

# Regular School Board Meeting

Monday, December 15, 2025 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. Agenda Approval

## IV. Recognition of Communications Since Last Meeting

## V. Open Dialogue

## VI. Approval of Consent Agenda

VI.A. Approve Nov. 24 Bd mtg minutes and Wire payment bill vouchers: 49619,49625-49635, 49692,49693,49695-49700; and Check payments: 54863-54866, 54868-54932 for a total amount of \$373,973.95.

## VII. Reports

### VII.A. Dashir Report

## VIII. New Business

### VIII.A. Action to approve 2026-27 School Calendar

## IX. Old Business

## X. School Finance

X.A. Truth in Taxation presentation.  
Action to approve certified levy in the amount of \$1,993,013.48.

## XI. Policy Administration

## XII. Personnel

XII.A. Action to approve the following contracts:

- A. **Ashley Heckson** - One Act Play Advisor
- B. **Adam Engell** - Assistant Boys Basketball Coach
- C. **Andrew Dahl** - Head Boys Basketball Coach

XII.B. Action to approve resignation of **Brian Herrmann** as Head Volleyball Coach effective December 3, 2025.

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

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## REGULAR BOARD MEETING AGENDA

**DATE:** Monday, Dec. 15, 2025

**LOCATION:** School Media Center and

**TIME:** 5:45 PM

### I. Call to Order

- A. Board Chair Christen to open the Lester Prairie School District Regular Board meeting at 5:45 pm.
- B. Welcome to public and guests

### II. Pledge of Allegiance

### III. Approval of Agenda

Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve agenda.

Voting was \_\_\_\_ for and \_\_\_\_ against

### IV. Recognition of Communications Since the Last Meeting

- A. Communications received by Board Members
  - o Good News Section:
    - 1. \_\_\_\_
- B. Open Dialogue. (Each person in the audience will be given three (3) minutes - total time - 15 minutes.)

### V. Approval of Consent Agenda

#### A. Approve Previous Minutes

- o Regular Board Meeting: Nov. 24, 2025

#### B. Approve wire payment bill vouchers and check

**payments:** Approve wire payment bill vouchers: 49619,49625-49635, 49692,49693,49695-49700; and Check payments: 54863-54866, 54868-54932 for a total amount of \$373,973.95.

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

Voting was \_\_\_\_ for and \_\_\_\_ against.

### VI. Administrative Reports

- A. Principal - Mike Lee
- B. AD/DoS - Ross Scheevel

**C. Superintendent - Melissa Radeke**

**VII. School Board Committee Reports**

- A. Community Ed - Anderson, R.Heimerl
- B. PTO - LaMott, R. Heimerl
- C. Facilities/Maintenance - Engen, Christen, B.Heimerl
- D. Tech/Media - Christen, Engen
- E. Activities - Engen, Christen, B.Heimerl
- F. Negotiations:
  - Certified -LaMott, B.Heimerl, Christen
  - Non-Certified - R.Heimerl, Anderson, Engen
  - Administration - R.Heimerl, B.Heimerl, Christen
- G. Meet and Confer - LaMott, B.Heimerl
- H. Policy - R.Heimerl, Anderson
- I. Legislative - B.Heimerl
- J. City Council - B.Heimerl, LaMott

**VIII. New Business**

- A. Action to approve the 2026-2027 School Calendar.

*Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve calendar as presented.*

*Voting was \_\_\_\_\_ for and \_\_\_\_\_ against*

**IX. Old Business**

- A. none

**X. School Finance**

- A. Truth in Taxation Presentation - Supt. Radeke
  - o Questions from the public to be addressed

- B. Action to approve certified levy in the amount of \$1,993,013.48.

*Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve levy in the amount of\$1,993,013.48.*

*Voting was \_\_\_\_\_ for and \_\_\_\_\_ against*

**XI. Policy Administration**

- A. None

**XII. Personnel**

- A. Action to approve the following contracts:
  - o **Ashley Heckson** - One Act Play Advisor
  - o **Adam Engell** - Assistant Boys Basketball Coach
  - o **Andrew Dahl** - Head Boys Basketball Coach

- o **LaDamien Gatlin-Coellner** - JH Boys Basketball Coach

*Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve contracts as presented.*

*Voting was \_\_\_\_\_ for and \_\_\_\_\_ against.*

- B. Action to approve resignation of **Brian Herrmann** as Head Volleyball Coach effective December 3, 2025.

*Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve resignation as presented.*

*Voting was \_\_\_\_\_ for and \_\_\_\_\_ against.*

### **XIII. Other Items for the Board**

### **XIV. Adjourn the Regular Board meeting at \_\_\_\_\_**

#### **UPCOMING DATES and NOTES:**

- A. Dec. 24 - Jan. 4: Winter Break - No School
- B. Jan. 5<sup>th</sup> - Classes resume
- C. Jan. 12<sup>th</sup>: Regular School Board Meeting 5:45pm
- D. Jan. 16<sup>th</sup> - last day of 2<sup>nd</sup> quarter

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 11/01/2025-11/30/2025 Period: 202605-202605 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
100	3002			Fidelity Security Life Insurance Co.		Wire
			B 01 215 000	monthly charges		\$117.30
PO#:	Voucher #:	49619	Invoice	Invoice No: 11625	11/6/2025	Paid Amt: \$117.30
						Check Amount: \$117.30
100	2633			American Express		Wire
			E 01 005 105 201 000 430	VIRCO ZROCK 18 ROCKING CHAIR		\$229.78
PO#: 10866	Voucher #:	49627	Invoice	Invoice No: 11112025	11/11/2025	Paid Amt: \$229.78
			E 01 005 105 201 000 430	GLAZE WHEAT		\$26.18
			E 01 005 105 201 000 430	RAIN CLOUD		\$13.09
			E 01 005 105 201 000 430	BLUE		\$13.09
			E 01 005 105 201 000 430	CARIIBEAN BLUE		\$13.09
			E 01 005 105 201 000 430	FLOWER		\$13.09
			E 01 005 105 201 000 430	OYSTER SHELL		\$13.09
			E 01 005 105 201 000 430	FOLIAGE GREEN		\$16.25
			E 01 005 105 201 000 430	EMERALD GREEN		\$16.25
			E 01 005 105 201 000 430	EARTH		\$26.18
			E 01 005 105 201 000 430	RED		\$26.18
			E 01 005 105 201 000 430	LAVENDER		\$13.09
			E 01 005 105 201 000 430	BLACK ICE		\$26.18
			E 01 005 105 201 000 430	PINK METAL FOIL		\$77.11
			E 01 005 105 201 000 430	BLUE INK		\$8.80
			E 01 005 105 201 000 430	RED INK		\$8.80
			E 01 005 105 201 000 430	WHITE INK		\$8.80
PO#: 10868	Voucher #:	49628	Invoice	Invoice No: 11112025	11/11/2025	Paid Amt: \$319.27
			E 02 005 770 000 701 401	condiment pump		\$8.79
			E 02 005 770 000 701 401	spray bottles		\$28.99
			E 02 005 770 000 701 401	spatuals 14"		\$16.47
			E 02 005 770 000 701 401	spatula 16"		\$23.94
			E 02 005 770 000 701 401	silverware holders		\$52.98
			E 02 005 770 000 701 401	Freight		\$46.36
PO#: 10887	Voucher #:	49629	Invoice	Invoice No: 11112025	11/11/2025	Paid Amt: \$177.53
			E 01 005 020 000 000 366	Superintendent/Principal MDE compass		\$68.79
			E 01 005 020 000 000 366	Superintendent/Principal MDE compass		\$38.56
			E 01 005 020 000 000 366	Superintendent training		\$109.64
			E 01 005 020 000 000 366	Superintendent training		\$523.84
			E 01 005 020 000 000 366	Superintendent training		\$227.64
			E 01 300 260 000 000 430	Cub Foods--Science supplies		\$12.46

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 11/01/2025-11/30/2025 Period: 202605-202605 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
100	2633			<b>American Express</b>		Wire
			E 01	300 292 420 000 401	Casey's Pizza--Cross country fundraiser	\$82.34
			E 01	005 105 023 000 401	Aldi--Outreach program	\$145.34
			E 01	005 105 023 000 401	SMORE Subscription	\$198.00
			E 01	300 291 302 000 401	ADOBE-Yearbook subscription	\$515.27
<b>PO#:</b>	<b>Voucher #:</b>	<b>49625</b>	Invoice	<b>Invoice No:</b> 11112025	<b>11/11/2025</b>	<b>Paid Amt: \$1,921.88</b>
			E 01	300 260 000 000 430	huggies diapers	\$8.00
			E 01	300 260 000 000 430	gentle steps diapers	\$6.50
			E 01	300 260 000 000 430	papmpers diapers	\$11.00
			E 01	300 260 000 000 430	smart & simple paper towels	\$2.85
			E 01	300 260 000 000 430	brawny paper towels	\$5.00
			E 01	300 260 000 000 430	Freight	\$0.58
<b>PO#:</b> 10860	<b>Voucher #:</b>	<b>49626</b>	Invoice	<b>Invoice No:</b> 11112025	<b>11/11/2025</b>	<b>Paid Amt: \$33.93</b>
						<b>Check Amount: \$2,682.39</b>
100	00160			<b>MN Teachers Retirement Assoc.</b>		Wire
			B 01	215 018	November 14th payroll taxes	\$19,358.02
<b>PO#:</b>	<b>Voucher #:</b>	<b>49633</b>	Invoice	<b>Invoice No:</b> 11142025	<b>11/14/2025</b>	<b>Paid Amt: \$19,358.02</b>
						<b>Check Amount: \$19,358.02</b>
100	00165			<b>Public Empl. Retirement Assoc</b>		Wire
			B 01	215 014	November 14th payroll taxes	\$3,438.44
<b>PO#:</b>	<b>Voucher #:</b>	<b>49632</b>	Invoice	<b>Invoice No:</b> 11142025	<b>11/14/2025</b>	<b>Paid Amt: \$3,438.44</b>
						<b>Check Amount: \$3,438.44</b>
100	00196			<b>INTERNAL REVENUE SERVICE</b>		Wire
			B 01	215 011	Federal	\$9,229.69
			B 01	215 010	OSADI	\$18,495.20
			B 01	215 010	Medicare	\$4,325.54
<b>PO#:</b>	<b>Voucher #:</b>	<b>49630</b>	Invoice	<b>Invoice No:</b> 11142025	<b>11/14/2025</b>	<b>Paid Amt: \$32,050.43</b>
						<b>Check Amount: \$32,050.43</b>
100	01022			<b>MN Department of Revenue</b>		Wire
			B 01	215 079	Nov. 14th payroll taxes	\$5,338.94
<b>PO#:</b>	<b>Voucher #:</b>	<b>49631</b>	Invoice	<b>Invoice No:</b> 11142025	<b>11/14/2025</b>	<b>Paid Amt: \$5,338.94</b>
						<b>Check Amount: \$5,338.94</b>
100	2455			<b>EBC</b>		Wire
			B 01	215 005	November 14th payroll taxes	\$7,039.23
<b>PO#:</b>	<b>Voucher #:</b>	<b>49634</b>	Invoice	<b>Invoice No:</b> 11142025	<b>11/14/2025</b>	<b>Paid Amt: \$7,039.23</b>
						<b>Check Amount: \$7,039.23</b>

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 11/01/2025-11/30/2025 Period: 202605-202605 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
100	3269			<b>WEX Health, Inc.</b>		Wire
			B 01 215 023	November 14th payroll taxes		\$1,917.75
PO#:	Voucher #:	49635	Invoice	Invoice No: 11142025	11/14/2025	Paid Amt: \$1,917.75
						Check Amount: \$1,917.75
100	00160			<b>MN Teachers Retirement Assoc.</b>		Wire
			B 01 215 018	TRA		\$13.73
PO#:	Voucher #:	49693	Invoice	Invoice No: Z2026090	11/28/2025	Paid Amt: \$13.73
			B 01 215 018	TRA		\$11.20
PO#:	Voucher #:	49692	Invoice	Invoice No: Z2026090	11/28/2025	Paid Amt: \$11.20
			B 01 215 018	payroll taxes		\$16,687.62
PO#:	Voucher #:	49698	Invoice	Invoice No: 112825	11/28/2025	Paid Amt: \$16,687.62
						Check Amount: \$16,712.55
100	00165			<b>Public Empl. Retirement Assoc</b>		Wire
			B 01 215 014	payroll taxes		\$3,466.60
PO#:	Voucher #:	49697	Invoice	Invoice No: 112825	11/28/2025	Paid Amt: \$3,466.60
						Check Amount: \$3,466.60
100	00196			<b>INTERNAL REVENUE SERVICE</b>		Wire
			B 01 215 011	federal talxes		\$7,101.63
			B 01 215 010	OSADI		\$16,041.14
			B 01 215 010	medicare		\$3,751.58
PO#:	Voucher #:	49695	Invoice	Invoice No: 112825	11/28/2025	Paid Amt: \$26,894.35
						Check Amount: \$26,894.35
100	01022			<b>MN Department of Revenue</b>		Wire
			B 01 215 013	payroll taxes		\$4,327.64
PO#:	Voucher #:	49696	Invoice	Invoice No: 112825	11/28/2025	Paid Amt: \$4,327.64
						Check Amount: \$4,327.64
100	2455			<b>EBC</b>		Wire
			B 01 215 005	payroll taxes		\$7,039.23
PO#:	Voucher #:	49699	Invoice	Invoice No: 112825	11/28/2025	Paid Amt: \$7,039.23
						Check Amount: \$7,039.23
100	3269			<b>WEX Health, Inc.</b>		Wire
			B 01 215 023	payroll		\$2,167.75
PO#:	Voucher #:	49700	Invoice	Invoice No: 112825	11/28/2025	Paid Amt: \$2,167.75
						Check Amount: \$2,167.75
100	54863	1245		<b>Amazon</b>		Check
			E 01 005 105 201 000 430	B09HH2M56C Tosnail 8 Inch Percussion Drun		\$254.70

# Lester Prairie Public Schools

## Detail Payment Register By Check

Check Number: 0-2147483647    Payment Date: 11/01/2025-11/30/2025    Period: 202605-202605    Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
<b>100</b>	<b>54863</b>	<b>1245</b>		<b>Amazon</b>		<b>Check</b>
			E 01 005 105 201 000 430	Amazon Shipping Charge		\$0.00
<b>PO#: 10893</b>	<b>Voucher #:</b>	<b>49591</b>	Invoice	<b>Invoice No:</b> 1QNR-K6MK-WFTN	<b>11/6/2025</b>	<b>Paid Amt: \$254.70</b>
			E 01 100 219 000 317 430	6073807848 Los Juegos del hambre / The Hu		\$27.94
			E 01 100 219 000 317 430	Amazon Shipping Charge		\$0.00
<b>PO#: 10896</b>	<b>Voucher #:</b>	<b>49586</b>	Invoice	<b>Invoice No:</b> 1Y6C-CW6V-VJX3	<b>11/6/2025</b>	<b>Paid Amt: \$27.94</b>
			E 01 005 105 201 000 401	B0BN7QHFVZ COSTWAY 20-Drawer Rolling :		\$124.74
<b>PO#: 10876</b>	<b>Voucher #:</b>	<b>49587</b>	Invoice	<b>Invoice No:</b> 1X76-NXQC-YCKJ	<b>11/6/2025</b>	<b>Paid Amt: \$124.74</b>
			E 01 300 270 000 000 401	B08Y8FQHKB VIZ-PRO Magnetic Dry Erase V		\$66.50
			E 01 300 270 000 000 455	B0CJ8LLPD1 XIANGHONGYIAN 3-Port USB		\$6.49
			E 01 300 270 000 000 430	Amazon Shipping Charge		\$0.00
<b>PO#: 10898</b>	<b>Voucher #:</b>	<b>49585</b>	Invoice	<b>Invoice No:</b> 1MHC-YQXC-RQRR	<b>11/6/2025</b>	<b>Paid Amt: \$72.99</b>
			E 01 005 110 000 000 401	B0CYPSZ35B GuassLee Large Wall Calendar		\$15.83
			E 01 005 110 000 000 401	Amazon Shipping Charge		\$0.00
<b>PO#: 10903</b>	<b>Voucher #:</b>	<b>49583</b>	Invoice	<b>Invoice No:</b> 1N7N-W99P-VF46	<b>11/6/2025</b>	<b>Paid Amt: \$15.83</b>
			E 01 300 270 000 000 430	B0146LWU42 Tork Bath Tissue Roll Advanced		\$45.15
			E 01 300 270 000 000 430	B09KGMT1FT 3 Pieces Human Fake Heart wi		\$12.99
			E 01 300 270 000 000 430	B0FKM5N7 Chicingyou 4 Pieces Egyptian I		\$23.99
			E 01 300 270 000 000 430	Amazon Shipping Charge		\$0.00
<b>PO#: 10891</b>	<b>Voucher #:</b>	<b>49579</b>	Invoice	<b>Invoice No:</b> 1DF6-11FP-T9YT	<b>11/6/2025</b>	<b>Paid Amt: \$82.13</b>
			E 01 005 810 193 000 401	B0CXFDCT1R FlushLine 6 Pack of Replacem		\$82.49
			E 01 005 810 193 000 401	B0D7DYYW6K Bennington 6 Pack Pressure \		\$27.99
			E 01 005 810 193 000 401	Amazon Shipping Charge		\$0.00
<b>PO#: 10900</b>	<b>Voucher #:</b>	<b>49590</b>	Invoice	<b>Invoice No:</b> 1DWD-R99M-TYVM	<b>11/6/2025</b>	<b>Paid Amt: \$110.48</b>
			E 01 300 296 316 000 401	B00017IPLS Akro-Mils 09514 ProBox Plastic 1		\$32.27
			E 01 300 296 316 000 401	B0002I5XHK Akro-Mils 12-Inch ProBox Plastic		\$12.86
			E 01 300 296 316 000 401	B001AZ7VAQ PhysiciansCare First Aid Antise		\$6.35
			E 01 300 296 316 000 401	B001TSJ8XC Nexcare Durable Cloth Tape, W		\$5.09
			E 01 300 296 316 000 401	B00CEK3A74 First Aid Only 17-005 Bandage :		\$5.36
			E 01 300 296 316 000 401	B01N6TOXHP CURAD Assorted Bandages Va		\$11.99
			E 01 300 296 316 000 401	B07FYGLQ21 Amazon Basic Care Gauze Pac		\$13.30
			E 01 300 296 316 000 401	B09HPNBZHD FRESINIDER Premium Elastic		\$8.54
			E 01 300 296 316 000 401	B0B4BM18DW Germ-X Original Hand Sanitize		\$12.99
			E 01 300 296 316 000 401	B0B6BVQVZB SwiftGrip Disposable Nitrile Ex		\$6.64
			E 01 300 296 316 000 401	B0BL3R1GQG ADMITRY Athletic Tape,5 Pack		\$8.39
			E 01 300 296 316 000 401	B0C2L5R59N ADMITRY Pre Wrap Tape Athlel		\$7.69
			E 01 300 296 316 000 401	B0C4NW2CTV General Medi Instant Ice Cold		\$9.01

# Lester Prairie Public Schools

## Detail Payment Register By Check

**Check Number: 0-2147483647    Payment Date: 11/01/2025-11/30/2025    Period: 202605-202605    Void Status: N**

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
100	54863	1245		Amazon		Check
			E 01	300 296 316 000 401	B0CPKQ2DGT 100 Nose Bleed Stopper Plugs	\$9.49
			E 01	300 296 316 000 401	PROMOTION	(\$0.80)
<b>PO#:</b> 10907	<b>Voucher #:</b>	<b>49594</b>	Invoice	<b>Invoice No:</b> 1LVR-D3KF-YR1D	<b>11/6/2025</b>	<b>Paid Amt: \$149.17</b>
			E 02	005 770 000 701 401	B002NUYTCA Targus Wireless Numeric Keyp	\$31.99
			E 02	005 770 000 701 401	Amazon Shipping Charge	\$0.00
<b>PO#:</b> 10897	<b>Voucher #:</b>	<b>49576</b>	Invoice	<b>Invoice No:</b> 164VQQ47TCP6	<b>11/6/2025</b>	<b>Paid Amt: \$31.99</b>
			E 01	005 810 193 000 401	B01B8R6PF2 Amazon Basics 100-Pack AA Al	\$26.99
			E 01	005 810 193 000 401	Amazon Shipping Charge	\$0.00
<b>PO#:</b> 10889	<b>Voucher #:</b>	<b>49578</b>	Invoice	<b>Invoice No:</b> 17K3-T3XJ-QF6Q	<b>11/6/2025</b>	<b>Paid Amt: \$26.99</b>
			E 01	005 720 000 000 401	B075XZM12W Dealmed Fabric Knuckle Flexit	\$7.99
			E 01	005 720 000 000 401	B07H53W5WP Amazon Elements Baby Wipe:	\$15.29
			E 01	005 720 000 000 401	B0821R2T9K Dealmed Sterile Flexible Fabric.	\$62.69
			E 01	005 720 000 000 401	B08Y99LX3X MED PRIDE Medical Grade Vin	\$51.87
			E 01	005 720 000 000 401	B0997JGBM2 Dealmed Fabric Flexible Adhesi	\$9.99
			E 01	005 720 000 000 401	B09QGY4JQK 500X Ear Thermometer Probe	\$17.75
			E 01	005 720 000 000 401	B0CFZ88Z26 PAMI 100 Pack 5oz (5 Ounce) L	\$55.30
			E 01	005 720 000 000 401	Amazon Shipping Charge	\$0.00
<b>PO#:</b> 10892	<b>Voucher #:</b>	<b>49575</b>	Invoice	<b>Invoice No:</b> 1R37-Q713RKRR	<b>11/6/2025</b>	<b>Paid Amt: \$220.88</b>
			E 01	300 260 000 000 401	B07RKFTGST Volcanics Black Dry Erase Mar	\$9.07
			E 01	300 260 000 000 401	Amazon Shipping Charge	\$0.00
<b>PO#:</b> 10890	<b>Voucher #:</b>	<b>49580</b>	Invoice	<b>Invoice No:</b> 113H-3PTP-QM67	<b>11/6/2025</b>	<b>Paid Amt: \$9.07</b>
			E 01	005 605 000 302 555	B01MZ81RQ0 Amazon Basics High-Speed 4K	\$37.94
			E 01	005 605 000 302 555	B0DSDCN1SK Apple TV 4K Wi-Fi (3rd Gener	\$510.15
			E 01	005 605 000 302 555	Amazon Shipping Charge	\$0.00
<b>PO#:</b> 10901	<b>Voucher #:</b>	<b>49581</b>	Invoice	<b>Invoice No:</b> 17K3-T3XJ-RJLN	<b>11/6/2025</b>	<b>Paid Amt: \$548.09</b>
			E 01	300 270 000 000 455	B0DL9XLHN3 Headphone Jack Adapter,3.5mr	\$4.99
<b>PO#:</b> 10881	<b>Voucher #:</b>	<b>49588</b>	Invoice	<b>Invoice No:</b> 1FXQ-3NVP-TKDD	<b>11/6/2025</b>	<b>Paid Amt: \$4.99</b>
			E 01	005 105 201 000 401	B007Z25YCA Contender Cubby Storage Orga	\$770.99
			E 01	005 105 201 000 401	Amazon Shipping Charge	\$0.00
<b>PO#:</b> 10883	<b>Voucher #:</b>	<b>49593</b>	Invoice	<b>Invoice No:</b> 13JH-7HC4-1XJJ	<b>11/6/2025</b>	<b>Paid Amt: \$770.99</b>
			E 01	300 291 302 000 401	B0C5HQWH25 K&F Concept 77mm Lens Cap	\$4.74
			E 01	300 291 302 000 401	Amazon Shipping Charge	\$0.00
<b>PO#:</b> 10902	<b>Voucher #:</b>	<b>49584</b>	Invoice	<b>Invoice No:</b> 179D-TJT4-TYR9	<b>11/6/2025</b>	<b>Paid Amt: \$4.74</b>
			E 01	300 220 000 000 430	ojbwax tales	\$300.80
<b>PO#:</b> 10831	<b>Voucher #:</b>	<b>49592</b>	Invoice	<b>Invoice No:</b> 1G3W-JGMX-T6RY	<b>11/6/2025</b>	<b>Paid Amt: \$300.80</b>
			E 01	100 258 000 000 430	B00A49TRJC Music Classroom Posters - Set	\$193.95

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 11/01/2025-11/30/2025 Period: 202605-202605 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
100	54863	1245		Amazon		Check
			E 01	100 258 000 000 430	B07Q38FWFJ Newlam Kalimba Thumb Piano	\$47.98
			E 01	100 258 000 000 430	B09N1JYZ1F 20 Pieces Wood Mallets Percus	\$11.99
			E 01	100 258 000 000 430	B0BXLB54QR 60 Pcs Rhythm Sticks for Kids	\$57.74
			E 01	100 258 000 000 401	B0BZHL7RLX 50 Pieces Self Adhesive Clips,	\$9.79
			E 01	100 258 000 000 430	B0CH85GKHC Fuyamp 24 Pcs Castanets Wo	\$20.46
			E 01	100 258 000 000 401	B0CNNGG1XV Pionites Prize Wheel Tabletop	\$23.69
			E 01	100 258 000 000 430	B0DXLR96MC Daydream Education Kodaly S	\$14.95
			E 01	100 258 000 000 401	B0FK4HYCR5 4K Video Camera Camcorder €	\$103.98
			E 01	100 258 000 000 430	Amazon Shipping Charge	\$0.00
PO#: 10904	Voucher #:	49577	Invoice	Invoice No: 1KN3-6PRQ-QP1W	11/6/2025	Paid Amt: \$484.53
			E 01	300 292 000 000 401	B08JHFZMRC 1000 Tactical Raffle Tickets, Bl	\$17.38
			E 01	300 292 000 000 401	B08JHGLSD1 1000 Tactical Raffle Tickets, Re	\$8.89
			E 01	300 292 000 000 401	B08JHHY2C4 1000 Tactical Raffle Tickets, Wt	\$17.38
			E 01	300 292 000 000 401	Amazon Shipping Charge	\$0.00
PO#: 10906	Voucher #:	49589	Invoice	Invoice No: 1VPC-HHGF-WDCN	11/6/2025	Paid Amt: \$43.65
			E 01	005 810 193 000 401	B0CX75ZZ7Y Frost King ACF19 Foam Coil Cl	\$49.74
			E 01	005 810 193 000 401	Amazon Shipping Charge	\$0.00
PO#: 10888	Voucher #:	49582	Invoice	Invoice No: 1LDK-RJTF-W1R4	11/6/2025	Paid Amt: \$49.74
						Check Amount: \$3,334.44
100	54864	3226		Ampion PBC		Check
			E 01	005 810 184 000 330	Monthly services	\$1,113.10
PO#:	Voucher #:	49605	Invoice	Invoice No: 2025110002421296	11/6/2025	Paid Amt: \$1,113.10
			E 01	005 810 184 000 330	Monthly services	\$28.06
PO#:	Voucher #:	49604	Invoice	Invoice No: 2025110002415037	11/6/2025	Paid Amt: \$28.06
						Check Amount: \$1,141.16
100	54865	2225		Andy's Lawn & Snow LLC		Check
			E 01	005 810 191 000 305	October lawn services	\$812.00
PO#:	Voucher #:	49599	Invoice	Invoice No: 11625	11/6/2025	Paid Amt: \$812.00
						Check Amount: \$812.00
100	54866	3529		Aviben		Check
			E 01	005 110 800 000 305	403B compliance fees	\$68.20
PO#:	Voucher #:	49601	Invoice	Invoice No: 39551	11/6/2025	Paid Amt: \$68.20
						Check Amount: \$68.20

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 11/01/2025-11/30/2025 Period: 202605-202605 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type			
100	54868	2185		<b>Bernick's</b>		Check			
			E 21	300 298 947 301 401	JR CLASS CONCESSIONS		\$489.60		
PO#:	Voucher #:	49574	Invoice	Invoice No: 10417494	11/6/2025	Paid Amt:	\$489.60	Check Amount:	\$489.60
100	54869	3048		<b>Blashack, Jason</b>		Check			
			E 01	300 296 317 000 305	Junior High Official 10/7/2025		\$70.00		
PO#:	Voucher #:	49615	Invoice	Invoice No: 11625	11/6/2025	Paid Amt:	\$70.00	Check Amount:	\$70.00
100	54870	03821		<b>CenturyLink</b>		Check			
			E 01	005 110 000 000 320	monthly charges		\$911.44		
PO#:	Voucher #:	49611	Invoice	Invoice No: 11625	11/6/2025	Paid Amt:	\$911.44	Check Amount:	\$911.44
100	54871	3579		<b>CESO Finance, LLC</b>		Check			
			E 01	005 110 000 000 305	current month services		\$10,416.67		
PO#:	Voucher #:	49598	Invoice	Invoice No: 2053	11/6/2025	Paid Amt:	\$10,416.67	Check Amount:	\$10,416.67
100	54872	2624		<b>Dalco/ Imperial Dade</b>		Check			
			E 01	005 810 810 000 401	supplies		\$136.00		
PO#:	Voucher #:	49602	Invoice	Invoice No: 4441991	11/6/2025	Paid Amt:	\$136.00	Check Amount:	\$136.00
100	54873	2573		<b>Dashir Management Services Inc</b>		Check			
			E 01	005 810 810 000 305	nOVEMBER 2025 SERVICES		\$25,619.82		
PO#:	Voucher #:	49613	Invoice	Invoice No: 9119	11/6/2025	Paid Amt:	\$25,619.82	Check Amount:	\$25,619.82
100	54874	2151		<b>Drusch, Pete</b>		Check			
			E 01	300 294 312 000 305	Football Official 2025 (3) Junior High		\$210.00		
PO#:	Voucher #:	49607	Invoice	Invoice No: 1162025	11/6/2025	Paid Amt:	\$210.00	Check Amount:	\$210.00
100	54875	00707		<b>EDUCATION MINNESOTA</b>		Check			
			B 01	215 028	teacher dues		\$2,625.52		
PO#:	Voucher #:	49618	Invoice	Invoice No: 9818372	11/6/2025	Paid Amt:	\$2,625.52	Check Amount:	\$2,625.52
100	54876	3646		<b>Epema, Travis</b>		Check			
			E 01	300 294 312 000 305	Football Official 10/21/2025		\$130.00		
PO#:	Voucher #:	49596	Invoice	Invoice No: 11625	11/6/2025	Paid Amt:	\$130.00	Check Amount:	\$130.00

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 11/01/2025-11/30/2025 Period: 202605-202605 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type	
100	54877	01364		<b>Herc-U-Lift</b>		<b>Check</b>	
			E 01	005 865 000 347 305	Annual insepction Skyjack	\$175.22	
PO#:	10894	Voucher #:	49610	Invoice	Invoice No: 1162025	11/6/2025	Paid Amt: \$175.22
							Check Amount: \$175.22
100	54878	03714		<b>IDE, GERALD</b>		<b>Check</b>	
			E 01	300 296 317 000 305	Junior High Volleyball Official 10/2/2025	\$70.00	
PO#:		Voucher #:	49614	Invoice	Invoice No: 1162025	11/6/2025	Paid Amt: \$70.00
							Check Amount: \$70.00
100	54879	3420		<b>Jahnke, Jack</b>		<b>Check</b>	
			E 01	300 294 312 000 305	Football Official 2025--(2) JV games	\$164.00	
PO#:		Voucher #:	49608	Invoice	Invoice No: 1162025	11/6/2025	Paid Amt: \$164.00
							Check Amount: \$164.00
100	54880	2911		<b>LS Tours LLC</b>		<b>Check</b>	
			E 21	300 298 946 301 401	Lp 2026 Class trip-Boston	\$12,000.00	
PO#:		Voucher #:	49600	Invoice	Invoice No: 690	11/6/2025	Paid Amt: \$12,000.00
							Check Amount: \$12,000.00
100	54881	01230		<b>Marco Business Products, Inc</b>		<b>Check</b>	
			E 01	005 110 000 000 401	Contract payment	\$1,574.54	
PO#:		Voucher #:	49616	Invoice	Invoice No: 566794335	11/6/2025	Paid Amt: \$1,574.54
							Check Amount: \$1,574.54
100	54882	3645		<b>Nesvig, Mark</b>		<b>Check</b>	
			E 01	300 294 312 000 305	Football Official 10/21/2025	\$130.00	
PO#:		Voucher #:	49595	Invoice	Invoice No: 11625	11/6/2025	Paid Amt: \$130.00
							Check Amount: \$130.00
100	54883	3647		<b>Seifert, Jake</b>		<b>Check</b>	
			E 01	300 294 312 000 305	Football Official 10/21/25	\$130.00	
PO#:		Voucher #:	49597	Invoice	Invoice No: 11625	11/6/2025	Paid Amt: \$130.00
							Check Amount: \$130.00
100	54884	3367		<b>Squire, Waldspurger &amp; Mace, P.A.</b>		<b>Check</b>	
			E 01	005 110 150 000 305	Legal services	\$2,339.00	
PO#:		Voucher #:	49617	Invoice	Invoice No: 26895	11/6/2025	Paid Amt: \$2,339.00
							Check Amount: \$2,339.00
100	54885	1602		<b>Verizon Wireless</b>		<b>Check</b>	
			E 01	005 020 000 000 320	SUPERINTENDENT	\$50.24	
			E 01	300 050 000 000 320	PRINCIPAL	\$49.56	

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 11/01/2025-11/30/2025 Period: 202605-202605 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
100	54885	1602		Verizon Wireless		Check
			E 01	300 292 311 000 320	AD	\$49.56
PO#:	Voucher #:	49612	Invoice	Invoice No: 11625	11/6/2025	Paid Amt: \$149.36
						Check Amount: \$149.36
100	54886	3626		VESTIS		Check
			E 02	005 770 000 701 401	Addtl INV#2560433385	\$38.71
			E 02	005 770 000 701 401	Addtl INV#2560433385	\$38.71
PO#:	Voucher #:	49609	Invoice	Invoice No: 2560431291	11/6/2025	Paid Amt: \$77.42
						Check Amount: \$77.42
100	54887	2786		Xcel Energy Solutions		Check
			E 01	005 810 184 000 330	Monthly charges	\$6,319.12
PO#:	Voucher #:	49603	Invoice	Invoice No: 004150	11/6/2025	Paid Amt: \$6,319.12
						Check Amount: \$6,319.12
100	54888	3601		GSAudio		Check
			E 06	005 870 819 000 305	GYM RENOVATIONS	\$23,040.00
PO#:	Voucher #:	49621	Invoice	Invoice No: 11112025	11/11/2025	Paid Amt: \$23,040.00
						Check Amount: \$23,040.00
100	54889	01306		Herald Journal Publishing		Check
			E 01	005 110 381 000 305	HOMECOMING AD	\$59.00
PO#:	Voucher #:	49624	Invoice	Invoice No: 11112025	11/11/2025	Paid Amt: \$59.00
						Check Amount: \$59.00
100	54890	3625		JOSH'S HOME DELIVERY		Check
			E 02	005 770 000 701 495	MILK DELIVERY 10/22/2025 & 10/29/2025	\$587.86
			E 02	005 770 000 701 495	MILK DELIVERY 10/22/2025 & 10/29/2025	\$615.70
PO#:	Voucher #:	49622	Invoice	Invoice No: 184488-184496	11/11/2025	Paid Amt: \$1,203.56
						Check Amount: \$1,203.56
100	54891	3009		JT Electric Service, Inc.		Check
			E 06	005 870 819 000 305	DEMO & RETRO EXISTING AUDITORIUM LI	\$52,000.00
PO#:	Voucher #:	49620	Invoice	Invoice No: 49687	11/11/2025	Paid Amt: \$52,000.00
						Check Amount: \$52,000.00
100	54892	1887		Matheson Tri-Gas Inc		Check
			E 01	300 255 000 000 401	SUREWELD	\$152.00
PO#:	Voucher #:	49623	Invoice	Invoice No: 0032274064	11/11/2025	Paid Amt: \$152.00
						Check Amount: \$152.00
100	54893	00170		4.0 Bus Service		Check
			E 01	005 760 000 720 360	CONTRACT	\$23,820.00

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 11/01/2025-11/30/2025 Period: 202605-202605 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
100	54893	00170		<b>4.0 Bus Service</b>		<b>Check</b>
			E 01	005 760 000 720 360	CONTRACT	\$623.28
			E 01	005 760 000 720 360	CONTRACT	\$8,831.50
			E 01	005 760 000 723 360	SPED	\$8,463.00
			E 01	005 760 000 720 360	FUEL CLAUSE	\$1,595.47
			E 01	300 258 233 000 430	BAND	\$339.00
			E 01	300 292 000 000 820	CHEER	\$1,486.00
			E 01	300 292 000 000 820	10TH GRADE CARREER DAY	\$188.00
			E 01	300 296 317 000 305	VOLLEYBALL	\$793.23
			E 01	300 294 312 000 305	FOOTBALL	\$2,699.25
			E 01	300 292 321 000 305	CROSS COUNTRY	\$1,245.25
<b>PO#:</b>	<b>Voucher #:</b>	<b>49681</b>	Invoice	<b>Invoice No:</b> 11.2025	<b>11/19/2025</b>	<b>Paid Amt: \$50,083.98</b>
						<b>Check Amount: \$50,083.98</b>
100	54894	1821		<b>Barfknecht, Alan</b>		<b>Check</b>
			E 01	300 294 312 000 305	Football official-JV (9/8 & 929)	\$164.00
			E 01	300 294 312 000 305	Football official-JH (9/4)	\$70.00
<b>PO#:</b>	<b>Voucher #:</b>	<b>49637</b>	Invoice	<b>Invoice No:</b> 111925	<b>11/19/2025</b>	<b>Paid Amt: \$234.00</b>
						<b>Check Amount: \$234.00</b>
100	54895	3048		<b>Blashack, Jason</b>		<b>Check</b>
			E 01	300 296 317 000 305	SECTION PLAYOFF VB 10/23/25-LINE JUDG	\$25.00
<b>PO#:</b>	<b>Voucher #:</b>	<b>49688</b>	Invoice	<b>Invoice No:</b> 111925	<b>11/19/2025</b>	<b>Paid Amt: \$25.00</b>
						<b>Check Amount: \$25.00</b>
100	54896	3254		<b>Bluum of Minnesota, LLC</b>		<b>Check</b>
			E 01	005 605 000 302 555	OB1U- OVER THE WHITEBOARD INTERAC	\$658.00
			E 01	005 605 000 302 555	BE75D-H- SAMSUNG BED-H SERIES 75 INC	\$1,738.00
			E 01	005 605 000 302 555	SHIPPING	\$120.00
<b>PO#:</b> 10780	<b>Voucher #:</b>	<b>49670</b>	Invoice	<b>Invoice No:</b> 1049640 &1049526	<b>11/19/2025</b>	<b>Paid Amt: \$2,516.00</b>
						<b>Check Amount: \$2,516.00</b>
100	54897	1290		<b>Card Services</b>		<b>Check</b>
			E 02	005 770 000 705 490	GLUTEN FREE FOOD AND SALT	\$19.49
<b>PO#:</b>	<b>Voucher #:</b>	<b>49664</b>	Invoice	<b>Invoice No:</b> 111925	<b>11/19/2025</b>	<b>Paid Amt: \$19.49</b>
						<b>Check Amount: \$19.49</b>
100	54898	2308		<b>Carlson's Orchard</b>		<b>Check</b>
			E 21	300 298 946 301 401	Lester Prairie Senior Pie Fundraiser	\$5,129.20
<b>PO#:</b>	<b>Voucher #:</b>	<b>49640</b>	Invoice	<b>Invoice No:</b> 25119	<b>11/19/2025</b>	<b>Paid Amt: \$5,129.20</b>
						<b>Check Amount: \$5,129.20</b>

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 11/01/2025-11/30/2025 Period: 202605-202605 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type			
100	54899	00126		CenterPoint Energy		Check			
			E 01	005 810 181 000 330	MONTHLY CHARGES		\$450.12		
PO#:	Voucher #:	49663	Invoice	Invoice No: 111925	11/19/2025	Paid Amt:	\$450.12	Check Amount:	\$450.12
100	54900	00061		CITY OF LESTER PRAIRIE		Check			
			E 01	005 810 183 000 330	MONTHLY FEES		\$686.80		
			E 01	005 810 183 000 330	MONTHLY FEES		\$157.20		
			E 01	005 810 183 000 330	MONTHLY FEES		\$595.80		
PO#:	Voucher #:	49673	Invoice	Invoice No: 11925	11/19/2025	Paid Amt:	\$1,439.80	Check Amount:	\$1,439.80
100	54901	01694		CULLIGAN-METRO		Check			
			E 02	005 770 183 701 330	SOLAR SALT DELIVERY & EQUIP INSPECTI		\$273.00		
PO#:	Voucher #:	49674	Invoice	Invoice No: 101X40704507	11/19/2025	Paid Amt:	\$273.00	Check Amount:	\$273.00
100	54902	2624		Dalco/ Imperial Dade		Check			
			E 01	005 810 810 000 401	SUPPLIES		\$188.80		
PO#:	Voucher #:	49675	Invoice	Invoice No: 4386165-4425552	11/19/2025	Paid Amt:	\$188.80	Check Amount:	\$188.80
100	54903	3098		Dreier, Sarah		Check			
			E 01	300 296 317 000 305	SECTION PLAYOFF VB 10/23/25-LINE JUDG		\$25.00		
PO#:	Voucher #:	49689	Invoice	Invoice No: 111925	11/19/2025	Paid Amt:	\$25.00	Check Amount:	\$25.00
100	54904	00959		Electronic Servicing		Check			
			E 01	005 605 000 302 555	INSTALL OF TV & MONITORS		\$412.50		
PO#:	Voucher #:	49665	Invoice	Invoice No: 24458	11/19/2025	Paid Amt:	\$412.50	Check Amount:	\$412.50
100	54905	3085		Emergency Medical Training Inst		Check			
			E 04	005 505 000 321 305	CPR/AED/FIRST AID		\$400.00		
PO#:	Voucher #:	49676	Invoice	Invoice No: 40	11/19/2025	Paid Amt:	\$400.00	Check Amount:	\$400.00
100	54906	1221		Flinn Scientific, Inc.		Check			
			E 01	300 260 000 000 430	Sulfur, precipitated, 500g		\$16.87		
			E 01	300 260 000 000 430	iron metal filings, 500g		\$14.55		
			E 01	300 260 000 000 430	Freight		\$7.50		
PO#: 10909	Voucher #:	49671	Invoice	Invoice No: 3209835	11/19/2025	Paid Amt:	\$38.92	Check Amount:	\$38.92

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 11/01/2025-11/30/2025 Period: 202605-202605 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type			
100	54907	3650		GoldFax		Check			
			E 01 005 110 000 000 320	FAX CHARGES			\$50.49		
PO#:	Voucher #:	49679	Invoice	Invoice No: #EGOLD-12155944	11/19/2025	Paid Amt:	\$50.49	Check Amount:	\$50.49
100	54908	3636		GRANITE TELECOMMUNICATIONS LLC		Check			
			E 01 005 110 000 000 320	MONTHLY PAYMENTS			\$296.53		
PO#:	Voucher #:	49662	Invoice	Invoice No: 722205529	11/19/2025	Paid Amt:	\$296.53	Check Amount:	\$296.53
100	54909	2483		Greater MN Communications		Check			
			E 01 005 105 201 000 401	BEEF RAFFLE TICKETS--FOUNDATION			\$87.50		
PO#:	Voucher #:	49657	Invoice	Invoice No: 34276	11/19/2025	Paid Amt:	\$87.50	Check Amount:	\$87.50
100	54910	2444		Heimerl, Rebecca		Check			
			E 01 300 296 317 000 305	SECTION PLAYOFF VB WORKER 10/23/202			\$25.00		
PO#:	Voucher #:	49686	Invoice	Invoice No: 111925	11/19/2025	Paid Amt:	\$25.00	Check Amount:	\$25.00
100	54911	3299		Herrmann, Erin		Check			
			E 01 300 296 317 000 305	SECTION PLAYOFF VOLLEYBALL LIBERO 1			\$25.00		
PO#:	Voucher #:	49687	Invoice	Invoice No: 111925	11/19/2025	Paid Amt:	\$25.00	Check Amount:	\$25.00
100	54912	3284		Hins, Lisa		Check			
			E 01 005 810 000 000 366	MENARDS REIMBURSMENT			\$11.86		
PO#:	Voucher #:	49672	Invoice	Invoice No: 111925	11/19/2025	Paid Amt:	\$11.86	Check Amount:	\$11.86
100	54913	3449		IEA Environmental, Health & Safety Mgmt Services		Check			
			E 01 005 865 000 352 305	SITE VISIT FOUR			\$900.00		
PO#:	Voucher #:	49667	Invoice	Invoice No: 00060804	11/19/2025	Paid Amt:	\$900.00	Check Amount:	\$900.00
100	54914	00311		ISD #2859 GSL		Check			
			E 01 300 292 321 000 369	CROSS COUNTRY MEET 9/18/25			\$150.00		
PO#:	Voucher #:	49659	Invoice	Invoice No: 1776	11/19/2025	Paid Amt:	\$150.00	Check Amount:	\$150.00
100	54915	00419		JK Sports Inc		Check			
			E 01 300 294 412 000 401	SECTION CHAMPS FOOTBAL SHIRT ORDE			\$3,653.00		
PO#:	Voucher #:	49677	Invoice	Invoice No: 97925	11/19/2025	Paid Amt:	\$3,653.00	Check Amount:	\$3,653.00

# Lester Prairie Public Schools

## Detail Payment Register By Check

Check Number: 0-2147483647    Payment Date: 11/01/2025-11/30/2025    Period: 202605-202605    Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
100	54916	3625		<b>JOSH'S HOME DELIVERY</b>		<b>Check</b>
			E 02	005 770 000 701 495	MILK DELIVERY 11/12/25 & 11/15/25	\$702.90
			E 02	005 770 000 701 495	MILK DELIVERY 11/12/25 & 11/15/25	\$717.40
<b>PO#:</b>	<b>Voucher #:</b>	<b>49642</b>	Invoice	<b>Invoice No:</b> 589863 & 589864	<b>11/19/2025</b>	<b>Paid Amt: \$1,420.30</b>
						<b>Check Amount: \$1,420.30</b>
100	54917	00391		<b>MARCO</b>		<b>Check</b>
			E 01	005 110 000 000 401	14YK Staples for copy machine	\$313.02
			E 01	005 110 000 000 401	Freight	\$14.86
<b>PO#:</b> 10911	<b>Voucher #:</b>	<b>49641</b>	Invoice	<b>Invoice No:</b> INV14544940	<b>11/19/2025</b>	<b>Paid Amt: \$327.88</b>
						<b>Check Amount: \$327.88</b>
100	54918	3406		<b>Minnesota Department of Health</b>		<b>Check</b>
			E 02	005 770 000 701 820	LESTER PRAIRIE SCHOOL 2026 RENEWAL	\$1,135.00
<b>PO#:</b>	<b>Voucher #:</b>	<b>49678</b>	Invoice	<b>Invoice No:</b> 14563	<b>11/19/2025</b>	<b>Paid Amt: \$1,135.00</b>
						<b>Check Amount: \$1,135.00</b>
100	54919	00367		<b>MN SCHOOL EMPLOYEES ASSOC</b>		<b>Check</b>
			B 01	215 040	10/30 AND 11/14 PAYROLL DEDUCTIONS	\$344.57
			B 01	215 040	10/30 AND 11/14 PAYROLL DEDUCTIONS	\$301.93
<b>PO#:</b>	<b>Voucher #:</b>	<b>49658</b>	Invoice	<b>Invoice No:</b> 111925	<b>11/19/2025</b>	<b>Paid Amt: \$646.50</b>
						<b>Check Amount: \$646.50</b>
100	54920	1579		<b>Music Mart</b>		<b>Check</b>
			E 01	300 258 233 000 401	RECORDER ORDER	\$154.00
			E 01	300 258 233 000 401	RECORDER ORDER	\$11.00
<b>PO#:</b>	<b>Voucher #:</b>	<b>49680</b>	Invoice	<b>Invoice No:</b> 1921366 & 1923301	<b>11/19/2025</b>	<b>Paid Amt: \$165.00</b>
			E 01	300 258 233 000 430	clarinet reeds	\$27.00
<b>PO#:</b> 10905	<b>Voucher #:</b>	<b>49660</b>	Invoice	<b>Invoice No:</b> 1921838	<b>11/19/2025</b>	<b>Paid Amt: \$27.00</b>
			E 01	005 105 201 000 430	clarinet reeds-foundation grant	\$25.19
			E 01	005 105 201 000 430	bari sax repair-foundation grant	\$88.00
			E 01	005 105 201 000 430	alto sax repair-foundation grant	\$117.75
<b>PO#:</b> 10922	<b>Voucher #:</b>	<b>49685</b>	Invoice	<b>Invoice No:</b> 1919144-1928839	<b>11/19/2025</b>	<b>Paid Amt: \$230.94</b>
						<b>Check Amount: \$422.94</b>
100	54921	3358		<b>North Star Awards &amp; Trophies</b>		<b>Check</b>
			E 01	300 292 420 000 401	CROSS COUNTRY PLAQUES	\$96.00
<b>PO#:</b>	<b>Voucher #:</b>	<b>49668</b>	Invoice	<b>Invoice No:</b> 13364	<b>11/19/2025</b>	<b>Paid Amt: \$96.00</b>
						<b>Check Amount: \$96.00</b>
100	54922	03390		<b>PAN-O-GOLD BAKING CO</b>		<b>Check</b>
			E 02	005 770 000 701 490	11/3DELIVERY	\$139.76

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 11/01/2025-11/30/2025 Period: 202605-202605 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
100	54922	03390		<b>PAN-O-GOLD BAKING CO</b>		Check		
			E 02	005 770 000 701 490	11/10 DELIVERY		\$158.72	
PO#:	Voucher #:	49653	Invoice	Invoice No: 10003425307013	11/19/2025	Paid Amt:	\$298.48	
			E 02	005 770 000 701 490	10/27/2025 delivery		\$162.96	
PO#:	Voucher #:	49690	Invoice	Invoice No: 10003425300012	11/19/2025	Paid Amt:	\$162.96	
						Check Amount:	\$461.44	
100	54923	01974		<b>Performance Foodservice</b>		Check		
			E 02	005 770 000 705 490	BREAKFAST		\$340.78	
			E 02	005 770 000 701 490	LUNCH		\$877.51	
			E 02	005 770 000 707 490	ALA CARTE		\$65.59	
PO#:	Voucher #:	49645	Invoice	Invoice No: 766130	11/19/2025	Paid Amt:	\$1,283.88	
			E 02	005 770 000 705 490	BREAKFAST		\$42.98	
			E 02	005 770 000 701 490	LUNCH		\$2,005.19	
PO#:	Voucher #:	49644	Invoice	Invoice No: 750380	11/19/2025	Paid Amt:	\$2,048.17	
			E 02	005 770 000 705 490	BREAKFAST		\$281.08	
			E 02	005 770 000 707 490	ALA CARTE		\$189.67	
			E 02	005 770 000 701 490	LUNCH		\$1,722.29	
PO#:	Voucher #:	49643	Invoice	Invoice No: 758610	11/19/2025	Paid Amt:	\$2,193.04	
						Check Amount:	\$5,525.09	
100	54924	3315		<b>Pink's Hardware Store</b>		Check		
			E 01	005 810 193 000 350	NUTS, BOLTS AND WIPER BLADES		\$13.61	
PO#:	Voucher #:	49669	Invoice	Invoice No: 55349	11/19/2025	Paid Amt:	\$13.61	
			E 01	005 810 193 000 401	kleenex		\$191.84	
			E 01	300 260 000 000 430	science-twine		\$26.99	
PO#:	Voucher #:	49639	Invoice	Invoice No: 54637 & 54944	11/19/2025	Paid Amt:	\$218.83	
						Check Amount:	\$232.44	
100	54925	00533		<b>RAM Building Inc</b>		Check		
			E 01	300 255 000 000 430	2X6-10' SPF #2--TECH ED		\$25.56	
PO#:	Voucher #:	49661	Invoice	Invoice No: 75427	11/19/2025	Paid Amt:	\$25.56	
						Check Amount:	\$25.56	
100	54926	00272		<b>SW/WC SERVICE COOPERATIVES</b>		Check		
			E 01	005 110 000 000 820	BUSINESS/SMART CONTRACT		\$3,606.75	
			E 01	005 110 000 000 820	MARSS CONTRACT		\$642.89	
PO#:	Voucher #:	49682	Invoice	Invoice No: 80329	11/19/2025	Paid Amt:	\$4,249.64	
			E 01	005 605 000 000 305	TECH SUPPORT--TROUBLESHOOTING WIT		\$381.00	
PO#:	Voucher #:	49683	Invoice	Invoice No: 80403	11/19/2025	Paid Amt:	\$381.00	

Detail Payment Register By Check

Check Number: 0-2147483647 Payment Date: 11/01/2025-11/30/2025 Period: 202605-202605 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
100	54926	00272		<b>SW/WC SERVICE COOPERATIVES</b>		<b>Check</b>
			E 01	005 605 000 000 305	DATE PRIVACY PROGRAM	\$1,950.00
PO#:	Voucher #:	49684	Invoice	Invoice No: 80461	11/19/2025	Paid Amt: \$1,950.00
						Check Amount: \$6,580.64
100	54927	2239		<b>Sysco Western Minnesota</b>		<b>Check</b>
			E 02	005 770 000 705 490	BREAKFAST	\$401.33
			E 02	005 770 000 701 490	LUNCH	\$1,295.76
			E 02	005 770 000 707 490	ALA CARTE	\$285.19
			E 02	005 770 000 707 490	PAPER PRODUCTS	\$100.55
PO#:	Voucher #:	49647	Invoice	Invoice No: 353046138	11/19/2025	Paid Amt: \$2,082.83
			E 02	005 770 000 705 490	BREAKFAST	\$382.42
			E 02	005 770 000 701 490	LUNCH	\$1,218.31
			E 02	005 770 000 707 490	ALA CARTE	\$96.74
PO#:	Voucher #:	49648	Invoice	Invoice No: 353041101	11/19/2025	Paid Amt: \$1,697.47
			E 02	005 770 000 701 491	COMMODITY	\$14.01
PO#:	Voucher #:	49650	Invoice	Invoice No: 353034296	11/19/2025	Paid Amt: \$14.01
			E 02	005 770 000 701 491	COMMODITY	\$39.56
PO#:	Voucher #:	49646	Invoice	Invoice No: 353046137	11/19/2025	Paid Amt: \$39.56
			E 02	005 770 000 701 491	COMMODITY	\$89.22
PO#:	Voucher #:	49651	Invoice	Invoice No: 353028944	11/19/2025	Paid Amt: \$89.22
			E 02	005 770 000 705 490	BREAKFAST	\$200.00
			E 02	005 770 000 701 490	LUNCH	\$366.18
			E 02	005 770 000 707 490	ALA CARTE	\$372.43
PO#:	Voucher #:	49649	Invoice	Invoice No: 353034297	11/19/2025	Paid Amt: \$938.61
			E 02	005 770 000 705 490	BREAKFAST	\$450.59
			E 02	005 770 000 701 490	LUNCH	\$2,091.64
			E 02	005 770 000 707 490	ALACARTE	\$350.98
			E 02	005 770 000 707 490	PAPER PRODUCTS	\$76.68
PO#:	Voucher #:	49652	Invoice	Invoice No: 353028945	11/19/2025	Paid Amt: \$2,969.89
						Check Amount: \$7,831.59
100	54928	2055		<b>Unhinged Pizza</b>		<b>Check</b>
			E 21	300 298 947 301 401	Concession stand 10/23/25	\$108.99
PO#:	Voucher #:	49638	Invoice	Invoice No: 111925	11/19/2025	Paid Amt: \$108.99
						Check Amount: \$108.99
100	54929	3626		<b>VESTIS</b>		<b>Check</b>
			E 02	005 770 000 701 401	DELIVERY	\$38.71
PO#:	Voucher #:	49654	Invoice	Invoice No: 2560440177	11/19/2025	Paid Amt: \$38.71

**Lester Prairie Public Schools**  
**Detail Payment Register By Check**

Check Number: 0-2147483647 Payment Date: 11/01/2025-11/30/2025 Period: 202605-202605 Void Status: N

Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type		
100	54929	3626		<b>VESTIS</b>		<b>Check</b>		
			E 02	005 770 000 701 495 DELIVERY			\$38.71	
PO#:	Voucher #:	49655	Invoice	Invoice No: 2560437634	11/19/2025		Paid Amt:	\$38.71
			E 02	005 770 000 701 401 DELIVERY			\$38.71	
PO#:	Voucher #:	49656	Invoice	Invoice No: 2560435519	11/19/2025		Paid Amt:	\$38.71
							<b>Check Amount:</b>	<b>\$116.13</b>
100	54930	00524		<b>Waste Management-TC West</b>		<b>Check</b>		
			E 01	005 810 186 000 330 MONTHLY CHARGES			\$441.52	
PO#:	Voucher #:	49666	Invoice	Invoice No: 8168006-1593-1	11/19/2025		Paid Amt:	\$441.52
							<b>Check Amount:</b>	<b>\$441.52</b>
100	54931	03070		<b>MADISON NATIONAL LIFE INSURANCE CO</b>		<b>Check</b>		
			B 01	215 027 LTD			\$559.20	
			B 01	215 026 ILIFE/AD&D			\$431.06	
PO#:	Voucher #:	49691	Invoice	Invoice No: 1735614	11/21/2025		Paid Amt:	\$990.26
							<b>Check Amount:</b>	<b>\$990.26</b>
100	54932	01157		<b>MetLife SBC</b>		<b>Check</b>		
			B 01	215 030 Decemeber dental			\$3,077.79	
PO#:	Voucher #:	49701	Invoice	Invoice No: 112625	11/26/2025		Paid Amt:	\$3,077.79
							<b>Check Amount:</b>	<b>\$3,077.79</b>
							<b>Report Total:</b>	<b>\$373,973.95</b>

**REGULAR MEETING of the SCHOOL BOARD of EDUCATION**  
**Lester Prairie Public Schools**  
**Monday, November 24, 2025 5:45pm**  
**Lester Prairie School Media Center**

Roll call was taken, and the following board members were present: Keith Christen, Jeff Engen, Brian Heimerl, Rebecca Heimerl, Candice Anderson and Dan LaMott. Administration present: Dr. Melissa Radeke, Mike Lee and Ross Scheevel  
**Guests:** Austin Neaton from the Herald Journal, Ryan Sinda, Alison Martinez, Janelle Juarez, Hilda Bohadr, Eduardo Rojas and Matthew Meyer

**Call to order**

- Meeting called to order by Board Chair Keith Christen
- Welcome to the public and guests
- **Pledge of Allegiance**

**Agenda**

- Motion by R. Heimerl and 2<sup>nd</sup> by B. Heimerl to approve the Agenda as presented and or modified
  - **Vote: 6 for, 0 against.**

**Recognition of Communications since Last Meeting:**

- Communication - GSL FFA was named Model of Excellence Top chapter from over 10,000 chapters. LP students participate with GSL FFA. 2B Continued event - LP School referenced as pilot program
- Open dialogue - none

**Minutes and Bills**

- Motion by R. Heimerl and 2<sup>nd</sup> by LaMott to approve consent agenda, the meeting minutes of the Regular Board meeting on October 20, 2025 and payment of bills in the amount of:
  - o Total amount: \$485,131.87
- **Vote: 6 for, 0 against.**

## Administrative Reports

### **Mr. Lee K-12 Principal Report:** - highlights

- Para's had 2 hour READ Act training on Oct 22<sup>nd</sup>. Another 2 hour training session on Jan 7<sup>th</sup>, 2026 will complete the 8 hours of required training.
- Attended 2<sup>nd</sup> session of a 3 part series with John Eller on Oct 27<sup>th</sup> - Navigating Difficult Situations.
- Officer Lammers from Winsted/Lester Prairie police department spoke with K-4 students about Halloween Safety on Oct 30<sup>th</sup>.
- Oct 31<sup>st</sup> was end of the 1<sup>st</sup> Quarter - Elementary teachers did some LETRS training and High School teachers did some AVID Trainings
- Veteran's Day program on Nov 11<sup>th</sup>. Emily Cano was an excellent guest speaker. Received many compliments on the program, the student speakers and overall student behavior.
- Attended the MREA conference in Brainerd Nov 16<sup>th</sup> - 18<sup>th</sup>. Many excellent and informative speakers/sessions.
- Attended the (disbanded) North Collaborative Principal meeting on Nov 18<sup>th</sup>. Topics discussed: Capti, PSEO, Phase II training for the Read Act, Ethnic Studies/Personal Finance
- Early dismissal on Nov 21<sup>st</sup> for LETRS training
- GSL/LP FFA achieved Models of Excellence National Champs. Plan to attend recognition program on Nov 25<sup>th</sup>.
- PTO will have their annual Holiday Store on Dec 5<sup>th</sup>
- Early dismissal on Dec 12<sup>th</sup> for LETRS training
- AVID updates from success coach Ryan Sinda and testimonials from students Alison Martinez and Janelle Juarez - both highlighted how AVID has helped them

### **Ross Scheevel AD/DoS** - highlights

- MSHSL Grants Form A and Form B have been submitted
- It was announced that Triple A and ExCEL award applications are available
- Attended Arbiter Game training to set up teams for the 2026-27 seasons
- Brought 12 students to the Tomahawk/Valley leadership summit, plan to take 12 different students to the MSHSL Together 4.0 conference on Dec 12<sup>th</sup>
- Still searching for Assistant Girls Basketball coach and a 2<sup>nd</sup> JH Boys basketball coach, AD(Ross)has taken on the JH Girls basketball coaching position due to no applicants
- Cross Country ended their season at the section meet on Oct 23<sup>rd</sup>
- Volleyball ended their season with a 10-13 record and advanced to section final game - good to see success again in volleyball
- Football ended the season with a 7-5 record, won Section 2A and were defeated in the 1<sup>st</sup> round of the State playoffs
- Winter activities are underway
- Girls basketball played first game last Friday, 13 girls 9<sup>th</sup>-12<sup>th</sup> and 8 JH girls(all 7<sup>th</sup> graders)
- Boys basketball first game Dec 2<sup>nd</sup>, 35 boys 9<sup>th</sup> - 12<sup>th</sup>, 18 7<sup>th</sup>/8<sup>th</sup> graders
- Wrestling first meet is Dec 2<sup>nd</sup> in Sartell, 3 boys from LP, one each from 7<sup>th</sup>, 8<sup>th</sup> and 9<sup>th</sup> grades
- One Act Play started practices, 6 participants, planning a mid January public performance

**Dr. Melissa Radeke Superintendent Report: - highlights**

- Enrollment update: Current enrollment is at 403 students - down 3 from last month
- SWWC Superintendent Exec. Committee - very important to be at the table as a voice for our small district. \$280,224 annual contract with SWWC. Many benefits being part of this service cooperative. Membership funding structure is shared cost of all members with 25% shared equally and remaining 75% based upon enrollment - so big benefit to small districts.
- Paid Leave presentation
- Resolution needed to change Flexible Savings Plan year from current January to December plan year to July to June plan year - will coincide with Health Insurance plan year. Flex Plan to be administered by AVIBEN - previously administered in-house however going with AVIBEN improves employee medical confidentiality and District will save on FICA \$\$\$. Will educate staff and have open enrollment period in December.

**Lauren Syrup - Business Manager**

- No report

**School Board Committee Reports**

- Community Ed. - none
- PTO - Finalizing preparations for the Holiday Store event
- Facilities/Maintenance- Met with Foundation for Education about fundraising for future facilities improvements/upgrades
- Facility Planning - none
- Tech/Media - none
- Activities Committee - none
- Negotiations - Certified - none
- Negotiations - Non-Certified - none
- Negotiations - Administration - none
- Meet and Confer - none
- Policy - none
- Legislative - none
- City Council - none

**New Business**

- Set date for January Reorganizational and Regular Board Meeting for **January 12<sup>th</sup>, 2026 at 5:45pm.**

- Motion by Anderson and 2<sup>nd</sup> by R. Heimerl to approve the Comprehensive Achievement and Civic Readiness (CACR) Report presented by Success Coach Ryan Sinda.

**Vote: 6 for, 0 against**

- Motion by LaMott and 2<sup>nd</sup> by Anderson to approve the non-certified seniority list for 2025-26.

**Vote: 6 for, 0 against**

- Motion by R. Heimerl and 2<sup>nd</sup> by B. Heimerl to approve the certified seniority list for 2025-26.

**Vote: 6 for, 0 against**

### Old Business

- None

### School Finance

- Motion by R. Heimerl and 2<sup>nd</sup> by LaMott to approve the donation report covering 7/1/2025 to 10/31/2025.

**Vote: 6 for, 0 against**

- Motion by B. Heimerl and 2<sup>nd</sup> by LaMott to approve the RESOLUTION TO CHANGE FLEXIBLE BENEFITS PLAN YEAR.

Roll Call Vote:

BH - Yes

RH - Yes

KC - Yes

CA - yes

JE - Yes

DL - Yes

**Vote: 6 for, 0 against**

## Policy Administration

- None

## Personnel

- Motion by R. Heimerl and 2<sup>nd</sup> by Engen to approve the following contracts.

**Annie Eastling** - Kids Depot Student Worker

**Ross Scheevel** - JH Girls Basketball Coach

**Blaine Walstrom** - C Squad Boys Basketball Coach

**Jake Sullivan** - JH Boys Basketball Coach

**Vote: 6 for, 0 against**

- Motion by LaMott and 2<sup>nd</sup> by Anderson to approve lane change request for **Danny Mages** from BA +10 step 7 to BA +20 step 7.

**Vote: 6 for, 0 against**

- Motion by B. Heimerl and 2<sup>nd</sup> by LaMott to approve **Spencer Radtke** as a volunteer assistant boys basketball coach for the 2025-26 school year.

**Vote: 6 for, 0 against**

## Other Items for the Board

- None

**Meeting was adjourned at 6:27 PM**

# Dashir Management Services, Inc.

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[www.dashirmanagement.com](http://www.dashirmanagement.com)

## Lester Prairie School District

December 2025

### Custodial / Maintenance Report

#### **Personnel Information**

We are currently fully staffed.

#### **Training Conducted**

The OSHA required safety training on Compressed Gas Safety was completed on December 8, 2025.

#### **Inspections**

- Custodial audits took place throughout the district and results were shared with each individual custodian audited.
- Playground inspection was completed.

#### **Progress on Projects**

- AHERA third-year asbestos inspection will be done on December 2025.
- Acoustical tiles for south gym are to now be installed over winter break.
- HSB inspection for the boilers is scheduled for January 14, 2026.
- Lift will be picked up January 5 now, instead of over winter break to have the leaking cylinders fixed.
- Indoor Air Quality walkthrough with IEA was conducted on December 1. Results were reviewed at health and safety meeting.
- Will be working on some projects and performing deep cleaning during winter break.

#### **Comments**

Basketball season is going strong and so is the cold weather and snow. My staff and I are doing our part to make sure all entrances and sidewalks stay safe and clear.

Respectfully Submitted,  
Lisa Hins  
Facility Manager

# Lester Prairie School District #424

## 2026-2027 Calendar

Board Approved  
DRAFT

August 2026						
Su	Mo	Tu	We	Th	Fr	Sa
						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. 11 New Teacher Workshop Day  
 Aug. 12 Paraprofessional Conference  
 Aug. 24-27 Staff Development Teacher Days  
 Aug. 25 **TUESDAY—OPEN HOUSE 4-7pm**  
 Aug. 31 No School

Sept. 1 First Day of School—Grades 1-12  
 Sept. 1 & 2 Kindergarten Listening Conferences  
 Sept. 3 First Day of School—Kindergarten  
 Sept. 7 Labor Day—No School  
 Sept. 8 First Day of Preschool  
 Sept. 30 Mid-Quarter 1

Oct. 1 & 5 Parent Teacher Conf. 3:30-7:30  
 Oct. 15-16 MEA Break—No School  
 Oct. 30 End of 1st Quarter  
 11:30 Dismissal—half day Staff Development

Nov. 25-27 Thanksgiving Break —No School

Dec. 9 Mid-Quarter 2  
 Dec. 23-Jan. 3 Winter Break—No School

Jan. 4 First Day back from Break  
 Jan. 15 Last day 2nd Quarter—End of Semester  
 11:30 Dismissal—half day Staff Development

Feb. 4 & 8 Parent Teacher Conf. 3:30-7:30  
 Feb. 12 Staff Development—No School  
 Feb. 15 President's Day—No School  
 Feb. 17 Mid-Quarter 3

March 19 End of 3rd Quarter  
 11:30 Dismissal—half day Staff Development  
 March 20-28 Spring Break—No School

April 28 Mid-Quarter 4

May 21 Graduation  
 May 28 Last Day for Students  
 May 31 Memorial Day

June 1 No School—Staff Development Teacher Day

September 2026						
Su	Mo	Tu	We	Th	Fr	Sa
		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			

October 2026						
Su	Mo	Tu	We	Th	Fr	Sa
				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

November 2026						
Su	Mo	Tu	We	Th	Fr	Sa
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					

December 2026						
Su	Mo	Tu	We	Th	Fr	Sa
		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		

January 2027						
Su	Mo	Tu	We	Th	Fr	Sa
					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						

February 2027						
Su	Mo	Tu	We	Th	Fr	Sa
	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						

March 2027						
Su	Mo	Tu	We	Th	Fr	Sa
	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			

April 2027						
Su	Mo	Tu	We	Th	Fr	Sa
				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	

May 2027						
Su	Mo	Tu	We	Th	Fr	Sa
						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					

June 2027						
Su	Mo	Tu	We	Th	Fr	Sa
		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			

July 2027						
Su	Mo	Tu	We	Th	Fr	Sa
				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

Student Days	
QTR 1	40.5
QTR 2	43.5
QTR 3	42.5
QTR 4	45.0
<b>TOTAL:</b>	<b>171.5</b>

Staff Days Total: 181 Days	
Aug. 11	New Teacher WS (0)
Aug. 24	Staff Dev. (1)
Aug. 25	Staff Dev. (1.5)
Aug. 26	Staff Dev. (1)
Aug. 27	Staff Dev. (0.5)
Oct. 1 & 5	Conferences (1)
Oct. 30	Staff Dev. (0.5)
Jan. 15	Staff Dev. (0.5)
Feb. 4 & 8	Conferences (1)
Feb. 12	Staff Dev. (1)
March 19	Staff Dev. (0.5)
June 1	Staff Dev. (1)



- New Teacher Workshop
- NO School/Prof Development Day
- First Day of Classes
- Regular School Day—Evening Conferences 3:30 –7:30
- Graduation
- Holiday/No School Days
- End of Quarter
- Mid-Quarter
- Paraprofessional Conference

# **LESTER PRAIRIE PUBLIC SCHOOL DISTRICT #424**

## **Public Meeting for Taxes Payable in 2026**

**December 15, 2025**



# Agenda

- 1. General Information and Background on Property Tax Levies**
- 2. Information on School Funding & District Budget**
- 3. Proposed Taxes Payable in 2026**
- 4. Impact on Taxpayers**
- 5. Public Comments & Questions**



# **General Information and Background on Property Tax Levies**



# Why have a Truth in Taxation Meeting

**Truth in Taxation Law, passed in 1989 MN Stat. 275.065**

## **2 major requirements:**

### **1. Tax Statements**

- **Counties must send out proposed property tax statements in November based on proposed tax levies set by all taxing jurisdictions (counties, cities, townships, school districts, etc.)**

### **2. Public Meeting - may be held at regular meeting**

- **Discuss current year budget**
- **Discuss proposed property tax levy for taxes payable in 2026**
- **Must allow for public comment and question**

**This is the school district's  
annual required meeting.**

# Who sets the School Levy?

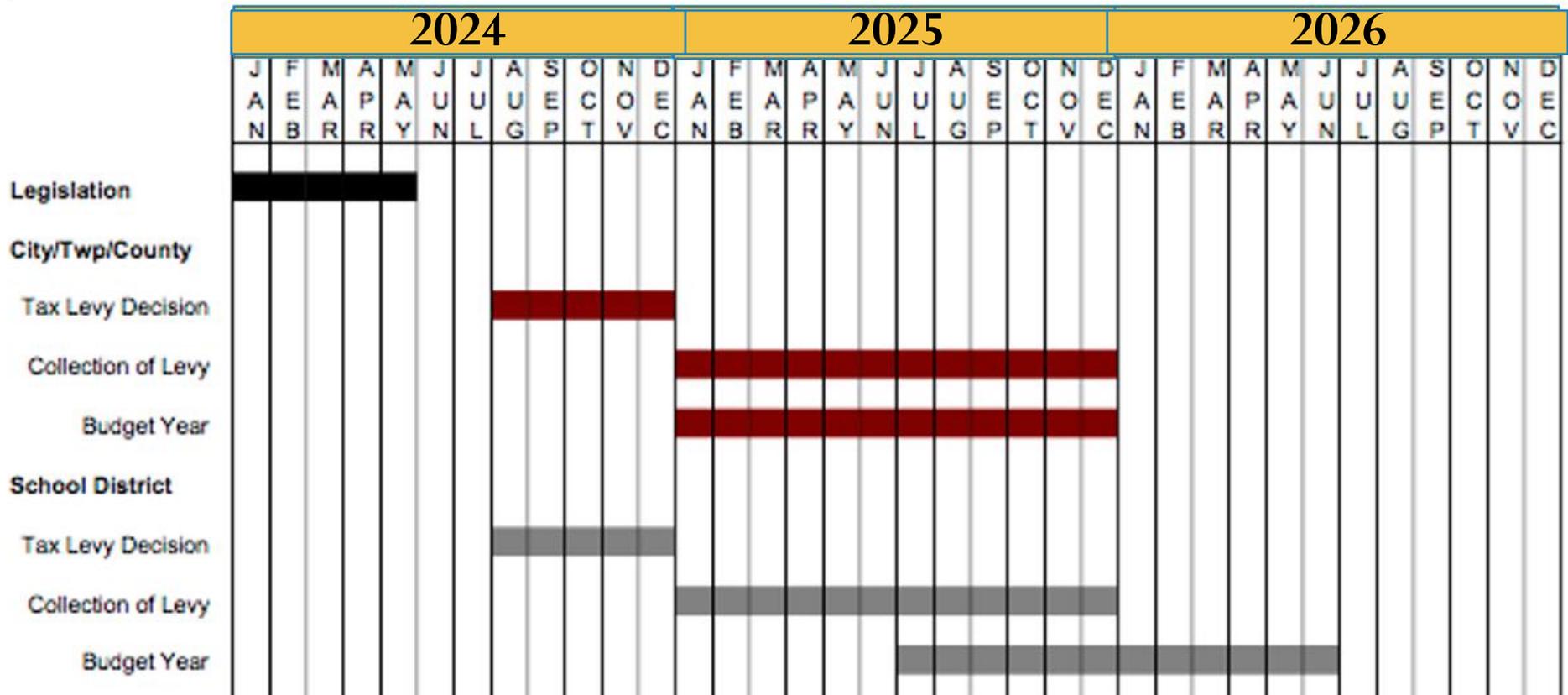
**Components of a District Tax Levy are either:**

- 1. Voter Approved as Authorized by the State**
  - ▣ Operating Referendum or Building Bonds
- 2. State Formula Set by the Legislature**
  - ▣ General Education Formula, Operating Capital, Career & Technical, Reemployment, etc.

# How is my property tax determined?

1. County Assessor determines market value for each parcel of property.
2. MN Legislature sets formulas for Tax Capacity to determine how the tax burden is split on different types of property (residential, commercial, ag, etc.).
3. County Auditor calculates the tax capacity for each parcel based on the above.
4. County Auditor divides the total levy by total tax capacity of the District to determine tax rate needed. Tax rate is multiplied by each property's tax capacity.

# Levy Cycle Comparison



= City/Twp/County  
 = School District

Same decision and collection – but different budget years.

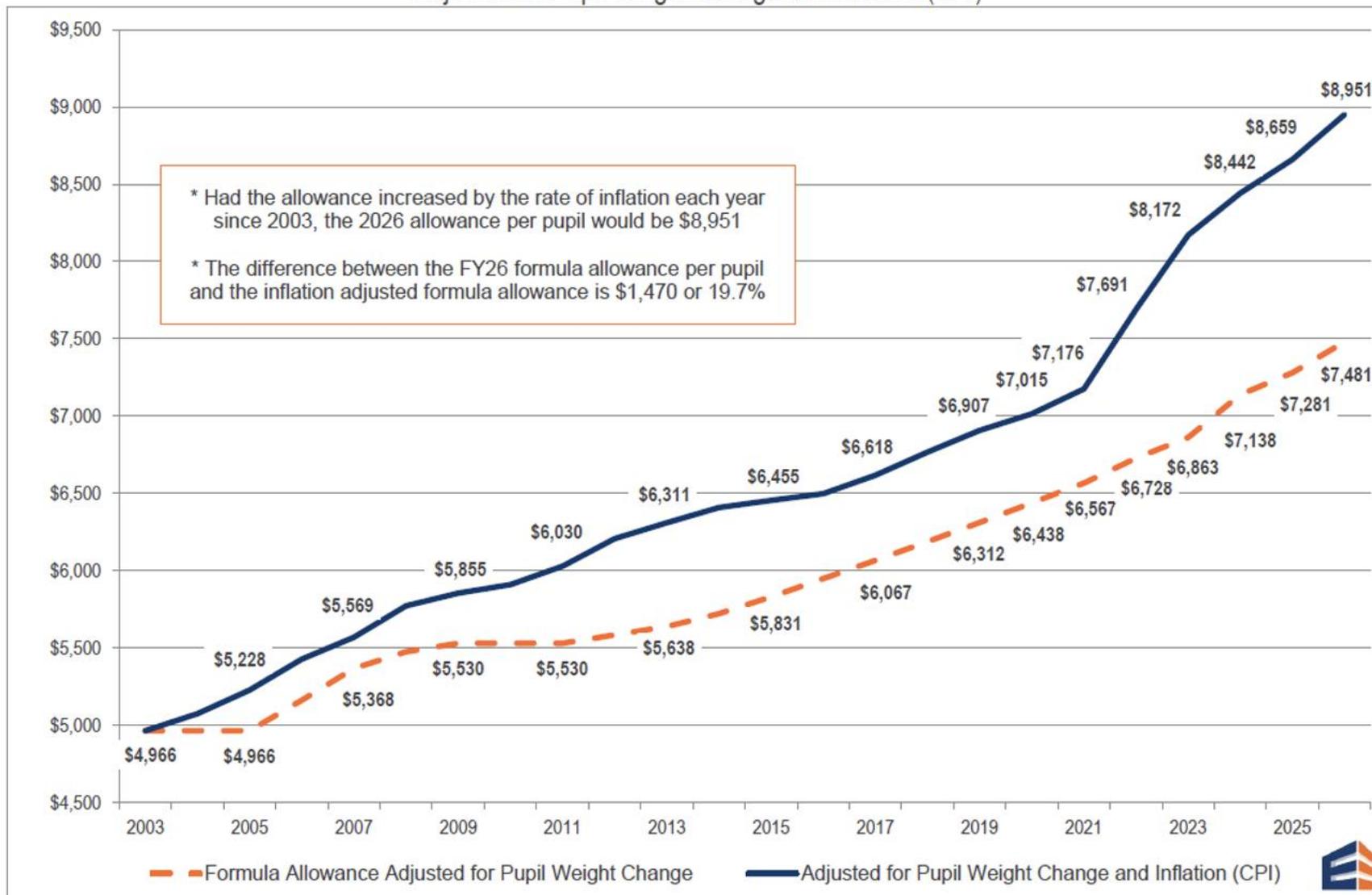


# **Information on School Funding & District Budget**

# Funding will trail inflation by \$1,470 per pupil in FY26

## General Education Formula Allowance, 2003-2026

Adjusted for Pupil Weight Change and Inflation (CPI)



# School District Funds

The School District is required to record revenues and expenses in different *funds*. Each fund has a definite purpose.

## General Fund (Levy and other revenue)

- ❑ Daily operating costs
  - Salaries and benefits
  - Utilities
- ❑ Local Operating Referendum (LOR) levy
- ❑ Health and Safety code compliance, handicap accessibility, asbestos removal, and safety requirements
- ❑ Transportation
- ❑ Capital Expenditures

# School District Funds (cont.)

## **Food Service Fund (No Levy)**

Contains revenue and expenditures for breakfast and lunch programs

## **Community Ed Fund (Levy and other)**

Accounts for the Lifelong Learning Programs in the District  
Levy Based on:

- Adult population of the District
- Early Childhood levy is based on the number of children under 5 years of age

# School District Funds (cont.)

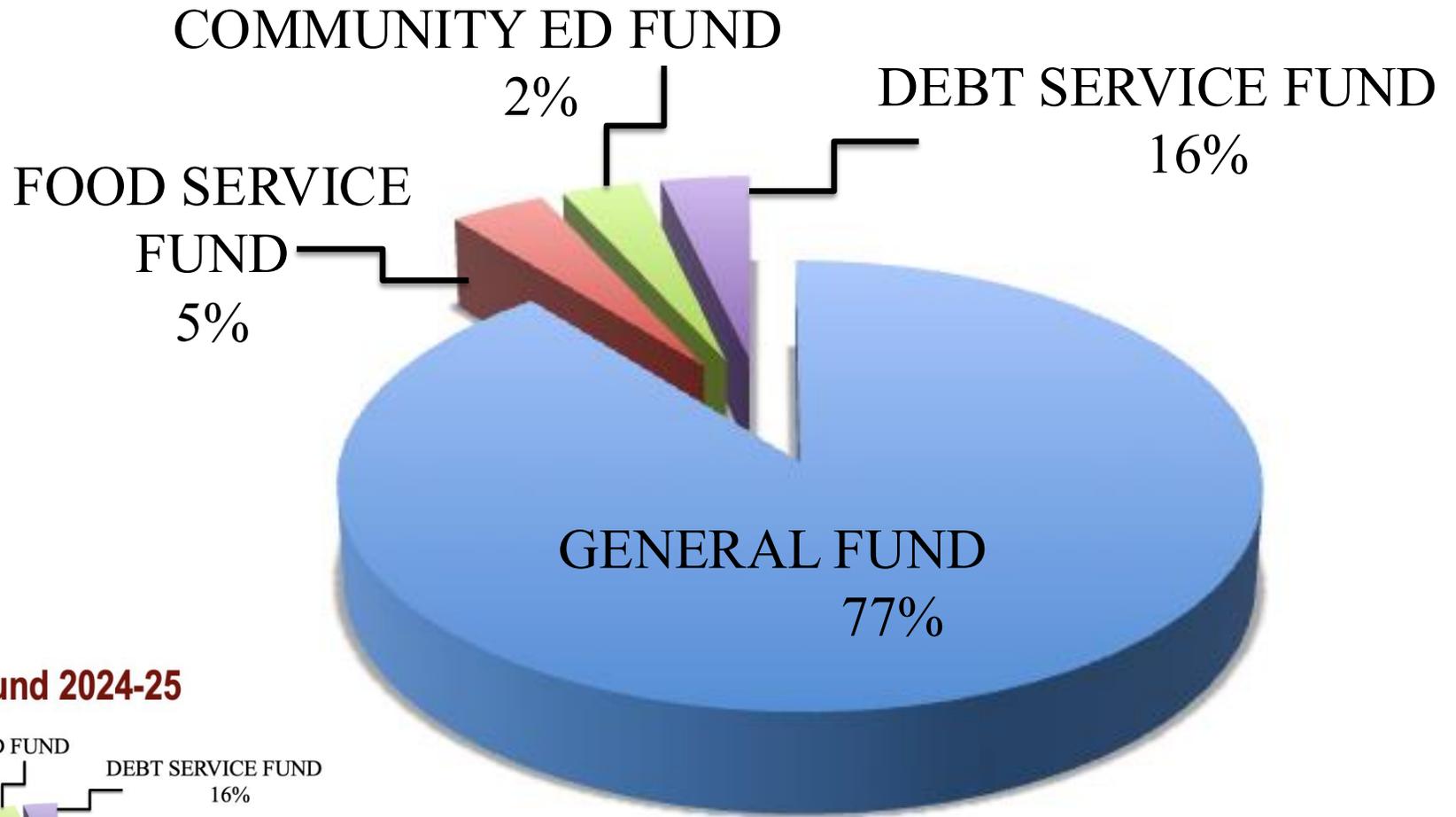
## **Debt Service Fund (Levy)**

Levy to pay off Principal and Interest Payments for building projects approved by the voters and Alternative Facility Bonds which relate to Health and Safety projects (now Long Term Facility Maintenance –LTFM – funding.)

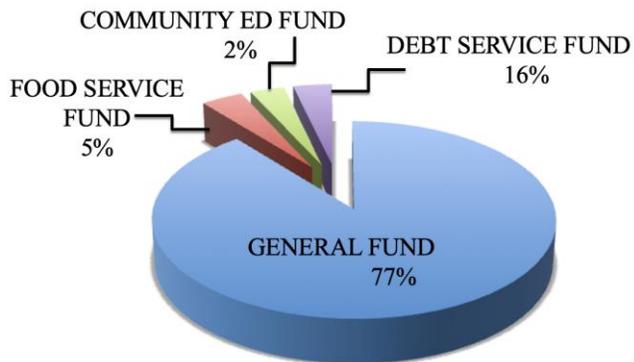
# Fiscal Year 2025-26 Budget

	General Fund	Food Service Fund	Community Ed. Fund	Debt Fund	Total
<b>Prelim Total Revenues</b>	6,125,095	359,250	174,276	1,311,823	7,970,544
<b>Prelim Total Expenses</b>	6,487,147	325,914	180,776	1,292,731	8,286,568
<b>Prelim Budget Balance</b>	<b>(362,052)</b>	<b>33,336</b>	<b>(6,500)</b>	<b>19,092</b>	<b>(316,024)</b>

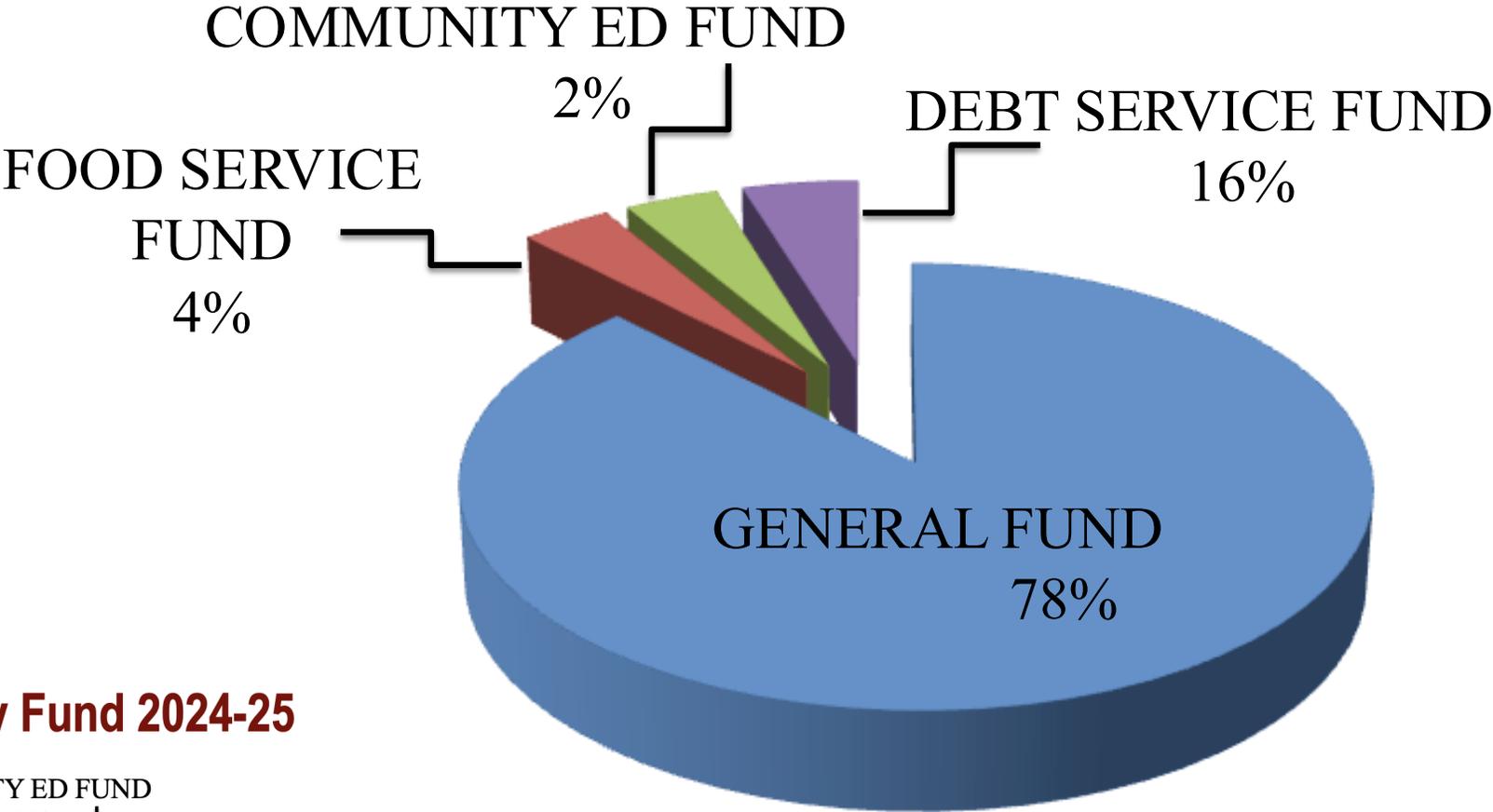
# Revenues by Fund 2025-26



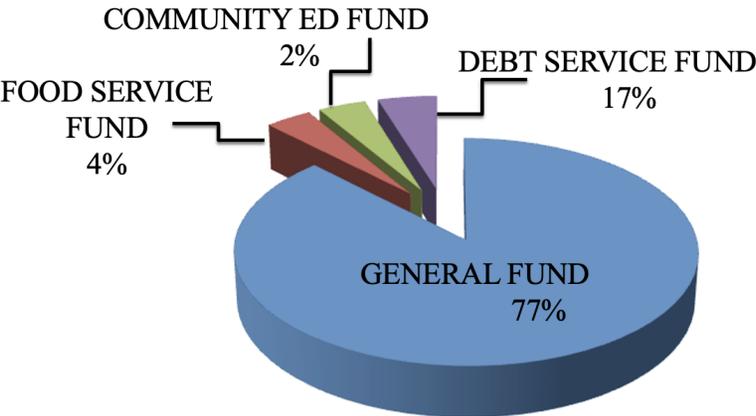
## Revenues by Fund 2024-25



# Expenditures by Fund 2025-26



## Expenditures by Fund 2024-25





# **Proposed Taxes Payable in 2026**

# Proposed Property Taxes Payable in 2026

	Certified Pay 2024 Levy	Certified Pay 2025 Levy	Proposed Pay 2026 Levy
<b>Voter Approved Levies</b> (i.e.: Operating Levy)	\$345,945	\$276,424	\$249,628
<b>Other Local Levies</b> (i.e.: Safe Schools, Career Technical, etc.)	\$613,500	\$588,867	\$524,445
<b>Debt Service Voter Approved</b> (i.e.: Bond Referendum)	\$1,033,232	\$1,025,311	\$1,014,882
<b>Debt Service Other</b> (i.e.: LTFM)	\$167,828	\$188,320	\$204,058
<b>SCHOOL DISTRICT TOTAL</b>	<b>\$2,160,505</b>	<b>\$2,078,922</b>	<b>\$1,993,013</b>

# Levy % Change Over Time

Year	2025-26	2024-25	2023-24	2022-23	2021-22	2020-21	2019-20	2018-19	2017-18	2016-17	2015-16	2014-15	2013-14	2012-13
Levy	1,993,013	2,078,922	2,160,505	2,066,919	1,995,439	1,979,591	1,945,163	967,872	807,640	794,822	906,811	743,425	780,713	884,959
% Change	-4.13%	-3.78%	4.53%	3.58%	0.80%	1.77%	100.97%	19.84%	1.61%	-12.35%	21.98%	-4.78%	-11.78%	36.71%
							<b>Building Project</b>							<b>HVAC Project</b>



# Impact on Taxpayer

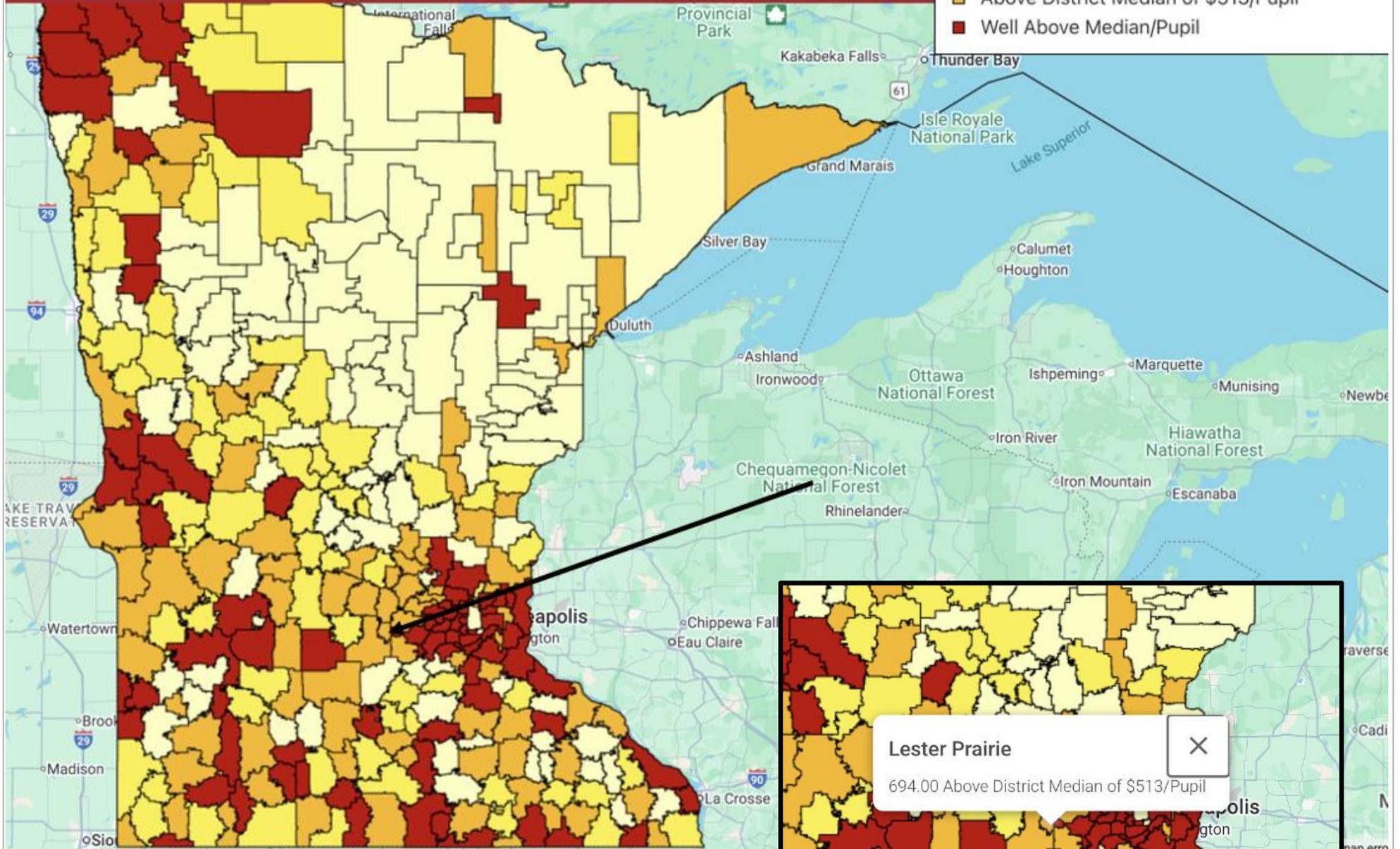
# **Factors That Cause Property Tax Changes**

**Many factors may cause the individual property tax statement to increase or decrease from year to year:**

- Voter approved referendums**
- Changes in enrollment**
- Levy adjustments to prior years**
- Legislative changes**
- Changes in market values**

**District Operating Referendum per APU FY25**

- No Operating Referendum
- Below District Median of \$513/Pupil
- Above District Median of \$513/Pupil
- Well Above Median/Pupil





# Public Comments & Questions

LESTER PRAIRIE PUBLIC SCHOOL  
SCHOOL DISTRICT 424  
131 North Hickory Street  
Lester Prairie, MN 55354-0158  
(320)395-2521 FAX (320)395-4204

**EXTRA CURRICULAR CONTRACT**  
**LESTER PRAIRIE ISD #424**  
**2025-2026**

DATE: 10/28/2025

The School Board of Independent School District No. 424 of the State of Minnesota, Lester Prairie, Minnesota, at a meeting on the 4 day of November, 2025, enters into this agreement with **Adam Angell** for the following extra curricular assignment:

Assistant (JV) Boys Basketball Coach BA-1 (7% @ \$44,778.00)

For this assignment you will be paid a total of \$3,134.46. **\*In those years when negotiations have not been completed, salary amounts will be adjusted to reflect changes governed by the Master Agreement, if any.**

This amount will be paid as follows: To be paid at the end of the season after all equipment and student fees have been collected and the attached sheet has been signed and turned in to payroll by the Activities Director.

I hereby accept the assignment as indicated:

  
Coach's Signature

11/4/2025  
Date

**THIS FORM IS TO BE RETURNED TO THE SUPERINTENDENT WITHIN TEN (10) DAYS OF RECEIPT.**

In Witness thereof, on behalf of the school district, we have subscribed our signatures this

24 day of Nov, 2025. Ind. District No. 424

  
Chairperson's Signature

  
Clerk's Signature

LESTER PRAIRIE PUBLIC SCHOOL  
SCHOOL DISTRICT 424  
131 North Hickory Street  
Lester Prairie, MN 55354-0158  
(320)395-2521 FAX (320)395-4204

**EXTRA CURRICULAR CONTRACT**  
**LESTER PRAIRIE ISD #424**  
**2025-2026**

DATE: 10/31/2025

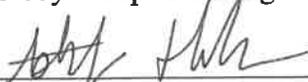
The School Board of Independent School District No. 424 of the State of Minnesota, Lester Prairie, Minnesota, at a meeting on the 24 day of Nov, 2026, enters into this agreement with **Ashley Heckson** for the following extra curricular assignment:

One Act Play Advisor - BA-1 (6%) @ \$44,778)

For this assignment you will be paid a total of \$2,687.00\***In those years when negotiations have not been completed, salary amounts will be adjusted to reflect changes governed by the Master Agreement, if any.**

This amount will be paid as follows: To be paid at the end of the play after all student fees have been collected and the attached sheet has been signed and turned in to payroll by the Activities Director.

I hereby accept the assignment as indicated:

  
\_\_\_\_\_  
Coach's Signature

11/10/2025  
\_\_\_\_\_  
Date

**AFTER VERIFYING THAT YOUR PLACEMENT, PERCENTAGE, AND SALARY ARE CORRECT, THIS FORM IS TO BE RETURNED TO THE SUPERINTENDENT WITHIN TEN (10) DAYS OF RECEIPT.**

In Witness thereof, on behalf of the school district, we have subscribed our signatures this

24 day of Nov, 2025. Ind. District No. 424

  
\_\_\_\_\_  
Chairperson's Signature

  
\_\_\_\_\_  
Clerk's Signature

WHITE – School Board's Copy  
GREEN – Teacher's Copy (to be returned after school board approval)

LESTER PRAIRIE PUBLIC SCHOOL  
SCHOOL DISTRICT 424  
131 North Hickory Street  
Lester Prairie, MN 55354-0158  
(320)395-2521 FAX (320)395-4204

**EXTRA CURRICULAR CONTRACT**  
**LESTER PRAIRIE ISD #424**  
**2025-2026**

DATE: 10/31/2025

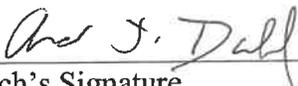
The School Board of Independent School District No. 424 of the State of Minnesota, Lester Prairie, Minnesota, at a meeting on the \_\_\_\_ day of \_\_\_\_\_, 2025, enters into this agreement with **Andrew Dahl** for the following extra curricular assignment:

Head Boy's Basketball Coach BA-8(10% @ \$51,504.00)

For this assignment you will be paid a total of \$5,150.00 **\*In those years when negotiations have not been completed, salary amounts will be adjusted to reflect changes governed by the Master Agreement, if any.**

This amount will be paid as follows: To be paid at the end of the season after all equipment and student fees have been collected and the attached sheet has been signed and turned in to payroll by the Activities Director.

I hereby accept the assignment as indicated:

  
Coach's Signature

11/3/25  
Date

**AFTER VERIFYING THAT YOUR PLACEMENT, PERCENTAGE, AND SALARY ARE CORRECT, THIS FORM IS TO BE RETURNED TO THE SUPERINTENDENT WITHIN TEN (10) DAYS OF RECEIPT.**

In Witness thereof, on behalf of the school district, we have subscribed our signatures this

\_\_\_\_\_ day of \_\_\_\_\_, 2025. Ind. District No. 424

  
Chairperson's Signature

  
Clerk's Signature

WHITE - School Board's Copy  
GREEN - Coach's Copy (to be returned after school board approval)

December 3, 2025

Lester Prairie School

To whom it may concern,

I am writing to inform you of my intention to resign from my position as Head Volleyball Coach at Lester Prairie High School, effective on December 3, 2025.

I have greatly appreciated the opportunity I was given to coach volleyball at Lester Prairie High School. I have enjoyed coaching all the players while being the coach at Lester Prairie and working with all the other coaches and teachers that I have had contact with that have helped me out over the last 4 years. Please let me know what assistance I can offer as you transition to a new coach for the volleyball program.

Thank you,

Brian Herrmann

LESTER PRAIRIE PUBLIC SCHOOL  
SCHOOL DISTRICT 424  
131 North Hickory Street  
Lester Prairie, MN 55354-0158  
(320)395-2521 FAX (320)395-4204

**EXTRA CURRICULAR CONTRACT**  
**LESTER PRAIRIE ISD #424**  
**2025-2026**

DATE: 12/8/2025

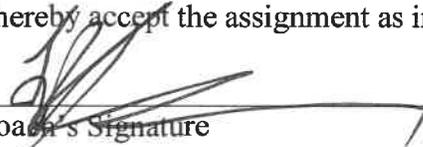
The School Board of Independent School District No. 424 of the State of Minnesota, Lester Prairie, Minnesota, at a meeting on the 8 day of December 2025, enters into this agreement with **LaDamien Gatlin-Coellner** for the following extra curricular assignment:

Junior High Boys Basketball Coach BA-0 (5% @ 43,816.00)

For this assignment you will be paid a total of \$2,191.00. **\*In those years when negotiations have not been completed, salary amounts will be adjusted to reflect changes governed by the Master Agreement, if any.**

This amount will be paid as follows: To be paid at the end of the season after all equipment and student fees have been collected and the attached sheet has been signed and turned in to payroll by the Activities Director.

I hereby accept the assignment as indicated:

  
\_\_\_\_\_  
Coach's Signature

12-11-25  
\_\_\_\_\_  
Date

**THIS FORM IS TO BE RETURNED TO THE SUPERINTENDENT WITHIN TEN (10) DAYS OF RECEIPT.**

In Witness thereof, on behalf of the school district, we have subscribed our signatures this

\_\_\_\_\_ day of \_\_\_\_\_, 2025. Ind. District No. 424

\_\_\_\_\_  
Chairperson's Signature

\_\_\_\_\_  
Clerk's Signature

December 3, 2025

Lester Prairie School

To whom it may concern,

I am writing to inform you of my intention to resign from my position as Head Volleyball Coach at Lester Prairie High School, effective on December 3, 2025.

I have greatly appreciated the opportunity I was given to coach volleyball at Lester Prairie High School. I have enjoyed coaching all the players while being the coach at Lester Prairie and working with all the other coaches and teachers that I have had contact with that have helped me out over the last 4 years. Please let me know what assistance I can offer as you transition to a new coach for the volleyball program.

Thank you,

Brian Herrmann