

Regular School Board Meeting

Tuesday, September 2, 2025 6:30 PM

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

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. MISSION AND VISION STATEMENTS

4. STRATEGIC PLAN REVIEW

5. APPROVAL OF AGENDA

6. OPEN FORUM

7. LE SUEUR-HENDERSON SCHOOL DISTRICT RECOGNIZES

7.1. Donations & Grants Received

8. REPORTS

8.1. Committee Reports

8.1.1. Finance **Presenter:** Director Matt Hathaway

8.1.2. Negotiations **Presenter:** Director Brigid Tuck

8.1.3. SW Metro **Presenter:** Director Christa Luna

8.1.4. Human Resource **Presenter:** Director Kelsey Schwartz

8.1.5. Policy **Presenter:** Director Gretchen Rehm

8.1.6. Community Ed Council **Presenter:** Director Kelsey Schwartz

8.2. Student Report **Presenter:** Norah Renstrom & Kendra Westphal

8.3. Superintendent Report

8.3.1. Community Ed. Update

8.3.2. M/HS Update

8.3.3. Elementary Update

8.3.4. MCA Update **Presenter:** Katie Maier

8.3.5. Park Building Update **Presenter:** Cara Bishop & Marc Basara

9. CONSENT AGENDA

9.1. Approval of District Office Consent Items

9.1.1. Minutes of Regular Meeting held on 8.4.25
and Special Meeting held on 8.18.25.

9.2. Approval of Personnel Consent Items

9.2.1. Hirings

9.2.1.1. 7th grade VB Coach - Haley Madson

9.2.1.2. Yearbook Advisor - Emma Zupke

9.2.1.3. ABE ESL Teacher Assistant - Ann Wheeler

9.2.2. Resignations

9.2.2.1. Junior Class Advisor - Tia Lerud

9.2.2.2. Basketball Coach - Ryan Graff

9.2.2.3. Paraprofessional - Carol Sudheimer

9.2.3. Requests

9.2.4. Retirements

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

11. **OLD BUSINESS**

12. **NEW BUSINESS**

12.1. Approve first and final readings to
update policies, 414, 418, 501, 503, 516, 516.5,
524, 534, 602, 621, 707, 709, 802, 806.

12.2. Approve first and final reading to update
policy 503.

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

14. **NEXT MEETING INFORMATION**

14.1. Schedule of Upcoming Meetings

15. **ADJOURN**

**RESOLUTION TO ACCEPT GRANTS AND DONATIONS
TO THE LE SUEUR-HENDERSON SCHOOL DISTRICT**

WHEREAS, the Le Sueur-Henderson School District Board encourages the support of the districts educational programs through the funding and support of grant opportunities and donations that meet the goals and objectives of the school district;

WHEREAS, the school district will control and maintain all grants and donations to ensure that the interests of all students are met;

WHEREAS, the grants and donations listed below have been reviewed and approved by the administration of the Le Sueur-Henderson School District;

THEREFORE, BE IT RESOLVED, by the School Board of Independent School District No. 2397, to accept the following grants and donations for the purposes intended:

- Le Sueur Knights of Columbus - \$500.00 for FFA
- Scheels - \$250.00 for Tennis Shed
- Le Sueur United Fund - \$875.00 for Book Buddy Literacy
- Le Sueur United Fund - \$250.00 for Kinder Camp
- Le Sueur United Fund - \$600.00 for Senior Dinner
- CASH - \$258.00 free will donation for Storybook Play (Little Mermaid)
- Blue & Gold Booster Club - \$2000.00 for Tennis Shed
- Le Sueur Knights of Columbus - \$7000.00 for Football
- Janet Garza - \$50.00 for Class of '57 Scholarship

Adopted this _____ day of _____, 20_____.

Signed:

School Board Chair, Brigid Tuck

Attest:

School Board Clerk, Kelsey Schwartz

Community Education Update

Date: September 2, 2025

Early Childhood

Teachers are hired, classrooms are ready, and final preparations are underway as we look forward to welcoming students the week of **September 8th**.

Little Giants Preschool Enrollment 2025–2026:

- 4-year-olds All Day (5x week): 16
 - 4-year-olds All Day (3x week): 9
 - 4-year-olds Half Day PM (5x week): 10
 - 3-year-olds Half Day AM (4x week): 13
 - 3-year-olds Half Day AM (3x week): 13
- Total Students: 61**

Kids Club

As in past years, we took a one-week break between the end of summer and the start of the school year to deep clean classrooms and prepare for fall. This year, **38 K–5 students** and **25 preschool students** are enrolled in Kids Club.

General Community Education

The **Fall Catalog** was mailed out last week, and registrations have been steady both online and in-person. As expected, our **55 Alive Defensive Driving Class** is leading in registrations with 18 participants already, and it is expected to fill by the end of the week.

On **Thursday, September 25th**, Community Education—partnering with the Le Sueur Public Library, Cambria, and LSH Elementary Title I teachers—will host a **FREE Family Literacy Event** at the library. Highlights include:

- Free Subway sandwiches
- Story walk
- Library tours
- Bounce house
- Free books for families
- Visits from local police and fire departments

The goal of this event is to raise awareness of the importance of literacy, especially for our youngest learners.

Adult Education

Adult Education classes begin the week of **September 9th**. We are pleased to welcome two new staff members:

- **Marilyn Stutusman**, current LSH elementary ELL teacher, will teach Tuesday and Thursday evenings at Ziebarth to ESL adults. Her dual role will help strengthen relationships with ELL families and support growth in enrollment.

- **Ann Wheeler**, our most recent hire, speaks two languages and will be providing much-needed ESL instruction at our Waseca site. This position has been vacant for two years, so her addition is significant.

After a two-month freeze on federal Adult Basic Education funds (approximately 10% of our budget), we are pleased to report that funding has been released. This allows us to move forward with consortium partnerships and planned online ABE programming.



Le Sueur-Henderson Middle/High School

Independent School District 2397

School Board Report **September 2, 2025**

The first week of the 2025-26 school year was a success. Students have settled into their classes and teachers are establishing routines and expectations.

Homecoming Week has been scheduled for September 22-26th.

Instructional Goal for the 2025-2026 School Year

Le Sueur-Henderson Middle/High School

Goal:

All teachers will implement a consistent system for student reflection on learning targets on a weekly basis to promote ownership of learning, deepen understanding, and support standards-based instruction.

This goal supports our ongoing work in standards-based grading and emphasizes student agency, metacognition, and continuous improvement across all content areas.

Goal:

All teachers will intentionally teach, utilize, reinforce, and assess the following Tier 2 academic vocabulary (**evaluate, compare, infer, analyze, and summarize**) within their content area to support student understanding and mastery of standards throughout the year.

This goal promotes the development of academic language skills that are essential for college and career readiness, while supporting deeper learning across all disciplines.



Le Sueur-Henderson Public Schools

Independent School District 2397

LS-H Elementary

100 Kingsway Drive

Le Sueur, MN 56058

Phone: (507) 665-4700 □ www.isd2397.org

School Board Members,

The 2025–26 school year has started in an extremely smooth and positive way—perhaps the smoothest start I have experienced in my years as a principal. Teachers have been working diligently to establish strong classroom routines, and our students have quickly adapted back into the “routine” of school. The atmosphere in classrooms and hallways has been calm, focused, and productive.

I am also very pleased to share that our **Back-to-School Conferences had over 98% attendance**. This is outstanding, as these conferences are essential for building strong relationships between home and school. When families and teachers are on the same page from the very beginning, student success naturally follows.

This week, families are being informed through the family newsletter about the **new attendance pilot** our elementary school is participating in with the county. We know that improved school attendance directly leads to stronger student achievement, and we are eager to partner with families and the county to support students in this way.

Another exciting update is that our **elementary Makerspace will be receiving a donation from Knutson Construction**. Their contribution will help us equip the space with construction-related equipment and tools, enhancing our students’ opportunities to explore hands-on STEM learning in authentic ways.

Overall, this year is off to a fantastic start. I am confident that the foundation we have built will lead to another year of growth and achievement for our students.

As always, thank you for the strong support you provide to me, our staff, students, and families. Support from the School Board is essential, and we are fortunate to have it here at LSH. I am proud to begin my **5th year in the district** and even prouder to be a Giant!

Respectfully,

Darren Kern

Principal, LSH Elementary

BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT 2397
LE SUEUR-HENDERSON PUBLIC SCHOOLS
MINUTES OF SPECIAL SCHOOL BOARD MEETING
MS/HS MEDIA CENTER
AUGUST 18, 2025

Item 1.0 **Call to Order:** The special meeting of the Le Sueur-Henderson Board of Education was called to order at 6:30 PM. Board members in attendance were Christa Luna, Kelsey Schwartz, Brigid Tuck, Matt Hathaway, Gretchen Rehm, Brooke Wentzlaff.

Members Absent: Jenny Burns

Also in attendance: Superintendent Jim Wagner; Administrative Assistant, Rachel Scheffler, Henderson Independent, Beth Cornish.

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

Item 3.0 **Approval of Agenda:** Motion by Rehm, second by Luna, carried 5-0, to approve the meeting agenda.

Director Hathaway arrived at 6:31

Item 4.0 **Purchases above \$5000**

Item 4.1 Motion by Schwartz, second by Rehm, carried 6-0, to approve M/HS LED lights.

Item 4.2 Motion by Wentzlaff, second by Rehm, carried 6-0, to approve M/HS cafeteria tables.

Item 4.3 Motion by Tuck, second by Rehm, carried 6-0, to approve ID connect for food service.

Item 5.0 **Closed Session**

Item 5.1 Motion by Luna, second by Hathaway, carried 6-0, to approve entering into closed session at 6:39 PM.

Item 6.0 **Open Session**

Item 6.1 Motion by Luna, second by Schwartz, carried 6-0, to approve reopening Special School Board Meeting at 7:16 PM.

Item 7.0 **Adjourn:**

Motion by Rehm, second by Luna, carried 6-0, to adjourn the meeting at 7:18 PM.

Board Clerk

Board Chair

Approved on: September 2, 2025

INDEPENDENT SCHOOL DISTRICT 2397
LE SUEUR-HENDERSON PUBLIC SCHOOLS
MINUTES OF REGULAR BOARD MEETING
MS/HS MEDIA CENTER
AUGUST 4, 2025

Item 1.0 **Call to Order:** The regular meeting of the Le Sueur-Henderson Board of Education was called to order at 6:30 PM. Board members in attendance, Christa Luna, Kelsey Schwartz, Brigid Tuck, Brooke Wentzlaff, Gretchen Rehm.

Members Absent: Matt Hathaway, Jenny Burns

Also in attendance: Superintendent Jim Wagner, Admin. Assist., Rachel Scheffler, Henderson Independent, Cindy Schmidt, Darren Kern.

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:**

Item 5.1 Motion by Rehm, second by Wentzlaff, carried, 5-0 to approve the meeting agenda.

Item 6.0 **Open Forum:**

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

Item 7.1 Resolution was presented to accept grants and donations to the Le Sueur-Henderson Public School District. Said Resolution is attached hereto and made a part of these minutes. Motion made by Board Member Schwartz and upon being seconded by Board Member Luna, said resolution was duly adopted by the following roll call vote, carried 5-0.

Tuck: yes

Wentzlaff: yes

Schwartz: yes

Luna: yes

Rehm: yes

Item 8.0 **Reports:**

Item 8.1 Committee Reports

Item 8.1.1 Finance

Item 8.1.2 Negotiations

Item 8.1.3 SW Metro

Item 8.1.4 Human Resources

Item 8.1.5 Policy

- Item 8.1.7 Community Ed Council
- Item 8.2 Student Report
- Item 8.3 Superintendent Report
 - 8.3.1 Comm Ed update
 - 8.3.2 M/HS update
 - 8.3.3 Elem update
- Item 8.4 Board Chair update

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

Item 9.1 **District Office Consent Items:**

Item 9.1.1 Minutes of 7.21.25 Special School Board Meeting

Item 9.2 **Business Office Consent Items:**

Item 9.2.1 Authorize Superintendent to Consider and Approve/Disapprove Nonresident Student Tuition Agreements and Enrollment Options Requests on an Individual Basis as received during the 2025-26 School Year.

Item 9.2.2 Authorize School Depositories for the 2025-26 School Year.

Item 9.2.3 Set Co-Curricular Participation and Admission Fees for 2025-26 School year.

Item 9.2.4 Set Substitute Classified/Custodial Salary for the 2025-26 School Year at 90% of base pay.

Item 9.2.5 Set Substitute Teacher Salary for the 2025-26 School Year at \$180 per day.

Item 9.2.6 Authorize the Electronic Transfer of Funds for the A/P system via Commerce Bank for the 2025-26 School year.

Item 9.2.7 Authorize Superintendent and/or District Business Manager to Act on behalf of the Board to make Electronic Funds Transfers for the 2025-26 School Year.

Item 9.2.8 Authorize Superintendent and/or District Business Manager to Act on Behalf of the Board to Invest, Transfer, and Expend Funds within Board Limitations for the 2025-26 School Year.

Item 9.2.9 Authorize Treasurer to Invest and Transfer Funds within Statutory Limitations for the 2025-26 School Year.

Item 9.3 **Personnel Consent Items:**

Item 9.3.1 Hirings:

Item 9.3.1.1 M/HS Secretary - Lindsey Steinborn

Item 9.3.1.2 Teacher - Suan Ripp

Item 9.3.1.3 Teacher - Linus Turnquist

Item 9.3.1.4 Teacher - Emma Zupke

Item 9.3.1.5 Long-term sub teacher - Sarah Cummings

Item 9.3.1.6 Teacher - Andrew Goettl

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

Item 10.1. Motion by Schwartz, second by Luna, carried, 5-0 to approve curriculum purchases for the 2025-26 school year.

Item 10.2 Motion by Rehm, second by Wentzlaff, carried, 5-0 to approve B&G shed.

Item 11.0 **Old Business:**

Item 11.1. Motion by Tuck, second by Schwartz, carried, 5-0 to approve final of three readings

to adopt policy 524.5.

Item 12.0 **New Business:**

Item 12.1. Motion by Tuck, second by Wentzlaff, carried, 5-0 to approve first and final readings to update policies 707, 513, 515, 516, 521, and 532.

Item 12.2 Motion by Tuck, second by Schwartz, carried, 5-0 to approve first of three readings to update policy 509.

Item 12.3 Motion by Schwartz, second by Luna, carried, 5-0 to approve dissolution of coop sponsorship with Sibley East golf.

Item 12.4 Motion by Tuck, second by Schwartz, carried, 5-0 to approve 2025-26 M/HS Parent-Student Handbook.

Item 12.5 Motion by Schwartz, second by Rehm, carried, 5-0 to approve 2025-27 Paraprofessional Master Agreement.

Item 12.6 Motion by Schwartz, second by Luna, carried, 5-0 to approve 2025-27 Admin Support and Secretary Master Agreement.

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

Item 14.0 **Next Meeting Information**

Item 14.1 Schedule of Upcoming Meetings

Item 16.0 **Adjourn:** Motion by Rehm, second by Luna, carried, 5-0 to adjourn the meeting at 8:00 PM.

Board Clerk

Board Chair

Approved on: September 2, 2025



Employment Recommendation Le Sueur - Henderson School District

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| Position: Volleyball Coach- 7th Grade at LS-H Middle School |
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| Recommended Candidate: Haley Madson |
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| Recommended by: Paul Theorin | Start Date: 8/18 |
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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

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| NA |
| NA |
| NA |
| NA |
| NA |
| NA |
| NA |
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| <input type="checkbox"/> | New Position | |
| <input checked="" type="checkbox"/> | Existing Position | Replacing: Morgan Schwandt |

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| Additional Information: |
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| Approval of Admin: Paul Theorin |
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Electronic Signature

Date

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| Approval: |
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Share with District Office (Jim, Rachel, Ky, Rod), Todd & Bruce via Google Drive



Employment Recommendation Le Sueur - Henderson School District

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|-----------------------------------|
| Position: Yearbook Advisor |
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| Recommended Candidate: Emma Zupke |
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|------------------------|----------------------------|
| Recommended by: | Start Date: 8/28/25 |
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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

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| NA |
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New Position

Existing Position

Replacing:

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| Additional Information: |
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| Approval of Admin: Paul Theorin 8/26/25 |
|---|

Electronic Signature

Date

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| Approval: |
| |

Share with District Office (Jim, Rachel, Ky, Rod), Todd & Bruce via Google Drive



Employment Recommendation Le Sueur - Henderson School District

Position: Waseca ESL Teacher Assistant

Recommended Candidate: Ann Wheeler

Recommended by: Nathan Warden

Date: 8/28/2025

To be completed by administrator:

Candidate has current & appropriate certification:

Reference checks completed:

Years of experience granted:

Step Placement:

Highest degree currently held:

Lane Placement:

Credits beyond highest degree granted:

| |
|------|
| Yes |
| Yes |
| Yes |
| 1 |
| B.A. |
| NA |
| NA |

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

New Position

Existing Position

Replacing: Beth Van Loon

Additional Information:

- This hiring fills our ESL position in Waseca that has been vacant for 2 years

Approval of Principal: Nathan Warden

8/28/2025

Electronic Signature

Date

Approval of Superintendent:

Electronic Signature

Date

To whom it may concern,

Please accept this email as my formal resignation from Junior Class Advisor for the upcoming school year. To whomever fills the position, I am willing and able to help make it a smooth transition and help with needs. Thank you,

--

Tia Lerud

United States History

Street Law

Psychology

Crimes Against Humanity

Head Varsity Speech Coach

Middle School Tennis Coach

Le Sueur-Henderson Middle/High School



ISD 2397

LE SUEUR-HENDERSON
PUBLIC SCHOOLS

Small Towns... Giant Opportunities... District of Choice

Paul,

Please accept this email as my official resignation as the head boys basketball coach. I appreciate and thank the district for everything they have done for me.

Ryan Graff



Rachel Scheffler <rscheffler@isd2397.org>

Fwd: Carol

1 message

Darren Kern <dkern@isd2397.org>
To: Rachel Scheffler <rscheffler@isd2397.org>

Tue, Sep 2, 2025 at 7:24 AM

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

From: **Carol Sudheimer** <csudheimer@isd2397.org>
Date: Fri, Aug 29, 2025 at 12:04 PM
Subject: Carol
To: Darren Kern <dkern@isd2397.org>, Megan Hynes <mhynes@isd2397.org>

Dear Darren and Megan,

I just had a job interview and they offered the position to me. So, I am giving my 2 week notice. I do want you to know that I truly enjoyed working with the kids!

I wish I could afford to stay. Maybe after I retire in a few years, I could help out being a sub.

My last day of employment will be September 12th.

Sincerely,

Carol Sudheimer

--

Darren Kern
Elementary Principal
Le Sueur Henderson School District
507-665-4700



Small Towns...GIANT Opportunities...District of Choice

Adopted: 11/7/2022

MSBA/MASA Model Policy 503

Orig. 1995

Revised: 4/2/25, 9/2/25

Rev. 2024

503 STUDENT ATTENDANCE

[NOTE: The provisions of this policy substantially reflect statutory requirements.]

I. PURPOSE

A. The school board believes that regular school attendance is directly related to success in academic work, benefits students socially, provides opportunities for important communications between teachers and students, and establishes regular habits of dependability important to the future of the student. The purpose of this policy is to encourage regular school attendance. It is intended to be positive and not punitive.

B. This policy also recognizes that class attendance is a joint responsibility to be shared by the student, parent or guardian, teacher, and administrators. This policy will assist students in attending class.

II. GENERAL STATEMENT OF POLICY

A. Responsibilities

1. Student's Responsibility

It is the student's right to be in school. It is also the student's responsibility to attend all assigned classes and study halls every day that school is in session and to be aware of and follow the correct procedures when absent from an assigned class or study hall. Finally, it is the student's responsibility to request any missed assignments due to an absence.

2. Parent or Guardian's Responsibility

It is the responsibility of the student's parent or guardian to ensure the student is attending school, to inform the school in the event of a student absence, and to work cooperatively with the school and the student to solve any attendance problems that may arise.

3. Teacher's Responsibility

It is the teacher's responsibility to take daily attendance and to maintain accurate attendance records in each assigned class and study hall. It is also the teacher's responsibility to be familiar with all procedures governing attendance and to apply these procedures uniformly. It is also the teacher's responsibility to provide any student who has been absent with any missed assignments upon request. Finally, it is the teacher's responsibility to work cooperatively with the student's parent or guardian and the student to solve any attendance problems that may arise.

4. Administrator's Responsibility

a. It is the administrator's responsibility to require students to attend all assigned classes and study halls. It is also the administrator's responsibility to be familiar with all procedures governing attendance and to apply these procedures uniformly to all students, to maintain accurate records on student attendance, and to prepare a list of the previous day's absences stating the status of each. Finally, it is the administrator's responsibility to inform the student's parent or guardian of the student's attendance and to work cooperatively with them and the student to solve attendance problems.

b. In accordance with the Minnesota Compulsory Instruction Law, Minnesota Statutes, section 120A.22, the students of the school district are REQUIRED to attend all assigned classes and/or study halls every day school is in session, unless the student has been excused by the school board from attendance because the student has already completed state and school district standards required to graduate from high school, has withdrawn, or has a valid excuse for absence.

B. Attendance Procedures

Attendance procedures shall be presented to the school board for review and approval. When approved by the school board, the attendance procedures will be included as an addendum to this policy.

1. Excused Absences

a. A parent, guardian, or other person having control of a child may apply to a school district to have the child excused from attendance for the whole or any part of the time school is in session during any school year. Application may be made to any member of the board, a truant officer, a principal, or the superintendent. A note from a physician or a licensed mental health professional stating that the child cannot attend school is a valid excuse.

[NOTE: This paragraph quotes Minnesota Statutes, section 120A.22.]

b. To be considered an excused absence, the student's parent or legal guardian may be asked to verify, in writing, the reason for the student's absence from school.

[NOTE: The school district may choose to include subparagraph (b).]

c. The board of the district in which the child resides may approve the application under subparagraph (a) above upon a legitimate exception being demonstrated to the satisfaction of that board.

d. Legitimate Exceptions

The following reasons shall be sufficient to constitute excused absences:

(1) that the child's physical or mental health is such as to prevent attendance at school or application to study for the period required, which includes:

(a) child illness, medical, dental, orthodontic, or counseling appointments, including appointments conducted through telehealth

(b) family emergencies;

(c) the death or serious illness or funeral of an immediate family member;

(d) active duty in any military branch of the United States;

(e) the child has a condition that requires ongoing treatment for a mental health diagnosis; or

(f) other exemptions included in this attendance policy.

(2) that the child has already completed state and district standards required for graduation from high school; or

(3) that it is the wish of the parent, guardian, or other person having control of the child, that the child attend for a period or periods not exceeding in the aggregate three hours in any week, instruction conducted by a Tribal spiritual or cultural advisor, or a school for religious instruction conducted and maintained by a church, or association of churches, or any Sunday school association incorporated under the laws of this state, or any auxiliary thereof. This instruction must be conducted and maintained in a place other than a public school building, and it must not, in whole or in part, be conducted and maintained at public expense. A child may be absent from school on days that the child attends upon instruction according to this clause.

[NOTE: Subparagraph 3 above incorporates the 2024 amendment to Minnesota Statutes, section 120A.22, subdivision 12.]

[NOTE: In 2024, the Minnesota legislature amended Minnesota Statutes, section 120A.22, subdivision 12. The legitimate exceptions set forth above quote this statute. Minnesota law provides that a school board may include other exemptions in the school district's attendance policy. When considering whether to add other exemptions, school boards should consider the intent of the compulsory attendance law, which recognizes the educational value of regular attendance and class participation, and whether the proposed exemption is consistent with the intent of the law.]

c. Consequences of Excused Absences

(1) Students whose absences are excused are required to make up all assignments missed or to complete alternative assignments as deemed appropriate by the classroom teacher.

(2) *Work missed because of absence must be made up within ____ days from the date of the student's return to school. Any work not completed within this period shall result in "no credit" for the missed assignment. However, the building principal or the classroom teacher may extend the time allowed for completion of make-up work in the case of an extended illness or other extenuating circumstances.

2. Unexcused Absences

a. The following are examples of absences which will not be excused:

(1) Truancy. An absence by a student which was not approved by the parent and/or the school district.

(2) Any absence in which the student failed to comply with any reporting requirements of the school district's attendance procedures.

(3) Work at home.

(4) Work at a business, except under a school-sponsored work release program.

(5) Vacations with family.

(6) Personal trips to schools or colleges.

(7) Absences resulting from cumulated unexcused tardies (3 tardies equal one unexcused absence).

(8) Any other absence not included under the attendance procedures set out in this policy.

b. Consequences of Unexcused Absences

(1) Absences resulting from official suspension will be handled in accordance with the Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56.

(2) Days during which a student is suspended from school shall not be counted in a student's total cumulated unexcused absences.

(3) In cases of recurring unexcused absences, the administration may also request the county attorney to file a petition with the juvenile court, pursuant to Minnesota statutes.

(4) Students with unexcused absences shall be subject to discipline in the following manner:

(a) After such notification, the student or his or her parent or guardian may, within a reasonable time, request a conference with school officials regarding the student's absences and the prescribed discipline. The notification will state that the school strongly urges the student's parent or guardian to request such a conference.

(b) If the result of a grade reduction or loss of credit has the effect of an expulsion, the school district will follow the procedures set forth in the Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56.

C. Tardiness

1. Definition: Students are expected to be in their assigned area at designated times. Failure to do so constitutes tardiness.

2. Procedures for Reporting Tardiness

a. Students tardy at the start of school must report to the school office for an admission slip.

b. Tardiness between periods will be handled by the teacher.

3. Excused Tardiness

Valid excuses for tardiness are:

a. Illness.

b. Serious illness in the student's immediate family.

c. A death or funeral in the student's immediate family or of a close friend or relative.

d. Medical, dental, orthodontic, or mental health treatment.

e. Court appearances occasioned by family or personal action.

f. Physical emergency conditions such as fire, flood, storm, etc.

g. Any tardiness for which the student has been excused in writing by an administrator or faculty member.

4. Unexcused Tardiness

- a. An unexcused tardiness is failing to be in an assigned area at the designated time class period commences without a valid excuse.

- b. Consequences of tardiness may include detention after 3 unexcused tardies. In addition, 3 unexcused tardies are equivalent to one unexcused absence.

D. Participation in Extracurricular Activities and School-Sponsored On-the-Job Training Programs

1. This policy applies to all students involved in any extracurricular activity scheduled either during or outside the school day and any school-sponsored on-the-job training programs.

2. School-initiated absences will be accepted and participation permitted.

3. A student may not participate in any activity or program if he or she has an unexcused absence from any class during the day.

4. If a student is suspended from any class, he or she may not participate in any activity or program that day.

5. If a student is absent from school due to medical reasons, he or she must present a physician's statement or a statement from the student's parent or guardian clearing the student for participation that day. The note must be presented to the coach or advisor before the student participates in the activity or program.

III. RELIGIOUS OBSERVANCE ACCOMMODATION

Reasonable efforts will be made by the school district to accommodate any student who wishes to be excused from a curricular activity for a religious observance. Requests for accommodation should be directed to the building principal.

IV. DISSEMINATION OF POLICY

- A. Copies of this policy shall be made available to all students and parents at the commencement of each school year. This policy shall also be available upon request in each principal's office.

- B. The school district will provide annual notice to parents of the school district's policy relating to a student's absence from school for religious observance.

V. REQUIRED REPORTING

A. Continuing Truant

Minnesota Statutes section 260A.02 provides that a continuing truant is a student who is subject to the compulsory instruction requirements of Minnesota Statutes section 120A.22 and is absent from instruction in a school, as defined in Minnesota Statutes section 120A.05, without valid excuse within a single school year for:

1. Three days if the child is in elementary school; or
2. Three or more class periods on three days if the child is in middle school, junior high school, or high school.

B. Reporting Responsibility

When a student is initially classified as a continuing truant, Minnesota Statutes, section 260A.03 provides that the school attendance officer or other designated school official shall notify the student's parent or legal guardian, by first class mail or other reasonable means, of the following:

1. That the child is truant;
2. That the parent or guardian should notify the school if there is a valid excuse for the child's absences;
3. That the parent or guardian is obligated to compel the attendance of the child at school pursuant to Minnesota Statutes section 120A.22 and parents or guardians who fail to meet this obligation may be subject to prosecution under Minnesota Statutes, section 120A.34;

4. That this notification serves as the notification required by Minnesota Statutes, section 120A.34;
5. That alternative educational programs and services may be available in the child's enrolling or resident district;
6. That the parent or guardian has the right to meet with appropriate school personnel to discuss solutions to the child's truancy;
7. That if the child continues to be truant, the parent and child may be subject to juvenile court proceedings under Minnesota Statutes, chapter 260C;
8. That if the child is subject to juvenile court proceedings, the child may be subject to suspension, restriction, or delay of the child's driving privilege pursuant to Minnesota Statutes, section 260C.201; and
9. That it is recommended that the parent or guardian accompany the child to school and attend classes with the child for one day.

[NOTE: When truancy services and programs under Minnesota Statutes chapter 260A are available within the school district, the following provisions should also be included in the policy.]

C. Habitual Truant

1. A habitual truant is a child under the age of 17 years who is absent from attendance at school without lawful excuse for seven school days per school year if the child is in elementary school or for one or more class periods on seven school days per school year if the child is in middle school, junior high school, or high school, or a child who is 17 years of

age who is absent from attendance at school without lawful excuse for one or more class periods on seven school days per school year and who has not lawfully withdrawn from school.

2. A school district attendance officer shall refer a habitual truant child and the child's parent or legal guardian to appropriate services and procedures, under Minnesota Statutes, chapter 260A.

Legal References: Minn. Stat. § 120A.05 (Definitions)

Minn. Stat. § 120A.22 (Compulsory Instruction)

Minn. Stat. § 120A.24 (Reporting)

Minn. Stat. § 120A.26 (Enforcement and Prosecution)

Minn. Stat. § 120A.34 (Violations; Penalties)

Minn. Stat. § 120A.35 (Absence from School for Religious Observance)

Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)

Minn. Stat. § 260A.02 (Definitions)

Minn. Stat. § 260A.03 (Notice to Parent or Guardian When Child is a Continuing Truant)

Minn. Stat. § 260A.05 (School Attendance Review Boards)

Minn. Stat. § 260A.06 (Referral of Truant Students to School Attendance Review Board)

Minn. Stat. § 260A.03 (Notice to Parent or Guardian When Child is a Continuing Truant)

Minn. Stat. § 260C.007, subd. 19 (Habitual Truant Defined)

Minn. Stat. § 260C.201 (Dispositions; Children in Need of Protection or Services or Neglected and in Foster Care)

Goss v. Lopez, 419 U.S. 565 (1975)

Slocum v. Holton Bd. of Educ., 429 N.W.2d 607 (Mich. App. Ct. 1988)

Campbell v. Bd. of Educ. of New Milford, 475 A.2d 289 (Conn. 1984)

Hamer v. Bd. of Educ. of Twp. High Sch. Dist. No. 113, 66 Ill. App.3d 7, 383 N.E.2d 231 (1978)

Gutierrez v. Sch. Dist. R-1, 585 P.2d 935 (Co. Ct. App. 1978)

Knight v. Bd. of Educ., 38 Ill. App. 3d 603, 348 N.E.2d 299 (1976)

Dorsey v. Bale, 521 S.W.2d 76 (Ky. 1975)

Cross References: MSBA/MASA Model Policy 506 (Student Discipline)

*Refer to Student Handbook

LE SUEUR-HENDERSON PUBLIC SCHOOLS

SCHEDULED MEETINGS/ACTIVITIES

| DATE | DESCRIPTION | TIME | LOCATION |
|--------------------|---|-------------|-------------------|
| September 2, 2025 | Regular School Board Meeting | 6:30 PM | M/HS Media Center |
| September 15, 2025 | School Board Work Session | 6:30 PM | M/HS Media Center |
| October 6, 2025 | Policy Committee Meeting | 5:30 PM | M/HS Media Center |
| October 6, 2025 | Regular School Board Meeting | 6:30 PM | M/HS Media Center |
| October 20, 2025 | School Board Work Session | 6:30 PM | M/HS Media Center |
| November 3, 2025 | Regular School Board Meeting | 6:30 PM | M/HS Media Center |
| November 17, 2025 | School Board Work Session | 6:30 PM | M/HS Media Center |
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| | https://docs.google.com/spreadsheets/d/1veOz-5YPT7Eu8-Fp | | |