student achievement data resulting in facilities maintenance and energy project.
- Led four successful operating levy campaigns and two successful bond levy campaigns.
- Budget skills including all facets of revenue and expenditures planning and implementation.

▪ RENAE TOSTENSON, Ed.S.

Renae has nearly 40 years of experience in education. She has served as superintendent (Lac qui Parle Valley School District, 2011-2017), principal (Appleton Elementary School, 2007-2011), and teacher coach (Lac qui Parle Valley Schools, 2005-2007).

WORK HISTORY

- Lac qui Parle Valley School District: Superintendent
- Lac qui Parle Valley School District: Principal
- Lac qui Parle Valley School District: Teacher coach

RELEVANT WORK EXPERIENCE

- Presenter at MASA and MSBA conferences and workshops
- Facilitated superintendent searches



SEARCH TEAM — MSBA SERVICE PROVIDERS

▪ BRUCE KLAEHN

Bruce has recently retired from 41 years as a Minnesota educator, serving as a teacher, coach, principal, and superintendent, as well as an adjunct college instructor in educational administration. He has extensive experience in financial budgeting, school construction projects, administrative mentoring, and contract negotiations.

WORK HISTORY

- Southeast Service Cooperative: Educational Consultant
- Winona State University: Adjunct Instructor
- Dover-Eyota Public School District: Superintendent
- Grand Meadow Public Schools: Superintendent
- Granada-Huntley-East Chain School District: Principal
- Madelia Public Schools: Teacher and Coach

RELEVANT WORK EXPERIENCE

- Experience facilitating superintendent searches
- Presenter at individual school board in-services, including strategic planning
- Mentor of new superintendents in southeast Minnesota

▪ LEE WARNE, Ed. S.

Lee has 46 years of experience in education, including serving as a high school principal, superintendent, service cooperative executive director, Minnesota Rural Education Association executive director, and Association of Educational Service Agencies executive director. Lee has served at all levels of leadership in local, state, and national organizations. Lee has also received numerous awards at the regional, state, and national levels.

WORK HISTORY

- RTR (Russell-Tyler-Ruthton) Schools: Interim Superintendent
- Association of Educational Service Agencies: Executive Director
- MN Rural Education Association: Executive Director
- Lake Benton School: Interim Superintendent
- SW/WC Service Cooperative: Executive Director
- West Central Area Schools: Superintendent
- Norman County West: High School Principal
- Halstad Public School: High School Principal

RELEVANT WORK EXPERIENCE

- Facilitated numerous superintendent searches and school district strategic planning sessions
- Provided assistance to school boards and superintendents in various aspects of leadership and training



SEARCH TEAM — MSBA SERVICE PROVIDERS

▪ GARY KUPHAL

Gary has 42 years of experience in education, all but four years in Minnesota. He has served as a high school principal in Henderson, assistant high school principal and middle school principal in La Crescent, and superintendent in Southland, LeRoy-Ostrander, Plainview-Elgin-Millville, and Mabel-Canton.

WORK HISTORY

- Southland School District: Superintendent
- LeRoy-Ostrander School District: Superintendent
- Plainview-Elgin-Millville Community Schools: Superintendent
- Mabel-Canton Schools: Superintendent
- La Crescent-Hokah Public Schools: Middle School Principal
- Henderson School District: High School Principal
- Henderson School District: Counselor
- Cleveland School District: Counselor
- Union-Whitten School District (Iowa): Teacher

RELEVANT WORK EXPERIENCE

- Facilitated superintendent searches, board development, and school district strategic planning sessions
- Facilitated community task force on facilities planning

▪ STEVE NIKLAUS

Steve Niklaus brings 43 years of experience in education including serving as superintendent (Annandale Public Schools, 1992-2017) and principal (Annandale High School, 1986-1992, and Atwater-Grove City High Schools, 1980-1986). Steve has served on several state and regional professional boards and committees. Steve has worked in both Minnesota and North Dakota school districts.

WORK HISTORY

- Annandale Public Schools: Superintendent
- Annandale Public Schools: Principal
- Atwater-Grove City High Schools: Principal
- Welcome High School: Principal
- Oakes High School, Oakes, North Dakota: High School Teacher

RELEVANT WORK EXPERIENCE

- Led six successful operating levy elections and four successful building bond elections
- Experience facilitating with superintendent searches



SEARCH TEAM — MSBA SERVICE PROVIDERS

▪ SANDI NOVAK, Ed. S.

Sandi has 40 years of experience as a teacher, principal, curriculum director, assistant superintendent, acting superintendent, education consultant and author. Specifically, she served as the acting superintendent in Butterfield-Odin School District (February-June 2016), as assistant superintendent in the Burnsville-Eagan-Savage Schools (2004-2010), and has served on the Board of Minnesota ASCD.

WORK HISTORY

- Butterfield-Odin Schools: Acting Superintendent
- Burnsville-Eagan-Savage Schools: Assistant Superintendent
- Burnsville-Eagan-Savage Schools: Curriculum/Professional Development Director
- Burnsville-Eagan-Savage Schools: Principal
- Owatonna Schools: Interim Principal
- Burnsville-Eagan-Savage Schools: Teacher/Coach
- Mazeppa Elementary School: Teacher

RELEVANT WORK EXPERIENCE

- Presenter at NSBA, MSBA, ASCD and other national conferences
- Coached leadership teams across the country on effective literacy instructional practices

▪ TERRY QUIST, Ph.D.

Terry has nearly 40 years of experience in education including serving as superintendent (Alexandria Public Schools, 2006-2012), assistant superintendent (Alexandria Public Schools, 1999-2006), director of teaching and learning (Alexandria Public Schools, 1987-1999) and administrative assistant (Apple Valley High School, 1983-1987).

WORK HISTORY

- Alexandria Public Schools: Superintendent
- Alexandria Public Schools: Assistant Superintendent
- Alexandria Public Schools: Director of Teaching and Learning
- Apple Valley High School: Administrative Assistant
- Hastings High School: Teacher/Coach
- Dodge Center Public Schools: Teacher/Coach

RELEVANT WORK EXPERIENCE

- Facilitated strategic planning processes in several Minnesota school districts
- Led and implemented district's long-range facility plan, including the construction of a new elementary school, a new high school, and several building renovations and air quality upgrades



SEARCH TEAM — MSBA SERVICE PROVIDERS

■ **BILL TOMHAVE**

Bill has more than 45 years of extensive experience in education starting as a high school mathematics teacher and including 40 years in higher education involved with teacher preparation. Bill was elected to the Moorhead Area Schools Board of Directors in 2001, serving through 2018.

WORK HISTORY

- Concordia College, Moorhead, Minnesota: Assistant/Associate/Professor, Mathematics
- University of Minnesota, Morris, Minnesota: Assistant Professor, Mathematics
- Iowa State University, Ames, Iowa: Instructor, Mathematics
- Oregon Consolidated Schools, Oregon: Teacher, High School Mathematics

RELEVANT WORK EXPERIENCE

- Director of Moorhead Area School Board 2002-2018, held positions of Chair, Vice-Chair, and Treasurer
- Board of Directors for Lakes Country Service Cooperative 2007-2018
- Experience assisting with community discussions and candidate screenings and interviews

■ **DAVE THOMPSON, Ed.D.**

Dave has more than 40 years of experience in education including serving as superintendent (Stewartville Public Schools, 2000-2017), director of secondary education and middle school principal (Farmington Public Schools, 1993-2000), high school principal (Stewartville Public Schools, 1986-1993), high school principal (Goodhue Public Schools, 1984-1986), athletic director, teacher, and coach (Elgin-Millville Public Schools, 1977-1984). Dave has served on several local and regional organization committees.

WORK HISTORY

- Stewartville Public Schools: Superintendent
- Farmington Public Schools: Director of Secondary Education & Middle School Principal
- Stewartville Public Schools: High School Principal
- Goodhue Public Schools: High School Principal
- Elgin-Millville Public Schools: Athletic Director/ Teacher / Coach

RELEVANT WORK EXPERIENCE

- Led four successful operating levy campaigns and two successful bond levy campaigns.
- Led and implemented district's long-range facility plan
- Coordinated and participated as a mentor in the SEMASA Superintendent's Mentor/Mentee program



SEARCH TEAM — MSBA SERVICE PROVIDERS

WENDY SCHOOLMEESTER

Wendy has 33 years of experience in education including as an elementary teacher, elementary principal, professor of education, and school board member.

WORK HISTORY

- Southwest Minnesota State University (SMSU): Professor of Education (17 years)
- Minnesota Rural Education Association: Board Member representing Higher Education (2-year appointment)
- Pipestone Area Schools (PAS): School Board Member (5.5 years)/School Board Chair (3 years)
- Russell-Tyler-Ruthton Schools: Elementary School Principal
- Pipestone/Jasper Schools: Elementary Teacher

RELEVANT WORK EXPERIENCE

- Served on and chaired several search committees for SMSU
- Guided PAS Superintendent search as board chair
- Presented numerous educational keynotes and sessions locally, state-wide, and internationally
- Collaborated with PAS to begin an Educators Rising Club to address teacher shortage in Minnesota



2019-2020 MSBA-LED SEARCHES

- Adrian Public Schools
- Alexandria Public Schools
- Browns Valley Public School (Interim)
- Carlton Public Schools (Interim)
- Detroit Lakes Public Schools
- Hastings Public Schools (Interim)
- Hastings Public Schools
- Hermantown Community Schools
- Kenyon-Wanamingo Public Schools
- LeRoy-Ostrander Public Schools
- Lewiston-Altura Public School District
- McGregor Public Schools
- Mora Public Schools
- Ortonville Public Schools
- Pine River-Backus Schools
- St. Clair Public School
- St. James Public Schools
- St. Peter Public Schools
- Thief River Falls Public Schools
- Tri-City United Public Schools
- Warren-Alvarado-Oslo School District

MSBA EXECUTIVE SEARCH SERVICE REFERENCES 2019-2020 SEARCHES (MORE AVAILABLE UPON REQUEST)

1. Kelsey Waits, School Board Chair, **Hastings Public Schools**, kwaits@hastings.k12.mn.us
2. Ben Leonard, School Board Chair, **St. Peter Public Schools**, ben.leonard@stpeterschools.org
3. Dean Anderson, School Board Chair, **Alexandria Public Schools**, dadds7@gmail.com
4. Dianne Mathews, School Board Chair, **Hermantown Community Schools**, dmathews@isd700.org
5. Marsha Franek, School Board Chair, **Tri-City United Public Schools**, MFranek@tcu2905.us
6. Jack May, School Board Chair, **St. Clair Public School**, jmay@stclaircyclones.org
7. Chris Cunningham, **Pine River-Backus Schools**, ccunningham@prbschools.org

2018-2019 MSBA-LED SEARCHES

- Badger Independent School District
- Bagley School District
- Barnesville Public Schools
- Buffalo Lake-Hector-Stewart Schools
- Cannon Falls Area Schools
- Central Public Schools
- Fosston School District
- Greenbush Middle River School District
- Jackson County Central School District
- Kaleidoscope Charter School
- Lake Park Audubon Schools
- Lester Prairie Schools
- Lynd Public Schools
- Morris Area Schools
- Red Rock Central Public School District
- Roseau Community Schools
- Warroad Public Schools
- West Central Area School District
- Winona Area Public Schools

OTHER MSBA-LED SEARCHES

- Annandale Independent School District
- Atwater-Cosmos-Grove City Public Schools
- Blackduck Independent School District
- Brooklyn Center Community Schools
- Butterfield-Odin Public School
- Canby Public Schools
- Clinton-Graceville-Beardsley Public Schools
- Cook County Schools
- Crookston Public Schools
- Forest Lake Area Schools
- Grand Rapids School District
- Hermantown Community Schools
- Hibbing Public Schools
- La Crescent-Hokah Public Schools
- Lac qui Parle Valley Area Schools
- Monticello School District
- Moose Lake Community Schools
- Moorhead Area Public Schools
- Nashwauk-Keewatin Schools
- Northland Community Schools
- Odyssey Academy Charter School
- Pelican Rapids School District
- Pillager School District
- Pine River-Backus Schools
- Red Lake School District
- Russell-Tyler-Ruthton (RTR) School District
- South Koochiching-Rainy River School District
- St. Louis County Public Schools
- Tri-County Public Schools
- Ulen-Hitterdal Public School District
- Underwood School District
- Willmar Public Schools
- Winona Area Public Schools
- Wright Technical Center
- Yellow Medicine East Schools



NATIONAL AFFILIATE OF SUPERINTENDENT SEARCHERS



August 2020

Dear School Board Members:

You are preparing to start a process that will culminate in your board making one of the most significant decisions of your school board tenure – selecting a superintendent. No other staff member is likely to have more long-term impact in your district. Choosing, not only the most highly qualified individual, but one who also represents the ideal fit in your community will be critical. For this and many other reasons, we believe your state school board association’s superintendent search service is best qualified to facilitate your superintendent search.

The members of the National Affiliation of Superintendent Searchers (NASS) – which includes the search consultant(s) from your state school board association – stand ready, as the most experienced network of search professionals in the United States, to execute a national campaign to find your district’s next superintendent. NASS consultants are located in 39 states and include more than 100 professional superintendent search consultants who exclusively represent the best interests of school boards throughout the country. Supported by the National School Boards Association (NSBA), NASS harnesses the skills and experiences of many search professionals with proven track records of accomplishment, characterized by integrity, passion, and focus. Your state school board association’s search professional and NASS member *knows your state and local laws, knows your district, and understands* that each search is unique. They know your school board wants a customized search to meet your community’s specific needs. They also understand the importance of maintaining a successful, long-term relationship between your board and your state school board association.

NASS members serve school boards every day. As chairperson of NASS, I can promise you will receive individual, customized attention and a commitment from your NASS professionals to assist in a dedicated and confidential manner, as state laws permit. The successful executive search begins with a strong team of professional search consultants and ends with a solid, long-term relationship between the school district and its top administrative leaders. The NASS mission is *finding top executive leadership for school districts throughout the United States through our core values – ethics, integrity, leadership, and teamwork*. If retaining a successful, long-term leader is a priority for your district, relying on a member of your local NASS team is your first step toward realizing that goal!

Sincerely,

Michael Adamson

Michael T. Adamson, Ed.D. (IN)
NASS Chairperson





National Affiliation of Superintendent Searchers (NASS)

Alabama	Nebraska
Alaska	New Hampshire
Arizona	New Jersey
Colorado	New Mexico
Connecticut	North Carolina
Florida	North Dakota
Georgia	Ohio
Idaho	Oklahoma
Illinois	Oregon
Indiana	Pennsylvania
Kansas	South Carolina
Kentucky	Tennessee
Maine	Texas
Maryland	Utah
Massachusetts	Vermont
Michigan	Virginia
Minnesota	West Virginia
Mississippi	Wisconsin
Missouri	Wyoming
Montana	

Minnesota
School Boards
Association

1900 West Jefferson Avenue
St. Peter, MN 56082

Proposal

MSBA Executive Search Service



Adopted: _____

MSBA/MASA Model Policy 616

Orig. 1997

Revised: _____

Rev. 2019

616 SCHOOL DISTRICT SYSTEM ACCOUNTABILITY

[Note: Minn. Stat. § 120B.11 requires school districts to adopt a comprehensive long-term strategic plan that addresses the review of curriculum, instruction, student achievement, and assessment. MSBA/MASA Model Policies 601, 603, and 616 address these statutory requirements. In addition, MSBA/MASA Model Policies 613-615 and 617-620 provide procedures to further implement the requirements of Minn. Stat. § 120B.11.]

I. PURPOSE

The purpose of this policy is to focus public education strategies on a process which promotes higher academic achievement for all students and ensures broad-based community participation in decisions regarding the implementation of the Minnesota Academic Standards and federal law.

II. GENERAL STATEMENT OF POLICY

Implementation of the Minnesota Academic Standards and federal law will require a new level of accountability for the school district. The school district will establish a system to transition to the graduation requirements of the Minnesota Academic Standards. The school district also will establish a system to review and improve instruction, curriculum, and assessment which will include substantial input by students, parents or guardians, and local community members. The school district will be accountable to the public and the state through annual reporting.

III. DEFINITIONS

- A. “Credit” means a student’s successful completion of an academic year of study or a student’s mastery of the applicable subject matter, as determined by the school district.
- B. “Graduation Standards” means the credit requirements and locally adopted content standards or Minnesota Academic Standards that school districts must offer and certify that students complete to be eligible for a high school diploma.
- C. “World’s best workforce” means striving to: meet school readiness goals; have all third grade students achieve grade-level literacy; close the academic achievement gap among all racial and ethnic groups of students and between students living in poverty and students not living in poverty; have all students

attain career and college readiness before graduating from high school; and have all students graduate from high school.

IV. ESTABLISHMENT OF GOALS; IMPLEMENTATION; EVALUATION AND REPORTING

A. School District Goals

1. The school board has established school district-wide goals which provide broad direction for the school district. Incorporated in these goals are the graduation and education standards contained in the Minnesota Academic Standards and federal law. The broad goals shall be reviewed annually and approved by the school board. The school board shall adopt annual goals based on the recommendations of the school district's Advisory Committee ~~for Comprehensive Continuous Improvement of Student Achievement (Advisory Committee)~~.
2. The Advisory Committee will be established by the school board to ensure active community participation in all phases of planning and improving the instruction and curriculum affecting state and district academic standards.
- 2 3. The school district-wide improvement goals should address recommendations identified through the Advisory Committee process. The school district's goal setting process will include consideration of individual site goals. School district goals may also be developed through an education effectiveness program, an evaluation of student progress committee, or through some other locally determined process.

- B. System for Reviewing All Instruction and Curriculum. Incorporated in the process will be analysis of the school district's progress toward implementation of the Minnesota Academic Standards. Instruction and curriculum shall be reviewed and evaluated by taking into account strategies and best practices, student outcomes, principal evaluations under Minn. Stat. § 123B.147, Subd. 3, and teacher evaluations under Minn. Stat. § 122A.40, Subd. 8, or 122A.41, Subd. 5.

[Insert Local Cycle in this space]

C. Implementation of Graduation Requirements

1. The ~~school board shall appoint a Graduation Standards Implementation Committee which~~ Advisory Committee shall also advise the school board on implementation of the state and local graduation requirements, including K-12 curriculum, assessment, student learning opportunities, and other related issues. Recommendations of ~~this~~ the Advisory eCommittee shall be published annually to the community. The school

board shall receive public input and comment and shall adopt or update this policy at least annually. ~~The Graduation Standards Implementation Committee [will/will not] be comprised of the Advisory Committee for Comprehensive Continuous Improvement of Student Achievement.~~

~~[Note: The Graduation Standards Implementation Committee may be comprised of an existing committee such as the Advisory Committee for Comprehensive Continuous Improvement of Student Achievements. Regardless of whether a new committee or an existing committee is utilized, the committee should be comprised of representatives of the community, including equal representation from school board members, students, parents, teachers, representatives of local businesses, and representatives of the community at large. Among these members should be individuals who are able to represent the needs of students throughout the district including students with special needs.]~~

2. The school board shall annually review and determine if student achievement levels at each school site meet federal expectations. If the school board determines that student achievement levels at a school site do not meet federal expectations and the site has not made adequate yearly progress for two consecutive school years, the ~~Graduation Standards Implementation~~ Advisory Committee shall work with the school site to adopt a plan to raise student achievement levels to meet federal expectations. The ~~Graduation Standards Implementation~~ Advisory Committee may seek assistance from the Commissioner of the Minnesota Department of Education (MDE) (Commissioner) in developing a plan which must include parental involvement components.
3. The educational assessment system component utilized by the school board to measure individual students' educational progress must be based, to the extent annual tests are administered, on indicators of achievement growth that show an individual student's prior achievement. Indicators of achievement and prior achievement must be based on highly reliable statewide or districtwide assessments. The school board will utilize models developed by the Commissioner for measuring individual student progress. The school board must coordinate with MDE in evaluating school sites and continuous improvement plans, consistent with best practices.

D. ~~Advisory Committee for~~ Comprehensive Continuous Improvement of Student Achievement

1. By [date] of each year, the Advisory Committee will meet to advise and assist the school district in the implementation of the school district system accountability and comprehensive continuous improvement process.

2. The Advisory Committee, working in cooperation with other committees of the school district [*such as the Technology, Educational Effectiveness, Grade Level, Site Instruction, Curriculum and Assessment Committees, etc.*], will provide active community participation in:
 - a. Reviewing the school district instructional and curriculum plan, with emphasis on implementing the Minnesota Graduation Academic Standards;
 - b. Identifying annual instruction and curriculum improvement goals for recommendation to the school board;
 - c. Making recommendations regarding the evaluation process that will be used to measure school district progress toward its goals;
 - d. Advising the school board about development of the annual budget.

3. The Advisory Committee shall meet the following criteria:
 - a. The Advisory Committee shall ensure active community participation in all planning for instruction and curriculum affecting Graduation Standards.
 - b. The Advisory Committee shall make recommendations to the school board on school district-wide standards, assessments, and program evaluation.
 - c. Building teams may be established as subcommittees to develop and implement an education effectiveness plan and to carry out methods to improve instruction, curriculum, and assessments as well as methods to use technology in meeting the school district improvement plan.
 - d. A local plan to evaluate student progress, using a local process, shall be used for developing a plan for assessment of student progress toward the Graduation Standards, as well as program evaluation data for use by the Advisory Committee in the instruction and curriculum review process. This plan shall annually be approved by the school board.

4. The Advisory Committee shall, when possible, be comprised of at least two-thirds community representatives and shall reflect the diversity of the community. To the extent possible, the Advisory Committee shall reflect the diversity of the school district and its school sites and include teachers,

parents, support staff, students, and other community residents. Included in its membership should be:

- a. The Director of Curriculum (or similar educational leader)
- b. Principal
- c. School Board Member
- d. Student Representative
- e. One teacher from each building or instructional level
- f. Two parents from each building or instructional level
- g. Two residents without school-aged children, non-representative of local business or industry
- h. Two residents representative of local business or industry
- i. District Assessment Coordinator (if different from “a.” above)

[Note: This Advisory Committee composition is a model only.]

5. Translation services should be provided to the extent appropriate and practicable.

6. The Advisory Committee shall meet the following timeline each year:

Month: Organizational meeting of the Committee to review the authorizing legislation and the roles and responsibilities of the Committee as determined by the school board.

Month(s): Agree on the process to be used. Become familiar with the instruction and curriculum of the cycle content area.

Month(s): Review evaluation results and prepare recommendations.

Month: Present recommendations to the school board for its input and approval.

E. Evaluation of Student Progress Committee. A committee of professional staff shall develop a plan for assessment of student progress toward Literacy by Grade 3, the Graduation Standards, as well as program evaluation data for use by the Advisory Committee to review instruction and curriculum, cultural competencies, including cultural awareness and cross-cultural communication, and student

achievement at the school site. This plan shall annually be approved by the school board.

F. Reporting

1. Consistent with Minn. Stat. § 120B.36, Subd. 1, the school board shall publish a report in the local newspaper with the largest circulation in the district, by mail, or by electronic means on the school district website. The school board shall hold an annual public meeting to review and revise, where appropriate, student achievement goals, local assessment outcomes, plans, strategies, and practices for improving curriculum and instruction and cultural competency and efforts to equitably distribute diverse, effective, experienced, and in-field teachers, and to review school district success in realizing the previously adopted student achievement goals and related benchmarks and the improvement plans leading to the world's best workforce. The school board must transmit an electronic summary of its report to the Commissioner in the form and manner the Commissioner determines. The school district shall periodically survey affected constituencies in their native languages, where appropriate and practicable, about their connection to and level of satisfaction with school. The school district shall include the results of this evaluation in its published reports and in its summary report to the Commissioner.
2. The school performance report for a school site and a school district must include performance reporting information and calculate proficiency rates as required by the most recently reauthorized Elementary and Secondary Education Act.

Legal References: Minn. Stat. § 120B.018 (Definitions)
Minn. Stat. § 120B.02 (Educational Expectations for Minnesota's Students)
Minn. Stat. § 120B.11 (School District Process)
Minn. Stat. § 120B.35 (Student Achievement Levels)
Minn. Stat. § 120B.36 (School Accountability; Appeals Process)
Minn. Stat. § 122A.40, Subd. 8 (Employment; Contracts; Termination)
Minn. Stat. § 122A.41, Subd. 5 (Teacher Tenure Act; Cities of the First Class; Definitions)
Minn. Stat. § 123B.04 (Site Decision Making Agreement)
Minn. Stat. § 123B.147, Subd. 3 (Principals)
Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
Minn. Rules Parts 3501.0800-3501.0815 (Academic Standards for the Arts)

Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)
20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

Cross References: MSBA/MASA Model Policy 104 (School District Mission Statement)
MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)
MSBA/MASA Model Policy 613 (Graduation Requirements)
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)
MSBA/MASA Model Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)
MSBA/MASA Model Policy 617 (School District Ensurance of Preparatory and High School Standards)
MSBA/MASA Model Policy 618 (Assessment of Student Achievement)
MSBA/MASA Model Policy 619 (Staff Development for Standards)
MSBA/MASA Model Policy 620 (Credit for Learning)

From: **David Greisen** <dgreisen@isd2397.org>

Date: Tue, Sep 22, 2020 at 7:30 AM

Subject: Personal Request for Release from Contract

To: Marlene Johnson <mjohnson@isd2397.org>, Brian Thorstad
<bthorstad@isd2397.org>

Dear Dr. Johnson and Members of the Le Sueur-Henderson School Board,

Please consider this notice as my formal request to be released from my teaching contract so that I can pursue a full-time position in the area of work-based learning at Eden Prairie High School (EPHS). I am deeply passionate in this specific area of education, and this position would be an outstanding opportunity to further my career and grow as an educational professional. The work-based learning program at Eden Prairie High School has strong staff and community support and a Practical Assessment Exploration System (PAES) laboratory in the school building. The school is proud of their work-based learning program, they want to continue moving forward in the right direction, and I would greatly appreciate having the opportunity to be an integral part of their continued success.

If you would like me to provide additional information or answer questions related to this opportunity, please let me know.

Thank you very much for your time and consideration of this request.

Sincerely,

Dave Greisen

--

Dave Greisen

Special Education Teacher

"Dream Big. Work Hard. Stay Humble."

\$6,085,000

Independent School District No. 2397 (Le Sueur-Henderson), Minnesota
General Obligation School Building Refunding Bonds, Series 2021
Current Refunding of Series 2012

Refunding Summary

Dated 01/06/2021 | Delivered 01/06/2021

Sources Of Funds

Par Amount of Bonds..... \$6,085,000.00
Reoffering Premium..... 131,895.25

Total Sources..... \$6,216,895.25

Uses Of Funds

Deposit to Current Refunding Fund..... 6,125,000.00
Costs of Issuance..... 51,685.00
Total Underwriter's Discount (0.600%)..... 36,510.00
Rounding Amount..... 3,700.25

Total Uses..... \$6,216,895.25

Issues Refunded And Call Dates

Prior Issue Call Price..... 100.00%
Prior Issue Call Date..... 4/01/2021

Savings Information

Net Present Value Benefit..... \$183,718.31
Total Cashflow Savings..... 184,100.99

Bond Statistics

Average Life..... 3.285 Years
Average Coupon..... 1.4040628%
Net Interest Cost (NIC)..... 0.9269394%
True Interest Cost (TIC)..... 0.9193456%

\$6,085,000

Independent School District No. 2397 (Le Sueur-Henderson), Minnesota
General Obligation School Building Refunding Bonds, Series 2021
Current Refunding of Series 2012

Debt Service Comparison

Date	Total P+I	Existing D/S	Net New D/S	Old Net D/S	Savings
04/01/2021	-	1,224,923.13	1,224,923.13	1,224,923.13	-
04/01/2022	1,254,346.53	-	1,254,346.53	1,290,646.25	36,299.73
04/01/2023	1,278,850.00	-	1,278,850.00	1,317,546.25	38,696.26
04/01/2024	1,279,750.00	-	1,279,750.00	1,316,940.00	37,190.00
04/01/2025	1,280,150.00	-	1,280,150.00	1,314,265.00	34,115.00
04/01/2026	1,272,600.00	-	1,272,600.00	1,310,400.00	37,800.00
Total	\$6,365,696.53	\$1,224,923.13	\$7,590,619.66	\$7,774,720.63	\$184,100.99

PV Analysis Summary (Net to Net)

Net FV Cashflow Savings.....	184,100.99
Gross PV Debt Service Savings.....	180,018.06
Net PV Cashflow Savings @ 0.735%(Bond Yield).....	180,018.06
Contingency or Rounding Amount.....	3,700.25
Net Future Value Benefit.....	\$187,801.24
Net Present Value Benefit.....	\$183,718.31
Net PV Benefit / \$417,504.64 PV Refunded Interest.....	44.004%
Net PV Benefit / \$6,396,895.21 PV Refunded Debt Service.....	2.872%
Net PV Benefit / \$6,125,000 Refunded Principal.....	2.999%
Net PV Benefit / \$6,085,000 Refunding Principal.....	3.019%

Refunding Bond Information

Refunding Dated Date.....	1/06/2021
Refunding Delivery Date.....	1/06/2021

\$5,820,000

Independent School District No. 2397 (Le Sueur-Henderson), Minnesota
General Obligation School Building Refunding Bonds, Series 2021
Current Refunding of Series 2012

Refunding Summary

Dated 02/08/2021 | Delivered 02/08/2021

Sources Of Funds

Par Amount of Bonds..... \$5,820,000.00
Reoffering Premium..... 395,980.40

Total Sources..... \$6,215,980.40

Uses Of Funds

Deposit to Current Refunding Fund..... 6,125,000.00
Costs of Issuance..... 51,420.00
Total Underwriter's Discount (0.600%)..... 34,920.00
Rounding Amount..... 4,640.40

Total Uses..... \$6,215,980.40

Issues Refunded And Call Dates

Prior Issue Call Price..... 100.00%
Prior Issue Call Date..... 4/01/2021

Savings Information

Net Present Value Benefit..... \$169,130.28
Total Cashflow Savings..... 169,942.52

Bond Statistics

Average Life..... 3.207 Years
Average Coupon..... 3.0000000%
Net Interest Cost (NIC)..... 1.0652469%
True Interest Cost (TIC)..... 1.0218166%

\$5,820,000

Independent School District No. 2397 (Le Sueur-Henderson), Minnesota
General Obligation School Building Refunding Bonds, Series 2021
Current Refunding of Series 2012

Debt Service Comparison

Date	Total P+I	Existing D/S	Net New D/S	Old Net D/S	Savings
04/01/2021	-	1,224,923.13	1,224,923.13	1,224,923.13	-
04/01/2022	1,290,305.00	-	1,290,305.00	1,290,646.25	341.26
04/01/2023	1,276,900.00	-	1,276,900.00	1,317,546.25	40,646.26
04/01/2024	1,272,850.00	-	1,272,850.00	1,316,940.00	44,090.00
04/01/2025	1,272,900.00	-	1,272,900.00	1,314,265.00	41,365.00
04/01/2026	1,266,900.00	-	1,266,900.00	1,310,400.00	43,500.00
Total	\$6,379,855.00	\$1,224,923.13	\$7,604,778.13	\$7,774,720.63	\$169,942.52

PV Analysis Summary (Net to Net)

Net FV Cashflow Savings.....	169,942.52
Gross PV Debt Service Savings.....	164,489.88
Net PV Cashflow Savings @ 0.839%(Bond Yield).....	164,489.88
Contingency or Rounding Amount.....	4,640.40
Net Future Value Benefit.....	\$174,582.92
Net Present Value Benefit.....	\$169,130.28
Net PV Benefit / \$416,797.80 PV Refunded Interest.....	40.578%
Net PV Benefit / \$6,380,390.99 PV Refunded Debt Service.....	2.651%
Net PV Benefit / \$6,125,000 Refunded Principal.....	2.761%
Net PV Benefit / \$5,820,000 Refunding Principal.....	2.906%

Refunding Bond Information

Refunding Dated Date.....	2/08/2021
Refunding Delivery Date.....	2/08/2021

**INDEPENDENT SCHOOL DISTRICT 2397
LE SUEUR-HENDERSON PUBLIC SCHOOLS**

SCHEDULED MEETINGS/ACTIVITIES

DATE	DESCRIPTION	TIME	LOCATION
October 9, 2020	Finance Committee Meeting	1:00 PM	Zoom Meeting - Please email mjohnson@isd2397.org for meeting information
October 12, 2020	Regular Board Meeting	6:30 PM	MS/HS Media Center + Zoom - Please email mjohnson@isd2397.org for meeting information
October 19, 2020	School Board Work Session	6:30 PM	MS/HS Media Center + Zoom - Please email mjohnson@isd2397.org for meeting information
November 9, 2020	Regular Board Meeting	6:30 PM	MS/HS Media Center + Zoom - Please email mjohnson@isd2397.org for meeting information
November 16, 2020	School Board Work Session	6:30 PM	MS/HS Media Center + Zoom - Please email mjohnson@isd2397.org for meeting information
December 7, 2020	Reg Mtg/Tr in Txtn/Levy Adpt	6:30 PM	MS/HS Media Center + Zoom - Please email mjohnson@isd2397.org for meeting information
December 21, 2020	School Board Work Session	6:30 PM	MS/HS Media Center + Zoom - Please email mjohnson@isd2397.org for meeting information
January 4, 2021	Regular Board Meeting/Organizational School Board Meeting	6:30 PM	MS/HS Media Center + Zoom - Please email mjohnson@isd2397.org for meeting information

In case of a weather emergency/school closing, Board meeting will be held the next Tuesday at the same time/place.