

# Special School Board Meeting

Monday, December 9, 2024 5:30 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 TnT/Regular School Board Meeting held on 12/2/2024

### 4.2. Approval of Personnel Consent Items

#### 4.2.1. Hirings

4.2.1.1. Interim Business Manager - Ky Battern

#### 4.2.2. Resignations

4.2.2.1. Speech-Language Pathologist - Angela Kruse

4.2.2.2. Business Manager - Jennifer Vrklan

## 5. PURCHASES ABOVE \$5,000

5.1. Laptops for GED Testing Lab

## 6. NEW BUSINESS

6.1. Approve Park Amendment

6.2. Approve 2025-2026 District Calendar

## 7. CLOSED SESSION

7.1. Approve to enter into closed session.

## 8. OPEN SESSION

8.1. Approve reopening the special school board meeting.

## 9. ADJOURN

MINUTES OF TRUTH IN TAXATION MEETING  
MS/HS MEDIA CENTER/ZOOM  
DECEMBER 2, 2024

Item 1 **Truth in Taxation Presentation**

Item 1.1 Budget Review

Item 1.2 Review of 2024 payable 2025 levy

Item 1.3 Public Comments

Item 2 **Adopt the Final 2024 Payable 2025 Tax Levy**

A resolution was presented to adopt the Final 2024 Payable 2025 Tax Levy. 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 Tuck said the resolution was duly adopted by the following roll call vote, carried 5-0.

Tuck: Yes

Cross: Yes

Schwartz: Yes

Walker: Yes

Rehm: Yes

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

Item 1.0     **Call to Order:** The regular meeting of the Le Sueur-Henderson Board of Education was called to order at 6:34 PM. The board members in attendance: Marie Walker, Gretchen Rehm, Steve Cross, Brigid Tuck, Kelsey Schwartz, Sophia Kues, Matt Hathaway (zoom).

Members Absent: Jenny Burns

Also in attendance: Superintendent Jim Wagner, Admin. Assist. Rachel Scheffler, Student Reps., Sophia Kues, Koreyann Straub.

Item 2.0     **Pledge of Allegiance:** pledge recited

Item 3.0     **Mission and Vision Statements**

Item 4.0     **Strategic Plan Review**

Item 5.0     **Approval of Agenda:** Motion by Cross, second by Walker carried 6-0 to approve the meeting agenda.

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 Rehm said the resolution was duly adopted by the following roll call vote, carried 6-0 .

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

Item 7.2 October 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 SW Metro

- Item 8.1.4 Human Resource
- Item 8.1.5 Policy
- Item 8.1.6 Buildings & Grounds
- Item 8.1.7 Community Ed Council

Item 8.2 Student Report

Item 8.3 Superintendent Report

- Item 8.3.1 Community Ed. report
- Item 8.3.2 MS/HS Principal report
- Item 8.3.3 Elementary Principal report

Item 9.0 **Consent Agenda:** Motion by Cross, second by Rehm, carried 6-0 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 11.4.24
- Item 9.1.2 Minutes of Special School Board meeting held on 11.14.24

Item 9.2 Business Office Consent Items

Item 9.3 Personnel Consent Items:

- Item 9.3.1 Hirings
- Item 9.3.2 Resignations
- Item 9.3.3 Requests
- Item 9.2.4 Retirements

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

Item 11.0 **Old Business**

Item 11.1 Motion by Tuck, second by Schwartz, carried 6-0 to approve final of three readings to adopt Policy 701.1.

Item 12.0 **New Business**

Item 12.1 Motion by Schwartz, second by Rehm, carried 6-0 to approve first and final readings to update policies, 706, 707, 710, 711, 712, 713, 714, 720, 721, 410, 413, 414, 415, 506, 514, 524, 616, 806.

Item 12.2 Motion by Tuck, second by Cross, carried 6-0 to approve first of three readings to update policies 708, 709, 722.

Item 12.3 A resolution was adopted to establish combined polling places for the 2025 elections not held on general election day. Said Resolution is attached hereto and made a part of these minutes. Motion by Schwartz, seconded by Tuck carried 6-0, said resolution was duly adopted by the following roll call vote:

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

Item 12.4 Motion by Tuck, second by Walker, carried 6-0 to approve proposed facility use policy to become effective January 1, 2025.

Item 13.0 **Board Member Communications/Ideas Exchange:**

Item 14.0 **Next Meeting Information**

Item 14.1 Schedule of Upcoming Meetings

Item 15.0 **Closed Session**

Item 15.1 Motion by Schwartz, second by Cross, carried 6-0, to enter into closed meeting at 7:21 PM as permitted by Minnesota Statute 13D.05d to discuss property.

Item 16.0 **Open Session**

Item 16.1 Motion by Schwartz, second by Tuck, carried 6-0, to re-open regular School Board meeting at 9:15 PM.

Item 17.0 **Adjourn:** Motion by Rehm, second by Cross, carried 6-0 to adjourn the meeting at 9:17 PM.

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Board Clerk

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Board Chair

Approved on: December 9, 2024





## Employment Recommendation Le Sueur - Henderson School District

<b>Position: Business Manager</b>

<b>Recommended Candidate: Ky Battern</b>
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<b>Recommended by:</b> Jim Wagner <b>Start Date: Dec. 9th</b>

To be completed by an 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:

Hourly/ Salary Rate

Yes
Yes
Yes
NA
NA
NA
NA
\$44.71/93,000

<input type="checkbox"/>	New Position	
<input checked="" type="checkbox"/>	Existing Position	Replacing: Jennifer Vrklan

<b>Additional Information:</b>

<b>Approval of Admin:</b> Jim Wagner
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Electronic Signature

Date

Approval:
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**Share with District Office (Jim, Rachel, Jennifer ), Todd & Bruce via Google Drive**

Angie Kruse  
117 N. Fourth Street, St. Peter, MN 56082  
507-581-1697 [angiekruse@hotmail.com](mailto:angiekruse@hotmail.com)

December 4, 2024

Darren Kern, Principal  
Le Sueur-Henderson Elementary School  
100 Kingsway Drive  
Le Sueur, MN 56058

Dear Mr. Kern,

I'm writing this letter to officially submit my resignation. After much thought and consideration, I have decided to resign from my position as a Speech/ Language Pathologist with the Le Sueur-Henderson School District, effective December 20, 2024.

I appreciate the opportunity that the school has provided me. Although I will miss my new colleagues and the students in this school community, I have decided to move on due to personal reasons.

I hope to be able to help make this transition as smooth as possible, including working out the logistics for completion of IEP meetings and progress reports that need to be done prior to the end of January.

Sincerely,

Angie Kruse

December 3, 2024

Dear Mr. Wagner,

I am writing to formally notify you of my resignation from the position of Business Manager at Le Sueur-Henderson Public Schools. My last day will be December 17, 2024.

I will be forever grateful for the kindness and support I have received over the past 17 years. I am excited about the next chapter in my career, but I will miss the incredible people I have had the pleasure of working with throughout the years.

I am willing to help facilitate a smooth transition in any way that I can. I wish you and everyone at LSH all the best.

Sincerely,



Jennifer Vrklan



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**Convert Quote to Order**

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
PDHM494	10/17/2024	PDHM494	4166041	<b>\$11,641.49</b>

### QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<a href="#">HP EliteBook 840 G10 14" Notebook - WUXGA - Intel Core i5 13th Gen i5-1345U</a>	7	7456497	\$1,663.07	\$11,641.49

Mfg. Part#: 89D93UT#ABA

Contract: Sourcewell 121923-CDWG Tech Catalog (121923)

**SUBTOTAL** \$11,641.49

**SHIPPING** \$0.00

**SALES TAX** \$0.00

**GRAND TOTAL** **\$11,641.49**

PURCHASER BILLING INFO	DELIVER TO
<b>Billing Address:</b> INDEPENDENT SCHOOL DISTRICT #2397 ACCTS PAYABLE 115 1/2 N 5TH ST STE 200 LE SUEUR, MN 56058-1820 <b>Phone:</b> (507) 665-4600 <b>Payment Terms:</b> NET 30-VERBAL	<b>Shipping Address:</b> INDEPENDENT SCHOOL DISTRICT #2397 DREW BEAR 901 FERRY ST LE SUEUR, MN 56058-1605 <b>Shipping Method:</b> UPS Ground (2- 3 Day)
	<b>Please remit payments to:</b> CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515



### Sales Contact Info

**Dan Behnke** | (877) 325-6415 | [danbehn@cdwg.com](mailto:danbehn@cdwg.com)

LEASE OPTIONS			
FMV TOTAL	FMV LEASE OPTION	BO TOTAL	BO LEASE OPTION
\$11,641.49	\$337.72/Month	\$11,641.49	\$385.10/Month

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# Le Sueur-Henderson Public Schools 2025-2026 Calendar



ELEMENTARY 665-4700  
 MIDDLE/HIGH 665-5800  
 HILLTOP ALP 665-5900  
 COMM ED. 665-4620  
 DISTRICT OFFICE 665-4600  
[ISD2397.ORG](http://ISD2397.ORG)

## Snow Make-up Days:

**Day #1 - November 26**  
**Day #2 - February 16**  
**Day #3 - April 6**

*The Board of Education reserves the right to change or modify the calendar.*

1 required staff flex Workday 1-18  
 13-14 - New Teacher Inservice  
 19 - Inservice/Workday  
 Open House K-12(7:30 AM-7:30 PM)  
 Open House K-12(Half Day)  
 25 - 1st day of school  
 29 - No School

August 2025						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Aug. Student Days - 4  
 Aug. Teacher Contract Days - 9  
 Total Student Days K-12 - 4  
 Total Teacher Contract Days - 9

January 2026						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

1-2 - NO SCHOOL-Winter Break  
 16 - 2-Hour Early Out  
 End of 2nd Qtr./Semester 1  
 19 - Workday  
 Jan. Student Days - 19  
 Jan. Teacher Contract Days - 20  
 Total Student Days K-12 - 98  
 Total Teacher Contract Days - 106

1 - NO SCHOOL  
 19 - 2-Hour Early Out

September 2025						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Sept. Student Days - 21  
 Sept. Teacher Contract Days - 17  
 Total Student Days K-12 - 25  
 Total Teacher Contract Days - 30

February 2026						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

K-5 P/T Conferences (Eve)  
 13 - 2-Hour Early Out  
 K-12 P/T Conferences (Eve)  
 16 - NO SCHOOL- Presidents' Day  
 20 - Inservice Day  
 Feb. Student Days - 18  
 Feb. Teacher Contract Days - 19  
 Total Student Days K-12 - 116  
 Total Teacher Contract Days - 125

Giant Support- MSHS  
 10 - 2-Hour Early Out  
 16-17 - NO SCHOOL - MEA  
 First Qtr. Ends  
 31 - Workday

October 2025						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Oct. Student Days - 20  
 Oct. Teacher Contract Days - 21  
 Total Student Days K-12 - 45  
 Total Teacher Contract Days - 51

March 2026						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Giant Support- MSHS  
 13 - 2-Hour Early Out  
 Third Qtr. Ends  
 Mar. Student Days - 22  
 Mar. Teacher Contract Days - 22  
 Total Student Days K-12 - 138  
 Total Teacher Contract Days - 147

K-5 P/T Conf. (Eve)  
 14 - 2 Hour Early Out  
 P/T Conf. K-12  
 26 - Inservice Day  
 27-28 - NO SCHOOL-Thanksgiving Break

November 2025						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Nov. Student Days - 17  
 Nov. Teacher Contract Days - 18  
 Total Student Days K-12 - 62  
 Total Teacher Contract Days - 69

April 2026						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

2 - Early Out-staff & students  
 3-6 - NO SCHOOL-Spring Break  
 17 - 2-Hour Early Out  
 Apr. Student Days - 20  
 Apr. Teacher Contract Days - 20  
 Total Student Days K-12 - 158  
 Total Teacher Contract Days-167

23 - 2-Hour Early Out student/staff  
 Giant Support- MSHS  
 24-31 - NO SCHOOL-Winter Break

December 2025						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Dec. Student Days - 17  
 Dec. Teacher Contract Days - 17  
 Total Student Days K-12 - 79  
 Total Teacher Contract Days - 86

May 2026						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Giant Support- MSHS  
 8 - 2-Hour Early Out  
 15 - Seniors last day  
 20 - Graduation  
 21 - Early Out 11:30 DISMISSAL  
 Students Last Day of School  
 End of 4th Qtr./Semester 2  
 22 - Workday (half day)  
 May Student Days - 15  
 May Teacher Contract Days - 16  
 Total Student Days K-12 - 173  
 Total Teacher Contract Days - 183