

# Organizational School Board Meeting

Monday, January 4, 2021 6:30 PM

Online

## 1. **INDUCT NEW BOARD MEMBERS**

1. Administration of Oath of Office

## 2. **CALL TO ORDER**

## 3. **PLEDGE OF ALLEGIANCE**

## 4. **APPROVAL OF AGENDA**

## 5. **ELECTION OF OFFICERS**

1. Chair
2. Vice Chair
3. Clerk
4. Treasurer

## 6. **ORGANIZATIONAL ITEMS**

1. Consideration to Adopt Resolution Declaring Columbus Day, October 11, 2021, a Non-legal Holiday in the Le Sueur- Henderson School District.
2. Consideration to Set Dates, Times and Locations for Regular School Board Meetings for 2021.
3. Consideration to Approve Authorization of Facsimile Signatures.
4. Consideration to Approve Appointment of School District Legal Counsel.
5. Consideration to Approve Designation of Official Newspaper.
6. Consideration to Establish 2021 School Board Members' Compensation.
7. Consideration to Approve Employee Reimbursed Meal Allowance Rates.
8. Consideration to Approve Reimbursable Meal Allowance Rate for Participating Students and Coaches/Advisors for Minnesota State High School League (MSHSL) State Tournaments.
9. Consideration to Approve Mileage Rate.
10. Consideration to Approve Authorizing Superintendent have Final Approval of all Purchase Orders processed in accordance to Policy 797- Purchasing.
11. Consideration to accept Resolution directing the administration to make recommendations for reductions in programs and positions and reasons therefore.

12. Appointment of Board Committee Members,  
Representatives and Committee Chairs.

1. Finance Committee Members and Chair-

2. Human Resources Committee and Chair-

3. Policy Committee Members and Chair-

4. Negotiations Committee Members and Chair-

5. Activity Advisory (1)-

6. Community Education Council Member (1)-

7. District Staff Development Team (1)-

8. Facilities Steering Committee (3 plus 1 Chair)-

9. Insurance (1)-

10. MVED Board Member (1)-

11. MN State High School League Liasion (1)-

12. Professional Growth Committee (1)-

13. World's Best Workforce (1)-

14. Meet and Confer-

7. **ADJOURN**

**SCHOOL BOARD MEMBER OATH OF OFFICE**

It is an honor that you were elected/appointed to guide the education of our community’s children. As you recite the oath of office, you assume a tremendous responsibility as a director of our school district with the duties empowered by the Minnesota Legislature. This power puts you and the other members of our school board in the position of being both morally and legally responsible for equitable, quality education of every student in the district.

In carrying out this responsibility, you will be asked to fulfill the roles of vision, structure, accountability, and advocacy. In providing vision, the board, with extensive participation of the community, envisions the community’s educational future and then formulates the goals, defines the outcomes and sets the course for the public schools.

To achieve the vision, the board establishes a structure and creates an environment designed to ensure all students the opportunity to attain their maximum potential through a sound organizational framework.

Because as a board we must be accountable to the community, we must ensure a continuous assessment of student achievement and all conditions affecting the education of our children.

As board members, we serve as education’s key advocate on behalf of students and our community schools to advance the vision for our schools.

Furthermore, we must strive to work together with the superintendent and staff to lead the district toward fulfilling the vision we have created, fostering excellence for every student in the areas of academic skills and knowledge, citizenship and personal development.

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Having signed the acceptance of office and oath of office, I hereby publicly affirm my commitment to the oath of office:

I swear/affirm that I will support the Constitution of the United States and of this state, and that I will discharge faithfully the duties of the office of school board member of Independent School District No. 2397 to the best of my judgment and ability.

\_\_\_\_\_

Board Chair

\_\_\_\_\_

Date

\_\_\_\_\_

Member

\_\_\_\_\_

Date

**RESOLUTION TO DECLARE COLUMBUS DAY A NON-LEGAL HOLIDAY  
IN THE LE SUEUR-HENDERSON PUBLIC SCHOOL DISTRICT**

WHEREAS, pursuant to Minnesota Statute 645.44, Sub.5, the Le Sueur-Henderson Public School District declares Columbus Day in October to be a non-legal holiday in the Le Sueur-Henderson Public School District.

BE IT RESOLVED, by the School Board of Independent School District 2397, to declare this holiday a non-legal holiday.

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Board Clerk

Dated: January 4, 2021

**2021 DRAFT (1 Business Meetings/Month)**  
**Le Sueur - Henderson Public Schools**  
**School Board Meetings & Conferences Schedule**

Description of Meeting	Day	Date	Time	Meeting Location
Organizational Meeting	Mon	1/4/2021	6:30 PM	Please email <a href="mailto:mjohnson@isd2397.org">mjohnson@isd2397.org</a> for meeting information
Regular Board Meeting	Mon	1/4/2021	6:30 PM	
Minnesota School Boards Assoc.	Thurs	1/14/2021	8:30AM-1PM	Virtual
Virtual Leadership Conference	Thurs	1/21/2021	9AM-1PM	
Virtual Leadership Conference	Thurs	1/28/2021	8AM-1PM	
School Board Work Session	Tues	1/19/2021	6:30 PM	Based on Learning Model
Regular Board Meeting	Mon	2/1/2021	6:30 PM	Based on Learning Model
School Board Work Session	Tues	2/16/2021	6:30 PM	Based on Learning Model
Regular Board Meeting	Mon	3/1/2021	6:30 PM	Based on Learning Model
School Board Work Session	Mon	3/15/2021	6:30 PM	Based on Learning Model
Regular Board Meeting	Mon	4/5/2021	6:30 PM	Based on Learning Model
School Board Work Session	Mon	4/19/2021	6:30 PM	Based on Learning Model
Regular Board Meeting	Mon	5/3/2021	6:30 PM	Based on Learning Model
School Board Work Session	Mon	5/17/2021	6:30 PM	Based on Learning Model
Regular Board Meeting	Mon	6/7/2021	6:30 PM	Based on Learning Model
School Board Work Session	Mon	6/21/2021	6:30 PM	Based on Learning Model
Optional Board Meeting	Mon	7/5/2021	6:30 PM	Based on Learning Model
School Board Work Session	Mon	7/19/2021	6:30 PM	Based on Learning Model
Minnesota School Boards Assoc. 2021 Summer Seminar	TBD	TBD	All Day	TBD
Regular Board Meeting	Mon	8/2/2021	6:30 PM	Based on Learning Model
School Board Work Session	Mon	8/16/2021	6:30 PM	Based on Learning Model
Regular Board Meeting	Tues	9/7/2021	6:30 PM	Based on Learning Model
Reg Mtg/Levy Certification	Mon	9/20/2021	6:30 PM	Based on Learning Model
School Board Work Session	Mon	9/20/2021	6:30 PM	Based on Learning Model
Regular Board Meeting	Mon	10/11/2021	6:30 PM	Based on Learning Model
School Board Work Session	Mon	10/18/2021	6:30 PM	Based on Learning Model
Regular Board Meeting	Mon	11/1/2021	6:30 PM	Based on Learning Model
MREA Annual Conference	Sun		TBD	TBD
	Mon			
	Tues			
School Board Work Session	Mon	11/15/2021	6:30 PM	Based on Learning Model
Reg Mtg/Tr in Txtn/Levy Adpt	Mon	12/6/2021	6:30 PM	Based on Learning Model
Optional Work Session	Mon	12/20/2021	6:30 PM	Based on Learning Model
Organizational Meeting	Mon	1/3/2022	6:30 PM	Based on Learning Model
Regular Meeting	Mon	1/3/2022	6:30 PM	

If a meeting is cancelled due to emergency or weather the meeting will be scheduled for the next business day for the same time and meeting place as originally planned.

**2021 DRAFT (2 Business Meetings/Month)**  
**Le Sueur - Henderson Public Schools**  
**School Board Meetings & Conferences Schedule**

Description of Meeting	Day	Date	Time	Meeting Location
Organizational Meeting	Mon	1/4/2021	6:30 PM	Please email <a href="mailto:mjohnson@isd2397.org">mjohnson@isd2397.org</a> for meeting information
Regular Board Meeting	Mon	1/4/2021	Following	
Minnesota School Boards Assoc.	Thurs	1/14/2021	8:30AM-1PM	Virtual
Virtual Leadership Conference	Thurs	1/21/2021	9AM-1PM	
Virtual Leadership Conference	Thurs	1/28/2021	8AM-1PM	
Regular Board Meeting	Tues	1/19/2021	6:30 PM	Based on Learning Model
School Board Work Session	Tues	1/19/2021	Following	Based on Learning Model
Regular Board Meeting	Mon	2/1/2021	6:30 PM	Based on Learning Model
Regular Board Meeting	Tues	2/16/2021	6:30 PM	Based on Learning Model
School Board Work Session	Tues	2/16/2021	Following	Based on Learning Model
Regular Board Meeting	Mon	3/1/2021	6:30 PM	Based on Learning Model
Regular Board Meeting	Mon	3/15/2021	6:30 PM	Based on Learning Model
School Board Work Session	Mon	3/15/2021	Following	Based on Learning Model
Regular Board Meeting	Mon	4/5/2021	6:30 PM	Based on Learning Model
Regular Board Meeting	Mon	4/19/2021	6:30 PM	Based on Learning Model
School Board Work Session	Mon	4/19/2021	Following	Based on Learning Model
Regular Board Meeting	Mon	5/3/2021	6:30 PM	Based on Learning Model
Regular Board Meeting	Mon	5/17/2021	6:30 PM	Based on Learning Model
School Board Work Session	Mon	5/17/2021	Following	Based on Learning Model
Regular Board Meeting	Mon	6/7/2021	6:30 PM	Based on Learning Model
Regular Board Meeting	Mon	6/21/2021	6:30 PM	Based on Learning Model
School Board Work Session	Mon	6/21/2021	Following	Based on Learning Model
Optional Board Meeting	Mon	7/5/2021	6:30 PM	Based on Learning Model
Regular Board Meeting	Mon	07/19/2021	6:30 PM	Based on Learning Model
School Board Work Session	Mon	7/19/2021	Following	Based on Learning Model
Minnesota School Boards Assoc. 2021 Summer Seminar	TBD	TBD	All Day	TBD
Regular Board Meeting	Mon	8/2/2021	6:30 PM	Based on Learning Model
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Regular Board Meeting	Mon	10/18/2021	6:30 PM	Based on Learning Model
School Board Work Session	Mon	10/18/2021	Following	Based on Learning Model
Regular Board Meeting	Mon	11/1/2021	6:30 PM	Based on Learning Model
MREA Annual Conference	Sun		TBD	TBD
	Mon			
	Tues			
Regular Board Meeting	Mon	11/15/2021	6:30 PM	Based on Learning Model
School Board Work Session	Mon	11/15/2021	Following	Based on Learning Model
Reg Mtg/Tr in Txtr/Levy Adpt	Mon	12/6/2021	6:30 PM	Based on Learning Model
Optional Work Session	Mon	12/20/2021	6:30 PM	Based on Learning Model
Organizational Meeting	Mon	1/3/2022	6:30 PM	Based on Learning Model
Regular Meeting	Mon	1/3/2022	Following	

If a meeting is cancelled due to emergency or weather the meeting will be scheduled for the next business day for the same time and meeting place as originally planned.

## 2021 BOARD MEMBER MEETING COMPENSATION

Director – Annual Stipend	\$1,750
Chairperson – Annual Stipend	\$500
Vice-Chairperson – Annual Stipend	\$125
Treasurer – Annual Stipend	\$250
Clerk – Annual Stipend	\$250
Special Meeting Compensation (per meeting)	\$40
In/Out of District Meeting Compensation per day	\$110
In/Out of District Meeting Compensation per ½ day	\$55
Negotiations Committee Member – Annual Stipend	\$250

- Board members shall receive the annual stipend for all regularly scheduled board and committee meetings during the year regardless of attendance. Board members in attendance of all special board meetings during the year shall receive the meeting compensation listed.
- Mileage and meal compensation shall be as established by the school board at its annual organizational meeting.
- In/Out of District compensation to board members are available only when compensation is not provided by any other agency or governmental body.

I, \_\_\_\_\_ would like to receive my board stipend:

- Annually on the payroll closest to Dec 15<sup>th</sup>
- Semi-Annually – ½ in June and ½ in December
- Bi-Monthly – paid in 24 equal installments through the year
- I do not wish to be paid at this time, I will donate my stipend to the school district.

Board Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

RESOLUTION DIRECTING THE ADMINISTRATION  
TO MAKE RECOMMENDATIONS FOR REDUCTIONS  
IN PROGRAMS AND POSITIONS AND REASONS  
THEREFOR.

WHEREAS, the financial condition of the school district dictates that the school board must reduce expenditures immediately, and

WHEREAS, there has been a reduction in student enrollment, or,

WHEREAS, this reduction in expenditure or decrease in student enrollment must include discontinuance of positions and discontinuance or curtailment of programs, and

WHEREAS, a determination must be made as to which teachers' contracts must be terminated and not renewed and which teachers may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions,

BE IT RESOLVED, by the School Board of Independent School District No. 2397, as follows:

That the School Board hereby directs the Superintendent of Schools and administration to consider the discontinuance of programs or positions to effectuate economies in the school district and reduce expenditures and, make recommendations to the school board for the discontinuance of programs, curtailment of programs, discontinuance of positions or curtailment of positions.

The motion for the adoption of the foregoing resolution was duly seconded by Member \_\_\_\_\_ and upon vote being taken thereon, the following

voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

# Where Do You Want to Serve?

## LE SUEUR - HENDERSON SCHOOL DISTRICT

BOARD COMMITTEES		Put your first name in the row of a committee you would like to serve on. Column one is first choice, 2 is second choice and 3 is 3rd etc.		Under each category.
FINANCE COMMITTEE	Matt			
	Joe			
HUMAN RESOURCES COMMITTEE	Kelsey	Gretchen	Brigid	
POLICY COMMITTEE	<b>Gretchen</b>	Joe		
NEGOTIATIONS COMMITTEE		Brian	Brigid	
BOARD REPRESENTATIVES		Put your first name in the row of a committee you would like to serve on. Column one is first choice, 2 is second choice and 3 is 3rd etc.		
ACTIVITIES ADVISORY COMMITTEE	Matt			
COMMUNITY EDUCATION COUNCIL MEMBER	Brigid			
DISTRICT STAFF DEVELOPMENT TEAM	<b>Gretchen</b>			
DISTRICT WELLNESS				
FACILITIES STEERING COMMITTEE	Matt, Brian			
INSURANCE	Kelsey			
MVED BOARD MEMBER				
MN STATE HIGH SCHOOL LEAGUE LIASON	Matt, Kelsey			
PROFESSIONAL GROWTH COMMITTEE				
WORLD'S BEST WORKFORCE	Gretchen			
MEET AND CONFER	Gretchen			
2021 BOARD OFFICERS		Put your first name in the row of a committee you would like to serve on. Column one is first choice, 2 is second choice and 3 is 3rd etc.		
BOARD CHAIR	Brigid			
VICE CHAIR				
CLERK	Joe, Kelsey			
TREASURER		Joe		