

Regular School Board Meeting

Monday, May 2, 2022 6:30 PM

LS-H MS/HS Media Center & Online (if unable to attend in person), 901 Ferry St., Le Sueur, MN 56058

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. **Oath of Office for School Board Member-
Jennifer Burns**

8. **Welcome- Student School Board Member- Bella
Holloway**

9. **Solar lighting Boiler update-**

Presenter: Honeywell
Rep.

10. **LE SUEUR-HENDERSON SCHOOL DISTRICT RECOGNIZES**

10.1. Donations & Grants Received

10.2. Students of the Month

11. **REPORTS**

11.1. Committee Reports

11.1.1. Finance

Presenter: Director
Matt Hathaway

11.1.2. Negotiations

Presenter: Director
Joe Roby

11.1.3. MVED

Presenter: Director
Steve Cross

11.1.4. Human Resource

Presenter: Director
Kelsey Schwartz

11.1.5. Policy

Presenter: Director
Gretchen Rehm

11.1.6. Facility Steering

Presenter: Director
Matt Hathaway

11.1.7. Community Ed Council

Presenter: Director
Brigid Tuck

11.2. Superintendent Report

12. **CONSENT AGENDA**

12.1. Approval of District Office Consent Items

12.1.1. Minutes of Regular School Board Meeting
held on 4.4.2022.

12.1.2. Minutes of Special School Board Meeting held on 4.18.2022.

12.2. Approval of Business Office Consent Items

12.2.1. Budget Analysis Year to Date

12.3. Approval of Personnel Consent Items

12.3.1. Hirings

12.3.1.1. First Grade Fellowship Position for 22-23- **Macy L. Pederson**

12.3.1.2. MS Counselor-**Jessica Mack-Hafermann**

12.3.1.3. MS Special Ed. Teacher- **Casie Wiebe**

12.3.1.4. Director of Learning & Curriculum- Joelynn Sartell

12.3.1.5. MS Science Teacher Grade 7- Michelle Sampson

12.3.1.6. MSHS English Teacher- Samantha Ashton

12.3.1.7. Custodian Nights- Gary Otero

12.3.1.8. Business Manager- Alisha Broden

12.3.2. Resignations

12.3.2.1. HS Math Teacher- Jesse Pigman

12.3.2.2. Little Giants Preschool Teacher- Maggie Fredrickson

12.3.2.3. Elementary ELL Teacher- Caitlin Naylor

12.3.2.4. Park Elem. Para- Jamie Osborn

12.3.2.5. Business Manager- Bonnie Barnhardt

12.3.3. Requests

12.3.4. Retirements

13. **PURCHASES ABOVE \$5,000**

13.1. Frontline Absence/Substitute Tracking and Applicant Tracking for 2022-23

14. **OLD BUSINESS**

15. **NEW BUSINESS**

15.1. Resolution Calling for the Election including the 3 Ballot Questions.

15.2. Discussion of Commissioner's Review and Comment on Proposed Building Bonds.

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

17. **NEXT MEETING INFORMATION**

17.1. Schedule of Upcoming Meetings

18. **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.

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



LE SUEUR-HENDERSON PUBLIC SCHOOLS

Comprehensive Energy Program

Cindy Auld
Bill Randel



AGENDA

- **Challenges/Goals**
- **Benchmarking Data**
- **Preliminary Results**
 - Purpose
 - Recommendations
- **Performance Contracting**
- **Process/Benefits**
- **Next Steps**
- **Q & A**



CHALLENGES

- ❖ **Uncertainty of Referendum**
 - ❖ If approved, Park would be demolished
 - ❖ If fails, district challenged to find other means to address failing enrollment and the longstanding maintenance needs of its buildings
- ❖ **Community does not want the increased taxes**
- ❖ **Aging infrastructure and equipment pose health and safety concerns for students and staff**

GOALS

- ❖ **Improve health, safety and security of buildings**
- ❖ **Upgrade/ improve schools to draw more students and staff to the district, many of the other districts in area have done this**
- ❖ **Giving our children the same opportunities as other districts**



Life Cycle of Facility Infrastructure

Honeywell

Aging HVAC

Mechanical equipment at end of useful life

Obsolete Control Systems

Occupant comfort and usability

Degrading Building Envelope

Windows, doors, walls

Decreasing Building Efficiency/Effectiveness



Increasing Risk and Pressure on Budget

Physical Asset Deterioration

Lack of capital to fund improvements

Increasing IAQ Requirements

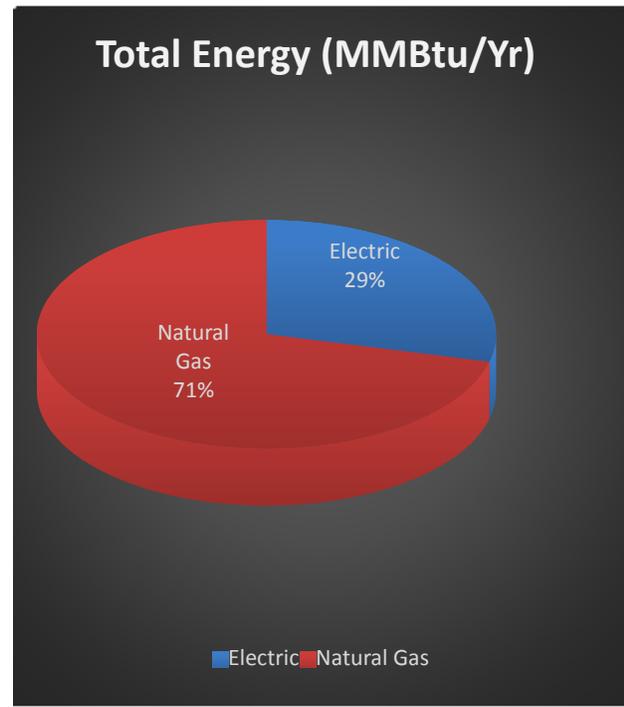
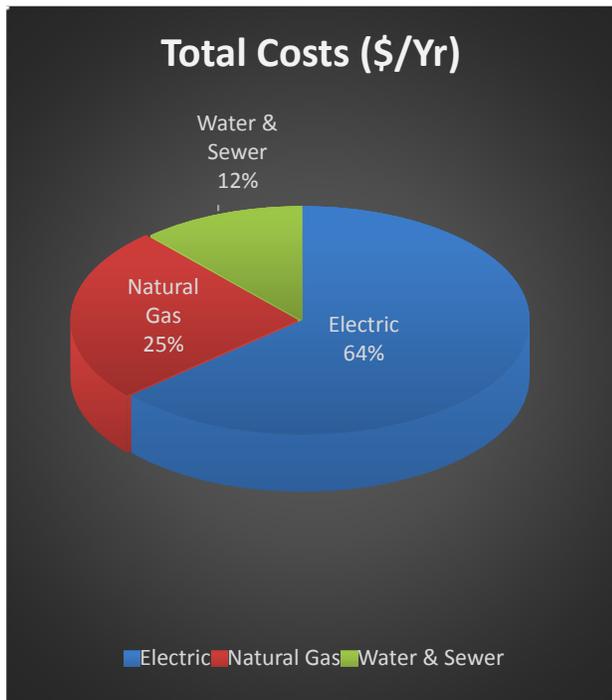
Need for improved ventilation

Inefficient Infrastructure

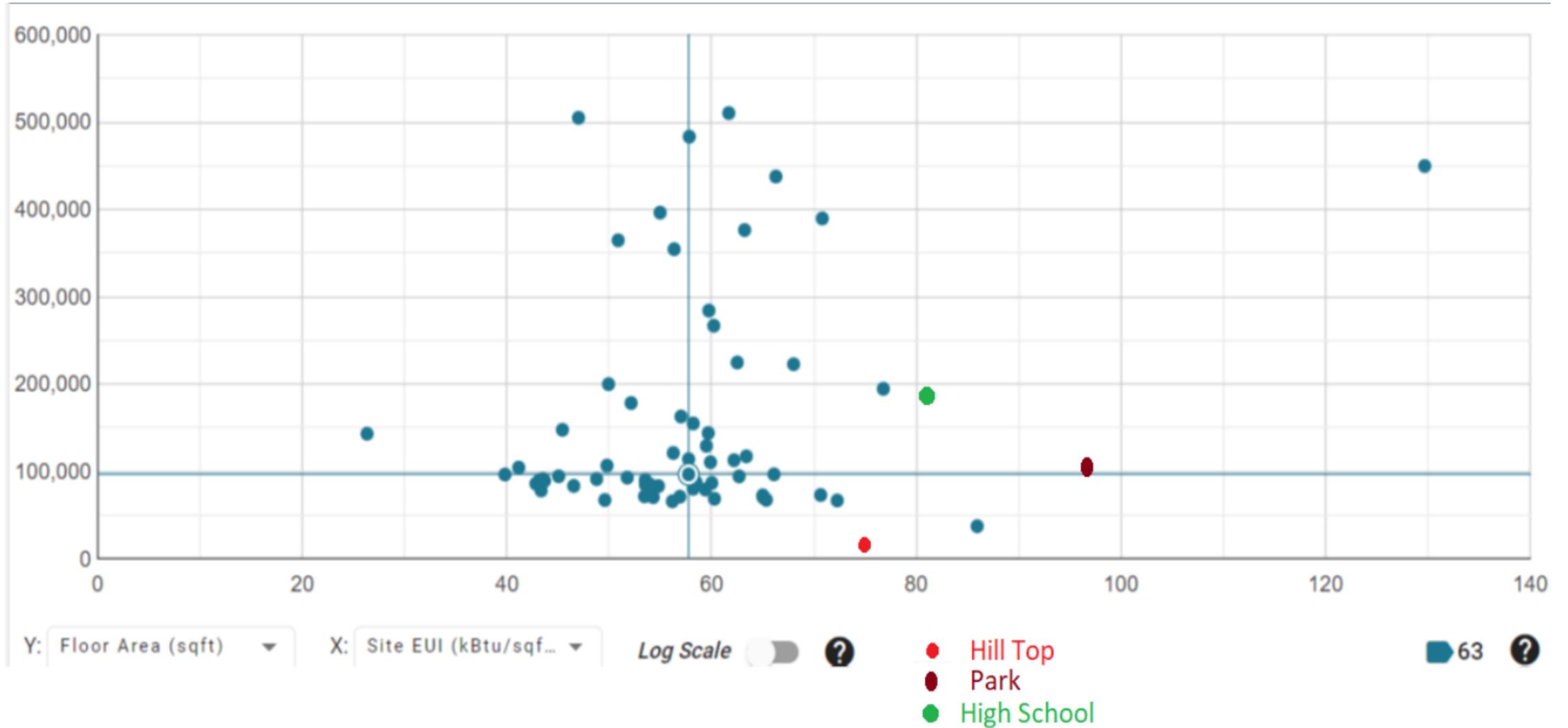
Ongoing cost pressures

Utility Baseline

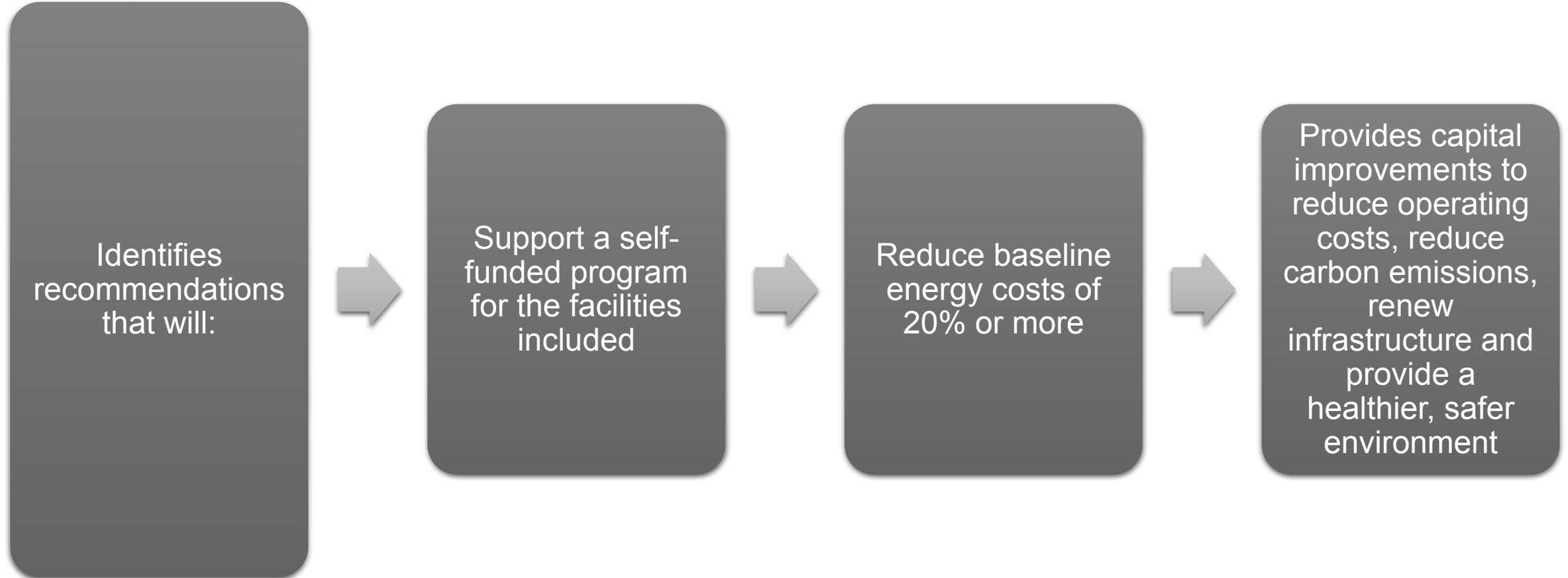
Building	Square Footage	Electric						Gas				Total Energy			Water			Sewer	
		Annual Cost	Annual kWh	Peak Demand kW	\$/kW	\$ kWh Blended	\$ per Square Ft	Annual Cost	Annual Therms	Blended Rate	\$ per Square Ft	\$/Sq ft	kBtu/sq ft	Annual Cost	Annual Cost	kGal	Price per kGal	Annual Cost	Price per kGal
Hilltop Elementary	35,000	\$23,874	186,065	98	\$9.28	\$0.13	\$0.68	\$15,892	19,472	\$0.82	\$0.45	\$1.14	73.78	\$39,766	\$1,347	122	\$11.04	\$1,130	\$9.26
Park Elementary	103,000	\$80,441	628,752	173	\$14.57	\$0.13	\$0.78	\$46,353	78,726	\$0.59	\$0.45	\$1.23	97.27	\$126,794	\$6,074	315	\$19.31	\$14,098	\$44.81
Henderson Middle School/High School	181,000	\$192,054	1,478,943	451	\$14.87	\$0.13	\$1.06	\$53,436	94,440	\$0.57	\$0.30	\$1.36	80.06	\$245,490	\$8,167	994	\$8.22	\$23,507	\$23.65
TOTALS	319,000	\$296,369	2,293,760		\$12.91	\$0.13	\$0.93	\$115,681	192,638	\$0.66	\$0.36	\$1.29	84.93	\$412,050	\$15,588	1,431	\$10.90	\$38,735	\$27.08



UTILITY EXPENSE BENCHMARK



PURPOSE OF THE PRELIMINARY ASSESSMENT



RECOMMENDATIONS



HILLTOP ELEMENTARY

- ❖ Replace four 1973 vintage steam using Roof Top Units that heat the building and cool part of it with natural gas fired DX RTUs
 - ❖ shut down inefficient steam boiler
 - ❖ Abandon in place
 - ❖ Add 4 economizer units
 - ❖ The two heat and ventilation RTUs that condition the school gym are seen on the left in the picture. The two RTUs on the right are the gas DX RTUs conditioning the classroom area.
 - ❖ Filtering should be at MERV 13 level capability
 - ❖ Salvage the 4 existing recently installed GPS NPBI units and reinstall in the new RTUs
- ❖ The boiler and gas source are located in the small lower roof area connected to and above the gym, note the boiler stack exiting through the roof. The gas line will need to be extended to the feed the four new RTUs.



HILLTOP ELEMENTARY

- ❖ **Lighting is currently T8 throughout and will be retrofitted with LED.**
- ❖ **The transformer supplying the lighting will be resized and replaced with a high - efficient copper wound 80 °C Rise transformer.**
- ❖ **Building doors will have weather stripping repaired / replaced as needed. The wall / roof will be sealed along the building perimeter.**



HILLTOP ELEMENTARY

- ❖ The existing Andover Building Management System will be replaced with a Niagara N4 control system.
- ❖ Install rooftop Solar Photovoltaics
 - ❖ The roof age and condition will require work before installing PV.
- ❖ Battery storage will be considered for resilience and to avoid / reduce demand charges. This building is supplied by Xcel Energy at a slightly lower demand cost.



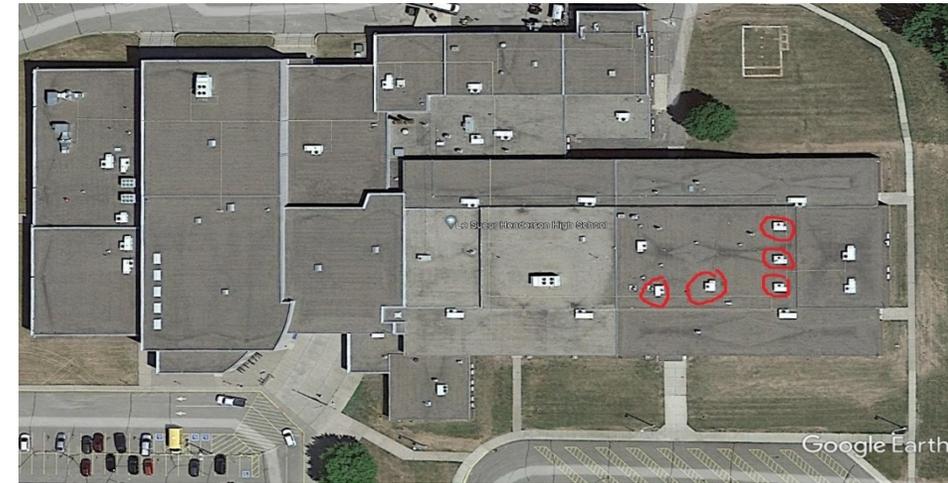
MIDDLE/HIGH SCHOOL

Replace various steam using HVAC conditioning equipment with hot water heated conditioning equipment or gas fired DX equipment so that an inefficient steam boiler can be shut down, removed and replaced with a high-efficient condensing hot water boiler system.

Replace three original McQuay “SeasonVent” Air Handling Units using steam coil heat with new, more efficient, like-sized.

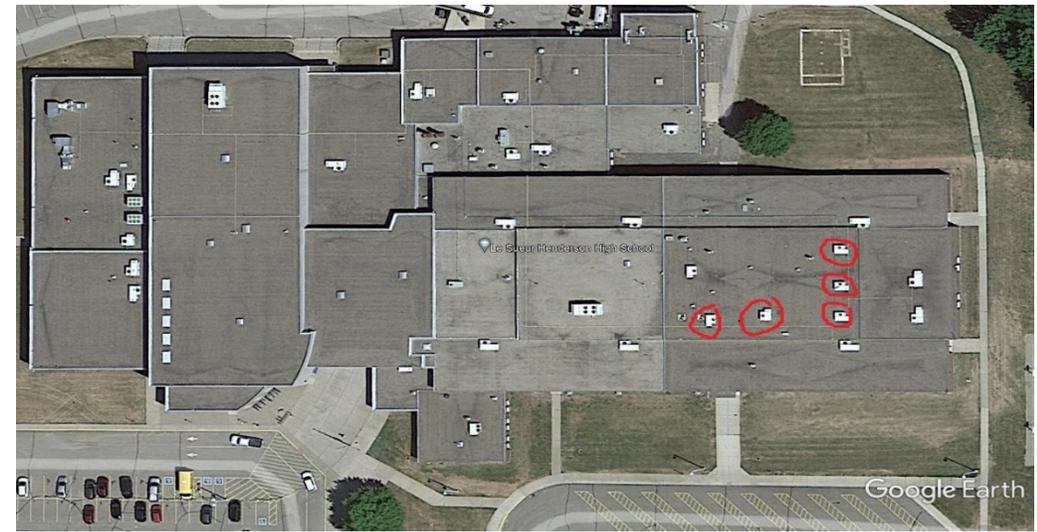
Recently installed GPS NPBI units to be salvaged and reinstalled. Include economizer units; filtering should be at MERV 13 level capability

The section of the building with steam fed perimeter radiation will be replaced with hot water radiation.



MIDDLE/HIGH SCHOOL

- ❖ One steam heated unit vent will be replaced with a hot water fed unit vent.
- ❖ One steam heated unit vent will be replaced with a gas RTU in the machine shop due to the dust.
- ❖ Two steam fed cabinet heaters will be replaced with hot water cabinet heaters.
- ❖ Five steam coiled DX RTUs, circled in red on photo, will be replaced with gas fired DX RTUs. The gas line will need to be extended to feed the new RTUs.



MIDDLE/HIGH SCHOOL

- ❖ Lighting is T8 through out and will be retrofitted with LED.
- ❖ The transformers supplying the lighting will be resized and replaced with a high-efficient copper wound 80 °C Rise transformer.
- ❖ Building doors and one overhead door will have weather stripping repaired / replaced as needed.
- ❖ Water Conservation: Replace fixtures including touchless valves.
- ❖ The football field had some recent lighting work done, however now has a \$600 / month demand cost associated; additional analysis required.
 - ❖ Refeed Stadium Lighting from high school meter



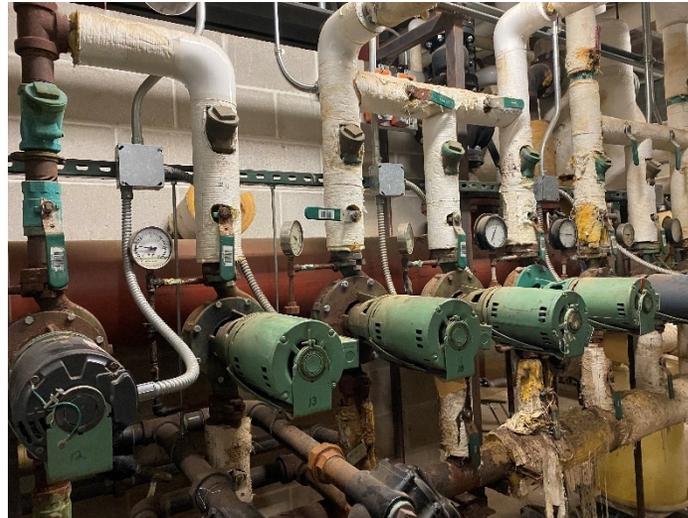
MIDDLE/HIGH SCHOOL

- ❖ Install Melink controls and VFD on kitchen hood fan to lower air volume to meet smoke control needs.
- ❖ The building has three Energy Recovery Ventilators that at least one has been shut down. The savings suggests all three should be restarted and recommissioned.
- ❖ The existing Andover BMS will be replaced with a Niagara N4 control system.
- ❖ Install solar PV on this building roof.
 - ❖ The roof age and condition appear good but must be confirmed.
- ❖ Battery storage will be considered for resilience and to avoid / reduce high demand charges from the city utility provider.



PARK ELEMENTARY

- ❖ Replace some steam using HVAC conditioning equipment with hot water heated conditioning equipment so that a less efficient steam boiler can be shut down, removed and replaced with a high-efficient condensing hot water boiler system.
- ❖ Heat load sizing and utility analysis suggests two hot water boilers; 2000 MBH each
- ❖ Three original Air Handling Units with steam coil heat will be replaced with new, more efficient, like-sized.
- ❖ Salvage and reinstall recently installed GPS NPBI units. Include economizer units, filtering should be at MERV 13 level capability



PARK ELEMENTARY

Lighting is T8 throughout and will be retrofitted with LED.

The transformers supplying the lighting will be resized and replaced with a high-efficient copper wound 80 °C Rise transformer.

Building doors and an overhead door will have weather stripping repaired / replaced as needed.

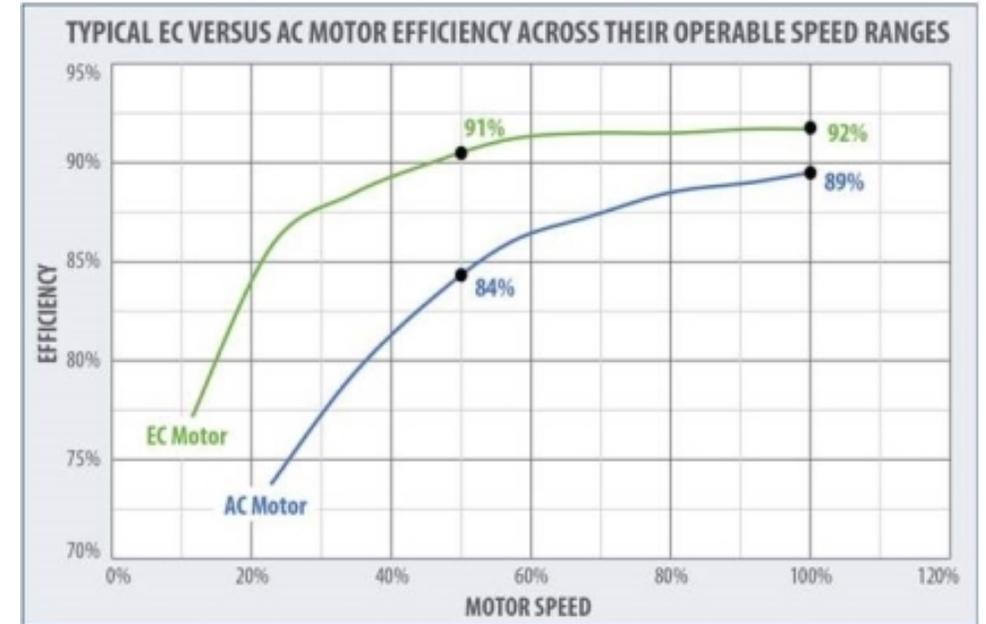
Water conservation; replace fixtures including touchless valves

Install Melink controls and VFD on kitchen hood fan to lower air volume to meet smoke control needs.



PARK ELEMENTARY

- ❖ The existing Andover BMS will be replaced with a Niagara N4 control system.
- ❖ This building is not being considered for solar at this time.
- ❖ Battery storage will be considered for resilience and to avoid / reduce high demand charges from the city utility provider.
- ❖ Install new, more efficient, Electronically Commutated (EC) Hot Water distribution pumps.



OPTIONS WITH ADDITIONAL FUNDING – 15 YEAR TERM

Package #	Cost Estimate	Description	Annual Savings Estimate	Simple Payback		
1	\$ 1,529,440	Package 1 Includes: 3 Schools - Lighting, Building Envelope, Transformers, 2 Schools - Water Conservation, Kitchen Hoods	\$ 135,274	11.31	\$ 309,440	Additional spend supported by energy savings
2	\$ 993,888	BMS 3 schools	\$ 25,204	39.43	\$ 708,926	Funds Needed
3	\$ 974,724	Hill Top HVAC	\$ 9,765	99.82	\$ 864,318	Funds Needed
4	\$ 1,772,566	High School HVAC	\$ 16,123	109.94	\$ 1,590,276	Funds Needed
5	\$ 1,408,684	Park HVAC	\$ 14,451	97.48	\$ 1,245,298	Funds Needed

LE SUEUR-HENDERSON SCHOOL DISTRICT

SAMPLE PROGRAM CASH FLOW BASE PACKAGE 1 – 15 YR TERM

Total Project Cost \$1,838,880
 Estimated Utility Rebates \$ 9,371
Net Investment Financed \$1,829,509

Sources of Financing

Term 15 years
 Interest Rate 2.8%

Annual Energy Savings \$135,274
Annual Operating Savings \$ 15,000

Year	\$	-	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Energy Savings	\$	27,055	\$135,274	\$138,994	\$142,816	\$146,744	\$150,779	\$154,926	\$159,186	\$163,564	\$168,062	\$172,683	\$177,432	\$182,312	\$187,325	\$192,477	\$197,770	\$0
Operations Savings	\$	-	\$15,000	\$15,375	\$15,759	\$16,53	\$16,557	\$16,971	\$17,395	\$17,830	\$18,276	\$18,733	\$19,201	\$19,681	\$20,173	\$20,678	\$21,195	\$0
Rebate	\$	9,371																
Guaranteed Savings	\$	36,426	\$150,274	\$154,369	\$158,576	\$162,897	\$167,336	\$171,897	\$176,582	\$181,394	\$186,338	\$191,416	\$196,634	\$201,993	\$207,499	\$213,54	\$218,964	\$0
Payment	\$	-	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$0
Maintenance Service Savings, annual	\$	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Annual Cost	\$	-	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$0
Annual Cash Flow	\$	36,426	\$0	\$4,095	\$8,302	\$12,623	\$17,062	\$21,623	\$26,308	\$31,120	\$36,064	\$41,142	\$46,360	\$51,719	\$57,225	\$62,880	\$68,690	\$0
Accumulated Cash Flow	\$	36,426	\$36,426	\$40,521	\$48,823	\$61,446	\$78,508	\$100,131	\$126,439	\$157,559	\$193,623	\$234,765	\$281,125	\$332,843	\$390,068	\$452,948	\$521,639	\$521,639

SCHOOL DISTRICTS HAVE TERM OPTIONS

School Districts are included in the definition of two separate statutes governing energy efficiency contracts/projects:

- **Chapter 123B. School Districts Powers and Duties; includes Section 123B.65 Energy-Efficiency Projects Sec. 123B.65 MN Statutes**
 - Section 123B.65; **allows a maximum term of 15 years.**
- **Chapter 471.345 Uniform Municipal Contract Law; includes “school district” as part of the definition of a “municipality”. Sec. 471.345 MN Statutes**
 - Chapter 471.345; Subdivision 13. Energy Efficiency Projects; **allows a maximum term of 20 years.**

Therefore, choose which one applies to your procurement; seek the advice of your legal counsel for making this determination.

LE SUEUR-HENDERSON SCHOOL DISTRICT

SAMPLE PROGRAM CASH FLOW – 20 YR TERM

Total Project Cost \$2,299,290
 Estimated Utility Rebates \$ 9,371
Net Investment Financed \$2,289,919

Sources of Financing

Term 20 years
 Interest Rate 2.8%

Annual Energy Savings \$135,274
Annual Operating Savings \$ 15,000

Year	\$ -	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
Energy Savings	\$ 27,055	\$135,274	\$138,994	\$142,816	\$146,744	\$150,779	\$154,926	\$159,186	\$163,564	\$168,062	\$172,683	\$177,432	\$182,312	\$187,325	\$192,477	\$197,770	\$203,208	\$208,797	\$214,539	\$220,438	\$226,500
Operations Savings	\$ -	\$15,000	\$15,375	\$15,759	\$16,153	\$16,557	\$16,971	\$17,395	\$17,830	\$18,276	\$18,733	\$19,201	\$19,681	\$20,173	\$20,678	\$21,195	\$21,724	\$22,268	\$22,824	\$23,395	\$23,980
Rebate	\$ 9,371																				
Total Savings	\$ 36,426	\$150,274	\$154,369	\$158,576	\$162,897	\$167,336	\$171,897	\$176,582	\$181,394	\$186,338	\$191,416	\$196,634	\$201,993	\$207,499	\$213,154	\$218,964	\$224,933	\$231,064	\$237,363	\$243,833	\$250,480
Payment	\$ -	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274
Maintenance Service Savings, annual	\$ -	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Annual Cost	\$ -	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274	\$150,274
Annual Cash Flow	\$ 36,426	\$0	\$4,095	\$8,302	\$12,623	\$17,062	\$21,623	\$26,308	\$31,120	\$36,064	\$41,142	\$46,360	\$51,719	\$57,225	\$62,880	\$68,690	\$74,659	\$80,790	\$87,089	\$93,559	\$100,206
Accumulated Cash Flow	\$ 36,426	\$36,426	\$40,521	\$48,823	\$61,446	\$78,508	\$100,131	\$126,439	\$157,559	\$193,623	\$234,765	\$281,125	\$332,843	\$390,068	\$452,948	\$521,639	\$596,298	\$677,088	\$764,177	\$857,736	\$957,942



Honeywell

Objectives of a Comprehensive Plan



Support District Strategic Planning

- Develop both long-range (strategic) and short-range measures
- Evaluate facilities in terms of operating cost efficiency
- Prioritize projects and planning while building a project



Positively impact district financial and operational performance

- Significantly reduces operating cost
- Savings are measured and Guaranteed by Honeywell
- Eliminates the Band-Aid Approach to fixing facility issues



Provide the district with funding support

- Explore multiple funding sources including but not limited to Bonds, Levies, Grants, Rebates
- Alternative funding

BENEFITS OF PERFORMANCE CONTRACTING

No up-front capital costs to the Le Sueur School District

Pay for facility upgrades now with future energy and operational savings

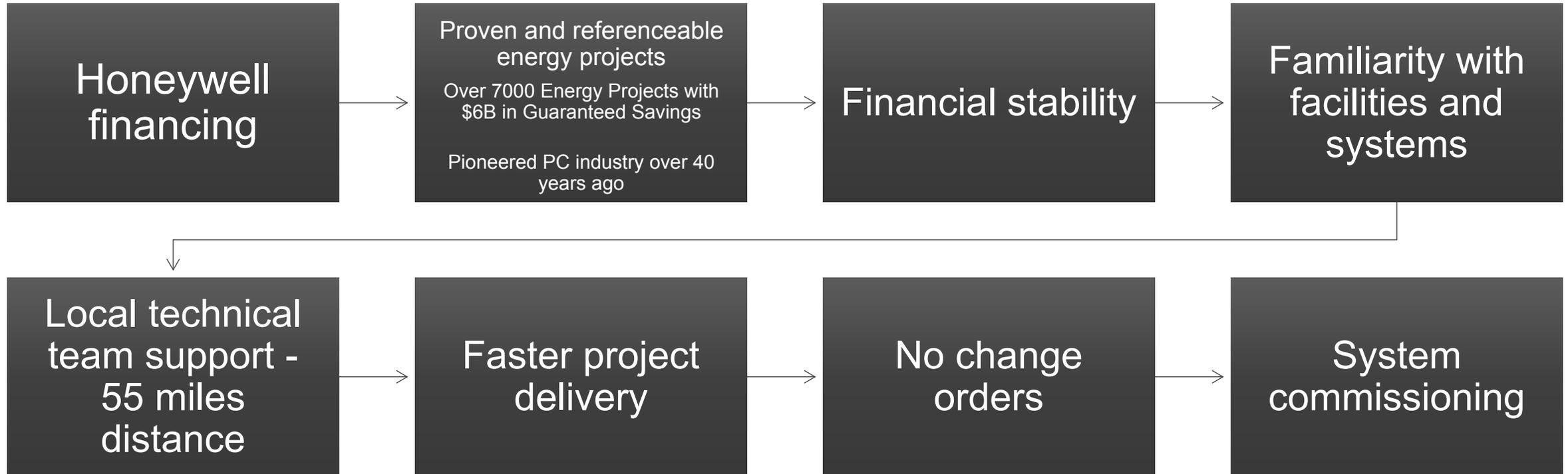
Guaranteed performance and energy cost savings that exceed annual payments

Honeywell handles all PM of projects and relieves staff from PM, procurement, contracting, commissioning, etc

Prescribed measurement and verification to ensure savings are achieved

Low-interest financing options often are available, including tax-free municipal leases, which are considered “non-appropriated funds”

VALUE OF THE HONEYWELL PARTNERSHIP



NEXT STEPS

Identify which procurement route to take:

-Coop Purchasing

-A guaranteed energy-savings contract that includes a written guarantee that savings will meet or exceed the cost of energy conservation measures is not subject to competitive bidding requirements of section 471.345 or other law or city charter. The contract is not subject to section 123B.52



Conduct an Investment Grade Energy Audit (IGA)



Co-Author a Cost-Effective Facility Improvement Plan based on Results of the IGA



Review Financial Proforma



Secure Funding for Project



Begin Efficiency Improvements

We will help you on your Optimization Journey

ESTIMATED TIMELINE

- ❖ **Presentation of Preliminary Assessment Findings** **April 26**
- ❖ **Presentation to Board** **May 2**
- ❖ **Board Approval/Selection** **June**
- ❖ **Refine Scope / Begin Investment Grade Audit** **June**
- ❖ **Review Financial Options, Grants, Rebates** **July**
- ❖ **Contract Development and Approval** **September**
- ❖ **Project Deployment** **October**

Q&A

**THE
FUTURE
IS
WHAT
WE
MAKE IT.**

**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:

- Treasurers In Town - \$2,000 for community education youth programs,
- Sterling Drug - \$100 for Preschool & Kindergarten Round-Up,
- United Fund of Le Sueur - \$500 for Preschool & Kindergarten Round-Up,
- Treasurers In Town - \$500 for Preschool & Kindergarten Round-Up,
- Covia-Unimin - \$3,000 for 2021-22 senior scholarships,
- United Fund of Le Sueur - \$462 for a new wheelchair,
- Treasurers In Town - \$500 for 7-Mindsets curriculum & professional development,
- Le Sueur Knights of Columbus - \$700 for Preschool & Kindergarten Round-Up,
- Southern Minnesota Initiative Foundation - \$10,000 for ECFE & School Readiness S.T.E.M. Stations.

Adopted this _____ day of _____, 20_____.

Signed:

Attest:

School Board Chair

School Board Clerk

BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT 2397
LE SUEUR-HENDERSON PUBLIC SCHOOLS
MINUTES OF REGULAR SCHOOL BOARD MEETING
MS/HS MEDIA CENTER / ZOOM
April 4, 2022

Item 1.0 **Call to Order:** The regular meeting of the Le Sueur-Henderson Board of Education was called to order a 630 PM. Board members in attendance were Brigid Tuck, Gretchen Rehm, Kelsey Schwartz, Steve Cross, Brian Sorenson

Members Absent: Matt Hathaway

Also in attendance: Superintendent, Jim Wagner; Administrative Assistant, Juanita Flores; Darren Kern, Elementary Principal; Henderson Independent

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 Sorenson, carried 5-0, to approve the meeting agenda. Recognition of the Wrestling Team and will not be the closing session

Item 6.0 **Open Forum:**

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 Cross said the resolution was duly adopted by the following roll call vote, carried 5-0.

Rehm:	Yes	Sorenson:	Yes
Cross:	Yes	Tuck:	Yes
Schwartz:	Yes		

Item 7.2 Girls Hockey All-Conference Team

Item 7.3 Boys Hockey All-Conference Team

Item 7.4 Girls Basketball All-Conference Team

Item 7.5 Boys Basketball All-Conference Team

Item 7.6 All-Conference Speech Team

Item 7.7 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 9.0 **Consent Agenda:** Motion by Schwartz, second by Sorenson, carried 5-0, to approve the following consent items:

Item 9.1 District Office Consent Items:

Item 9.1.1 Minutes of Regular School Board meeting held on 3.7.22.

Item 9.1.2 Minutes of Special School Board meeting held on 3.21.22.

Item 9.2 Business Office Consent Items:

Item 9.2.1 Treasurer's Report- July 2021

Item 9.2.1.1 Receipts for July 2021 in the amount \$380,081.07 subject to annual audit.

Item 9.2.1.2 Bills and claims for July 2021 in the amount of \$783,031.40 subject to annual audit.

Item 9.2.1.3 Student Activity Summary-July 2021

Item 9.2.2 Treasurer's Report- August 2021

Item 9.2.2.1 Receipts for August 2021 in the amount of \$1,636,308.63 subject to annual audit.

Item 9.2.2.2 Bills and claims for August 2021 in the amount of \$649,588.56 subject to annual audit.

Item 9.2.2.3 Student Activity Summary-August 2021

Item 9.3 Personnel Consent Items:

Item 9.3.1 Hirings

Item 9.3.1.1 School Nurse- Beth Wagner

Item 9.3.1.2 Alternative Learning Center Coordinator- Karla Undeberg

Item 9.3.1.3 Elementary Art Teacher- Taylor Budesky

Item 9.3.2 Resignations

Item 9.3.2.1 Title One Reading Teacher- Madeline Saucier

Item 9.3.2.2 Elementary Teacher- Monroe Julius

Item 9.3.3 Requests

Item 9.3.3.1 Leave of Absence- Therese Jahr

Item 9.3.4 Retirements

Item 9.3.4.1 Elementary Teacher- Sheri McCoy

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

Item 11.0 **Old Business**

Item 11.1 Motion by Schwartz, second by Tuck, carried 5-0, to approve the transfer/lease of the baseball land in Henderson.

Item 12.0 **New Business**

Item 12.1 Motion by Schwartz, second by Sorenson, carried 5-0, to approve the First and Final reading for policies 206, 211, 414, 423, 519, 532, 603, 604, 606, 607, 608, 611, 613, 614, 615, 616, 623, 204, 205, 305, 422, 427, 504, 521, 523.

Item 12.2 Motion by Cross, second by Schwartz, carried 5-0, to approve the Final and adoption of policies 605 and 609.

Item 12.3 School Board Vacancy

Item 12.3.1 Did Not Enter into Closed Session.

Item 12.3.2 Re-Open was not needed.

Item 12.3.3 Motion by Tuck, second by Schwartz, carried 4-0, to appoint Jenny Burns as School Board Member for the unexpired term of Joe Roby ending on January 2, 2023.

Item 12.4 Board member Tuck nominated Cross for the position of Board Treasurer.

No other nominations were made. Director Cross declared Board Treasurer.

Item 12.5 No Motion needed. Director Tuck approved all (re)assignments. No motion needed.

Item 12.6 No Motion needed. Director Tuck appointed Bella Holloway as Student School Board Member.

Item 12.7 Motion by Tuck, second by Rehm, carried 5-0, to approve the Early Admission to Kindergarten.

Item 12.8 Motion by Tuck, second by Cross, carried 5-0, to approve August 29, 2022, as the start date for the 2022-23 school year, pending Minnesota Department of Education for approval.

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 Schwartz, second by Rehm, carried 5-0 to adjourn the meeting at 7:22 PM.

BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT 2397
LE SUEUR-HENDERSON PUBLIC SCHOOLS
MINUTES OF SPECIAL SCHOOL BOARD MEETING
MS/HS MEDIA CENTER / ZOOM
April 18, 2022

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, Kelsey Schwartz, Steve Cross, and Brian Sorenson

Members Absent: Matt Hathaway and Gretchen Rehm

Also in attendance: Superintendent, Jim Wagner; Administrative Assistant, Juanita Flores; Nate Warden, Community Ed/ABE Director; Jeff Christ, Dean of Students/Activities Director; Henderson Independent

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

Item 3.0 **Approval of Agenda:** Motion by Sorenson, second by Cross, carried 4-0, to approve the meeting agenda.

Item 4.0 **Consent Agenda-** Motion by Schwartz, second by Tuck, carried 4-0, to approve the meeting agenda.

Item 4.1 Hirings:

Item 4.1.1 Third Grade Teacher- Jason Christoffer

Item 4.1.2 Second Grade Teacher LTS- Courtney Martin

Item 4.1.3 MSHS Science Teacher- Mary Carson

Item 4.1.4 MSHS Special Ed Teacher- David Greisen

Item 4.1.5 MSHS Instrumental Music Teacher- Devin Dircks

Item 4.1.6 Luke Allison

Item 4.1.7 Kindergarten Teacher- Alexandra Jagler

Item 4.2 Purchase of Educlimber, Fastbridge, iReady, and Character Strong.

Item 5.0 **New Business**

Item 5.1 Community Ed/ABE Updates.

Item 5.2 Winter Sports/Coaching Updates.

Item 5.3 Board member Schwartz introduced for adoption the resolution relating to the termination and non-renewal of the teaching contract of probationary teacher Kathy Luepke.

Said resolution was seconded by Board member Tuck and duly adopted by the following roll call vote:

Tuck: Yes	Schwartz: Yes
Cross: Yes	Sorenson: Yes

Individual resolution is attached hereto and made part of these minutes.

Item 5.4 Motion by Sorenson, second by Tuck, carried 4-0 to approve the Cooperative Agreement MOU of the City of Henderson and ISD 2397.

Item 6.0 **Adjourn:** Motion by Schwartz, second by Tuck, carried 4-0 to adjourn the meeting a 7:23 PM.

Year-to-Date Budget (April 2022)



General Fund - 01	Adopted Budget FY22	YTD (April 2022)	Encumbrance (April 2022)	YTD + Encumbrances (April 2022)	YTD + Encumbrances in Percentage (April 2022)	Remaining Balance (April 2022)
Expenditures	\$ (11,666,671.00)	\$ (8,000,432.93)	\$ (1,141,050.00)	\$ (9,141,482.93)	78.36%	\$ (2,525,188.07)
Revenues	\$ 11,737,214.00	\$ 7,302,888.82	\$ -	\$ 7,302,888.82	62.22%	\$ 4,434,325.18
Food Service - 02						
Expenditures	\$ (432,557.00)	\$ (38,300.65)	\$ (1,602.63)	\$ (39,903.28)	9.22%	\$ (392,653.72)
Revenues	\$ 437,989.00	\$ 123,739.23		\$ 123,739.23	28.25%	\$ 314,249.77
Community Education - 04						
Expenditures	\$ (753,763.00)	\$ (535,991.37)	\$ (108,947.23)	\$ (644,938.60)	85.56%	\$ (108,824.40)
Revenues	\$ 813,773.00	\$ 422,433.94	\$ -	\$ 422,433.94	51.91%	\$ 391,339.06
Debt Redemption - 07						
Expenditures	\$ (1,310,408.00)	\$ (1,306,807.91)	\$ -	\$ (1,306,807.91)	99.73%	\$ (3,600.09)
Revenues	\$ 1,292,524.00	\$ 700,974.78	\$ -	\$ 700,974.78	54.23%	\$ 591,549.22
Assumptions:						
All expenditures, encumbrances, revenues are coded into system as of 04/30/2022.						

Le Sueur-Henderson Public Schools
 COVID Funding
 May 2, 2022

Expenditure Dates											Allocations	Funds Allocated (\$)	Funds Expended (\$) as of 05/02/2022	Funds Remaining (\$) as of 05/02/2022
7/1/2020	12/30/2020	1/1/2021	7/1/2021	9/30/2021	7/1/2022	8/31/2022	9/30/2022	6/30/2023	9/30/2023	9/30/2024				
			Academic Enrich. & Mental Health - FIN 150								Mental health and well-being supports.	\$ 32,970.44	\$ -	\$ 32,970.44
		ESSER I - FIN 151									COVID-related needs; can include maintaining operations and staffing.	\$ 97,592.71	\$ 97,592.71	\$ -
		ESSER I - FIN 152									Technology, summer school programming, mental health, historically underserved populations.	\$ 5,729.45	\$ 5,729.45	\$ -
		GEER FIN 153									Technology and summer school programming.	\$ 18,111.69	\$ 18,111.69	\$ -
CARES FIN 154											Relief funds for back to school.	\$ 268,670.18	\$ 268,670.18	\$ -
		ESSER II - FIN 155									COVID-related needs; can include maintaining operations and staffing.	\$ 395,994.79	\$ 183,558.52	\$ 212,436.27
		ESSER III - FIN 160									COVID-related needs; can include maintaining operations and staffing.	\$ 711,478.44	\$ -	\$ 711,478.44
		ESSER III - FIN 161									Address the impact of lost learning time (summer, afterschool, extended day, extended year).	\$ 177,869.61	\$ -	\$ 177,869.61
			ESSER III - FIN 169								Learning recovery activities due to lost instructional time.	\$ 27,127.75	\$ -	\$ 27,127.75
			Minnesota COVID Testing - FIN 170								COVID testing programs and portable HEPA units.	\$ 55,176.50	\$ -	\$ 55,176.50
			Pandemic Enrollment Loss - FIN 171								Programs to address enrollment loss.	\$ 62,500.11	\$ -	\$ 62,500.11
											TOTALS	\$ 1,853,221.67	\$ 573,662.55	\$ 1,279,559.12

Subject to Change

For schools to partner to expand mental health and well-being supports, summer mentor programming with businesses, summer field trips, summer programs into community.

Funds Awarded: \$ 32,970.44

July 1, 2021 - June 30, 2022 Budget	
Other licensed payments (licensed or certified)	\$ 10,000.00
Transportation contracts with private or public carriers	\$ 5,000.00
Entry fees/student travel allowances	\$ 1,000.00
Supplies and materials-individualized instruction	<u>\$ 485.22</u>
	\$ 16,485.22

July 1, 2022 -August 31, 2022 Budget	
Other licensed payments (licensed or certified)	\$ 10,000.00
Transportation contracts with private or public carriers	\$ 5,000.00
Entry fees/student travel allowances	\$ 1,000.00
Supplies and materials-individualized instruction	\$ 485.22
	<u>\$ 16,485.22</u>

TOTAL BUDGETED \$ 32,970.44

Expense Transactions

Date Requested	Service Dates	Amount
		\$ -
		<hr/>
ALLOCATION REMAINING		\$ 32,970.44

Subject to Change

ESSER I - FIN 151

Allowable expenditure dates: January 1, 2021 - September 30, 2022

For schools eligible for Title I, Part A in 2019-2020.

Funds used for COVID-related needs; can include maintaining operations and staffing.

Must be used before requesting ESSER II dollars.

Funds Awarded: \$ 97,592.71

July 1, 2020 - June 30, 2021 Budget

First grade teacher	\$	29,155.00
Additional custodial	\$	47,691.00
Jetbacks and data for distance	\$	6,324.55
St. Anne's Allocation	\$	918.00
Other COVID related supplies	\$	7,460.16
MSHL COVID related fees	\$	6,044.00
TOTAL BUDGETED	\$	97,592.71

Expense Transactions

Date Requested	Service Dates	Amount
	10/01/2020-	
3/15/2021	12/31/2021	\$ 9,062.34
	10/01/2020-	
9/21/2021	06/30/2021	\$ 88,530.37

TOTAL EXPENSED \$ 97,592.71

ALLOCATION REMAINING \$ -

Subject to Change

ESSER I - FIN 152

Allowable expenditure dates: January 1, 2021 - September 30, 2022

Technology, summer school programming, mental health, historically underserved populations.

Funds Awarded: \$ 5,729.45

July 1, 2020 - June 30, 2021 Budget

Jetpacks and data for distance learning	\$	5,675.45
St. Anne's Allocation	\$	<u>54.00</u>
TOTAL BUDGETED	\$	5,729.45

Expense Transactions

Date Requested	Service Dates	Amount
9/21/2021	10/01/2020-06/30/2021	\$ 5,729.45

TOTAL EXPENSED \$ 5,729.45

ALLOCATION REMAINING \$ -

Subject to Change

GEER - FIN 153

Allowable expenditure dates: January 1, 2021 - September 30, 2022

Technology and summer school programming.

Funds Awarded: \$ 18,111.69

July 1, 2021 - June 30, 2022 Budget

Technology \$ 18,111.69

TOTAL BUDGETED \$ 18,111.69

Expense Transactions

Date Requested	Service Dates	Amount
9/21/2021	10/01/2020-06/30/2021	\$ 18,111.69

TOTAL EXPENSED \$ 18,111.69

ALLOCATION REMAINING \$ -

Subject to Change

CARES - FIN 154

Allowable expenditure dates: July 1, 2020 -December 30, 2020

Relief funds for back to school.

Funds Awarded: \$ 268,670.18

July 1, 2020 - June 30, 2021 Budget

First grade long term substitute	\$	12,315.36
Custodial costs (salaries and benefits)	\$	18,550.88
Additional time for distance learning curriculum development and preparation	\$	8,208.37
Additional time for non-licensed staff for COVID related preparation	\$	713.98
Benefits	\$	9,024.48
JetPack Data for DL	\$	3,650.66
Nurse Mileage fo COVID	\$	47.09
All COVID related supplies	\$	36,684.09
COVID related non-instructional supplies	\$	81.84
COVID related instructional tech supplies	\$	3,243.32
Chrome Books	\$	34,122.00
Additional staff laptops to accommodate remote learning	\$	14,482.21
Needlepoint Bi-Polar Ionization as approved by MDE	\$	105,132.49
Floor & Carpet scrubbers/cleaning machines as approved by MDE	\$	15,198.66
Misc cleaning equipment less than approval threshold.	\$	7,214.75
TOTAL BUDGETED	\$	268,670.18

Expense Transactions

Date Requested	Service Dates	Amount
11/2/2020	07/01/2020-11/02/2020	\$ 195,046.50
12/11/2020	11/03/2020-12/30/2020	\$ 73,623.68

TOTAL EXPENSED \$ 268,670.18

ALLOCATION REMAINING \$ -

Subject to Change

ESSER II - FIN 155

Allowable expenditure dates: July 1, 2021 - September 30, 2023

For schools eligible for Title I, Part A in 2020-2021.

Funds used for COVID-related needs; can include maintaining operations and staffing.

Funds Awarded: \$ 395,994.79

July 1, 2021 - June 30, 2022 Budget

Three counselor salaries	\$ 162,559.00
Three custodian salaries	\$ 130,573.50
Employee benefits	\$ 87,911.50
Cleaning equipment	\$ 4,200.79
Technology equipment	\$ 1,000.00
Fastbridge implementation and training	\$ 2,250.00
Educlimber implementation and training	\$ 6,000.00
i-Ready implementation	\$ 1,500.00
TOTAL BUDGETED	\$ 395,994.79
	\$ -

Expense Transactions

Date Requested

Service Dates

Amount

3/14/2022

10/01/2012-
12/31/2021 \$ 110,242.57

3/15/2022

07/01/2021-
09/30/2021 \$ 73,315.95

TOTAL EXPENSED \$ 183,558.52

ALLOCATION REMAINING \$ 212,436.27

Subject to Change

ESSER III - FIN 160

Allowable expenditure dates: July 1, 2021 - September 30, 2024

For schools eligible for Title I, Part A in 2020-2021.

Funds used for COVID-related needs; can include maintaining operations and staffing.

Funds Awarded: \$ 711,478.44

July 1, 2021 - June 30, 2022 Budget

Director of Curriculum and Instruction	\$	64,391.00
Nurse	\$	11,799.69
Kindergarten teacher	\$	64,391.00
Employee benefits	\$	<u>42,174.51</u>

FY22 BUDGETED \$ 182,756.20

July 1, 2022 - September 30, 2023 Budget

Nurse	\$	60,000.00
Second grade teacher	\$	39,623.00
Director of Curriculum and Instruction	\$	95,000.00
Agriculture teacher	\$	38,061.00
Area Learning Center (ALC) Coordinator	\$	50,000.00
Kindergarten teacher	\$	38,601.00
Employee benefits	\$	<u>96,385.50</u>

FY23 BUDGETED \$ 417,670.50

July 1, 2023 - September 30, 2024 Budget

Salaries and benefits \$ 111,051.74

FY23 BUDGETED \$ 111,051.74

TOTAL BUDGETED \$ 711,478.44

Expense Transactions		
Date Requested	Service Dates	Amount

\$ -

FUNDS REMAINING (ALLOCATION MINUS EXPENSE TRANSACTIONS) \$ 711,478.44

Subject to Change

ESSER III - FIN 161

Allowable expenditure dates: July 1, 2021 - September 30, 2024

For schools eligible for Title I, Part A in 2020-2021.

Funds can only be used for activities that address the impact of lost learning time.

Can include programs for summer, afterschool, extended school day, and extended school year.

Funds Awarded:

\$ 177,869.61

July 1, 2021 - June 30, 2022 Budget

Technology - Jet Packs	\$	13,123.56
Park Supplies	\$	<u>3,889.08</u>

FY22 BUDGETED	\$	17,012.64
---------------	----	-----------

July 1, 2022 - June 30, 2023 Budget

Salaries for after school programming	\$	6,000.00
Administrative costs	\$	2,500.00
Supplies	\$	1,500.00
Technology	\$	1,000.00
Summer 2023 enrichment activities	\$	2,500.00
Transportation	\$	7,500.00
7Mindsets (P/H)	\$	7,000.00
Chromebooks	\$	45,000.00
Summer liaison and outreach to families	\$	<u>5,000.00</u>

FY23 BUDGETED	\$	78,000.00
---------------	----	-----------

July 1, 2023 - June 30, 2024 Budget

Salaries for after school programming	\$	6,180.00
Administrative costs	\$	2,575.00
Supplies	\$	1,500.00
Technology	\$	1,000.00
Character Strong (K-12)	\$	7,000.00
i-Ready	\$	5,800.00
Transportation	\$	7,500.00
Summer liaison and outreach to families	\$	<u>5,000.00</u>

FY24 BUDGETED	\$	<u>36,555.00</u>
---------------	----	------------------

July 1, 2024 -September 30, 2024 Budget

Salaries, benefits, programming	\$	46,301.97
---------------------------------	----	-----------

FY25 BUDGETED	\$	<u>46,301.97</u>
---------------	----	------------------

TOTAL BUDGETED	\$	177,869.61
----------------	----	------------

	\$	-
--	----	---

Date Requested	Expense Transactions	Service Dates	Amount
----------------	----------------------	---------------	--------

\$ -

FUNDS REMAINING (ALLOCATION MINUS EXPENSE TRANSACTIONS)

\$ 177,869.61

Subject to Change

ESSER III - FIN 169

Allowable expenditure dates: July 1, 2021 - September 30, 2024

For schools based on a formula.

Funds can only be used for learning recovery activities due to lost instructional time.

Funds Awarded: \$ 27,127.75

July 1, 2022 - June 30, 2023 Budget

CharacterStong	\$ 7,000.00
FastBridge	\$ 7,250.00
EduClimber	\$ 9,000.00
Spring Math	\$ 1,800.00
Leveled Literacy Intervention	\$ 1,500.00
Professional Development Resources	\$ 500.00
Supplies	\$ 77.75

FY23 BUDGETED \$ 27,127.75

TOTAL BUDGETED \$ 27,127.75
\$ -

Expense Transactions		Amount
Date Requested	Service Dates	

\$ -

FUNDS REMAINING (ALLOCATION MINUS EXPENSE TRANSACTIONS) \$ 27,127.75

Subject to Change

Minnesota COVID Testing - FIN 170

Draw deadline: June 30, 2022

Funds used to implement COVID testing programs and purchase of portable high-efficiency particle air (HEPA) fan filtration systems to improve air circulation (must be less than \$5,000 per unit).

Funds Awarded: \$ 55,176.50

July 1, 2021 - September 30, 2022 Budget

COVID testing programs

Portable HEPA units \$ 55,176.50

FY22 BUDGETED \$ 55,176.50

TOTAL BUDGETED \$ 55,176.50

Expense Transactions		
Date Requested	Service Dates	Amount

\$ -

FUNDS REMAINING (ALLOCATION MINUS EXPENSE TRANSACTIONS) \$ 55,176.50

Subject to Change.

Pandemic Enrollment Loss - FIN 171

Allowable expenditure dates: July 1, 2021 - June 30, 2023

Funds used to account for lost revenue due to enrollment losses for the 2020-2021 school year.

Based on decreases from 2019-2020.

May be used to support new, expanded, or enhanced early learning services (pre-natal to grade 3) and programs addressing learning loss and academic and student mental health needs (includes professional development and training for staff to implement these programs).

Funds Awarded: \$ 62,500.11

July 1, 2022 - September 30, 2023 Budget

7 Mindsets (Park, Hilltop, MS/HS)	\$	15,000.00
i-Ready	\$	5,800.00
Transportation	\$	7,500.00
MTSS training (salaries, supplies)	\$	15,000.00
Hotspots	\$	<u>19,200.11</u>
FY23 BUDGETED	\$	62,500.11
TOTAL BUDGETED	\$	62,500.11
	\$	-

Expense Transactions

Date Requested Service Dates Amount

\$ -

FUNDS REMAINING (ALLOCATION MINUS EXPENSE TRANSACTIONS) \$ 62,500.11

Subject to Change



Employment Recommendation Le Sueur - Henderson School District

Position: Grade 1 Fellowship Position for 22-23 School Year

Recommended Candidate: Macy Lorraine Pederson

Recommended by: Darren Kern & Jody Rittmiller

Date 4/13/22

To be completed by administrator:

Candidate has current & appropriate certification:

no

Reference checks completed:

yes

Years of experience granted:

0

Step Placement:

0

Highest degree currently held:

BA

Lane Placement:

BA

Credits beyond highest degree granted:

0

<input checked="" type="checkbox"/>	New Position
<input type="checkbox"/>	Existing Position Adding a Grade 1 Position

Additional Information:

- Macy Pederson is finishing up her student teaching experience and will obtain a MN teaching license after graduation.
- Pending Criminal Background Check
- Contact information: 507-259-4865
- This will be a new position for the 2022-23 school year.
- Stipend \$25,300 will be paid by MSU, M.

Approval of Principal: *Jody Rittmiller*

4/13/22

Electronic Signature

Date

Approval of Superintendent: **Jim Wagner**

Electronic Signature

Date



Employment Recommendation Le Sueur - Henderson School District

Position: Middle/High School Teacher - MS Counselor

Recommended Candidate: Jessica Mack-Hafermann

Recommended by: Brian Thorstad

Date: 4/18/22

To be completed by administrator:

Candidate has current & appropriate certification:

Yes

Reference checks completed:

Yes

Years of experience granted:

5

Step Placement:

5

Highest degree currently held:

Specialist

Lane Placement:

MA+30

Credits beyond highest degree granted:

Doctorate In Progress

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

New Position

Existing Position

Replacing: Karla Undeberg

Additional Information:

- Pending Criminal Background Check
- Hired for the 2022-2023 School Year

Approval of Principal:

Brian Thorstad

4/18/22

Electronic Signature

Date

Approval of Superintendent:

Electronic Signature

Date

Share with via Google Drive - District Office (Jim, Bonnie, Juanita) & Technology (Bruce) & Facilities (Todd)



Employment Recommendation Le Sueur - Henderson School District

Position: Middle/High School Teacher - Special Education

Recommended Candidate: Casie Wiebe

Recommended by: Brian Thorstad

Date: 4/18/22

To be completed by administrator:

Candidate has current & appropriate certification:

No

Reference checks completed:

Yes

Years of experience granted:

8

Step Placement:

8

Highest degree currently held:

Masters

Lane Placement:

MA

Credits beyond highest degree granted:

0

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

New Position

Existing Position

Replacing: Kathy Luepke

Additional Information:

- Pending Criminal Background Check
- Active Out of State License - Candidate is able to be licensed in MN.
- Hired for the 2022-2023 School Year

Approval of Principal:

Brian Thorstad

4/18/22

Electronic Signature

Date

Approval of Superintendent:

Electronic Signature

Date

Share with via Google Drive - District Office (Jim, Bonnie, Juanita) & Technology (Bruce) & Facilities (Todd)



Employment Recommendation Le Sueur - Henderson School District

Position: Director of Learning & Curriculum	
Recommended Candidate: Joelynn Sartell	
Recommended by: Jim Wagner	Hire Date: July 2022

To be completed by administrator:

Candidate has current & appropriate certification:

Reference checks completed:

Years of experience granted:

Step Placement:

Highest degree currently held:

Lane Placement:

Credits beyond highest degree granted:

x
x
NA
NA
Masters
NA

X	New Position	
	Existing Position	Replacing:

<p>Additional Information:</p> <ul style="list-style-type: none"> Pending BG Board Approval on 5/2/22 Meeting Email: joeylahr@gmail.com

Approval of Principal:
Electronic Signature
Date

Approval of Superintendent:
Electronic Signature
Date

Share with District Office (Bonnie, Jim, Juanita) & Technology (Bruce) via Google Drive



Employment Recommendation Le Sueur - Henderson School District

Position: Middle/High School Teacher - Science

Recommended Candidate: Michelle Sampson

Recommended by: Brian Thorstad

Date: 4/27/22

To be completed by administrator:

Candidate has current & appropriate certification:

No

Reference checks completed:

Yes

Years of experience granted:

0

Step Placement:

1

Highest degree currently held:

Masters

Lane Placement:

MA

Credits beyond highest degree granted:

0

X

New Position

Existing Position

Replacing: Casey Fails

Additional Information:

- Pending Criminal Background Check
- Contingent on obtaining a Tier 1 Teaching License
- Hired for the 2022-2023 School Year

Approval of Principal:

Brian Thorstad

4/27/22

Electronic Signature

Date

Approval of Superintendent:

Electronic Signature

Date

Share with via Google Drive - District Office (Jim, Bonnie, Juanita) & Technology (Bruce) & Facilities (Todd)



Employment Recommendation Le Sueur - Henderson School District

Position: Middle/High School Teacher - English

Recommended Candidate: Samantha Ashton

Recommended by: Brian Thorstad

Date: 4/27/22

To be completed by administrator:

Candidate has current & appropriate certification:

Yes

Reference checks completed:

Yes

Years of experience granted:

1

Step Placement:

2

Highest degree currently held:

BA

Lane Placement:

BA

Credits beyond highest degree granted:

0

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

New Position

Existing Position

Replacing: Payne Robinson

Additional Information:

- Pending Criminal Background Check
- Hired for the 2022-2023 School Year

Approval of Principal:

Brian Thorstad

4/27/22

Electronic Signature

Date

Approval of Superintendent:

Electronic Signature

Date

Share with via Google Drive - District Office (Jim, Bonnie, Juanita) & Technology (Bruce) & Facilities (Todd)



Employment Recommendation

Le Sueur - Henderson School District

Position: Night Custodian

Recommended Candidate: Gary Otero

Recommended by: Todd Vrklan **Date:** 4/28/2022

To be completed by administrator:

Candidate has current & appropriate certification (if applicable):

N/A

Reference checks completed:

Yes

Years of experience (Step Placement):

4

<input type="checkbox"/>	NEW	
<input checked="" type="checkbox"/>	EXISTING	REPLACING: Jeff Jensen

Additional Information:

•

Approval of administrator: Todd Vrklan 4/28/2022

Electronic Signature

Date

Approval of Superintendent:

Electronic Signature

Date

BUSINESS MANAGER CONTRACT

ARTICLE I PURPOSE

This Contract is entered into between Independent School District No. 2397, Le Sueur-Henderson, Minnesota, hereinafter referred to as the School District, and [REDACTED], hereinafter referred to as the Business Manager, who agrees to perform the duties of the Business Manager of the School District.

ARTICLE II DURATION, EXPIRATION, TERMINATION DURING THE TERM, MUTUAL CONSENT, AND CONTINGENCY

Section 1. Duration: This Contract is for a term of thirteen (13) months commencing on (TBD) and ending on June 30, 2023. It shall remain in full force and effect unless modified by mutual consent of the School Board and the Business Manager or unless terminated as provided in this Contract.

Section 2. Expiration: This Contract shall expire at the end of the term specified in Section 1. above. At the conclusion of its term, neither party shall have any further claim against the other, and the School District's employment of the Business Manager shall cease, unless a subsequent Contract is entered into by the parties. In the event the parties fail to enter into a subsequent contract, the Business Manager's employment shall continue on a month-to-month basis until the School Board either enters into a subsequent Contract with the Business Manager or until the School Board provides sixty (60) calendar days of written notice of the termination of the Business Manager's employment.

Section 3. Termination During the Term: The Business Manager's employment may be terminated during the term of this Contract only for cause as defined in M.S. 122A.40, Subd. 9. and Subd. 13., but, except for purposes of describing grounds for discharge, the provisions of M.S. 122A.40 shall not be applicable. If the School Board proposes to terminate the Business Manager during the term of this Contract for cause as described in M.S. 122A.40, Subd. 9. or Subd. 13., it shall notify the Business Manager, in writing, of the proposed grounds for termination. The Business Manager shall be entitled to a hearing before an arbitrator provided the Business Manager makes such a request, in writing, to the School Board Chair within fifteen (15) calendar days after receipt of the written notice of the proposed termination. In such an event, the parties shall jointly petition the Bureau of Mediation Services (BMS) for a list of five (5) arbitrators. The arbitrator shall be selected by the parties through the normal striking process as provided by BMS rules. The arbitrator shall conduct a hearing under normal arbitration procedure rules and issue a written decision. The decision of the arbitrator shall be final and binding upon the parties, subject to normal judicial review of arbitration decisions as provided by law. The Business Manager may be suspended with pay pending final determination by the arbitrator. If the Business Manager fails to request a hearing as provided in this section within the fifteen (15)-day calendar period, he/she shall be deemed to have acquiesced to the School Board's proposed action, and the proposed action shall become final on such date as determined by the School Board, and the Business Manager shall have no further claim or recourse.

Section 4. Mutual Consent: This Contract may be terminated at any time by mutual consent of the School Board and the Business Manager.

Section 5. Contingency: If this Contract is a subsequent Contract entered into prior to the completion of an existing Contract, this subsequent Contract is contingent upon the Business Manager completing the terms of the existing Contract.

ARTICLE III DUTIES

The Business Manager shall serve as the Chief Business and Financial Officer of the School District and shall serve under the direction of the Superintendent. The Business Manager shall perform all duties incident to the position of Business Manager and such other duties as may be prescribed by the Superintendent and School Board from time to time. The Business Manager shall abide by the policies, regulations, rules, and procedures established by the School Board and the Commissioner of the Department of Education and shall abide by all Minnesota laws relating to the operation of the School District. The Business Manager shall attend School Board and other meetings as directed by the Superintendent and shall provide recommendations to the Superintendent regarding the financial and business affairs of the School District.

ARTICLE IV DUTY YEAR AND LEAVES OF ABSENCE

Section 1. Basic Work Year: The Business Manager's duty year shall be for the entire thirteen (13)-month Contract, and the Business Manager shall perform duties on those legal holidays on which the School Board is authorized to conduct school if the School Board so determines. The Business Manager shall be on duty during any emergency, natural or unnatural, unless otherwise excused in accordance with School Board administrative policy.

Section 2. Vacation: The Business Manager shall earn twenty (20) working days of annual paid vacation each Contract year, or 13.34 hours per month. The Business Manager may carry up to 5 unused vacation days into next year, with superintendent approval. For contracts less than twelve (12) months, vacation will be prorated. Upon voluntary termination of employment, the Business Manager shall be entitled to payment for any unused vacation days earned and accrued pursuant to the provisions of this section; however, if the Business Manager is involuntarily terminated, he/she shall not be entitled to unused earned and accrued vacation days.

Section 3. Holidays: The Business Manager shall be entitled to ten (10) paid holidays: 4th of July, Labor Day, Thanksgiving, and Friday after Thanksgiving, Christmas Eve day, Christmas Day, New Year's Eve day, New Year's Day, Good Friday, and Memorial Day.

Section 4. Sick Leave: The Business Manager shall earn paid sick leave at the rate of 1.25 days per working month and earned sick leave may accumulate to a maximum of one hundred and twenty (120) days. Upon voluntary or involuntary termination of employment, the Business Manager shall not be entitled to unused earned and accrued sick leave days.

Section 5. Workers' Compensation: Pursuant to M.S. Chapter 176, the Business Manager injured on the job in the service of the School District and collecting workers' compensation insurance may draw sick leave and receive full salary from the School District, the salary to be reduced by an amount equal to the insurance payments, and only that fraction of the days not covered by insurance will be deducted from accrued sick leave.

Section 6. Emergency and Funeral Leave: The Business Manager shall be granted bereavement leave for a death within the Business Manager's immediate family. The time utilized shall be in an amount to be determined after conferring with the Superintendent. Days utilized will not be deducted from the Business Manager's sick leave. "Immediate family" is defined as the Business Manager's spouse, child, parent, brother, sister, grandparent, brother-in-law, sister-in-law, mother-in-law, father-in-law, or grandchildren. This particular type of personal leave shall be extended from one to five days as determined and granted by the superintendent or his designated representative for any particular event.

Funeral leave of up to one (1) day per school year shall be granted for funerals of friends and other persons not mentioned in the previous paragraph. Such leave shall be non-accumulative.

Section 8. Jury Service: The Business Manager who serves on jury duty shall be granted the day or days necessary as stipulated by the court to discharge this responsibility without any salary deduction or loss of basic leave allowance. The compensation received for jury duty service shall be remitted to the School District.

Section 9. Military Leave: Military leave shall be granted pursuant to applicable law.

Section 10. Insurance Application: A Business Manager on unpaid leave is eligible to continue to participate in group insurance programs if permitted under the insurance policy provisions. The Business Manager shall pay the entire premium for such insurance commencing with the beginning of the leave and shall pay to the School District the monthly premium in advance. In the event the Business Manager is on paid leave from the School District under Section 4. above or supplemented by sick leave pursuant to Section 5. above, the School District will continue insurance contributions as provided in this Contract until sick leave is exhausted. Thereafter, the Business Manager must pay the entire premium for any insurance retained.

ARTICLE V INSURANCE

Section 1. Health and Hospitalization Insurance: The School District shall provide the Business Manager and the Business Manager's dependents with health and hospitalization insurance coverage under the School District's group health and hospitalization insurance plan. The School District shall contribute the sum of \$6,700 annually (\$558.33 per month) for single coverage and \$10,800 annually (\$900 per month) for family coverage toward the premium for such insurance. The balance of the premium shall be paid by the Business Manager through payroll deduction.

NOTE 2: In the event this Contract will cause or does cause penalties, fees, or fines to be assessed against the School District, the parties agree to reopen negotiations that result in a revised Contract between the parties that eliminates or reduces penalties, fees, or fines to be assessed against the School District. The amount of any reduction in the School District's contribution toward the Business Manager's healthcare benefits as a result of addressing the "highly compensated employee" component of the ACA will be placed into another School District provided benefit(s) (i.e., a retirement HRA, salary, etc.) as agreed upon between the parties.

Section 2. Life Insurance: The School District shall provide, at its own expense, term life insurance for the Business Manager under the School District's group term life insurance plan in the amount of \$50,000, payable to the Business Manager's named beneficiary(ies).

NOTE 3: According to the Internal Revenue Service rules, the amount of School District premium contribution that pays for life insurance coverage in excess of \$50,000 is considered taxable income, so the School District should be certain that it is reporting that contribution as such, and the Business Manager needs to know why that amount is being reported.

Section 3. Long-Term Disability Insurance: The School District shall provide, at its own expense, long-term disability insurance for the Business Manager under the School District's group long-term disability insurance under which full-time employees may be included and which will compensate those persons covered thereby two-thirds (2/3) of the covered person's annual salary, effective after thirty (30) days' disability and payable to age seventy (70) subject to requirements of the insurance carrier.

Section 4. Eligibility: The eligibility of the Business Manager and the Business Manager's dependent(s) and beneficiary(ies) for insurance benefits shall be governed by the terms of the insurance policies purchased by the School District pursuant to this article.

Section 5. Claims Against the School District: The School District's only obligation is to purchase the insurance policies described in this article, and no claim shall be made against the School District as a result of denial of insurance benefits by an insurer if the School District has purchased the policies and paid the premiums described in this article.

ARTICLE VI OTHER BENEFITS

Section 1. Tax-Sheltered Annuities: The Business Manager is eligible to participate in a tax-sheltered annuity plan through payroll deduction established pursuant to Section 403(b) of the Internal Revenue Code of 1986, M.S. 123B.02, Subd. 15., School District policy, and as otherwise provided by law. The District will match dollar for dollar of employee contribution, up to a maximum District contribution of \$2,000 each contract year. For contracts less than twelve (12) months, the District maximum contribution will be prorated.

Section 3. Conferences and Meetings: The School District shall pay all legally valid expenses and fees for the Business Manager's attendance at professional conferences and meetings with other educational agencies when such attendance is required, directed, or permitted by the Superintendent and/or the School Board. The Business Manager shall periodically report to the Superintendent relative to all meetings and conferences attended. The Business Manager shall file itemized expense statements to be processed and approved as provided by School Board policy and law.

ARTICLE VII SALARY

The Business Manager shall be paid an annual thirteen (13) month salary of \$81,250. The annual salary may be modified, but shall not be reduced, during the term of this Contract. For purposes of this thirteen (13) month contract (260 days), the salary will be \$81,250 for the 2022 - 2023 fiscal year. The salary shall be paid in twenty four (24) equal installments during the Contract year.

ARTICLE VIII OTHER PROVISIONS

Section 1. Outside Activities: While the Business Manager shall devote full time and due diligence to the affairs and the activities of the School District, he/she may also serve as a consultant to other school districts or educational agencies, lecture, engage in writing and speaking activities, and engage in other activities if, as solely determined by the Superintendent, such activities do not impede the Business Manager's ability to perform the duties of the Business Manager's position. However, the Business Manager may not engage in other employment, consultant service, or other activity for which a salary, fee, or honorarium is paid without the prior approval of the Superintendent.

Section 2. Indemnification and Provision of Counsel: In the event that an action is brought or a claim is made against the Business Manager arising out of or in connection with his/her employment and the Business Manager is acting within the scope of employment or official duties, the School District shall defend and indemnify the Business Manager to the extent permitted by law. Indemnification, as provided in this section, shall not apply in the case of malfeasance in office or willful or wanton neglect of duty, and the obligation of the School District in this regard shall be subject to the limitations as provided in M.S. Chapter 466.

Section 3. Dues: The Business Manager is encouraged to belong to and participate in appropriate professional, educational, economic development, community, and civic organizations when such membership will serve the best interests of the School District. Accordingly, the School District will pay the membership dues for such organizations as are required, directed, or permitted by the Superintendent and/or

the School Board. The Business Manager shall present appropriate statements for approval as provided by law.

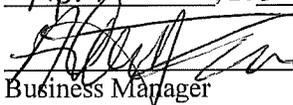
Section 4. Cell Phone Use: The District will contribute \$480 per year toward professional use of personal cell phone.

Section 5: Daily Rate of Pay: For purposes of this contract, the Business Manager's daily rate of pay is determined by dividing the total Business Manager's annual salary by 260 days.

ARTICLE IX
SEVERABILITY

The provisions of this Contract shall be severable, and if any such provision or the application of any such provision under any circumstances is held invalid, it shall not affect any other provisions of this Contract or the application of any provision thereof.

IN WITNESS WHEREOF, I have subscribed
my signature this 29 day of

April, 2022

Business Manager

IN WITNESS WHEREOF, we have subscribed
our signatures this ____ day of

_____, 20 ____

School Board Chair

School Board Clerk

Le Sueur-Henderson School District
115 N 5th St.
Le Sueur, MN
56058

To Whom it May Concern,

I would like to inform you that I am resigning from my position as a High School Math Teacher effective at the conclusion of the 2021-2022 school year. I am resigning as a result of accepting a position in the Mankato Area Public School District.

I want to take this time to thank you for the opportunities that the LS-H school district has provided me both this year, and during my time in field experience/student teaching through MNSU. I have met so many amazing colleagues, worked with such supportive administration, and been affected by many great students. It has truly been a pleasure.

Sincerely,

A handwritten signature in cursive script that reads "Jesse Pigman". The ink is a light grey or blue color.

Jesse Pigman

To Whom It May Concern:

I, Maggie Fredrickson, will resign my position as a Little Giant's Preschool Teacher, after the school year 2021-2022. I have thoroughly enjoyed my time at Park Elementary for the last three years.

It is my hope that the program finds another qualified teacher to fill my position.

Sincerely,

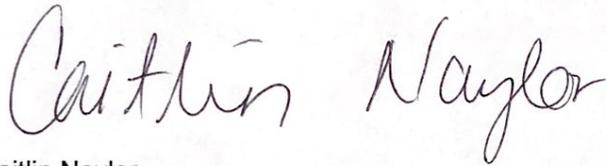
Maggie Fredrickson
Little Giant's Preschool
Park Elementary

April 25, 2022

I would like to formally announce my resignation from the Le Sueur Henderson School District effective at the end of the 2021-2022 school year due to moving out of state.

I have not only enjoyed, but loved my time with this district. The administrators, teachers, staff and students are amazing and I have learned so much from being part of such an amazing school community. I will cherish my experience here and will greatly miss the students and staff that have welcomed me to this wonderful community.

Sincerely,

A handwritten signature in cursive script that reads "Caitlin Naylor". The letters are fluid and connected, with a prominent loop at the end of the last name.

Caitlin Naylor



San Juanita Flores <sflores@isd2397.org>

Fwd: Revised resignation

1 message

Jim Wagner <jwagner@isd2397.org>
To: San Juanita Flores <sflores@isd2397.org>

Mon, May 2, 2022 at 12:38 PM

Jim Wagner
Le Sueur-Henderson Schools
Superintendent

"The two most important days of your life are when you are born and the second is when you discover why." Mark Twain

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

From: **Bonnie Barnhardt** <bonnie_barnhardt@yahoo.com>
Date: Mon, May 2, 2022 at 12:34 PM
Subject: Revised resignation
To: Jim Wagner <jwagner@isd2397.org>

May 2, 2022

Jim Wagner
Superintendent
Le Sueur-Henderson Public Schools, ISD 2397
115 ½ North Fifth Street, Suite 200
Le Sueur, MN 56058

Dear Mr. Wagner:

My formal letter of resignation as Business Manager at ISD 2397 dated April 11, 2022 requested that my last day be on or before Friday, April 22, 2022. You have requested that I stay longer than that date and I have agreed. My last day at ISD 2397 will be Thursday, May 19, 2022. Again, I am grateful for your support during my time here and I appreciate the knowledge that I have gained from serving in the Business Manager position.

Thank you,

Bonnie Barnhardt

Sent from Yahoo Mail for iPhone

Frontline Education Renewal Notice

Attn: Lesueur-Henderson School District

Thank you for your continued partnership with Frontline Education. We remain focused on providing you with industry-leading solutions and technology for K-12. As part of the ongoing investment in your solutions, our Learning Center continues to be enhanced to provide access to articles with answers to routine questions 24/7. This includes the ability to create a support request.

Below you will find information about the renewal of your subscription(s) that renew on 7/01/2022. Once you have reviewed the pricing for your upcoming subscription you can either:

- Use this [link](#) to confirm the renewal of your subscriptions, or
- If you have questions, please reach out to your Client Success Manager to discuss your discuss or request information about our multi-year contract options.

Description	Start Date	End Date	Qty	Rate	Amount
Absence & Substitute Management, unlimited usage for internal employees	7/01/2022	6/30/2023	1	\$9,515.12	\$9,515.12
Applicant Tracking, unlimited usage for internal employees	7/01/2022	6/30/2023	1	\$2,435.62	\$2,435.62
Total					\$11,950.74

Please use this [link](#) to indicate that you intend to renew your subscriptions and request your invoice if needed.

Need assistance? You can reach us by calling Sadreaka Ogletree at or by emailing us at renewals@frontlineed.com.



Laura Hughes
Director, Client Retention and Renewals

CERTIFICATION OF MINUTES RELATING TO SPECIAL ELECTION

Issuer: Independent School District No. 2397 (LeSueur-Henderson), Minnesota

Governing Body: School Board

Kind, date, time and place of meeting: A regular meeting held on May 2, 2022 at 6:30 p.m. in the MS/HS Media Center.

Members present:

Members absent:

Documents attached:

Minutes of said meeting (including):

RESOLUTION RELATING TO DETERMINING THE NECESSITY OF
ISSUING GENERAL OBLIGATION BONDS AND CALLING A SPECIAL
ELECTION THEREON

I, the undersigned, being the duly qualified and acting recording officer of the public corporation referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer on May 2, 2022.

School District Clerk

Member _____ introduced the following resolution and moved its adoption, which motion was seconded by Member _____:

RESOLUTION RELATING TO DETERMINING THE NECESSITY OF
ISSUING GENERAL OBLIGATION BONDS AND CALLING A SPECIAL
ELECTION THEREON

BE IT RESOLVED by the School Board (the Board) of Independent School District No. 2397 (LeSueur-Henderson), Minnesota (the School District) as follows:

It is hereby found, determined and declared as follows:

1. The Board has investigated the facts and does hereby find, determine and declare that it is necessary and expedient to:

(a) issue general obligation school building bonds of the School District in an amount not to exceed \$39,990,000 including, but not limited to, a K-5 elementary addition at the Middle/High School campus and demolition of Park Elementary, pursuant to Minnesota Statutes, Chapter 475. The question on the approval of the issuance of the above-referenced bonds shall be School District Question 1 on the School District ballot at the special election held to approve said authorization;

(b) issue general obligation school building bonds of the School District in an amount not to exceed \$6,000,000 for acquisition and betterment of school sites and facilities including, but not limited to, Middle/High School improvements and upgrades, pursuant to Minnesota Statutes, Chapter 475. The question on the approval of the issuance of the above-referenced bonds shall be School District Question 2 on the School District ballot at the special election held to approve said authorization; and

(c) issue general obligation school building bonds of the School District in an amount not to exceed \$5,650,000 for acquisition and betterment of school sites and facilities including, but not limited to, Career and Technical Education (CTE) programing space expansion and construction of additional gym space, pursuant to Minnesota Statutes, Chapter 475. The question on the approval of the issuance of the above-referenced bonds shall be School District Question 3 on the School District ballot at the special election held to approve said authorization.

The passage of School District Question 2 is contingent upon the passage of School District Question 1. The passage of School District Question 3 is contingent upon the passage of School District Question 1.

The bonds described in this paragraph 1 shall be referred to collectively herein as the Bonds.

2. The projects described in paragraph 1 hereof will be submitted to the Commissioner of Education of the State of Minnesota for Review and Comment. The actions of the School District's administration in applying to the Minnesota Department of Education for the Commissioner's Review and Comment and taking such other actions as necessary to comply with

the provisions of Minnesota Statutes, Section 123B.71, as amended, are hereby directed, authorized, approved and ratified in all respects. The Board's determination to hold the election to authorize the issuance of the Bonds is contingent upon receiving a favorable Review and Comment. When the Commissioner's favorable Review and Comment is received, the Clerk is authorized and directed to publish a summary of the Review and Comment in a legal newspaper of general circulation in the School District not less than twenty (20) nor more than sixty (60) days before the special election date and the School District will hold a public meeting on the Review and Comment prior to the date of the election.

3. The questions on the issuance of the Bonds shall be submitted to the qualified electors of the School District at a special election, which is hereby called and directed to be held in conjunction with the state primary election on Tuesday, August 9, 2022, between the hours of 7:00 a.m. and 8:00 p.m.

4. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for this special election are those precincts or parts of precincts located within the boundaries of the School District which have been established by the governing bodies located in whole or in part within the School District.

5. The Clerk is hereby authorized and directed to cause written notice of the special election to be: (a) provided to the County Auditor at least seventy-four (74) days before the date of the special election; (b) provided to the Commissioner of Education at least seventy-four (74) days before the date of the special election; (c) posted at the administrative offices of the School District, for public inspection, at least ten (10) days before the date of the special election; and (d) published in the official newspaper of the School District once each week for at least two consecutive weeks, with the last publication being at least one week before the date of the special election. The Notice of Special Election shall be prepared in substantially the following form:

**NOTICE OF SPECIAL ELECTION
INDEPENDENT SCHOOL DISTRICT NO. 2397
(LESUEUR-HENDERSON), MINNESOTA**

NOTICE IS HEREBY GIVEN that a special election has been called and will be held in and for Independent School District No. 2397 (LeSueur-Henderson), Minnesota, on August 9, 2022, between the hours of 7:00 a.m. and 8:00 p.m. to vote on the following questions:

**School District Question 1
School Building Bonds Elementary Addition**

Shall the board of Independent School District No. 2397 (Le Sueur-Henderson), Minnesota be authorized to issue general obligation school building bonds in an amount not to exceed \$39,900,000 for acquisition and betterment of school sites and facilities including, but not limited to, a K-5 elementary addition at the Middle/High School campus and demolition of Park Elementary?

**BY VOTING “YES” ON THIS BALLOT QUESTION, YOU ARE VOTING
FOR A PROPERTY TAX INCREASE**

**School District Question 2
School Building Bonds Middle/High School Improvements**

If School District Question 1 is approved, shall the board of Independent School District No. 2397 (Le Sueur-Henderson), Minnesota be authorized to issue general obligation school building bonds of the School District in an amount not to exceed \$6,000,000 for acquisition and betterment of school sites and facilities including, but not limited to, Middle/High School improvements and upgrades?

**BY VOTING “YES” ON THIS BALLOT QUESTION, YOU ARE VOTING
FOR A PROPERTY TAX INCREASE**

**School District Question 3
School Building Bonds CTE and Gym Space Expansion**

If School District Question 1 is approved, shall the board of Independent School District No. 2397 (Le Sueur-Henderson), Minnesota be authorized to issue general obligation school building bonds of the School District in an amount not to exceed \$5,650,000 for acquisition and betterment of school sites and facilities including, but not limited to, Career and Technical Education (CTE) programing space expansion and construction of additional gym space?

**BY VOTING “YES” ON THIS BALLOT QUESTION, YOU ARE VOTING
FOR A PROPERTY TAX INCREASE**

The precincts and polling places for the special election will be the precincts and polling places used for the state primary election.

All qualified electors residing in said School District may cast their ballots at the polling places for the precincts in which they reside during the polling hours specified above.

A voter must be registered to vote to be eligible to vote in the special election. Unregistered individuals may register to vote at the polling places on election day.

Dated: May 2, 2022.

BY ORDER OF THE SCHOOL BOARD

/s/ _____, Clerk

6. The Clerk is authorized and directed to acquire and distribute such election materials as may be necessary for the proper conduct of this special election. If an optical scan voting system is being used, the Clerk shall comply with the laws and rules governing the procedures and requirements for optical scan voting systems. The Clerk is authorized and directed to acquire and distribute such election materials and to take such other actions as may be necessary for the proper conduct of this special election and generally to cooperate with election authorities conducting any other elections on that date. The Clerk and members of the administration are authorized and directed to take such actions as may be necessary to coordinate this election with other elections, including entering into agreements with appropriate municipal and county officials regarding preparation and distribution of ballots or ballot cards, election administration, and cost sharing.

7. The Clerk is authorized and directed to cause a printed ballot for the questions to be prepared in accordance with Minnesota Statutes, Section 205A.08, Subdivision 5 and the rules of the secretary of state for use at the special election. If an optical scan voting system is being used, the Clerk shall cause official ballots to be printed according to the format of ballots for optical scan voting systems provided by the laws and rules governing optical scan voting systems. The Clerk is further authorized and directed to cause a sample ballot to be posted in the administrative offices of the School District, for public inspection, at least four (4) days before the date of the special election and to cause two sample ballots to be posted at each polling place on the date of the special election and to cooperate with the proper election officials to cause ballots or ballot cards to be prepared for use at said election. The ballot shall be in substantially the following form, with such changes in form and instructions as may be necessary to accommodate the use of an optical scan voting system:

**Special Election Ballot
School District Ballot
Independent School District No. 2397
(Le Sueur-Henderson), Minnesota**

August 9, 2022

Instructions to Voters

To vote, completely fill in the oval(s) next to your choice(s) like this: 

To vote for a question, fill in the oval next to the word "Yes" for that question.

To vote against a question, fill in the oval next to the word "No" for that question.

**School District Question 1
School Building Bonds Elementary Addition**

- YES** Shall the board of Independent School District No. 2397 (Le Sueur-Henderson), Minnesota be authorized to issue general obligation school building bonds in an amount not to exceed \$39,900,000 for acquisition and betterment of school sites and facilities including, but not limited to, a K-5 elementary addition at the Middle/High School campus and demolition of Park Elementary?
- NO**

BY VOTING "YES" ON THIS BALLOT QUESTION, YOU ARE VOTING FOR A PROPERTY TAX INCREASE

**School District Question 2
School Building Bonds Middle/High School Improvements**

- YES** If School District Question 1 is approved, shall the board of Independent School District No. 2397 (Le Sueur-Henderson), Minnesota be authorized to issue general obligation school building bonds of the School District in an amount not to exceed \$6,000,000 for acquisition and betterment of school sites and facilities including, but not limited to, Middle/High School improvements and upgrades?
- NO**

BY VOTING "YES" ON THIS BALLOT QUESTION, YOU ARE VOTING FOR A PROPERTY TAX INCREASE

School District Question 3

School Building Bonds CTE and Gym Space Expansion

- YES** If School District Question 1 is approved, shall the board of Independent
- NO** School District No. 2397 (Le Sueur-Henderson), Minnesota be authorized to issue general obligation school building bonds of the School District in an amount not to exceed \$5,650,000 for acquisition and betterment of school sites and facilities including, but not limited to, Career and Technical Education (CTE) programming space expansion and construction of additional gym space?

BY VOTING “YES” ON THIS BALLOT QUESTION, YOU ARE VOTING FOR A PROPERTY TAX INCREASE

(Reverse side of ballot)

OFFICIAL BALLOT

August 9, 2022

Judge

Judge

(The ballot is to be initialed by two judges)

8. If the School District will be contracting to print the ballots for this special election, the Clerk is hereby authorized and directed to prepare instructions to the printer for layout of the

ballot. Before a contract in excess of \$1,000 is awarded for printing ballots, the printer shall, upon request, furnish in accordance with Minnesota Statutes, Section 204D.04 a sufficient bond, letter of credit or certified check acceptable to the Clerk in an amount not less than \$1,000 conditioned on printing the ballots in conformity with the Minnesota election law and the instructions delivered. The Clerk shall set the amount of the bond, letter of credit or certified check in an amount equal to the value of the purchase.

9. The individuals designated as judges for the state primary election shall act as election judges for this special election and shall conduct the special election at the various polling places in the manner prescribed by law.

10. The special election shall be held and the returns made and canvassed in the manner prescribed by law and the Board shall meet on a date between the third day, August 12, 2022, and the tenth day, August 19, 2022, after the special election for the purpose of canvassing the results thereof.

11. Pursuant to Minnesota Statutes, Section 205A.07, Subdivision 3a, the Clerk is hereby instructed to notify the Commissioner of Education of the results of the special election and to provide the certified vote totals for the ballot questions in written form within fifteen (15) days after the results have been certified by the Board.

12. Pursuant to Minnesota Statutes, Section 211A.02, Subdivision 6, the Clerk is hereby instructed to make any campaign finance reports filed with the Clerk by campaign committees within seven (7) days after the special election available on the School District's web site as soon as possible, but no later than thirty (30) days after receipt of any such report. The Clerk is further instructed to provide the Campaign Finance and Public Disclosure Board with a link to the section of web site where such reports are made available. Such reports must remain available on the web site for four (4) years from the date first posted.

Upon vote being taken thereon, the following voted in favor thereof

and the following voted against the same:

whereupon the resolution was declared duly passed and adopted.

