

Regular School Board Meeting

Monday, February 1, 2021 6:30 PM
Online

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. MISSION AND VISION STATEMENTS

4. STRATEGIC PLAN REVIEW

5. APPROVAL OF AGENDA

6. OPEN FORUM

7. LE SUEUR-HENDERSON SCHOOL DISTRICT RECOGNIZES

1. Donations & Grants Received

2. Students of the Month

3. Congratulations to the following teachers for a lane change.

8. REPORTS

1. Committee Reports

1. Finance

Presenter: Director Matt Hathaway

2. Negotiations

Presenter: Director Joe Roby

3. MVED

Presenter: Director Steve Cross

4. Human Resource

Presenter: Director Kelsey Schwartz

5. Policy

Presenter: Director Gretchen Rehm

6. Facility Steering

Presenter: Director Matt Hathaway

7. Community Ed Council

Presenter: Director Brigid Tuck

2. Superintendent Report

9. CONSENT AGENDA

1. District Office Consent Items

1. Minutes of January 4, 2021 Organizational School Board Meeting with the correction of **Item 6.12.11 MN State High School League Liaison (1) - Hathaway to be Schwartz.**

2. Minutes of January 4, 2021 Regular School Board Meeting

2. Business Office Consent Items

1. Budget Analysis Year to Date

3. Personnel Consent Items

1. Hirings

1. PT Custodian Student Worker- Keegan Straub

2. Resignations

3. Requests

4. Retirements

10. **RECOMMENDATION TO APPROVE PURCHASES ABOVE
\$5,000**

1. Consideration to approve the Park Elem.
sprinkler damages and repairs.

11. **OLD BUSINESS**

12. **NEW BUSINESS**

1. Consideration to approve ABE Teachers wage
proposal.

2. Recommendation to approve FFCRA extension to
June 4, 2021 for Le Sueur-Henderson Public
Schools.

3. Approval of Superintendent Candidates for Round
One Interviews

4. Discuss Round 2 schedule.

13. **BOARD MEMBER COMMUNICATIONS / IDEAS EXCHANGE**

14. **NEXT MEETING INFORMATION**

1. Schedule of Upcoming Meetings

15. **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:

- United Fund of Le Sueur - \$875 for Community Education Book Buddies,
- Le Sueur Class of 1957 - \$50 for 2020-21 Scholarship,
- Compas Inc. - \$50 for Hilltop Writer-in-Residence events,
- PrairieCare Child & Family Fund - \$11,500 for 7-Mindsets curriculum and professional development.

Adopted this _____ day of _____, 20_____.

Signed:

School Board Chair, Brigid Tuck

Attest:

School Board Clerk, Kelsey Schwartz

BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT 2397
LE SUEUR-HENDERSON PUBLIC SCHOOLS
MINUTES OF ORGANIZATIONAL BOARD MEETING
ZOOM MEETING
JANUARY 4, 2021

Item 1.0 **Induct New Board Members**

Item 1.1 Administration of Oath of Office

Item 2.0 **Call to Order:** The organizational meeting of the Le Sueur-Henderson Board of Education was called to order at 6:33 PM. Board members in attendance were: Brigid Tuck, Steve Cross, Kelsey Schwartz, Brian Sorenson, Gretchen Rehm, Matt Hathaway and Joe Roby (6:40PM).

Members Absent: None

Also in attendance: Superintendent, Dr. Marlene Johnson; Harold Remme, South Central Service Cooperative

Item 3.0 **Pledge of Allegiance:** The Pledge was recited.

Item 4.0 **Approval of Agenda:** Motion by Schwartz, second by Rehm, carried 7-0, to approve the organizational meeting agenda.

Hathaway:	Yes	Roby:	Yes
Schwartz:	Yes	Tuck:	Yes
Sorenson:	Yes	Rehm:	Yes
Cross:	Yes		

Item 5.0 **Election of Officers:**

Item 5.1 Board member Hathaway nominated Tuck for the position of **Board Chair**. No other nominations were made. Director Tuck declared Board Chair.

Item 5.2 Board member Rehm nominated Hathaway for the position of **Board Vice Chair**. No other nominations were made. Director Hathaway declared Board Vice Chair.

Item 5.3 Board member Roby nominated Schwartz for the position of **Board Clerk**. No other nominations were made. Director Schwartz declared Board Clerk.

Item 5.4 Board member Schwartz nominated Roby for the position of **Board Treasurer**. No other nominations were made. Director Roby declared Board Treasurer.

Item 6.0 **Organizational Items:**

Item 6.1 A resolution was presented to declare Columbus Day in October a non-legal holiday in the Le Sueur-Henderson Public School District pursuant to Minnesota Statute 645.44, Subd. 5. Said resolution is attached hereto and made a part of these minutes. Motion made by Board Member Rehm and upon being seconded by Board Member Roby, said resolution was duly adopted by the following roll call vote: 7-0

Hathaway:	Yes	Roby:	Yes
Schwartz:	Yes	Tuck:	Yes
Sorenson:	Yes	Rehm:	Yes
Cross:	Yes		

Item 6.2 Motion by Schwartz, second by Roby, carried 7-0, to set the dates, times and locations of 2021 school board meetings with **one** business meeting a month.

Hathaway:	Yes	Roby:	Yes
Schwartz:	Yes	Tuck:	Yes
Sorenson:	Yes	Rehm:	Yes
Cross:	Yes		

Item 6.3 Motion by Hathaway, second by Roby, carried 7-0, to authorize the use of facsimile signatures in carrying out the district's business.

Hathaway:	Yes	Roby:	Yes
Schwartz:	Yes	Tuck:	Yes
Sorenson:	Yes	Rehm:	Yes
Cross:	Yes		

Item 6.4 Motion by Tuck, second by Rehm, carried 7-0, to approve the appointment of Anderson, Skubitz & Coryell, PLLC Law Firm as the designated school district's attorney with a contingency to consult with firms Ratwick, Rosack, and Maloney and Kennedy & Graven when a conflict of interest becomes an issue or when a second legal opinion is needed.

Hathaway:	Yes	Roby:	Yes
Schwartz:	Yes	Tuck:	Yes
Sorenson:	Yes	Rehm:	Yes
Cross:	Yes		

Item 6.5 Motion by Roby, second by Sorenson, carried 7-0, to designate the Henderson Independent as the 2021 official newspaper for the school district. (The Henderson Independent meets all criteria required under state law provisions.)

Hathaway:	Yes	Roby:	Yes
Schwartz:	Yes	Tuck:	Yes
Sorenson:	Yes	Rehm:	Yes
Cross:	Yes		

Item 6.6 Motion by Rehm, second by Hathaway, **failed 2-5**, to approve the Board Member per Director Annual Stipend as \$1,000.

Hathaway:	Yes	Roby:	No
Schwartz:	No	Tuck:	No
Sorenson:	No	Rehm:	Yes
Cross:	No		

Motion by Tuck, second by Roby, carried 5-2, to approve the Board Member per Director Annual Stipend as \$1,750 and other stipends as follows:

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 1/2 day	\$ 55
Negotiations Committee Member Stipend	\$ 250

Board members shall receive the meeting compensation for all regularly scheduled board 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.

There will not be any additional compensation for committee meetings.

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.

Hathaway:	No	Roby:	Yes
Schwartz:	Yes	Tuck:	Yes
Sorenson:	Yes	Rehm:	No
Cross:	Yes		

Item 6.7 Motion by Rehm, second by Hathaway, carried 7-0, to set the cost of reimbursable meals for employees on school business for 2021 as follows:

Breakfast	\$10.00
Lunch	\$15.00
Dinner	<u>\$25.00</u>
Total Daily Rate	\$50.00

Hathaway:	Yes	Roby:	Yes
Schwartz:	Yes	Tuck:	Yes
Sorenson:	Yes	Rehm:	Yes
Cross:	Yes		

Item 6.8 Motion by Schwartz, second by Sorenson, carried 7-0, to set the cost of reimbursable meal allowance rates for participating students and coaches/advisors for MSHSL state tournaments for 2021 as follows:

Breakfast	\$ 5.00
Lunch	\$10.00
Dinner	<u>\$15.00</u>
Total Daily Rate	\$30.00

Hathaway:	Yes	Roby:	Yes
Schwartz:	Yes	Tuck:	Yes
Sorenson:	Yes	Rehm:	Yes
Cross:	Yes		

Item 6.9 Motion by Rehm, second by Roby, carried 7-0, to reimburse mileage for applicable employees at \$0.56/mile based on the standard mileage rate established by the IRS.

Hathaway:	Yes	Roby:	Yes
Schwartz:	Yes	Tuck:	Yes
Sorenson:	Yes	Rehm:	Yes
Cross:	Yes		

Item 6.10 Motion by Hathaway, second by Roby, carried 7-0, to authorize the Superintendent to approve all purchase orders processed in accordance to Policy 797 - Purchasing.

Hathaway:	Yes	Roby:	Yes
Schwartz:	Yes	Tuck:	Yes
Sorenson:	Yes	Rehm:	Yes
Cross:	Yes		

Item 6.11 A resolution was presented directing the administration to make recommendations for reductions in programs and positions and reasons therefore. Said Resolution is attached hereto and made a part of these minutes. Motion made by Board Member Tuck and upon being seconded by Board Member Rehm, said resolution was duly adopted by the following roll call vote: 7-0.

Hathaway:	Yes	Roby:	Yes
Schwartz:	Yes	Tuck:	Yes
Sorenson:	Yes	Rehm:	Yes
Cross:	Yes		

Item 6.12 Appointment of Board Committee Members, Representatives and Committee Chairs:

Item 6.12.1 Finance Committee Members and Chair- Hathaway(C), Roby, Cross

Item 6.12.2 Human Resources Committee and Chair- Schwartz(C), Rehm, Tuck

Item 6.12.3 Policy Committee Members and Chair- Rehm(C), Cross, Tuck

Item 6.12.4 Negotiations Committee Members and Chair-Roby(C), Tuck, Sorenson

Item 6.12.5 Activities Advisory (1)- Hathaway

Item 6.12.6 Community Education Council Member (1)- Tuck

Item 6.12.7 District Staff Development Team (1)- Rehm

Item 6.12.8 Facilities Steering Committee (3 plus 1 Chair)- Hathaway(C), Sorenson, Rehm

Item 6.12.9 Insurance (1)- Schwartz

Item 6.12.10 MVED Board Member (1)- Cross

Item 6.12.11 MN State High School League Liaison (1)- Schwartz

Item 6.12.12 Professional Growth Committee (1)- Tuck

Item 6.12.13 World's Best Workforce (1)- Cross

Item 6.12.14 Meet and Confer-Rehm

Added Item 6.12.15 District Wellness- Rehm

Item 7.0 **Adjourn:** Motion by Rehm, second by Roby, carried by 7-0, to adjourn the meeting at 7:35 P.M.

Hathaway:	Yes	Roby:	Yes
Schwartz:	Yes	Tuck:	Yes
Sorenson:	Yes	Rehm:	Yes
Cross:	Yes		

INDEPENDENT SCHOOL DISTRICT 2397
LE SUEUR-HENDERSON PUBLIC SCHOOLS
MINUTES OF REGULAR BOARD MEETING
ZOOM MEETING
January 4, 2021

Item 1.0 **Call to Order:** The regular meeting of the Le Sueur-Henderson School Board was called to order at 7:36 PM. Board members in attendance via Zoom were: Brigid Tuck, Gretchen Rehm, Matt Hathaway, Joe Roby, Kelsey Schwartz, Brian Sorenson and Steve Cross.

Members Absent: None

Also in attendance: Superintendent, Dr. Marlene Johnson; Harold Remme, South Central Service Cooperative

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

Item 3.0 **Mission and Vision Statements**

Item 4.0 **Review of Strategic Plan Review**

Item 5.0 **Approval of Agenda:**

Item 5.1 Motion by Roby, second by Sorenson, carried 7-0, to approve the meeting agenda.

Hathaway	Yes	Tuck	Yes
Schwartz	Yes	Rehm	Yes
Roby	Yes	Cross	Yes
Sorenson	Yes		

Item 6.0 **Open Forum:**

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

Item 7.1 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 Rehm and upon being seconded by Board Member Cross said resolution was duly adopted by the following roll call vote: 7-0.

Hathaway	Yes	Tuck	Yes
Schwartz	Yes	Rehm	Yes
Roby	Yes	Cross	Yes
Sorenson	Yes		

Item 8.0 **Reports:**

- Item 8.1 Committee Reports
 - Item 8.1.1 Finance/Buildings & Grounds
 - 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 Facility Steering
 - Item 8.1.7 Community Ed Council
- Item 8.2 Superintendent Reports
 - Item 8.2.1 COVID Update

Item 9.0 **Consent Agenda:** Motion by Rehm, second by Sorenson, carried 7-0, to approve the following consent items:

Hathaway	Yes	Tuck	Yes
Schwartz	Yes	Rehm	Yes
Roby	Yes	Cross	Yes
Sorenson	Yes		

Item 9.1 District Office Consent Items:

- Item 9.1.1 Minutes of December 7, 2020 Regular School Board Meeting
- Item 9.1.2 Minutes of December 21, 2020 Special School Board Meeting

Item 9.2 Business Office Consent Items:

- Item 9.2.1 Budget Analysis Year to Date

Item 9.3 Personnel Consent Items:

- Item 9.3.1 Hirings:
- Item 9.3.2 Resignations:
 - Item 9.3.2.1 Special Ed Para- Denice Maus
- Item 9.3.3 Requests:
- Item 9.3.4: Retirements:

Item 10.0 **Recommendation to approve purchases above \$5,000:**

Item 11.0 **Old Business:**

Item 12.0 **New Business:**

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

Item 14.0 **Next Meeting Information**

Item 15.0 **Adjourn:** Motion by Roby, second by Sorenson, carried 7-0, to adjourn the meeting at 9:00 PM.

Hathaway	Yes	Tuck	Yes
Schwartz	Yes	Rehm	Yes
Roby	Yes	Cross	Yes
Sorenson	Yes		

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

	FY21 YTD	FY21 Budget	FY21 Remaining	YTD vs Budget	FY20 YTD	FY20 Budget	YTD vs Budget	December 202106	December 202006	December \$ Δ	December % Δ
School Board											
Salaries & Benefits	5,592	11,248	5,656	49.72%	5,483	11,248	48.75%	2,456	2,624	(168)	-6%
Purchased Services/Travel/Conferences	485	6,700	6,215	7.24%	1,772	7,000	25.32%	115	474	(359)	-76%
Supplies & Materials	90	3,060	2,970	2.94%	841	5,400	15.57%	-	846	(846)	-100%
Capital Expenditures	-	-	-		-	-		-	-	-	
Dues, Membership, Other	7,209	8,000	791	90.11%	7,302	8,000	91.28%	-	-	-	
Total School Board	13,376	29,008	15,632	46.11%	15,398	31,648	48.65%	2,571	3,943	(1,372)	153.39%
Superintendent											
Salaries & Benefits	115,037	237,702	122,665	48.40%	113,321	229,362	49.41%	18,713	18,431	283	2%
Purchased Services/Travel/Conferences	510	7,200	6,690	7.09%	2,244	7,200	31.16%	-	53	(53)	-100%
Supplies & Materials	170	540	370	31.39%	361	600	60.20%	-	27	(27)	-100%
Capital Expenditures	-	-	-		-	-		-	-	-	
Dues, Membership, Other	3,434	3,500	66	98.11%	3,244	3,500	92.68%	-	170	(170)	-100%
Total Superintendent	119,150	248,942	129,792	47.86%	119,169	240,662	49.52%	18,713	18,680	33	0%
Principals											
Salaries & Benefits	269,423	578,892	309,469	46.54% (a)	225,575	549,820	41.03%	47,028	39,196	7,831	20%
Purchased Services/Travel/Conferences	439	7,490	7,051	5.87%	2,716	7,490	36.26%	-	1,382	(1,382)	-100%
Supplies & Materials	75	-	(75)		0	-		-	-	-	
Capital Expenditures	-	-	-		-	-		-	-	-	
Dues, Membership, Other	2,743	3,300	557	83.12%	2,743	3,300	83.12%	-	-	-	
Total Principals	272,681	589,682	317,001	46.24% (a)	231,035	560,610	41.21%	47,028	40,579	6,449	16%
Business Services & Administrative Support											
Salaries & Benefits	114,085	241,645	127,560	47.21%	113,999	235,582	48.39%	18,580	19,899	(1,319)	-7%
Purchased Services/Travel/Conferences	34,528	107,328	72,800	32.17%	39,217	85,608	45.81%	3,358	6,330	(2,972)	-47%
Supplies & Materials	8,283	3,440	(4,843)	240.78% (b)	5,381	1,600	336.32%	219	(1,728)	1,947	-113%
Capital Expenditures	1,802	3,000	1,198	60.05%	1,499	3,000	49.98%	-	-	-	
Dues, Membership, Other	7,316	15,810	8,494	46.28%	7,618	15,500	49.15%	-	187	(187)	-100%
Total Business Services & Administrative Support	166,014	371,223	205,209	44.72%	167,715	341,290	49.14%	22,157	24,688	(2,531)	-10%
Elementary & Secondary Regular Instruction											
Salaries & Benefits	1,296,482	3,704,201	2,407,719	35.00%	1,293,072	3,626,437	35.66%	311,204	322,817	(11,613)	-4%
Purchased Services/Travel/Conferences	24,321	134,156	109,835	18.13%	31,615	173,881	18.18%	10,420	10,279	142	1%
Supplies & Materials	42,929	97,916	54,987	43.84%	43,379	101,904	42.57%	919	3,663	(2,744)	-75%
Capital Expenditures	31,249	1,500	(29,749)	2083.26% (c)	4,731	4,554	103.89%	-	-	-	
Dues, Membership, Other	4,724	5,400	676	87.48%	9,448	10,400	90.85%	-	-	-	
Total Elementary & Secondary Regular Instruction	1,399,705	3,943,173	2,543,468	35.50%	1,382,245	3,917,176	35.29%	322,544	336,759	(14,215)	-4%

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

	FY21	FY21	FY21	YTD vs	FY20	FY20	YTD vs	December	December	December	December
	YTD	Budget	Remaining	Budget	YTD	Budget	Budget	202106	202006	\$ Δ	% Δ
Extra Curriculars & Donation Accounts											
Salaries & Benefits	87,195	278,521	191,326	31.31%	127,829	277,351	46.09%	9,134	17,722	(8,588)	-48%
Purchased Services/Travel/Conferences	5,659	87,060	81,401	6.50%	16,872	87,060	19.38%	298	608	(309)	-51%
Supplies & Materials	37,954	71,212	33,258	53.30%	43,528	71,212	61.12%	12,339	3,303	9,036	274%
Capital Expenditures	4,955	9,111	4,156	54.39%	3,758	9,111	41.25%	-	3,758	(3,758)	-100%
Dues, Membership, Other	10,494	5,070	(5,424)	206.98% (d)	4,180	5,070	82.45%	3,500	-	3,500	
Total Extra Curriculars & Donation Accounts	146,257	450,974	304,717	32.43%	196,167	449,804	43.61%	25,271	25,391	(120)	0%
Vocational Education Instruction											
Salaries & Benefits	72,064	220,479	148,415	32.69% (e)	49,339	214,714	22.98%	18,014	12,674	5,340	42%
Purchased Services/Travel/Conferences	-	200	200	0.00%	-	200	0.00%	-	-	-	
Supplies & Materials	2,923	15,129	12,206	19.32%	5,589	15,129	36.94%	108	707	(600)	-85%
Capital Expenditures	-	-	-		-	5,572	0.00%	-	-	-	
Dues, Membership, Other	-	-	-		-	-		-	-	-	
Total Vocational Education Instruction	74,987	235,808	160,821	31.80%	54,928	235,615	23.31%	18,122	13,381	4,740	35%
Special Education Instruction											
Salaries & Benefits	489,986	1,452,491	962,505	33.73%	468,099	1,494,221	31.33%	123,636	115,622	8,014	7%
Purchased Services/Travel/Conferences	227,774	390,826	163,052	58.28% (f)	119,853	393,326	30.47%	38,194	43,631	(5,438)	-12%
Supplies & Materials	2,514	10,000	7,486	25.14%	3,098	8,055	38.46%	941	398	543	137%
Capital Expenditures	-	5,000	5,000	0.00%	544	2,700	20.14%	-	272	(272)	-100%
Dues, Membership, Other	-	13,000	13,000	0.00%	-	-		-	-	-	
Total Special Education Instruction	720,273	1,871,317	1,151,044	38.49%	591,593	1,898,302	31.16%	162,770	159,923	2,848	2%
Technology											
Salaries & Benefits	15,494	65,387	49,893	23.70%	23,382	63,983	36.54%	3,162	5,450	(2,288)	-42%
Purchased Services/Travel/Conferences	66,900	137,596	70,696	48.62%	57,103	137,650	41.48%	8,814	12,328	(3,514)	-29%
Supplies & Materials	143,060	154,548	11,488	92.57%	119,949	183,048	65.53%	866	72,282	(71,416)	-99%
Capital Expenditures	23,049	4,300	(18,749)	536.02% (g)	-	4,300	0.00%	-	-	-	
Dues, Membership, Other	50	725	675	6.90%	-	725	0.00%	-	-	-	
Total Technology	248,553	362,556	114,003	68.56%	200,433	389,706	51.43%	12,842	90,060	(77,217)	-86%
Curriculum											
Salaries & Benefits	30,758	107,137	76,379	28.71% (a)	59,574	104,979	56.75%	7,155	11,669	(4,514)	-39%
Purchased Services/Travel/Conferences	4,097	3,000	(1,097)	136.57%	3,084	14,500	21.27%	-	30	(30)	-100%
Supplies & Materials	33,392	59,259	25,867	56.35%	60,838	78,259	77.74%	-	45	(45)	-100%
Capital Expenditures	-	8,000	8,000	0.00%	5,981	8,000	74.76%	-	280	(280)	-100%
Dues, Membership, Other	-	-	-		-	-		-	-	-	
Total Curriculum	68,248	177,396	109,148	38.47%	129,477	205,738	62.93%	7,155	12,023	(4,868)	-40%

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

	FY21	FY21	FY21	YTD vs	FY20	FY20	YTD vs	December	December	December	December
	YTD	Budget	Remaining	Budget	YTD	Budget	Budget	202106	202006	\$ Δ	% Δ
Library Media Center											
Salaries & Benefits	35,378	106,969	71,591	33.07%	33,459	103,890	32.21%	8,709	8,407	302	4%
Purchased Services/Travel/Conferences	-	1,200	1,200	0.00%	107	1,200	8.94%	-	6	(6)	-100%
Supplies & Materials	607	8,291	7,684	7.32%	790	8,291	9.53%	205	258	(54)	-21%
Capital Expenditures	-	-	-	-	-	-	-	-	-	-	-
Dues, Membership, Other	-	-	-	-	-	-	-	-	-	-	-
Total Library Media Center	35,984	116,460	80,476	30.90%	34,357	113,381	30.30%	8,913	8,671	242	3%
Staff Development											
Salaries & Benefits	5,715	117,548	111,833	4.86%	4,285	117,350	3.65%	1,827	1,232	595	48%
Purchased Services/Travel/Conferences	9,026	20,895	11,869	43.20%	12,550	21,385	58.69%	7,519	7,467	52	1%
Supplies & Materials	-	670	670	0.00%	-	673	0.00%	-	-	-	-
Capital Expenditures	-	-	-	-	-	-	-	-	-	-	-
Dues, Membership, Other	-	-	-	-	-	-	-	-	-	-	-
Total Staff Development	14,741	139,113	124,372	10.60%	16,835	139,408	12.08%	9,346	8,699	647	7%
Counseling & Guidance Services											
Salaries & Benefits	81,045	225,314	144,269	35.97%	79,781	224,746	35.50%	22,546	20,097	2,450	12%
Purchased Services/Travel/Conferences	121	1,000	879	12.08%	285	1,000	28.54%	-	70	(70)	-100%
Supplies & Materials	(1,208)	6,900	8,108	-17.51%	(2,666)	6,900	-38.64%	(1,313)	143	(1,456)	-1020%
Capital Expenditures	-	-	-	-	-	-	-	-	-	-	-
Dues, Membership, Other	-	-	-	-	-	-	-	-	-	-	-
Total Counseling & Guidance Services	79,957	233,214	153,257	34.28%	77,400	232,646	33.27%	21,233	20,309	924	5%
Health Services											
Salaries & Benefits	30,289	73,190	42,901	41.38%	26,479	69,019	38.36%	8,159	6,164	1,995	32%
Purchased Services/Travel/Conferences	47	1,040	993	4.53%	160	1,040	15.38%	-	-	-	-
Supplies & Materials	33,540	1,000	(32,540)	3354.04% (h)	574	1,000	57.43%	918	-	918	-
Capital Expenditures	-	-	-	-	-	-	-	-	-	-	-
Dues, Membership, Other	-	-	-	-	-	-	-	-	-	-	-
Total Health Services	63,877	75,230	11,353	84.91%	27,213	71,059	38.30%	9,077	6,164	2,913	47%
Transportation											
Salaries & Benefits	-	-	-	-	1,258	-	-	-	314	(314)	-100%
Purchased Services/Travel/Conferences	274,023	1,019,564	745,541	26.88%	420,286	1,040,643	40.39%	7,137	107,120	(99,983)	-93%
Supplies & Materials	-	-	-	-	-	-	-	-	-	-	-
Capital Expenditures	-	-	-	-	-	-	-	-	-	-	-
Dues, Membership, Other	-	-	-	-	-	-	-	-	-	-	-
Total Transportation	274,023	1,019,564	745,541	26.88% (i)	421,544	1,040,643	40.51%	7,137	107,434	(100,297)	-93%

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

	FY21 YTD	FY21 Budget	FY21 Remaining	YTD vs Budget	FY20 YTD	FY20 Budget	YTD vs Budget	December 202106	December 202006	December \$ Δ	December % Δ
Buildings & Grounds											
Salaries & Benefits	281,497	563,085	281,588	49.99%	261,065	543,882	48.00%	45,359	53,269	(7,910)	-15%
Purchased Services/Travel/Conferences	177,085	465,238	288,153	38.06%	174,587	411,414	42.44%	34,147	38,715	(4,568)	-12%
Supplies & Materials	42,166	234,015	191,849	18.02%	67,956	251,443	27.03%	2,957	22,202	(19,245)	-87%
Capital Expenditures	140,066	20,000	(120,066)	700.33% (j)	19,897	70,188	28.35%	2,828	-	2,828	
Dues, Membership, Other	276	5,450	5,174	5.06%	176	5,450	3.23%	100	-	100	
Total Buildings & Grounds	641,090	1,287,788	646,698	49.78% (i)	523,680	1,282,377	40.84%	85,391	114,186	(28,795)	-25%
Long-Term Facility Maintenance											
Salaries & Benefits	29,032	54,246	25,214	53.52%	25,571	51,824	49.34%	4,731	4,868	(137)	-3%
Purchased Services/Travel/Conferences	82,158	118,295	36,137	69.45%	77,335	143,555	53.87%	2,209	3,024	(815)	-27%
Supplies & Materials	12,715	17,994	5,279	70.66%	8,416	17,994	46.77%	528	54	474	10.23%
Capital Expenditures	20,250	42,525	22,275	47.62%	12,145	17,265	70.35%	-	-	-	
Dues, Membership, Other	-	-	-		-	-		-	-	-	
Total Long-Term Facility Maintenance	144,155	233,060	88,905	61.85%	123,468	230,638	53.53%	7,468	7,946	(477)	-6%
Property Insurance, Work Comp, & Other Misc.											
Salaries & Benefits	25,798	-	(25,798)		26,903	-		3,261	3,404	(143)	-4%
Purchased Services/Travel/Conferences	82,381	54,901	(27,480)	150.05% (k)	47,820	54,901	87.10%	-	-	-	
Supplies & Materials	-	-	-		-	-		-	-	-	
Capital Expenditures	-	-	-		-	-		-	-	-	
Dues, Membership, Other	-	4,080	4,080	0.00%	-	4,080	0.00%	-	-	-	
Total Property Insurance, Work Comp, & Other Misc.	108,179	58,981	(49,198)	183.41%	74,723	58,981	126.69%	3,261	3,404	(143)	-4%
Total General Fund (Fd 01)	4,591,252	11,443,489	6,852,237	40.12%	4,387,379	11,439,684	38.35%	791,000	1,002,239	(211,119)	-21%

Notes:

- (a) = Coding for Park principal hadn't been updated at this point in the year. A portion of their salary was being coded to curriculum. An account code transfer was made to properly account for this expense later in the year.
- (b) = All our general paper purchases are made through a specific account in this area. Expense is then allocated to the buildings based on usage via journal entries.
- (c) = CNC Machine for Industrial Tech. We received a matching grant for this purchase.
- (d) = MSHL increased their fees significantly in response to COVID19 revenue loss.
- (e) = Coding change for a CTE teacher was made at the end of last year. That change is present in the YTD for FY21, but the YTD for FY20 at this time does not reflect this expense yet.
- (f) = MVED's billing to start the year was very low at \$19k per month. After they figured out their budget allocation our billings increased starting with the November 2019 billing up to \$42k. As of December 2019, we had only paid 5 months of bills. As of December 2020, we had paid 6 bills all at an individual cost of \$38k - much higher than the \$19k bills from 2019 in that time period.
- (g) = The \$23k represents the eventual payment for the phone handsets that were budgeted for FY20. They were installed later than originally anticipated.
- (h) = Coronavirus Relief Funds (CRF) expenditures make up this overage. Our revised budget process will have these expenses and related revenues budgeted.
- (i) = Billing was simpler in the first half of FY20 as we paid a set amount for what we refer to as our Section 1 contract amounts. Meaning we have an annual total we pay for services and this amount is just divided and paid out over 10 months. Distance Learning has complicated the billing process as closure days needed to be reconciled. This is an ongoing process.
- (j) = This overage completely relates to the ionization HVAC system upgrade and floor scrubbing machines purchased through CRF funds. Our revised budget process will have these expenses and related revenues budgeted.
- (k) = Our property & casualty insurance provider informed us in June that we would be experiencing a 72% increase in our rates for the following fiscal year. This increase was not included in the adopted



Employment Recommendation Le Sueur - Henderson School District

Position: Part-time Student Worker

Recommended Candidate: Keegan Straub

Recommended by: Todd Vrklan **Date:** 1-13-2020

To be completed by administrator:

NEW

EXISTING

REPLACING:

Hourly Rate:	\$10.08
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

01-13-2020

Electronic Signature

Date

Approval of Superintendent:

Electronic Signature

Date

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

SERVPRO of Mankato/Owatonna 10799
1150 N River Drive
North Mankato, MN 56003 US
507-200-3700
office@servpro10799.com

Invoice



BILL TO

Park Elementary School
115 N 5th St
Le Sueur, MN 56058

SHIP TO

Park Elementary School
115 N 5th St
Le Sueur, MN 56058

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
18826	01/11/2021	\$15,239.22	03/12/2021	Net 60	

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
12/25/2020	Water Remed	Water Restoration	1	15,239.22	15,239.22

BALANCE DUE

\$15,239.22



WTG
TERRAZZO & TILE INC.

Contractors/Consultants for Terrazzo, Tile,
Natural Stone and Industrial Floor Coating

12101 Nicollet Avenue
Burnsville, MN 55337

Invoice

Date	Invoice #
1/25/2021	8112

Bill To
ISD #2397 Le Sueur - Henderson Public Sch Attn: Todd Vrklan 115 North 5th Street Le Sueur, MN 56068

Terms
Net 30

Customer Job #	WTGTT Job #	Total Completed By
	2-21-0001	1/8/21

Description	Amount
Wall Tile Patching Work as Directed by Todd Vrklan @ Park Elementary 115 N 5th St Le Sueur, MN 56068 Labor - \$5,051.61 Materials - \$1,296.39	6,348.00
Total \$6,348.00	

Phone #	Fax #
952-746-9060	952-746-9059

Extend Deadline for Leaves Granted by the Families First Coronavirus Recovery Act

WHEREAS, the Families First Coronavirus Recovery Act (FFCRA) required covered employers to provide up to 80 hours of paid emergency sick leave and up to 12 weeks of partially paid expanded family and medical leave, and

WHEREAS, the requirement to provide said leave ended on December 31, 2020, and

WHEREAS, the Consolidated Appropriations Act, 2021j provides the option for covered employers to extend the deadline for eligible employees to use any unused hours/days of leaves defined in the FFCRA through June 4, 2021.

BE IT RESOLVED, Le Sueur- Henderson Public Schools shall extend the deadline for eligible employees to use any unused hours/days of the FFCRA paid emergency sick leave and partially paid expanded family and medical leave, according to the outlined in the FFCRA, through June 4, 2021.

Adopted this _____ day of _____, 2021.

Roll Call Vote

School Board Chair

School Board Clerk

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

SCHEDULED MEETINGS/ACTIVITIES

DATE	DESCRIPTION	TIME	LOCATION
January 28, 2021	Finance Committee Meeting	2:00 PM	Zoom Meeting Please email mjohnson@isd2397.org
February 1, 2021	Regular School Board Meeting	6:30 PM	Zoom Meeting Please email mjohnson@isd2397.org
February 4, 2021	Special School Board Meeting	9:45 AM	Zoom Meeting Please email sflores@isd2397.org
February 10, 2021	Facility Steering Committee	3:00 PM	Zoom Meeting Please email mjohnson@isd2397.org
February 10, 2021	Special School Board Meeting	5:15 PM	Zoom Meeting Please email sflores@isd2397.org
February 11, 2021	Special School Board Meeting	5:15 PM	Zoom Meeting Please email sflores@isd2397.org
February 16, 2021	School Board Work Session	6:30 PM	Zoom Meeting Please email mjohnson@isd2397.org
February 29, 2021	Negotiations Committee	3:00 PM	Zoom Meeting Please email mjohnson@isd2397.org
March 1, 2021	Regular School Board Meeting	6:30 PM	Zoom Meeting Please email mjohnson@isd2397.org
March 15, 2021	School Board Work Session	6:30 PM	Zoom Meeting Please email mjohnson@isd2397.org

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

<https://docs.google.com/spreadsheets/d/1veOz-5YPT7>