

Reorganizational and Regular School Board Meeting

Wednesday, January 4, 2023 5:45 PM

School District Media Center, 131 Hickory Street North, Lester Prairie, MN
55354

I. Call to Order

II. Pledge of Allegiance

III. Approval of Agenda

III.A. Action to approve Agenda

IV. Recognition of Communications Since Last Meeting

V. Open Dialogue

VI. Approval of Consent Agenda

VI.A. Action to approve consent agenda, board minutes, and payment of bills presented.

VII. Reports

VII.A. Reports

- Dashir Report

VIII. New Business

VIII.A. Action to approve Resolution of School Board Supporting Form B1 Application to MSHSL Foundation.

VIII.B. Resolution directing the administration to make recommendations for reduction in programs and positions as reasons therefore.

IX. Old Business

X. School Finance

XI. Policy Administration

XII. Personnel

XIII. Other Items for the Board

XIV. Adjourn the Regular Board Meeting



Lester Prairie Schools

District Office
131 Hickory St. N
Lester Prairie, MN 55354

Phone: 320-395-2521
Fax: 320-395-4202
Website: www.lp.k12.mn.us/

**REORGANIZATIONAL MEETING
SCHOOL BOARD OF EDUCATION
LESTER PRAIRIE DISTRICT #424
DATE: Monday, January 4, 2023
LOCATION: School Media Center
TIME: 5:45 PM**

**REGULAR SCHOOL BOARD MEETING TO FOLLOW
REORGANIZATIONAL MEETING**

I. Call to Order and Review of Agenda

- a. Welcome to public and guests by Chairman Hentges
- b. Take roll call
 - Board: Meganne Stifter-Knoll, Rebecca Heimerl, Brian Heimerl, Jeff Engen, Keith Christen, and Corbey Hentges
 - Guests:
- c. Pledge of Allegiance - led by Board Member _____
- d. Acceptance and Oath of Office by new Lester Prairie Board Members. Notary Public to witness. **Jeff Engen and Keith Christen.**
- e. Review agenda for Reorganizational Meeting
Motion by _____ and seconded by _____ to approve agenda.

Voting was _____ for and _____ against

II. Election of Officers

a. Chairperson

Motion by _____, seconded by _____, to elect _____ as Board Chairperson.

Voting was _____ for and _____ against.

****Elected Board Chairperson to take over meeting****

b. Vice-Chairperson

Motion by _____, seconded by _____, to elect _____ as Board Vice-Chairperson.

Voting was _____ for and _____ against

c. **Clerk**

Motion by _____, seconded by _____, to elect _____ as Clerk.

Voting was _____ for and _____ against

d. **Treasurer**

Motion by _____, seconded by _____, to elect _____ as Treasurer.

Voting was _____ for and _____ against

III. Set School Board Items

a. SCHOOL BOARD MEETINGS

Held on _____ of every month at _____ pm to be held in the Media Center at Lester Prairie School (unless noted).

3rd Mondays for 2023 include:

- | | |
|--|--------------|
| February 20 (Pres. Day) | March 20 |
| April 17 | May 15 |
| June 19 (NOT a required Federal holiday) | July 17 |
| August 21 | September 18 |
| October 16 | November 20 |
| December 18 | |

Motion by _____, seconded by _____ to approve meeting schedule for 2023.

Voting was _____ for and _____ against.

b. SCHOOL BOARD SALARIES FOR 2023

- 2022 pay:
- 0-3 hours at \$40
 - 4-6 hours at \$90
 - >6 hours at \$140

- Chairperson \$15 extra per meeting chaired
- Clerk \$30 extra per meeting
- Treasurer \$15 extra per meeting
- Negotiation Chairs \$10 extra per meeting

Motion by _____, seconded by _____ to approve School Board salaries for 2023.

Voting was _____ for and _____ against.

c. SUBMITTED ITEMS FOR 2023

- **Designate Depositories:** The First Community Bank of Lester Prairie and the Minnesota School District Liquid Asset Fund as official depositories for district funds and to approve a

resolution to give check signing authority to Treasurer _____, Chairperson _____, and Clerk _____.

- **Designate Official Legal Publication:** To use the Herald Journal as the official publication for District #424 for the 2023 calendar year.
- **Legal Services Provider:** Rupp, Anderson, Squires, Waldspurger & Mace, P.A. as legal counsel.
- **Mileage Rate:** Reimbursement at a rate of \$.10 per mile less than the set federal rate for the year (federal rate is \$.655/mile) so LP would be \$.555/mile.
- **Annual Delegation:** Authority designating Payroll Specialist Kelly Elling, Business Manager Alice Daak, and Superintendent Melissa Radeke for Electronic Funds Transfers (EFT's) on behalf of Lester Prairie Schools.

Motion by _____, seconded by _____ to approve submitted items for 2023.

Voting was _____ for and _____ against.

d. SCHOOL BOARD COMMITTEES

2022 Committee members:

Community Ed: Hentges, R.Heimerl

PTO: Stifter-Knoll, R. Heimerl

Facilities/Maintenance: Ziermann, Hentges, B.Heimerl

Tech/Media: Ziermann, Stifter-Knoll

Activities: Hentges, Ziermann, B.Heimerl

Negotiations:

- Certified - Ziermann, Otto, Hentges
- Non-Certified - Otto, R.Heimerl, B.Heimerl
- Administrative - Ziermann, R.Heimerl, Stifter-Knoll

Meet & Confer: Otto, Stifter-Knoll

Policy: Otto, Stifter-Knoll, Hentges

Legislative: Ziermann

City Council: B.Heimerl, R.Heimerl

New 2023 Committee members:

Community Ed: _____, _____

PTO: _____, _____

Facilities/Maintenance: _____, _____, _____

Tech/Media: _____, _____

Activities: _____, _____, _____

Negotiations:

- Certified - _____, _____, _____
- Non-Certified - _____, _____, _____
- Administrative - _____, _____, _____

• Meet & Confer: _____, _____
Policy: Otto, _____, _____
Legislative: _____
City Council: _____, _____
Other?

*Motion by _____, seconded by _____ to approve board
committees for 2023.*

Voting was _____ for and _____ against.

IV. Adjourn the Reorganizational Meeting at _____

REGULAR BOARD MEETING

V. Call to Order

- a. Board Chair _____ to open Regular Board Meeting of Lester Prairie School District #424 at: _____pm.
- b. Welcome to public and guests

VI. Approval of Agenda

Motion by _____ and seconded by _____ to approve agenda.

Voting was ____ for and ____ against.

VII. Recognition of Communications Since the Last Meeting

- a. Communications received by Board Members
 - Good News Section:
 - 1. _____
- b. Open Dialogue. (Each person in the audience will be given three (3) minutes - total time - 15 minutes.)

VIII. Approval of Consent Agenda

- a. **Approve Previous Minutes**
 - Regular Board Meeting: December 19, 2022
- b. **Approve Bills** - Bills reviewed by ____ & _____
 - Board Bills: \$51,888.33
 - Building Project Bills: \$35,502.00
 - Student Activity Bills: \$882.36

Motion by _____ and seconded by _____ to approve consent agenda, board minutes, & payment of bills presented.

Voting was ____ for and ____ against.

IX. Administrative Reports

- a. **Principal - Mike Lee**
- b. **Activities Director - Jenna Wolff**
- c. **Superintendent - Melissa Radeke**

X. School Board Committee Reports

- a. Community Ed
- b. PTO
- c. Facilities/Maintenance
- d. Facility Planning
- e. Tech/Media
- f. Activities
- g. Negotiations:
 - Certified
 - Non-Certified
 - Administrative

- h. Meet and Confer
- i. Policy
- j. Legislative
- k. City Council

XI. New Business

- a. Action to approve Resolution of School Board Supporting Form B1 Application to MSHSL Foundation.

Motion by _____ and seconded by _____ to approve the Resolution of School Board Supporting Form B1 Application to MSHSL Foundation as presented.

Voting was ____ for and ____ against.

- b. Resolution directing the administration to make recommendations for reductions in programs and positions as reasons therefore.

Motion by _____ and seconded by _____ to approve administration to make recommendations for reductions in programs and positions for 2023-24.

Roll Call Vote:

<i>CH</i> _____	<i>JE</i> _____	<i>MS-K</i> _____
<i>BH</i> _____	<i>RH</i> _____	<i>KC</i> _____

Voting was ____ for and ____ against.

XII. Policy Administration

- a. None

XIII. Old Business

- a. None

XIV. Personnel

- a. Action to approve resignation of **Anna Frank** as JH Softball coach.

Motion by ____ and seconded by ____ to approve resignation as presented.

Voting was ____ for and ____ against.

XV. School Finance

- a. None

XVI. Other Items for the Board

XVII. Adjourn the meeting at _____

UPCOMING DATES and NOTES:

- A. MSBA Leadership Conference - Jan. 11-13
- B. Jan. 16 - Staff Development Day for Teachers - no school
- C. Jan. 20 - End of 1st Semester
- D. February 23 & 27 - Parent Teacher Conferences (3:30-7:30pm)

Lester Prairie Public Schools Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
100		39142	51678	51678	Check	1 00002		AIM ELECTRONICS		Yes	No	No	01/04/2023	35,502.00
													Bank Total:	\$35,502.00
													Report Total:	\$35,502.00

Lester Prairie Public Schools Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
SA	39138	21879	1245	Amazon.com					Yes	No	No	01/04/2023	67.96	
SA	39139	21880	1556	Bayerl, Cheryl					Yes	No	No	01/04/2023	35.30	
SA	39140	21881	2185	Bernick's					Yes	No	No	01/04/2023	382.08	
SA	39141	21882	2885	Glenn's Supervalu					Yes	No	No	01/04/2023	8.58	
SA	39137	21883	03218	WAL-MART Community					Yes	No	No	01/04/2023	388.44	

Bank Total: \$882.36

Report Total: \$882.36

Lester Prairie Public Schools Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
100	39151	51679	Check	1	1245	Amazon.com			Yes	No	No	01/04/2023	1,052.16
100	39163	51680	Check	1	2633	American Express			Yes	No	No	01/04/2023	588.56
100	39143	51681	Check	1	00343	Big Don's Cathedral			Yes	No	No	01/04/2023	118.38
100	39150	51682	Check	1	03821	CenturyLink			Yes	No	No	01/04/2023	630.98
100	39165	51683	Check	1	2654	Cintas			Yes	No	No	01/04/2023	343.64
100	39164	51684	Check	1	2644	Daikin Applied			Yes	No	No	01/04/2023	1,124.96
100	39162	51685	Check	1	2624	Dalco			Yes	No	No	01/04/2023	1,391.85
100	39161	51686	Check	1	2573	Dashir Management Services Inc			Yes	No	No	01/04/2023	23,241.85
100	39159	51687	Check	1	2438	Full Throttle Services			Yes	No	No	01/04/2023	215.51
100	39168	51688	Check	1	3253	Game One			Yes	No	No	01/04/2023	1,427.85
100	39160	51689	Check	1	2483	Greater MN Communications			Yes	No	No	01/04/2023	274.00
100	39154	51690	Check	1	1541	GSL Panther Booster Club			Yes	No	No	01/04/2023	250.00
100	39144	51691	Check	1	00358	GUARDIAN PEST SOLUTIONS INC			Yes	No	No	01/04/2023	85.45
100	39167	51692	Check	1	2884	Helland, Tyler			Yes	No	No	01/04/2023	360.00
100	39158	51693	Check	1	2350	IXL Subscriptions Department			Yes	No	No	01/04/2023	124.00
100	39153	51694	Check	1	1479	Kemps			Yes	No	No	01/04/2023	1,383.19
100	39146	51695	Check	1	01230	Marco Business Products, Inc			Yes	No	No	01/04/2023	1,346.74
100	39155	51696	Check	1	1887	Matheson Tri-Gas Inc			Yes	No	No	01/04/2023	1,012.70
100	39149	51697	Check	1	03390	PAN-O-GOLD BAKING CO			Yes	No	No	01/04/2023	429.42
100	39147	51698	Check	1	01974	Performance Foodservice			Yes	No	No	01/04/2023	1,852.92
100	39152	51699	Check	1	1460	Rochester Telecom Systems Inc			Yes	No	No	01/04/2023	63.02
100	39156	51700	Check	1	2021	Rupp, Anderson, Squires & Waldspurger P			Yes	No	No	01/04/2023	331.50
100	39157	51701	Check	1	2239	Sysco Western Minnesota			Yes	No	No	01/04/2023	10,459.69
100	39145	51702	Check	1	00982	T-Mobile			Yes	No	No	01/04/2023	20.00
100	39148	51703	Check	1	03218	WAL-MART Community			Yes	No	No	01/04/2023	104.30
100	39166	51704	Check	1	2786	Xcel Energy Solutions			Yes	No	No	01/04/2023	3,655.66

Bank Total: \$51,888.33

Report Total: \$51,888.33

FORM B1

**RESOLUTION OF SCHOOL BOARD/GOVERNING BOARD SUPPORTING
FORM B1 APPLICATION TO MINNESOTA STATE HIGH SCHOOL LEAGUE FOUNDATION**

WHEREAS, the Minnesota State High School League Foundation was formed to provide support for Minnesota's high school youth to participate in athletics and fine arts;

WHEREAS, the Governing Board of Lester Prairie High School recognizes the value of student participation in extracurricular activities; and

WHEREAS, the MSHSL Foundation is offering grants and funding to assist schools to provide seminars/training opportunities or support for specific school functions for students/faculty members/officials and others who are involved in athletic and fine arts programs.

THEREFORE, BE IT RESOLVED, that the Governing Board of Lester Prairie High School supports the school's application to the Minnesota State High School League Foundation for a **FORM B1** grant to assist schools and school districts with transportation costs associated with reducing barriers and providing the opportunity for students to be able to attend the **Together We Make A Difference World Cafés** held across the state.

January 4, 2023
Date

Board Chair

January 4, 2023
Date

Board Clerk - Treasurer