

Special School Board Meeting

Tuesday, January 16, 2024 6:30 PM

LS-H MS/HS Media Center, 901 Ferry St., Le Sueur, MN 56058

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF AGENDA

4. CONSENT AGENDA

4.1. Approval of District Office Consent Items

4.1.1. Minutes of Regular Meeting 1.2.24

4.1.2. Minutes of Organizational Meeting 1.2.24

4.2. Approval of Personnel Consent Items

4.2.1. Hirings

4.2.1.1. Paraprofessional - Thomas Whriteour

4.2.1.2. Paraprofessional - Kristi Strom

5. NEW BUSINESS

5.1. An overview of the district's financial position.

5.2. MSBA update

6. Closed Session

6.1. Approve to enter a closed meeting as permitted for labor negotiations strategy pursuant to MN Statute Section 13D.03 to discuss negotiations with LSHEA.

7. Open Session

7.1. Approve reopening the regular school board meeting.

8. ADJOURN

INDEPENDENT SCHOOL DISTRICT 2397
LE SUEUR-HENDERSON PUBLIC SCHOOLS
MINUTES OF REGULAR BOARD MEETING
MS/HS MEDIA CENTER
January 2, 2024

Item 1.0 **Call to Order:** The regular meeting of the Le Sueur-Henderson School Board was called to order at 7:02 PM. Board members in attendance were: Brigid Tuck, Marie Walker, Steve Cross, Matt Hathaway, Jenny Burns, Gretchen Rehm, Kelsey Schwartz (online).

Members Absent:

Also in attendance: Superintendent Jim Wagner, Henderson Independent; Admin. Assist, Rachel Scheffler, Koryann Straub, Sophia Kues, LSHEA reps.

Item 2.0 **Pledge of Allegiance:**

Item 3.0 **Mission and Vision Statements:**

Item 4.0 **Strategic Plan Review:**

Item 5.0 **Approval of Agenda:**

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

Item 6.0 **Open Forum:**

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

Item 7.1 Resolution was presented to accept grants and donations to the Le Sueur-Henderson Public School District. Said Resolution is attached hereto and made a part of these minutes. Motion made by Board Member, Hathway and upon being seconded by Board Member Tuck, said resolution was duly adopted by the following roll call vote, carried 7-0 .

Hathaway: Yes	Cross: yes
Schwartz: yes	Tuck: yes
Walker: yes	Rehm: yes
Burns: yes	

Item 8.0 **Reports:**

Item 8.1 Committee Reports

Item 8.1.1 Finance

Item 8.1.2 Negotiations

Item 8.1.3 SW Metro

- 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 Student Report
- Item 8.3 Superintendent Report

- Item 9.0 **Consent Agenda:** Motion by Burns, second by Cross, carried 7-0, to approve the following consent items:
 - Item 9.1 **District Office Consent Items:**
 - Item 9.1.1 Minutes of December 18, 2023, Special School Board Meeting

 - Item 9.2 **Personnel Consent Items:**
 - Item 9.2.1 Hirings:
 - Item 9.2.1.1 Kitchen Staff - Jane Sprague
 - Item 9.2.2 Resignations:
 - Item 9.2.2.1 AD/Dean of Students - Eric Lewis
 - Item 9.2.2.2 Paraprofessional - Kianna Byrne
 - Item 9.2.3 Requests:
 - Item 9.2.4: Retirements:

- Item 10.0 **Purchases above \$5,000:**

- Item 11.0 **Old Business:**

- Item 12.0 **New Business:**

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

- Item 14.0 **Next Meeting Information**

- Item 15.0 **Adjourn:** Motion by Rehm, second by Cross, carried 7-0, to adjourn the meeting at 7:20 PM.

Board Clerk

Board Chair

Approved on: January 16, 2024

BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT 2397
LE SUEUR-HENDERSON PUBLIC SCHOOLS
MINUTES OF ORGANIZATIONAL BOARD MEETING
MS/HS MEDIA CENTER AND ZOOM MEETING
JANUARY 2, 2024

Item 1.0 **Induct New Board Members:**

Item 1.1 Administration of the Oath of Office.

Item 2.0 **Call to Order:** The organizational meeting of the Le Sueur-Henderson Board of Education was called to order at 6:33 PM. Board members in attendance were: Brigid Tuck, Marie Walker, Steve Cross, Matt Hathaway, Jenny Burns, Gretchen Rehm, Kelsey Schwartz (online).

Members Absent:

Also in attendance: Superintendent Jim Wagner, Henderson Independent; Admin. Assist., Rachel Scheffler, Koryann Straub, Sophia Kues, LSHEA reps.

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

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

Item 5.0 **New Business:**

Item 5.1 **Election of Officers:**

Item 5.1.1 Board member Rehm, second Burns, nominated Tuck for the position of Board Chair. No other nominations were made. Director Tuck declared Board Chair.

Item 5.1.2 Board member Tuck, second Burns, nominated Hathaway for the position of Board Vice Chair. No other nominations were made. Director Hathaway declared Board Vice-Chair.

Item 5.1.3 Board member Rehm, second Cross, nominated Kelsey for the position of Board Clerk. No other nominations were made. Director Schwartz declared Board Clerk.

Item 5.1.4 Board member Burns nominated, second Cross, Burns for the position of Board Treasurer. No other nominations were made. Director Burns declared Board Treasurer.

Item 5.2 **Organizational Items:**

Item 5.2.1 A resolution was presented to declare Columbus Day in October a non-legal holiday in the Le Sueur-Henderson Public School District pursuant to Minnesota Statute 645.44, Subd. 5. Said resolution is attached hereto and made a part of these minutes. Motion made by Board Member Rehm and upon being seconded by Board Member Hathaway said Resolution was duly adopted by the following roll call vote carried 7-0.

Hathaway: yes	Cross: yes
Schwartz: yes	Tuck: yes
Walker: yes	Rehm: yes
Burns: yes	

Item 5.2.2 Motion by Cross, second by Hathway, carried 7-0, to set the dates, times, and locations of 2024 school board meetings with one (1) business meeting and one (1) work session a month.

Item 5.2.3 Motion by Tuck, second by Burns, carried 7-0, to authorize the use of facsimile signatures in carrying out the district's business.

Item 5.2.4 Motion by Rehm, second by Burns, carried 7-0, to approve the appointment of Anderson, Skubitz & Coryell, PLLC Law Firm, as the designated school district's attorney with a contingency to consult with firms Ratwick, Rosack, and Maloney and Kennedy & Graven when a conflict of interest becomes an issue or when a second legal opinion is needed.

Item 5.2.5 Motion by Tuck, second by Hathway, carried 7-0, to designate Le Sueur County News as the 2024 official newspaper for the school district. (Le Sueur County News meets all criteria required under state law provisions.)

Item 5.2.6 Motion by Burns, second by Cross, carried 7-0, to approve 2024 Board Member Stipends as follows.

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

In/Out of District Meeting Compensation per ½ day	\$ 55
Negotiations Committee Member Stipend	\$ 250

Board members shall receive the meeting compensation for all regularly scheduled board meetings during the year regardless of attendance. Board members in attendance of all special board meetings during the year shall receive the meeting compensation listed.

There will not be any additional compensation for committee meetings.

Mileage and meal compensation shall be as established by the school board at its annual organizational meeting.

In/Out of District compensation to board members are available only when compensation is not provided by any other agency or governmental body.

Item 5.2.7 Motion by Burns, second by Rehm, carried 7-0, to set the cost of reimbursable meals for employees on school business for 2024 as follows:

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

Item 5.2.8 Motion by Cross, second by Hathaway, carried 7-0, to set the cost of reimbursable meal allowance rates for participating students and coaches/advisors for MSHSL state tournaments for 2024 as follows:

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

Item 5.2.9 Motion by Rehm, second by Hathaway, carried 7-0, to reimburse mileage for applicable employees at \$0.67/mile based on the standard mileage rate established by the IRS.

Item 5.2.10 Motion by Rehm, second by Burns, carried 7-0, to authorize the Superintendent to approve all purchase orders processed in accordance to Policy 797 - Purchasing.

Item 5.2.11 A resolution was presented directing the administration to make recommendations for reductions in programs and positions and reasons therefore. Said Resolution is attached hereto and made a part of these minutes. Motion made by Board Member Burns and upon

being seconded by Board Member Tuck, said Resolution was duly adopted by the following roll call vote, carried 7-0.

Hathaway: yes	Cross: yes
Schwartz: yes	Tuck: yes
Walker: yes	Rehm: yes
Burns: yes	

Item 5.2.12 Appointment of Board Committee Members, Representatives and Committee Chairs:

Item 5.12.1 Finance Committee Members and Chair- Hathaway (C), Burns, Cross.

Item 5.12.2 Human Resources Committee and Chair- Schwartz (C), Tuck, Rehm.

Item 5.12.3 Policy Committee Members and Chair- Rehm (C), Walker, Schwartz.

Item 5.12.4 Negotiations Committee Members and Chair-Tuck (C), Burns, Walker.

Item 5.12.5 Activities Advisory- Schwartz.

Item 5.12.6 Community Education Council Member- Tuck.

Item 5.12.7 District Staff Development Team- Burns.

Item 5.12.8 Facilities Steering Committee(now buildings and grounds) (2 plus 1 Chair)- Hathaway (C), Rehm, Cross.

Item 5.12.9 Insurance- Schwartz.

Item 5.12.10 SW Metro Board Member- Cross.

Item 5.12.11 MN State High School League Liaison- Schwartz.

Item 5.12.12 Professional Growth Committee- Tuck

Item 5.12.13 World's Best Workforce- Rehm.

Item 5.12.14 Meet and Confer- rotation.

Item 6.0 **Adjourn:** Motion by Rehm, second by Hathaway, carried by 7-0, to adjourn the meeting at 7:02 P.M.

Board Clerk

Board Chair

Approved on: January 16, 2024



Employment Recommendation Le Sueur - Henderson School District

Position: Special Education Paraprofessional

Recommended Candidate: Thomas Whritenour

Recommended by: Darren Kern

Start/ Hire Date: 1/9/24

To be completed by administrator:

Candidate has current & appropriate certification:

NA

Reference checks completed:

YES

Years of experience granted:

NA

Step Placement:

NA

Highest degree currently held:

NA

Lane Placement:

NA

Credits beyond highest degree granted:

NA

Hourly/ Salary Rate

See note

New Position

Existing Position

Replacing: Samantha Jones

Additional Information:

- \$15.09 per hour DCD program

Approval of Principal: Darren Kern

1/8/24

Electronic Signature

Date

Approval of Superintendent:

Electronic Signature

Date

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



Employment Recommendation Le Sueur - Henderson School District

Position: Special Education Paraprofessional

Recommended Candidate: Kristi Strom

Recommended by: Darren Kern

Start/ Hire Date: 1/22/24

To be completed by administrator:

Candidate has current & appropriate certification:

NA

Reference checks completed:

YES

Years of experience granted:

NA

Step Placement:

NA

Highest degree currently held:

NA

Lane Placement:

NA

Credits beyond highest degree granted:

NA

Hourly/ Salary Rate

See note

New Position

Existing Position

Replacing: Samantha Jones

Additional Information:

- \$15.09 per hour DCD program

Approval of Principal: Darren Kern

1/11/24

Electronic Signature

Date

Approval of Superintendent:

Electronic Signature

Date

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

Understanding LSH Finances

January 16, 2024

Multiple Funds

- General Education
- Community Service
- Debt Service
- School Lunch

Three primary sources of revenue

- State Aid
 - General education revenue (the formula)
 - Special education
- Local Aid
 - Property tax funds (operating levy)
- Federal Aid

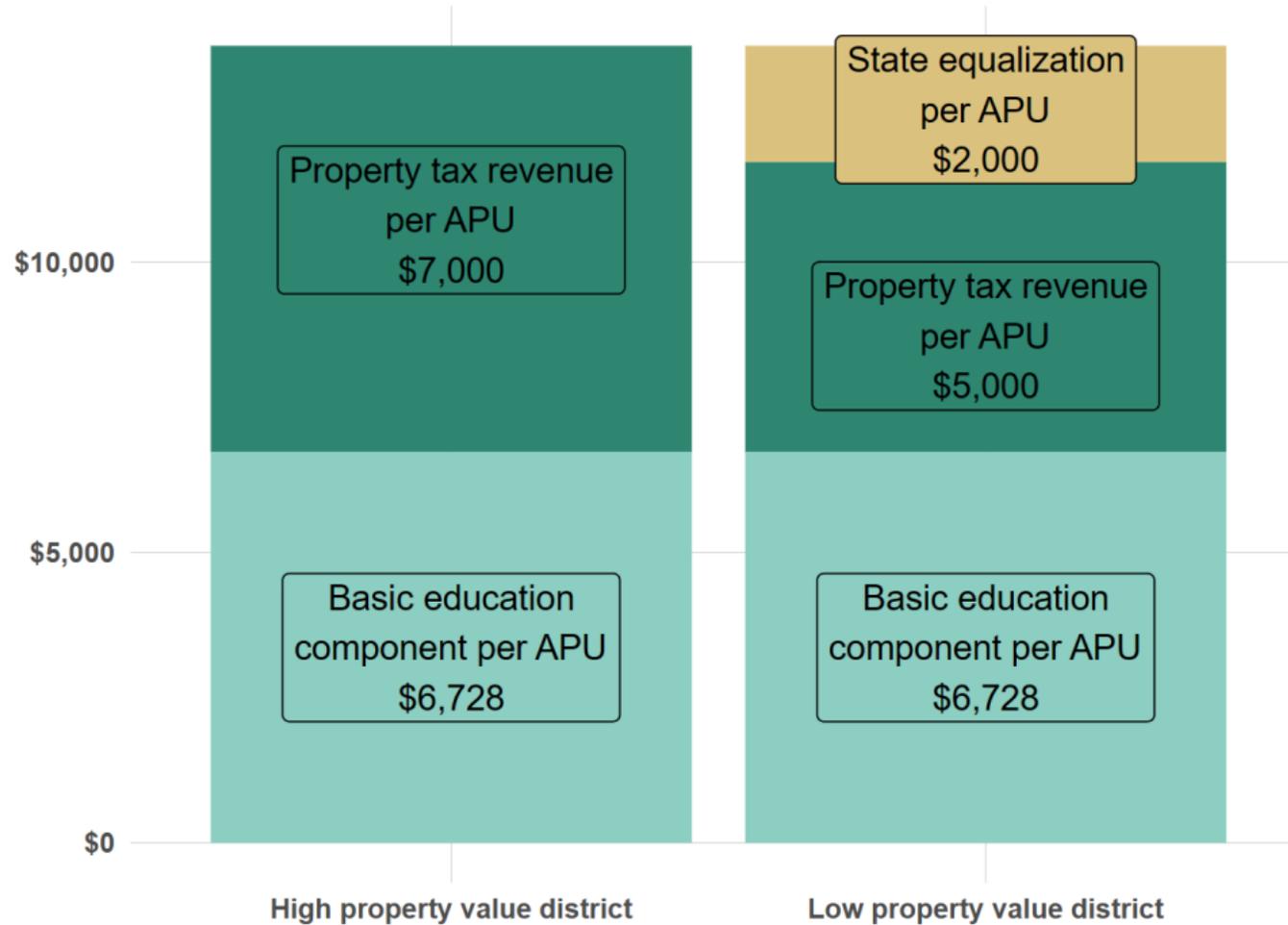
The “formula” has 14 parts

- Basic education revenue (\$6,728 in FY 22)
- Basic skills – compensatory
- Basic skills – English learners
- Extended time
- Gifted and talented
- Small schools revenue
- Declining enrollment
- Local option aid
- Sparsity revenue
- Operating capital aid
- Transportation sparsity
- Equity revenue
- Transition revenue
- Pension adjustment revenue
- Options adjustment

State equalization example

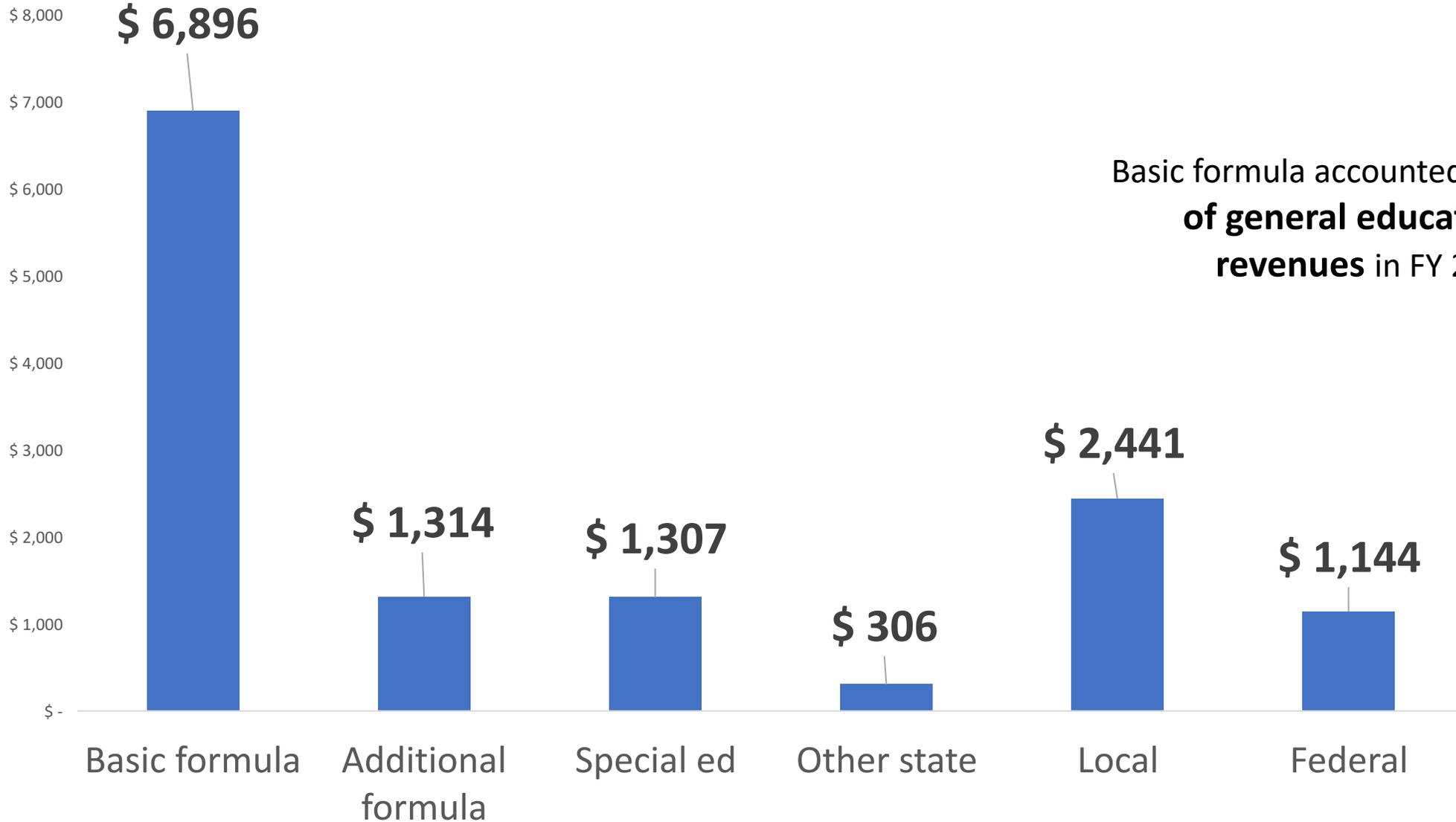


State will step in to equalize funding for students in districts with less access to local revenues



[Shedding light on the education formula | Center for Rural Policy and Development \(ruralmn.org\)](#)

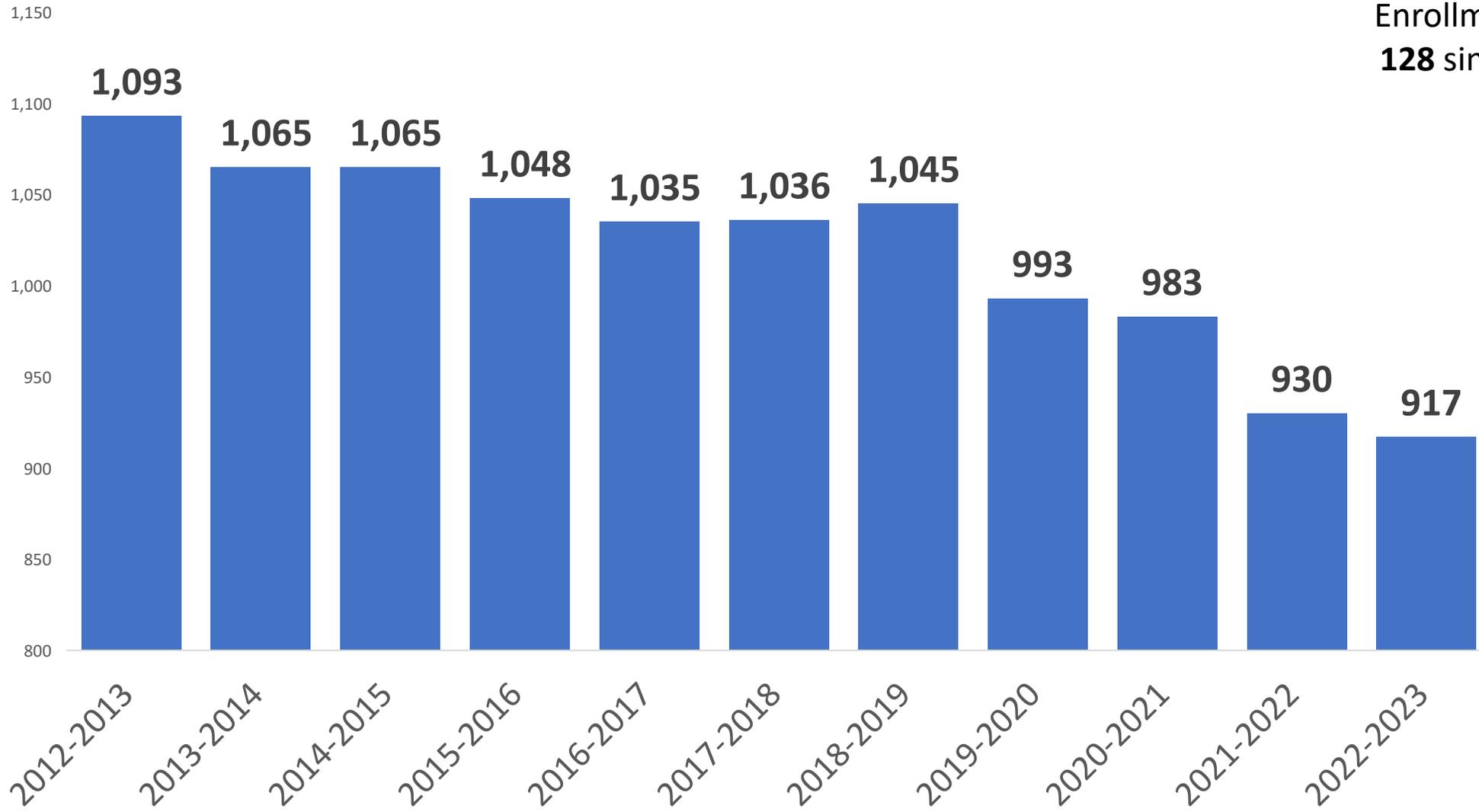
Le Sueur -Henderson Per Pupil by General Education Revenue Source, 2022-2023



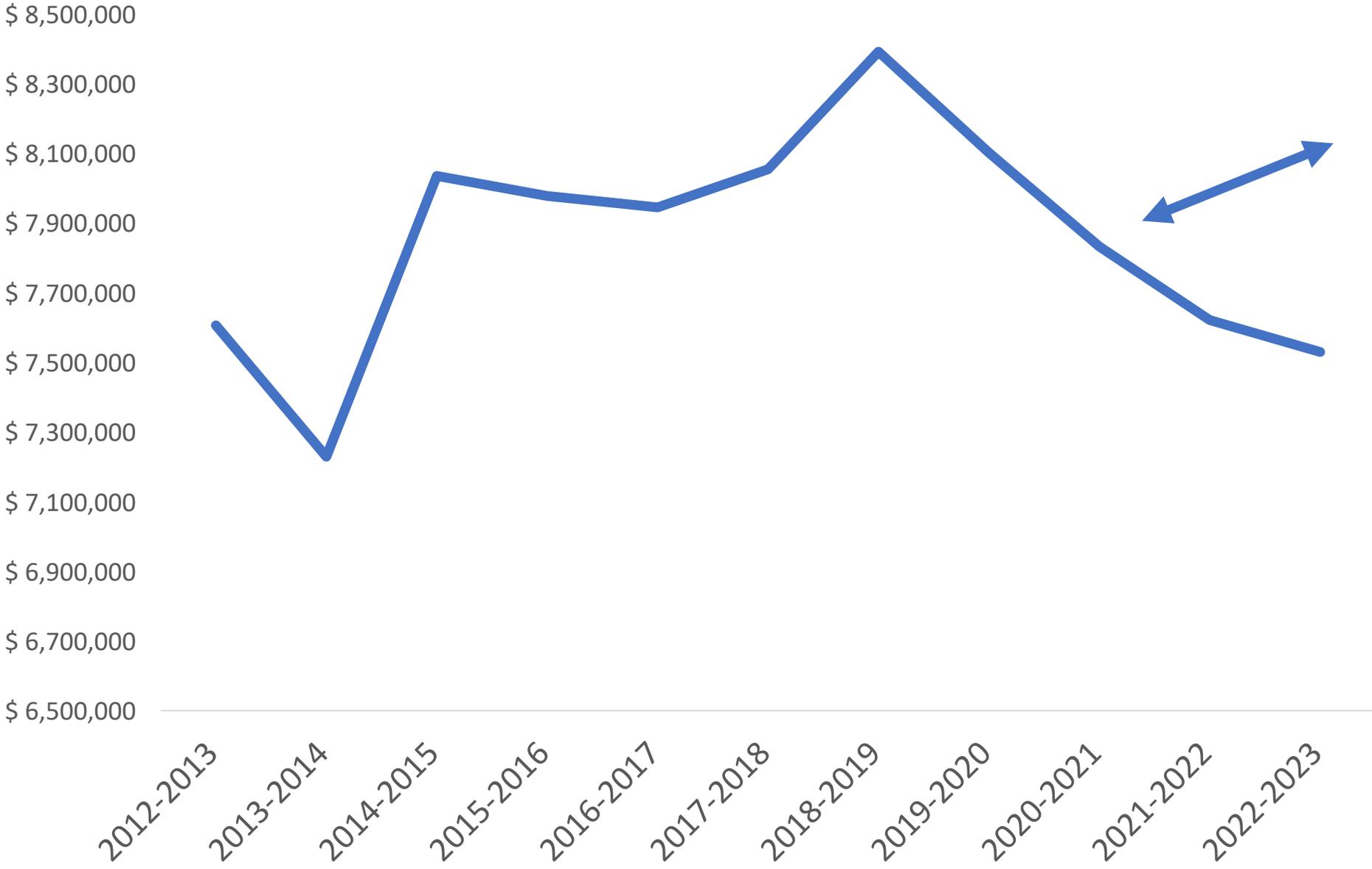
Basic formula accounted for **51%**
of general education
revenues in FY 23

Le Sueur-Henderson Schools, Average Daily Membership (ADM)

Enrollment decline of
128 since 2018-2019



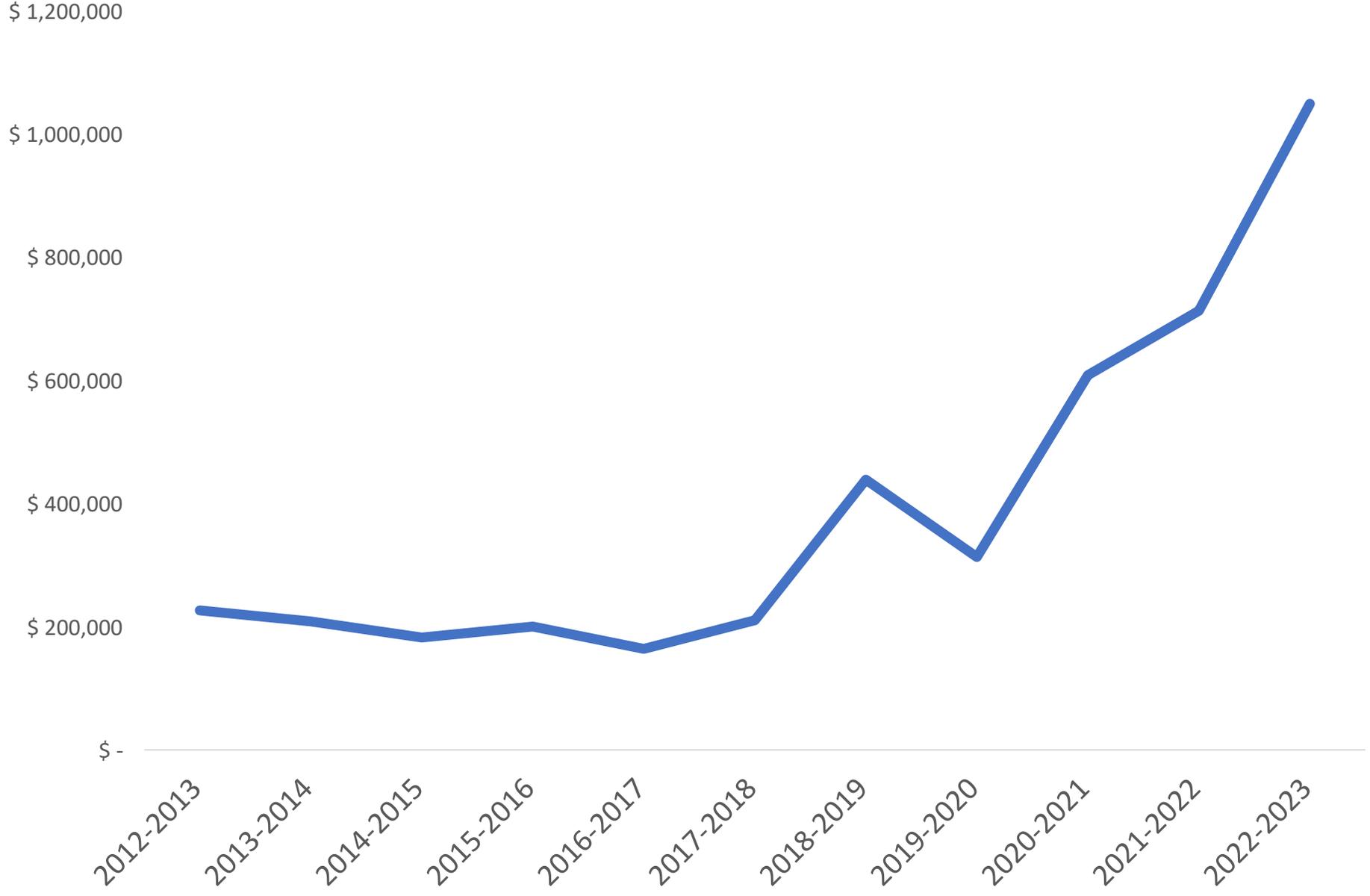
Le Sueur-Henderson Schools, General Education Revenue



General Education Revenue (formula) down **\$861,617** from 2018-2019



Le Sueur-Henderson Schools, Federal Revenue



Federal Revenue up
\$610,193 from 2018-2019

In 2022-2023, district spent
\$807,500 in COVID-related
funds

Le Sueur-Henderson Schools, Special Education Revenue

\$ 1,400,000
\$ 1,200,000
\$ 1,000,000
\$ 800,000
\$ 600,000
\$ 400,000
\$ 200,000
\$ -

2012-2013
2013-2014
2014-2015
2015-2016
2016-2017
2017-2018
2018-2019
2019-2020
2020-2021
2021-2022
2022-2023

Special Education
Revenue up **\$286,213**
from 2018-2019



Le Sueur-Henderson Schools, Local Revenue

\$ 2,500,000

\$ 2,000,000

\$ 1,500,000

\$ 1,000,000

\$ 500,000

\$ -

2012-2013

2013-2014

2014-2015

2015-2016

2016-2017

2017-2018

2018-2019

2019-2020

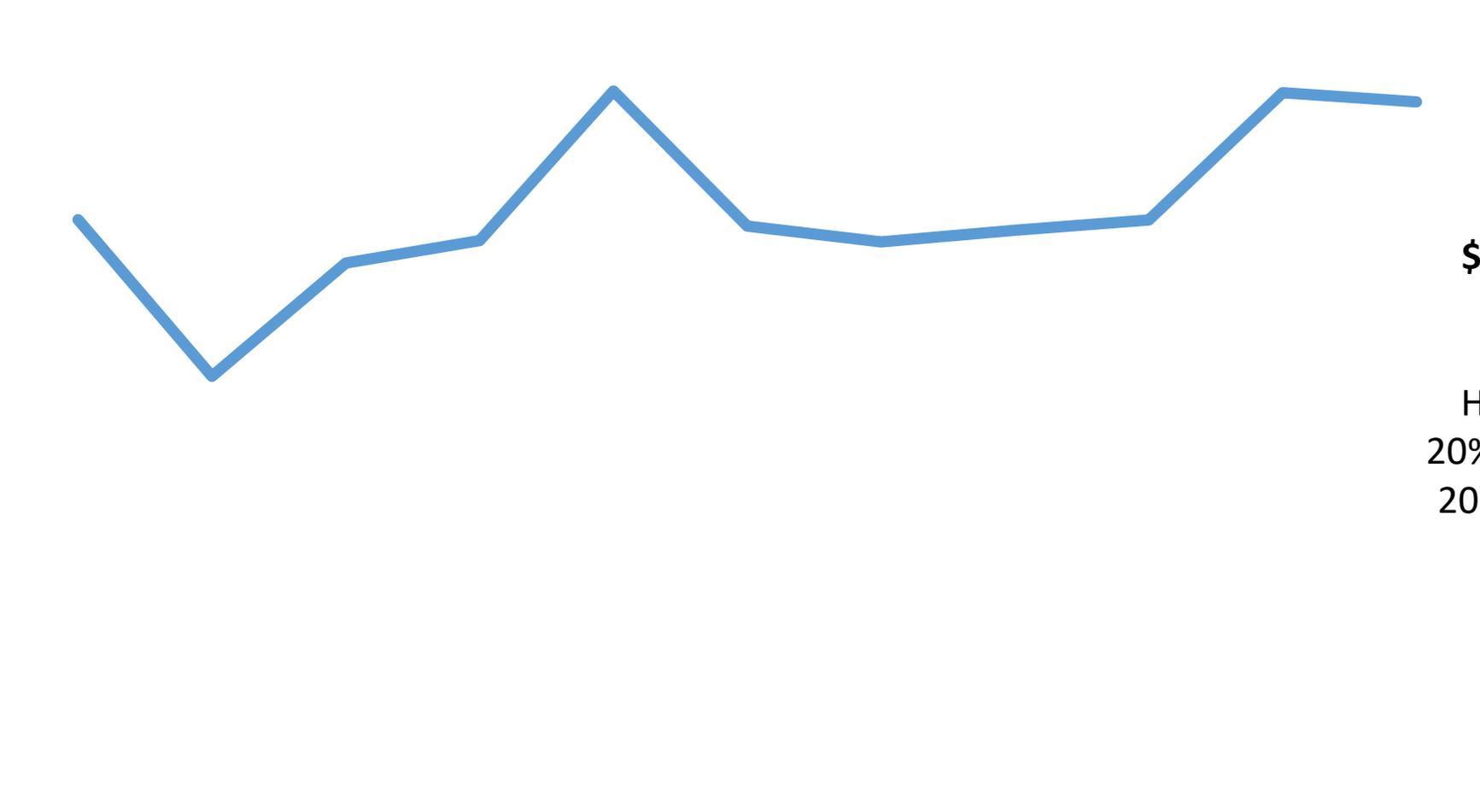
2020-2021

2021-2022

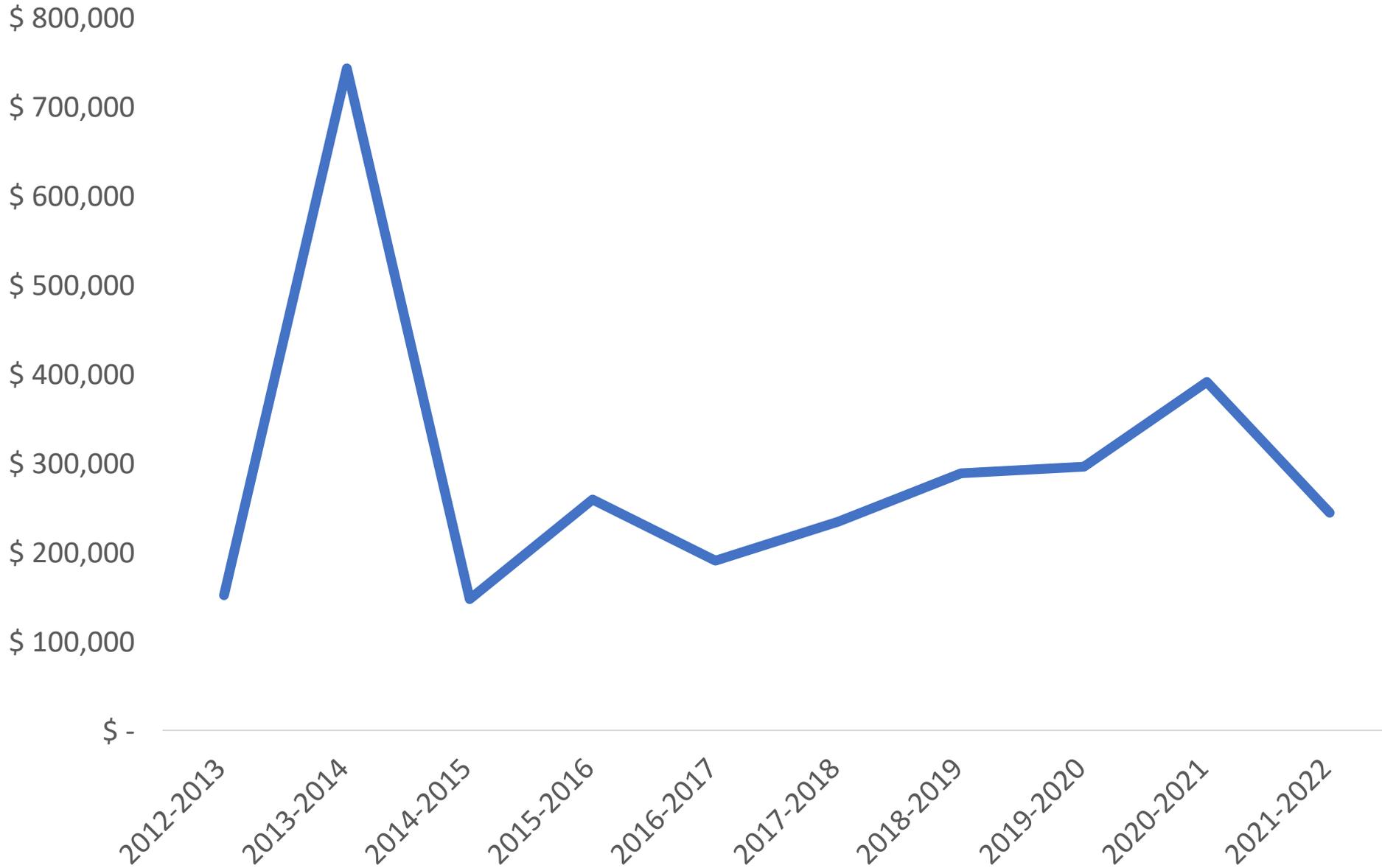
2022-2023

Local Revenue up
\$439,575 from 2018-
2019

Home values jumped
20% in City of Le Sueur in
2019 valuation for taxes
payable in 2020



Le Sueur-Henderson Schools, Other State Revenue



Other State Revenue
down **\$8,114** from
2018-2019

Le Sueur-Henderson Schools, Change in Revenue Sources, 2018-2019 to 2022-2023

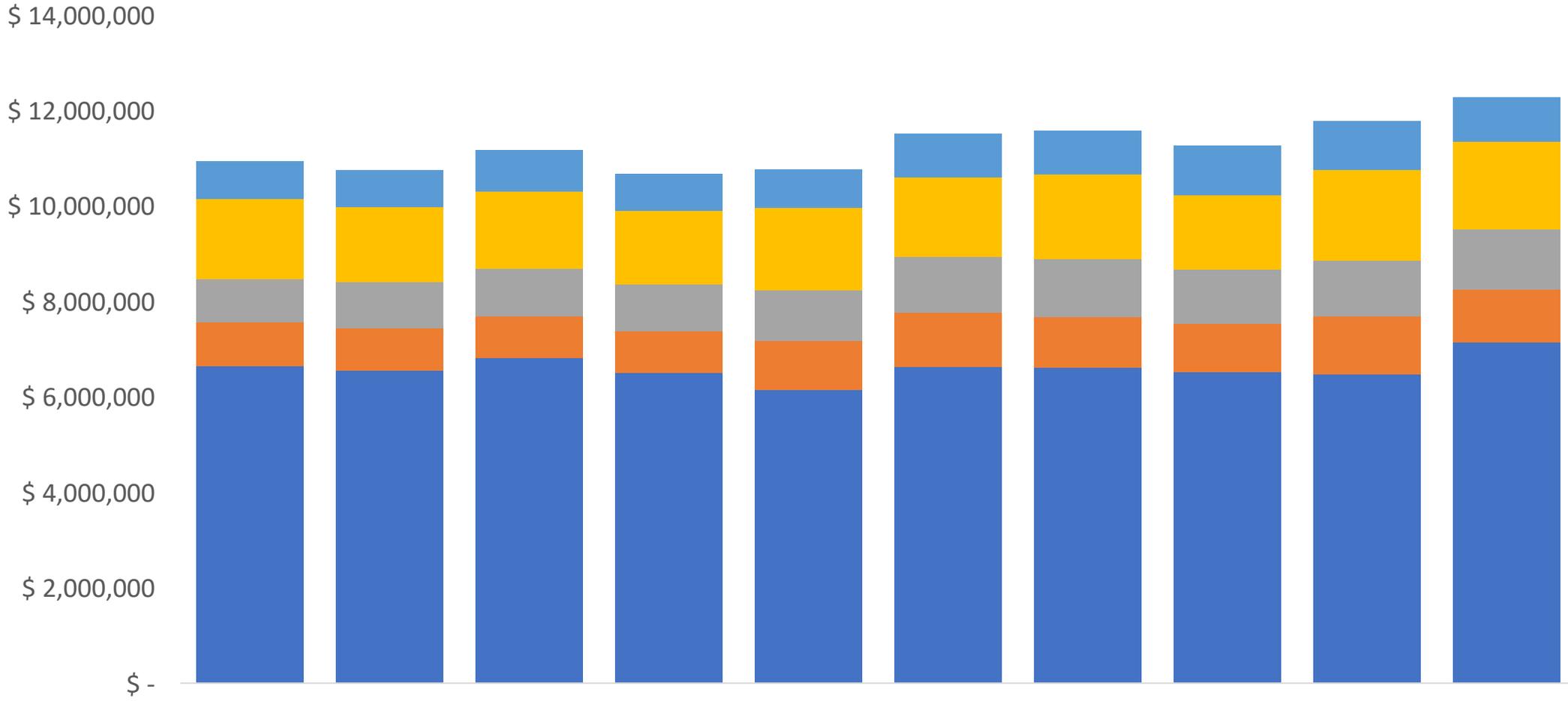
Enrollment	-128
General Education Revenue	\$ -861,617
Special Education	\$ 286,213
Other State Aid	\$ -8,114
Federal Aid	\$ 610,193
Local Aid	\$ 439,575
Total Revenue	\$ 466,250

Increase in State Aid, FY24

	MDE Estimated State Increase	Enrollment Decline (24 students)	Our Estimate	Net
General education aid	\$302,550	-\$171,312		\$131,238
Restricted general aid	\$101,099			
Special education	\$516,399		\$328,510	\$328,510
Total				\$459,748
Potential Federal Aid Decline			-	-\$438,443
Net				\$21,305

*The Special Education Revenues are forecasted at the statewide level and allocated back to each LEA. FY24 and FY25 are illustrations of potential special education revenues. The forecasted numbers should not be used at the LEA level for budgeting purposes.

Le Sueur-Henderson Schools, Expenditures



Biggest increase is in instruction = **\$519,603**

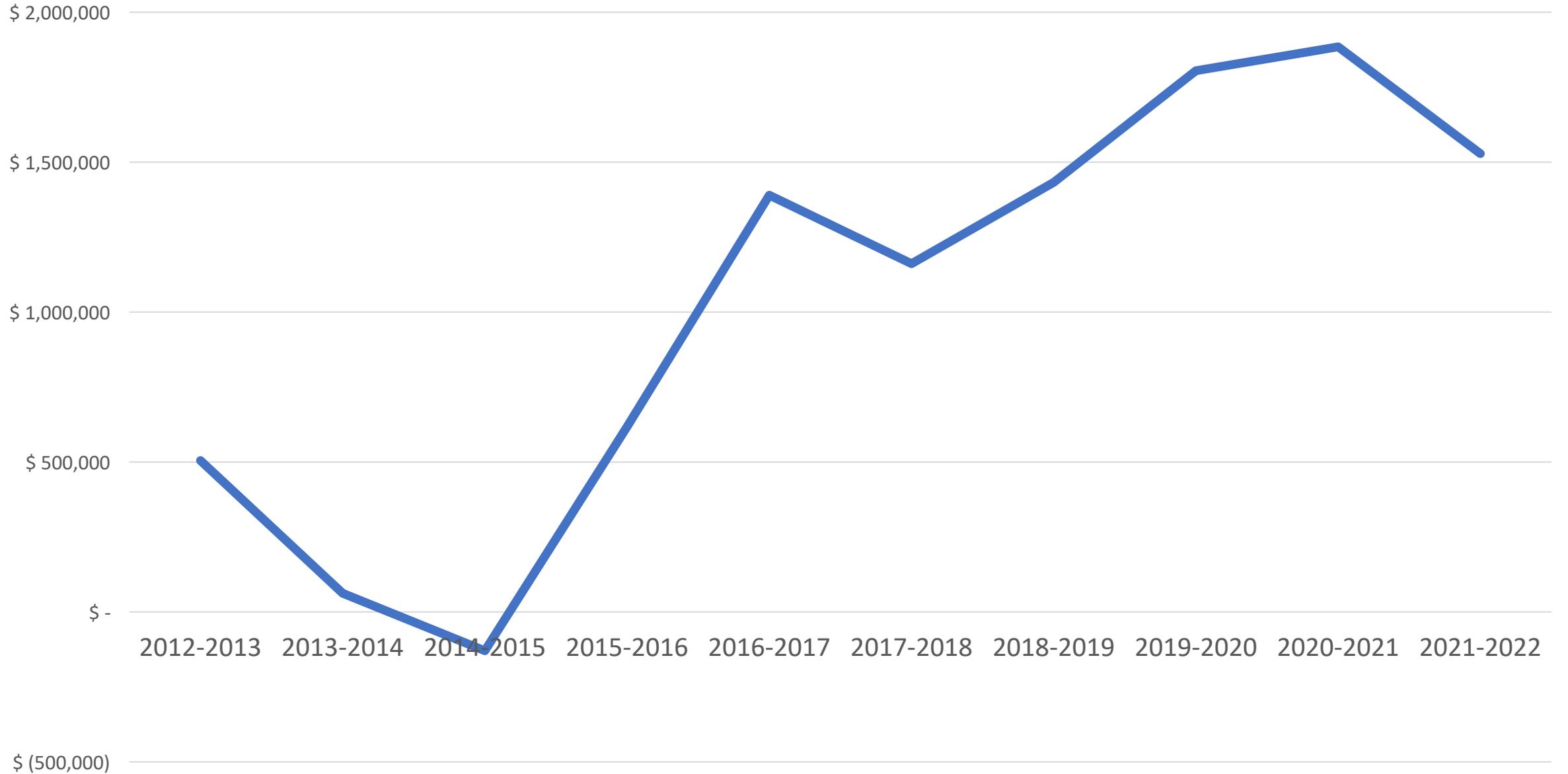
Increase of \$708,727

■ Instruction ■ Pupil Support ■ Admin ■ Facilities ■ Transportation

Revenues versus Expenditures

- Revenues were up \$466,250
- Expenses were up more than \$700,000

Le Sueur-Henderson Schools, Fund Balance



Le Sueur-Henderson Schools, Licensed Instructional Staff

