

## **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**
7. **LE SUEUR-HENDERSON SCHOOL DISTRICT RECOGNIZES**
  1. Donations & Grants Received
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 Resources  
**Presenter:** Director Kelsey Schwartz
    5. Policy  
**Presenter:** Director Gretchen Rehm
    6. Facility Steering  
**Presenter:** Superintendent Marlene Johnson
    7. Community Ed Council  
**Presenter:** Director Brigid Tuck
  2. Superintendent Report
9. **CONSENT AGENDA**
  1. Approval of District Office Consent Items
    1. Minutes of March 1, 2021 Regular School Board Meeting
    2. Minutes of March 15, 2021 Special School Board Meeting
  2. Approval of Business Office Consent Items
    1. Budget Analysis Year to Date
  3. Approval of Personnel Consent Items
    1. Hirings
      1. Special Education Para - Nicole Seaver
      2. Track & Field Para - Denice Maus
    2. Resignations
      1. Girls Basketball Head Coach-John Garvey
    3. Requests
    4. Retirements

1. HS Math Teacher - Ann Zeiher
10. **PURCHASES ABOVE \$5,000**
  1. NAC Quote for MS/HS Hot Water Heater
  2. CDW-G Quote for Chromebooks for 2021-22 School Year
11. **OLD BUSINESS**
12. **NEW BUSINESS**
  1. Approval of Early Retirement Incentive Agreement
  2. Recommendation not to pursue closing Hilltop Elementary for 2021-22 school year, but then begin laying the foundation to make a decision for the 2022-23 school year
  3. Recommendation not to reduce staff for the 2021-22 school year which would lead to increased class sizes
  4. Recommendation to Approve Base Adjustments for FY22 Budget
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 - \$500 for classroom supplies,
- Le Sueur Lions Club - \$1,000 for 2020-21 Scholarship,
- Le Sueur Pork Producers - \$200 for ham for Dr. Seuss Celebration,
- P.T.O. - \$169.33 for Park Elementary public movie performance license fee,
- ISD 656 - \$20,000 Minnesota Grow Your Own (GYO) Program Grant,
- Minnesota State High School League - \$654 to assistant students with extracurricular activity participation fees.

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 REGULAR SCHOOL BOARD MEETING  
ZOOM MEETING  
MARCH 1, 2021

Item 1.0     **Call to Order:** The regular meeting of the Le Sueur-Henderson Board of Education was called to order at 6:30 PM. Board members in attendance were Brigid Tuck, Kelsey Schwartz, Gretchen Rehm, Matt Hathaway, Brian Sorenson, Steve Cross, and Joe Roby.

*Members Absent:*

Also in attendance: Superintendent, Dr. Marlene Johnson; Harold Remme, SCSC; Amy Hardel; Henderson Newspaper; Ky Battern, Business Manager; Pat W.; Jim Wagner and John (community).

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

Item 3.0     **Mission and Vision Statements:**

Item 4.0     **Strategic Plan Review:**

Item 5.0     **Approval of Agenda:** Motion by Rehm, second by Roby, carried 7-0, to approve the meeting agenda.

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

Item 6.0     **Open Forum:** None

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

\_\_\_\_\_ Item 7.1 Regional 2A Triple A Award Winner- Halle Bemmels

Item 7.2 Triple A Nominee- Lukas Graff

Item 7.3 LSH Nominees for ExCel Award for Leadership in School

Anna Pavlo

Mason Reinhardt- **Winner**

Item 7.4 Students of the Month

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 Facility Steering
- Item 8.1.7 Community Ed Council
- Item 8.2 Superintendent Report
  - Item 8.2.1 Reduction Update
  - Item 8.2.2 Student Enrollment

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

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

Item 9.1 District Office Consent Items:

- Item 9.1.1 Minutes of 1.19.21 Special School Board Meeting
- Item 9.1.2 Minutes of 2.1.21 Regular School Board Meeting
- Item 9.1.3 Minutes of 2.4.21 Special School Board Meeting
- Item 9.1.4 Minutes of 2.11.21 Special School Board Meeting

Item 9.2 Business Office Consent Items:

Item 9.3 Personnel Consent Items:

- Item 9.3.1 Hirings
- Item 9.3.2 Resignations
  - Item 9.3.2.1 Custodian Student Worker- Keegan Straub
  - Item 9.3.2.2 Boys and Girls Cross Country Head Coach- Don Marcussen
- Item 9.3.3 Requests
- Item 9.3.4 Retirements

Item 10.0 **Purchases Above \$5,000**

Item 11.0 **Old Business**

Item 12.0 **New Business**

\_\_\_\_\_Item 12.1 Motion by Rehm, second by Hathaway, carried 7-0, to approve the Emergency Closing Policy.

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

Item 12.2 Motion by Rehm, second by Roby, carried 7-0, to approve the Superintendent contract for Jim Wagner.

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

Item 12.3 Motion by Schwartz, second by Tuck, carried 7-0, to approve the 2021-22 District Calendar.

	Hathaway:	Yes	_____	Cross:	Yes
	Schwartz:	Yes		Tuck:	Yes
	Sorenson:	Yes		Rehm:	Yes
	Roby:	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 Roby, second by Rehm, carried 7-0, to adjourn the meeting at 7:25 PM.

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

BOARD OF EDUCATION  
INDEPENDENT SCHOOL DISTRICT 2397  
LE SUEUR-HENDERSON PUBLIC SCHOOLS  
MINUTES OF SPECIAL SCHOOL BOARD MEETING  
ZOOM MEETING  
MARCH 15, 2021

Item 1.0 **Call to Order:** The Special meeting of the Le Sueur-Henderson Board of Education was called to order at 6:30 PM. Board members in attendance were Brigid Tuck, Gretchen Rehm, Joe Roby, Matt Hathaway, Brian Sorenson, Steve Cross, Kelsey Schwartz.

Members Absent: None

Also in attendance: Dr. Marlene Johnson, Superintendent; Ky Battern, Business Manager; Nate Warden, Community Ed/ABE Director; Tom Watson, Watson Consulting; Henderson Newspaper; Le Sueur County Newspaper; Pat W; Jim Wagner

Item 2.0 **Pledge of Allegiance**

Item 3.0 **Approval of Agenda:** Motion by Rehm, second by Roby, carried 7-0, to approve the meeting agenda.

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

Item 4.0 **Purchases Above \$5,000:**

Item 4.1 Motion by Cross, second by Hathaway, carried 7-0, to approve Midwest Playscape prowall quote for Park auditorium/gym.

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

Item 5.0 **New Business**

Item 5.1 Motion by Tuck, second by Rehm, carried 7-0, to approve a contract, along with the District terminal lease agreement, with Superior Transportation Services, Inc. for five contract years commencing with July 1, 2021 and ending June 30, 2026, consistent with Minnesota Statutes 2020, Section 123B.52, Subs. 1 and 3, and with the following findings:

- a) Superior Transportation Services, Inc. is a responsible service provider, consistent with the applicable state law;
- b) Superior Transportation Services, Inc. submitted a written quotation that the District finds a cost of service, after allowable negotiations, that is a lower cost service option than other District options; and
- c) All bus services will continue to be provided consistent with District policies and past practices for distances for student eligibility, distance to bus stops, and bus ride length.

Hathaway:	Yes	[Redacted]	Cross:	Yes
Schwartz:	Yes		Tuck:	Yes
Sorenson:	Yes		Rehm:	Yes
Roby:	Yes			

Item 6.0 **Adjourn:** Motion by Roby, second by Sorenson, carried 7-0, to adjourn the meeting at 6:53 PM.

Hathaway:	Yes	[Redacted]	Cross:	Yes
Schwartz:	Yes		Tuck:	Yes
Sorenson:	Yes		Rehm:	Yes
Roby:	Yes			

**Le Sueur-Henderson Public Schools - January 2021 General Fund Expenditures**

	FY21 YTD	FY21 Budget	FY21 Remaining	YTD vs Budget	FY20 YTD	FY20 Budget	YTD vs Budget	January 202107	January 202007	January \$ Δ	January % Δ
<b>School Board</b>											
Salaries & Benefits	5,974	11,248	5,274	53.11%	5,887	11,248	52.34%	381	404	(22)	-6%
Purchased Services/Travel/Conferences	875	6,700	5,825	13.06%	1,776	7,000	25.37%	390	3	387	11371%
Supplies & Materials	360	3,060	2,700	11.76%	1,344	5,400	24.88%	37	503	(466)	-93%
Capital Expenditures	-	-	-		-	-		-	-	-	
Dues, Membership, Other	7,535	8,000	465	94.18%	7,302	8,000	91.28%	326	-	326	
<b>Total School Board</b>	<b>14,743</b>	<b>29,008</b>	<b>14,265</b>	<b>50.82%</b>	<b>16,308</b>	<b>31,648</b>	<b>51.53%</b>	<b>1,134</b>	<b>910</b>	<b>224</b>	<b>80.25%</b>
<b>Superintendent</b>											
Salaries & Benefits	133,919	237,702	103,783	56.34%	132,247	229,362	57.66%	18,882	18,926	(44)	0%
Purchased Services/Travel/Conferences	1,420	7,200	5,780	19.72%	2,484	7,200	34.50%	410	241	170	71%
Supplies & Materials	183	540	357	33.81%	361	600	60.20%	13	-	13	
Capital Expenditures	-	-	-		-	-		-	-	-	
Dues, Membership, Other	3,469	3,500	31	99.11%	3,244	3,500	92.68%	35	-	35	
<b>Total Superintendent</b>	<b>138,990</b>	<b>248,942</b>	<b>109,952</b>	<b>55.83%</b>	<b>138,336</b>	<b>240,662</b>	<b>57.48%</b>	<b>19,341</b>	<b>19,167</b>	<b>173</b>	<b>1%</b>
<b>Principals</b>											
Salaries & Benefits	315,157	578,892	263,735	54.44%	298,333	549,820	54.26%	45,733	72,758	(27,024)	-37%
Purchased Services/Travel/Conferences	957	7,490	6,533	12.78%	2,760	7,490	36.85%	429	44	385	886%
Supplies & Materials	75	-	(75)		0	-		-	-	-	
Capital Expenditures	-	-	-		-	-		-	-	-	
Dues, Membership, Other	2,743	3,300	557	83.12%	2,743	3,300	83.12%	-	-	-	
<b>Total Principals</b>	<b>318,932</b>	<b>589,682</b>	<b>270,750</b>	<b>54.09%</b>	<b>303,836</b>	<b>560,610</b>	<b>54.20%</b>	<b>46,162</b>	<b>72,801</b>	<b>(26,639)</b>	<b>-37%</b>
<b>Business Services &amp; Administrative Support</b>											
Salaries & Benefits	132,672	241,645	108,973	54.90%	133,030	235,582	56.47%	18,587	19,031	(444)	-2%
Purchased Services/Travel/Conferences	40,802	107,328	66,526	38.02%	40,989	85,608	47.88%	6,265	1,772	4,493	254%
Supplies & Materials	8,398	3,440	(4,958)	244.13% (b)	4,690	1,600	293.12%	106	(691)	797	-115%
Capital Expenditures	2,702	3,000	298	90.08%	2,249	3,000	74.97%	901	750	151	20%
Dues, Membership, Other	11,005	15,810	4,805	69.61%	11,279	15,500	72.76%	3,603	3,661	(57)	-2%
<b>Total Business Services &amp; Administrative Support</b>	<b>195,579</b>	<b>371,223</b>	<b>175,644</b>	<b>52.68%</b>	<b>192,236</b>	<b>341,290</b>	<b>56.33%</b>	<b>29,462</b>	<b>24,521</b>	<b>4,940</b>	<b>20%</b>
<b>Elementary &amp; Secondary Regular Instruction</b>											
Salaries & Benefits	1,632,806	3,704,201	2,071,395	44.08%	1,591,802	3,626,437	43.89%	336,325	298,730	37,594	13%
Purchased Services/Travel/Conferences	41,780	134,156	92,376	31.14%	71,788	173,881	41.29%	17,459	40,173	(22,714)	-57%
Supplies & Materials	50,218	97,916	47,698	51.29%	53,438	101,904	52.44%	5,546	10,059	(4,513)	-45%
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%	-	-	-	
<b>Total Elementary &amp; Secondary Regular Instruction</b>	<b>1,760,778</b>	<b>3,943,173</b>	<b>2,182,395</b>	<b>44.65%</b>	<b>1,731,207</b>	<b>3,917,176</b>	<b>44.20%</b>	<b>359,330</b>	<b>348,963</b>	<b>10,367</b>	<b>3%</b>

**Le Sueur-Henderson Public Schools - January 2021 General Fund Expenditures**

	<b>FY21 YTD</b>	<b>FY21 Budget</b>	<b>FY21 Remaining</b>	<b>YTD vs Budget</b>	<b>FY20 YTD</b>	<b>FY20 Budget</b>	<b>YTD vs Budget</b>	<b>January 202107</b>	<b>January 202007</b>	<b>January \$ Δ</b>	<b>January % Δ</b>
<b>Extra Curriculars &amp; Donation Accounts</b>											
Salaries & Benefits	93,871	278,521	184,650	33.70%	148,103	277,351	53.40%	6,676	20,274	(13,598)	-67%
Purchased Services/Travel/Conferences	5,677	87,060	81,383	6.52%	31,115	87,060	35.74%	19	14,243	(14,224)	-100%
Supplies & Materials	51,407	71,212	19,805	72.19%	48,116	71,212	67.57%	13,196	4,588	8,607	188%
Capital Expenditures	4,955	9,111	4,156	54.39%	3,758	9,111	41.25%	-	-	-	
Dues, Membership, Other	10,494	5,070	(5,424)	206.98% (d)	4,355	5,070	85.90%	-	175	(175)	-100%
<b>Total Extra Curriculars &amp; Donation Accounts</b>	<b>166,404</b>	<b>450,974</b>	<b>284,570</b>	<b>36.90%</b>	<b>235,447</b>	<b>449,804</b>	<b>52.34%</b>	<b>19,890</b>	<b>39,280</b>	<b>(19,390)</b>	<b>-49%</b>
<b>Vocational Education Instruction</b>											
Salaries & Benefits	90,096	220,479	130,383	40.86%	88,945	214,714	41.42%	18,032	39,606	(21,575)	-54%
Purchased Services/Travel/Conferences	-	200	200	0.00%	-	200	0.00%	-	-	-	
Supplies & Materials	3,384	15,129	11,745	22.37%	7,139	15,129	47.19%	421	1,550	(1,129)	-73%
Capital Expenditures	-	-	-		-	5,572	0.00%	-	-	-	
Dues, Membership, Other	-	-	-		-	-		-	-	-	
<b>Total Vocational Education Instruction</b>	<b>93,480</b>	<b>235,808</b>	<b>142,328</b>	<b>39.64%</b>	<b>96,084</b>	<b>235,615</b>	<b>40.78%</b>	<b>18,453</b>	<b>41,156</b>	<b>(22,704)</b>	<b>-55%</b>
<b>Special Education Instruction</b>											
Salaries & Benefits	609,747	1,452,491	842,744	41.98%	578,504	1,494,221	38.72%	119,761	110,405	9,356	8%
Purchased Services/Travel/Conferences	265,561	390,826	125,265	67.95% (f)	162,914	393,326	41.42%	37,787	43,062	(5,275)	-12%
Supplies & Materials	2,778	10,000	7,222	27.78%	3,256	8,055	40.43%	200	159	41	26%
Capital Expenditures	-	5,000	5,000	0.00%	6,158	2,700	228.06%	-	5,614	(5,614)	-100%
Dues, Membership, Other	-	13,000	13,000	0.00%	-	-		-	-	-	
<b>Total Special Education Instruction</b>	<b>878,086</b>	<b>1,871,317</b>	<b>993,231</b>	<b>46.92%</b>	<b>750,832</b>	<b>1,898,302</b>	<b>39.55%</b>	<b>157,748</b>	<b>159,239</b>	<b>(1,491)</b>	<b>-1%</b>
<b>Technology</b>											
Salaries & Benefits	18,656	65,387	46,731	28.53%	28,900	63,983	45.17%	3,162	5,518	(2,356)	-43%
Purchased Services/Travel/Conferences	85,725	137,596	51,871	62.30%	67,906	137,650	49.33%	15,329	10,803	4,526	42%
Supplies & Materials	192,105	154,548	(37,557)	124.30%	119,949	183,048	65.53%	48,409	-	48,409	
Capital Expenditures	23,049	4,300	(18,749)	536.02% (g)	-	4,300	0.00%	-	-	-	
Dues, Membership, Other	100	725	625	13.79%	-	725	0.00%	50	-	50	
<b>Total Technology</b>	<b>319,635</b>	<b>362,556</b>	<b>42,921</b>	<b>88.16%</b>	<b>216,754</b>	<b>389,706</b>	<b>55.62%</b>	<b>66,949</b>	<b>16,321</b>	<b>50,628</b>	<b>310%</b>
<b>Curriculum</b>											
Salaries & Benefits	37,844	107,137	69,293	35.32%	38,307	104,979	36.49%	7,086	(21,267)	28,353	-133%
Purchased Services/Travel/Conferences	4,097	3,000	(1,097)	136.57% (e)	3,084	14,500	21.27%	-	-	-	
Supplies & Materials	34,116	59,259	25,143	57.57%	61,386	78,259	78.44%	-	548	(548)	-100%
Capital Expenditures	-	8,000	8,000	0.00%	5,981	8,000	74.76%	-	-	-	
Dues, Membership, Other	-	-	-		-	-		-	-	-	
<b>Total Curriculum</b>	<b>76,057</b>	<b>177,396</b>	<b>101,339</b>	<b>42.87%</b>	<b>108,758</b>	<b>205,738</b>	<b>52.86%</b>	<b>7,086</b>	<b>(20,719)</b>	<b>27,805</b>	<b>-134%</b>

**Le Sueur-Henderson Public Schools - January 2021 General Fund Expenditures**

	<b>FY21</b>	<b>FY21</b>	<b>FY21</b>	<b>YTD vs</b>	<b>FY20</b>	<b>FY20</b>	<b>YTD vs</b>	<b>January</b>	<b>January</b>	<b>January</b>	<b>January</b>
	<b>YTD</b>	<b>Budget</b>	<b>Remaining</b>	<b>Budget</b>	<b>YTD</b>	<b>Budget</b>	<b>Budget</b>	<b>202107</b>	<b>202007</b>	<b>\$ Δ</b>	<b>% Δ</b>
<b>Library Media Center</b>											
Salaries & Benefits	44,086	106,969	62,883	41.21%	42,717	103,890	41.12%	8,708	9,257	(549)	-6%
Purchased Services/Travel/Conferences	-	1,200	1,200	0.00%	156	1,200	13.00%	-	49	(49)	-100%
Supplies & Materials	627	8,291	7,664	7.56%	810	8,291	9.77%	20	20	0	0%
Capital Expenditures	-	-	-	-	-	-	-	-	-	-	-
Dues, Membership, Other	-	-	-	-	-	-	-	-	-	-	-
<b>Total Library Media Center</b>	<b>44,713</b>	<b>116,460</b>	<b>71,747</b>	<b>38.39%</b>	<b>43,683</b>	<b>113,381</b>	<b>38.53%</b>	<b>8,728</b>	<b>9,326</b>	<b>(598)</b>	<b>-6%</b>
<b>Staff Development</b>											
Salaries & Benefits	5,715	117,548	111,833	4.86%	5,165	117,350	4.40%	-	880	(880)	-100%
Purchased Services/Travel/Conferences	11,076	20,895	9,819	53.01%	16,713	21,385	78.15%	1,950	4,163	(2,213)	-53%
Supplies & Materials	50	670	620	7.45%	-	673	0.00%	-	-	-	-
Capital Expenditures	-	-	-	-	-	-	-	-	-	-	-
Dues, Membership, Other	-	-	-	-	-	-	-	-	-	-	-
<b>Total Staff Development</b>	<b>16,841</b>	<b>139,113</b>	<b>122,272</b>	<b>12.11%</b>	<b>21,878</b>	<b>139,408</b>	<b>15.69%</b>	<b>1,950</b>	<b>5,043</b>	<b>(3,093)</b>	<b>-61%</b>
<b>Counseling &amp; Guidance Services</b>											
Salaries & Benefits	99,561	225,314	125,753	44.19%	91,749	224,746	40.82%	18,516	11,967	6,549	55%
Purchased Services/Travel/Conferences	121	1,000	879	12.08%	331	1,000	33.06%	-	45	(45)	-100%
Supplies & Materials	703	6,900	6,197	10.18%	(2,466)	6,900	-35.74%	1,911	200	1,711	854%
Capital Expenditures	-	-	-	-	-	-	-	-	-	-	-
Dues, Membership, Other	-	-	-	-	-	-	-	-	-	-	-
<b>Total Counseling &amp; Guidance Services</b>	<b>100,385</b>	<b>233,214</b>	<b>132,829</b>	<b>43.04%</b>	<b>89,613</b>	<b>232,646</b>	<b>38.52%</b>	<b>20,427</b>	<b>12,213</b>	<b>8,214</b>	<b>67%</b>
<b>Health Services</b>											
Salaries & Benefits	36,852	73,190	36,338	50.35% (h)	29,559	69,019	42.83%	6,563	3,080	3,483	113%
Purchased Services/Travel/Conferences	47	1,040	993	4.53%	203	1,040	19.53%	-	43	(43)	-100%
Supplies & Materials	37,514	1,000	(36,514)	3751.40% (h)	574	1,000	57.43%	3,974	-	3,974	-
Capital Expenditures	-	-	-	-	-	-	-	-	-	-	-
Dues, Membership, Other	-	-	-	-	-	-	-	-	-	-	-
<b>Total Health Services</b>	<b>74,413</b>	<b>75,230</b>	<b>817</b>	<b>98.91%</b>	<b>30,336</b>	<b>71,059</b>	<b>42.69%</b>	<b>10,536</b>	<b>3,123</b>	<b>7,414</b>	<b>237%</b>
<b>Transportation</b>											
Salaries & Benefits	-	-	-	-	1,572	-	-	-	314	(314)	-100%
Purchased Services/Travel/Conferences	327,831	1,019,564	691,733	32.15%	528,028	1,040,643	50.74%	53,785	107,742	(53,956)	-50%
Supplies & Materials	-	-	-	-	-	-	-	-	-	-	-
Capital Expenditures	-	-	-	-	-	-	-	-	-	-	-
Dues, Membership, Other	-	-	-	-	-	-	-	-	-	-	-
<b>Total Transportation</b>	<b>327,831</b>	<b>1,019,564</b>	<b>691,733</b>	<b>32.15% (i)</b>	<b>529,600</b>	<b>1,040,643</b>	<b>50.89%</b>	<b>53,785</b>	<b>108,056</b>	<b>(54,271)</b>	<b>-50%</b>

**Le Sueur-Henderson Public Schools - January 2021 General Fund Expenditures**

	FY21 YTD	FY21 Budget	FY21 Remaining	YTD vs Budget	FY20 YTD	FY20 Budget	YTD vs Budget	January 202107	January 202007	January \$ Δ	January % Δ
<b>Buildings &amp; Grounds</b>											
Salaries & Benefits	332,656	563,085	230,429	59.08%	308,401	543,882	56.70%	51,159	47,336	3,823	8%
Purchased Services/Travel/Conferences	237,693	465,238	227,545	51.09%	212,366	411,414	51.62%	57,169	37,779	19,390	51%
Supplies & Materials	82,814	234,015	151,201	35.39%	73,788	251,443	29.35%	32,748	5,833	26,915	461%
Capital Expenditures	140,066	20,000	(120,066)	700.33% (j)	23,098	70,188	32.91%	-	3,201	(3,201)	-100%
Dues, Membership, Other	276	5,450	5,174	5.06%	176	5,450	3.23%	-	-	-	
<b>Total Buildings &amp; Grounds</b>	<b>793,505</b>	<b>1,287,788</b>	<b>494,283</b>	<b>61.62% (j)</b>	<b>617,829</b>	<b>1,282,377</b>	<b>48.18%</b>	<b>141,077</b>	<b>94,149</b>	<b>46,928</b>	<b>50%</b>
<b>Long-Term Facility Maintenance</b>											
Salaries & Benefits	34,265	54,246	19,981	63.17%	29,838	51,824	57.58%	5,233	4,266	967	23%
Purchased Services/Travel/Conferences	119,497	118,295	(1,202)	101.02%	91,919	143,555	64.03%	36,276	14,584	21,692	149%
Supplies & Materials	16,546	17,994	1,448	91.95%	8,416	17,994	46.77%	3,603	-	3,603	0.00%
Capital Expenditures	20,250	42,525	22,275	47.62%	12,145	17,265	70.35%	-	-	-	
Dues, Membership, Other	-	-	-		-	-		-	-	-	
<b>Total Long-Term Facility Maintenance</b>	<b>190,558</b>	<b>233,060</b>	<b>42,502</b>	<b>81.76%</b>	<b>142,318</b>	<b>230,638</b>	<b>61.71%</b>	<b>45,112</b>	<b>18,850</b>	<b>26,262</b>	<b>139%</b>
<b>Property Insurance, Work Comp, &amp; Other Misc.</b>											
Salaries & Benefits	29,059	-	(29,059)		30,307	-		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%	-	-	-	
<b>Total Property Insurance, Work Comp, &amp; Other Misc.</b>	<b>111,440</b>	<b>58,981</b>	<b>(52,459)</b>	<b>188.94%</b>	<b>78,127</b>	<b>58,981</b>	<b>132.46%</b>	<b>3,261</b>	<b>3,404</b>	<b>(143)</b>	<b>-4%</b>
<b>Total General Fund (Fd 01)</b>	<b>5,622,369</b>	<b>11,443,489</b>	<b>5,821,120</b>	<b>49.13%</b>	<b>5,343,183</b>	<b>11,439,684</b>	<b>46.71%</b>	<b>1,010,433</b>	<b>955,804</b>	<b>74,018</b>	<b>8%</b>

**Notes:**

(a) = The District had the cost of AP & ACT exams refunded to us do to COVID closure.

(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) = Curriculum budget was reallocated after the adopted budget. Adjustments will be reflected in the revised budget.

(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. LSH's share of MVED's projected costs have significantly gone up for FY21.

(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 and increased %. Additional hours and supplies for CRF. 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.



# Employment Recommendation

## Le Sueur - Henderson School District

**Position: 1:1 Special Education Paraprofessional Position**

**Recommended Candidate:** Nicole Seaver

**Recommended by:** Christine McDonald

**Date:** 3/17/21

To be completed by administrator:

Candidate has current & appropriate certification (if applicable):

yes

Reference checks completed:

yes

Years of experience (Step Placement):

0

<input type="checkbox"/>
<input checked="" type="checkbox"/>

**NEW**

**EXISTING**

**REPLACING: Victoria Sinell**

**Starting wage: \$13.50**

<b>Start Date:</b>	Monday, March 22, 2021
<b>Work Hours: (ex: 8:00 am - 3:00 pm)</b>	8:00 to 3:00
<b>Days of Week (Monday - Friday)</b>	Monday through Friday

**Additional Information:**

- Nicole will be on vacation April 30 through May 9, 2021.
- Start Date is dependent on the Criminal Background Check report
- Nicole has a degree in Psychology and training with Behavioral Analysis

**Approval of administrator:** Christine McDonald

3/17/21

Electronic Signature

Date

**Approval of Superintendent:** Marlene Johnson 3/17/21



## Coach/Advisor Recommendation Le Sueur - Henderson School District

**Position:** Track & Field Paraprofessional

**Recommended Candidate:** Denice Maus

**Recommended by:** Jeff Christ

To be completed by administrator:

Candidate has current & appropriate certification (if applicable):

X

Reference checks completed:

X

Years of experience (Step Placement):

3

X

**NEW**

**EXISTING**

**Additional Information:** Denice has been Emily's track para for the past 3 seasons.

Approval of Activities Director:

*Jeff Christ*

*3/29/21*

*Marlene Johnson - Superintendent of Schools 3/29/21*

Electronic Signature

Date

**Fwd: Girls Basketball Resignation**

1 message

**Jeff Christ** <jchrist@isd2397.org>

Tue, Mar 30, 2021 at 9:07 AM

To: Marlene Johnson &lt;mjohnson@isd2397.org&gt;, "Jennifer Vrklan (Brendan Lapp)" &lt;jvrklan@isd2397.org&gt;

Please see resignation of John Garvey as Head Girls Basketball Coach.

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

From: **John Garvey** <jgarvey@isd2397.org>

Date: Tue, Mar 30, 2021 at 7:58 AM

Subject: Girls Basketball Resignation

To: Jeff Christ &lt;jchrist@isd2397.org&gt;

Jeff,  
I am sending this email as my official resignation as Head Girls Basketball coach at Le Sueur- Henderson Schools. Sherri will be assuming duties and making decisions on behalf of the program until a head coach is hired. I told her about uniforms and that she can work with you to get those ordered.

Thank you for all of your support these past three seasons!

John

**John Garvey**  
Social Studies Teacher  
Le Sueur-Henderson MS/HS  
[jgarvey@isd2397.org](mailto:jgarvey@isd2397.org)  
507-665-5864



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

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**Jeff Christ**  
Dean of Students/Activities Director  
LeSueur-Henderson MS/HS  
(W)507-665-5804



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

Ann M. Zeiher  
30866 356<sup>th</sup> St  
Le Sueur, MN 56058  
(612) 702-1991  
annmreillyzeiher@gmail.com

March 10, 2021

Dr. Marlene Johnson, Superintendent  
Le Sueur Henderson Public Schools  
115 ½ Fifth Street  
Le Sueur, MN 56058

Dear Dr. Johnson,

Please accept my resignation from the position of High School Mathematics Teacher at Le Sueur-Henderson High School to pursue retirement, effective as of my last day of service, October 2, 2021. This date is contingent upon the school district's agreement to contribute an additional \$14,500 to my existing retiree health insurance bank of \$50,000 for a total amount of \$64,500 to be used towards insurance premiums under a District sponsored health plan.

This decision to retire has not been made lightly as teaching has truly been my passion. I have always given my best to my students. That being said, I feel it is the right time for me to take this step. I have genuinely enjoyed my time teaching here and am very happy to have spent the last 22 years of my 33-year career here at LSH. I appreciate the support provided me during my tenure here. I will greatly miss my colleagues and students, but look forward to spending more time with family.

Sincerely,



Ann M. Zeiher



Jerry Reinardy Account Manager  
1001 Labore Industrial Court, Suite B  
Vadnais Heights, MN 55110

651-900-5775 Cell  
Jreinardy@nac-hvac.com

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March 12, 2021

Mr. Todd Vrklan  
ISD 2397  
Le Sueur School  
115 ½ North Fifth Street  
Le Sueur, MN. 56058

**Re: Le Sueur High School Hot Water Heater Replacement**

Mr. Vrklan,

NAC is pleased to offer the following proposal to install a new hot water heater at the high school. I have a couple options, one is to replace the State with another State, second is to replace the State with an AO Smith

**Service Includes:**

- Coordinate with client
- Drain the existing hot water heater
- Disconnect the piping from the water heater
- Dispose existing unit
- Furnish and install new AO Smith
- Re-pipe the water lines to the new water heater
- Start unit for proper operation
- Clean up work area

**Client Investment: \$ 12,121.00 AO Smith**

**Client Investment: \$13,602.00 State**

**Note:**

1. Quote good for 30 days
2. Any work beyond the above scope will be quoted for your approval prior to NAC proceeding.

If you have any questions feel free to contact us anytime, or if you would like us to proceed please sign proposal and fax or e-mail back at your convenience.



Jerry Reinardy Account Manager  
1001 Labore Industrial Court, Suite B  
Vadnais Heights, MN 55110

651-900-5775 Cell  
Jreinardy@nac-hvac.com

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Accepted by:

ISD 2397

NAC MECHANICAL & ELECTRICAL SERVICES

Signature:

Signature: *Jerry Reinardy*

Name: \_\_\_\_\_

Name: \_\_\_\_\_

**Jerry Reinardy**

Title: \_\_\_\_\_

Title: \_\_\_\_\_

**Account Manager**

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**March 12, 2021**

# QUOTE CONFIRMATION



**DEAR ALEXIS FRISCHMON,**

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
LZJJ258	3/11/2021	HP	4166041	<b>\$40,933.50</b>

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<a href="#">HP Chromebook 11 G8 - Education Edition - 11.6" - Celeron N4020 - 4 GB RAM</a> Mfg. Part#: 1A762UT#ABA Contract: Sourcwell RFP 081419 Tech Catalog - Chromebook (081419-CDW)	150	5924457	\$241.89	\$36,283.50
<a href="#">Google Chrome Education Upgrade</a> Mfg. Part#: CROS-SW-DIS-EDU-NEW Electronic distribution - NO MEDIA Contract: Sourcwell RFP 081419 Tech Catalog - Chromebook (081419-CDW)	150	5988499	\$31.00	\$4,650.00

PURCHASER BILLING INFO	SUBTOTAL	\$40,933.50
<b>Billing Address:</b> INDEPENDENT SCHOOL DISTRICT #2397 ACCTS PAYABLE 115 1/2 N 5TH ST STE 200 LE SUEUR, MN 56058-1820 <b>Phone:</b> (507) 665-4600 <b>Payment Terms:</b> NET 30-VERBAL	<b>SHIPPING</b>	\$0.00
	<b>SALES TAX</b>	\$0.00
	<b>GRAND TOTAL</b>	<b>\$40,933.50</b>
	<b>DELIVER TO</b> <b>Shipping Address:</b> INDEPENDENT SCHOOL DISTRICT #2397 ALEXIS FRISCHMON 115 1/2 N 5TH ST STE 200 LE SUEUR, MN 56058-1820 <b>Phone:</b> (507) 665-4600 <b>Shipping Method:</b> UPS Ground (2- 3 Day)	

Need Assistance? CDW•G SALES CONTACT INFORMATION

	<b>Dan Behnke</b>		(877) 325-6415		danbehn@cdwg.com
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LEASE OPTIONS			
FMV TOTAL	FMV LEASE OPTION	BO TOTAL	BO LEASE OPTION
<b>\$40,933.50</b>	<b>\$1,107.25/Month</b>	<b>\$40,933.50</b>	<b>\$1,275.90/Month</b>

Monthly payment based on 36 month lease. Other terms and options are available. Contact your Account Manager for details. Payment quoted is subject to change.

Why finance?

- Lower Upfront Costs. Get the products you need without impacting cash flow. Preserve your working capital and existing credit line.

- Flexible Payment Terms. 100% financing with no money down, payment deferrals and payment schedules that match your company's business cycles.
- Predictable, Low Monthly Payments. Pay over time. Lease payments are fixed and can be tailored to your budget levels or revenue streams.
- Technology Refresh. Keep current technology with minimal financial impact or risk. Add-on or upgrade during the lease term and choose to return or purchase the equipment at end of lease.
- Bundle Costs. You can combine hardware, software, and services into a single transaction and pay for your software licenses over time! We know your challenges and understand the need for flexibility.

General Terms and Conditions:

This quote is not legally binding and is for discussion purposes only. The rates are estimate only and are based on a collection of industry data from numerous sources. All rates and financial quotes are subject to final review, approval, and documentation by our leasing partners. Payments above exclude all applicable taxes. Financing is subject to credit approval and review of final equipment and services configuration. Fair Market Value leases are structured with the assumption that the equipment has a residual value at the end of the lease term.

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdw.com/content/terms-conditions/product-sales.aspx>  
For more information, contact a CDW account manager

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## FACULTY EARLY RETIREMENT INCENTIVE AGREEMENT

This Agreement, made this 10th day of March, 2021 by and between Independent School District No. 2397, Le Sueur-Henderson ("District") and Ann Zeiher (hereinafter "Faculty Member"), a tenured member of the faculty of the District.

WHEREAS, Independent School District No. 2397, Le Sueur-Henderson, wishes to offer a one-time, voluntary retirement incentive to the Faculty Member of the teacher bargaining unit for retirement effective October 2nd, 2021; and

WHEREAS, the purpose of the retirement incentive is to ensure a proper, qualified replacement can be hired prior to the start of the 2021-2022 school year; and

WHEREAS, the retirement incentive is being offered pursuant to Minnesota Statutes Section 122A.48; and

WHEREAS, Le Sueur-Henderson Education Association ("Union") acknowledges that the voluntary retirement incentive is in the best interest of the students of the District and its members and, accordingly, agrees to the incentive.

NOW, THEREFORE, the Union and District hereby agree as follows:

1. Prior to the execution of this Agreement, Faculty Member will be subject to the following conditions:
  - a. **Eligibility.** In order to be eligible for the incentive, the Faculty Member must:
    - i. Have at least 15 years total of full-time teaching service in elementary, secondary, and technical colleges as of the effective date of retirement; and
    - ii. Be at least age 55 as of June 30, 2021; and
    - iii. Must be actively employed by the District, rather than on a leave of absence, during the 2020-21 school year.
  - b. **Retirement Notice Deadline.** The teacher must have submitted notice on or before March 31, 2021, of his or her intent to retire.
  - c. **Retirement Effective Date.** The retirement must be effective no later than October 2, 2021, the date the teacher reaches 'Rule of 90'.
  - d. **Definition of Retirement.** Pursuant to Minnesota Statutes Section 122A.48, subdivisions 2 and 3, "retirement" means termination of services with the District and withdrawal from active teaching service, although the teacher may be employed as a substitute teacher after retirement.
  - e. **School Board Action.** The School Board will take action to approve or deny the

application for an early retirement incentive within thirty (30) days after it is received by the Board.

- f. **Retirement Incentive.** The retirement incentive offered by the District is \$14,500 to be used towards health insurance premiums under a District sponsored health plan. Upon the retirement of the Teacher, this amount shall be added to his or her existing retiree insurance bank of \$50,000 for a total amount of \$64,500. The use of these funds will follow Article X, Section 2, Section 4A of the July 1, 2019 to June 30, 2021 LSHEA Master Agreement.

2. This Agreement shall not constitute, or be evidence of a precedent or past practice between the Union and District requiring the District to offer the same or a similar benefit to any member of the bargaining unit. Neither this Agreement nor any of its terms may be offered or received in any arbitration involving the Union, the District, or a teacher, other than such a proceeding to enforce the terms of this Agreement.
3. This Agreement constitutes the full and final agreement between the District and Faculty Member.

By signing below, each party acknowledges that it has read, understands, and agrees to be bound by the terms of this faculty early retirement incentive agreement.

LE SUEUR-HENDERSON FACULTY MEMBER

Date: 3/10/2021

By: Ann M. Zeiker

Faculty Member

Ann M. Zeiker

Signature

LE SUEUR-HENDERSON EDUCATION ASSOCIATION

Date: 3/11/2021

By: Robert Steiger

LSHEA President

Robert Steiger

Signature

INDEPENDENT SCHOOL DISTRICT NO 2397, LE SUEUR-HENDERSON

Date: \_\_\_\_\_

By: \_\_\_\_\_

School Board Chair

Date: \_\_\_\_\_

By: \_\_\_\_\_

School Board Clerk

**Adjustments at all Plan Levels:**

Description of Reduction	Impact/Considerations	Reduction	Cost	Assumption
Reduction of Payroll Position	Payroll will be done by Business Manager		35,000.00 Cost per MVED	
Repair Maintainance to LTFM			34,000.00 Repairs will be Funded out of LTFM	
Lower Utility Budget	Utilities can be volatile depending on the winter.		40,000.00 PY was \$77k below budget. CY trending \$20k below PY.	
Transportation Costs			120,000.00 Looking for a contract more similar to market. If we don't find one we'll buy busses.	
Tech Budget - 'Core Switch'			45,000.00 E-Rate will allow us to make a purchase and receive 60% reimbursement under Category 2. Will plan for future years.	
Tech Budget - Reduction of R&M			4,000.00 Current budget is at \$7k - Total YTD in FY20 was \$1,320. We're not to far off for FY21.	
Cuts Planned for all Plan Levels			278,000.00	

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

# SCHEDULED MEETINGS/ACTIVITIES

<b>DATE</b>	<b>DESCRIPTION</b>	<b>TIME</b>	<b>LOCATION</b>
April 5, 2021	Regular School Board Meeting	6:30 PM	MS/HS Auditorium (Director Schwartz will attend from 36242 295th Ave, Le Sueur, MN)
April 19, 2021	School Board Work Session	6:30 PM	Hilltop Media Center
May 3, 2021	Regular School Board Meeting	6:30 PM	MS/HS Auditorium
May 17, 2021	School Board Work Session	6:30 PM	Hilltop Media Center
June 7, 2021	Regular School Board Meeting	6:30 PM	MS/HS Auditorium
June 21, 2021	School Board Work Session	6:30 PM	Hilltop Media Center

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