Regular School Board Meeting

Monday, June 1, 2026 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 Jenny Burns
8.2.	Student Report	
8.3.	Superintendent Report	
8.3.1.	Community Ed. Update	
8.3.2.	M/HS Update	
8.3.3.	Elementary Update	
9.	**CONSENT AGENDA**	
9.1.	Approval of District Office Consent Items	
9.1.1.	Minutes of Special School Board Meeting	
9.2.	Approval of Personnel Consent Items	
9.2.1.	Hirings	

9.2.1.1. Long Term Admin. Assist. substitute - Roberta Morsching

9.2.1.2. 2026 ESY Paraprofessional - Sherryl Rotert

9.2.1.3. Elementary SpEd Paraprofessional - Elizabeth McCanna

9.2.1.4. ECSE Teacher - Rachel Lind

9.2.1.5. SpEd Teacher - Amanda Horejsi

9.2.1.6. Elementary SpEd Paraprofessional - Jenah Eotvos

9.2.1.7. Preschool Paraprofessional - Kim Merrill

9.2.1.8. Assistant Football Coach - David King

9.2.2. Resignations

9.2.2.1. ECSE Paraprofessional - Kim Merrill

9.2.2.2. 6th Grade Teacher/Knowledge Bowl Coach - Jill Baston

9.2.2.3. M/HS Paraprofessional - Oleksandra Braun

9.2.3. Requests

9.2.4. Retirements

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

10.1. Infinite Campus License Renewal for 2026-27 School Year

10.2. Apptegy Media Subscription for 2026-27 School Year

11. **OLD BUSINESS**

12. **NEW BUSINESS**

12.1. Approve Para Apprenticeship MOU with Teamsters Union 320

12.2. Approve Journeyworker Teacher MOU with LSHEA

12.3. MSHSL renewal for the 2026-27 School Year

12.4. Approve 2025-27 Kids Club Coordinator Contract - Cheri Youngren

12.5. Approve Kids Club & ABE Wage Schedule

12.6. Approve Principals' 2025-2027 Master Agreement

12.7. Approve LSHEA 2025-2027 Master Agreement

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

14. **NEXT MEETING INFORMATION**

14.1. Schedule of Upcoming Meetings

15. **ADJOURN**

Le Sueur-Henderson Public Schools

Strategic Plan | 2024-2028

BELIEF STATEMENTS

The Le Sueur-Henderson Public Schools believe:

- That collaboration between the home, the school, and the community has a positive impact on student success;
- That everyone deserves a safe and respectful school environment;
- That all students deserve the opportunity to learn and succeed;
- That diversity enriches the individual, school, and community;
- That educational excellence requires effective leadership, high expectations, teamwork, up-to-date facilities, and the responsible utilization of resources;
- In educating the whole child — academically, socially, physically, and emotionally;
- In continuous improvement and a growth mindset; and
- In an individualized, rigorous, and relevant academic experience.

MISSION STATEMENT

The mission of the Le Sueur-Henderson Public Schools is to:

- Provide a shared commitment to learning that enables every student to contribute and succeed in life.

VISION STATEMENT

- Le Sueur-Henderson Public Schools — where individual dreams and aspirations are born and fostered through student-centered learning.

BRANDING STATEMENT

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

FOCUS AREA	GOALS	OBJECTIVES
STUDENT ACHIEVEMENT	1. Le Sueur-Henderson Public Schools will achieve the goals of the World's Best Workforce for all students in the school district.	**1.1** Annually evaluate the success in: ▪ Kindergarten readiness ▪ Reading at grade level by third grade ▪ Closing the achievement gap ▪ Graduating students who are college and career ready ▪ Ensuring on-time graduation
	2. LeSueur-Henderson Public Schools will deliver high-quality education to all students in the district.	**2.1** By fall 2027, develop and implement a guaranteed and viable preK-12 curriculum. **2.2** Use the PLC process to identify essential student knowledge and skills. **2.3** By Fall 2027, evaluate, and by Fall 2028, recommend a general education intervention model for academic, social, and emotional needs. **2.4** By Fall 2027, outperform regional and comparable districts on state tests and college-readiness measures**.**
	3. Le Sueur-Henderson Public Schools will develop and implement a plan to embed 21st century skills into the district's curriculum.	**3.1** By Fall 2029, implement teaching practices that prepare students for college, career, and life. **3.2** Implement AVID strategies at the middle and high school levels. **3.3** Meet state-mandated graduation requirements.
STUDENT SUPPORT	4. LeSueur-Henderson Public Schools will provide the resources, systematic support, programs, and personnel that give all students equal opportunity for success.	**4.1** Continuously evaluate and implement systems to identify student needs and provide appropriate interventions. **4.2** Monitor and increase extracurricular participation. **4.3** Support students during key transition points, including postsecondary options. **4.4** By Fall 2029, provide varied academic pathways for personalized learning plans. **4.5** Use tools to identify student career strengths. **4.6** Offer electives exploring 21st-century career opportunities and align course registration guides to career pathways.
WORKFORCE	5. LeSueur-Henderson Public Schools will identify, recruit, develop, and retain quality employees for all positions in the school district.	**5.1** Ensure competitive salary schedules and review them by the end of the strategic plan. **5.2** By Fall 2025, establish a mentorship program for first and second-year teachers. **5.3** Annually support staff development aligned with the district's mission. **5.4** By Fall 2024, develop a marketing plan to increase the number of available paraprofessionals and teacher substitutes. **5.5** Between 2024-2028, create and implement a survey to measure employee engagement.
	6. Le Sueur-Henderson Public Schools will, in partnership with stakeholders and local government, advocate for quality-affordable housing, daycare, education, and employment opportunities for significant others.	**6.1** Schedule regular joint meetings with the school board and city councils. **6.2** Increase partnerships with local businesses and industries. **6.3** Develop more childcare facilities to address community needs.

FOCUS AREA	GOALS	OBJECTIVES
COMMUNICATION: COMMUNITY RELATIONS AND MARKETING	7. Using multiple platforms, the Le Sueur-Henderson Public Schools will effectively share the story of our programs and students with all members of our communities. 8. Increase Enrollment through Marketing and Communications.	**7.1** Develop and implement a marketing/branding plan to highlight the district's educational programs, achievements, and financial status. **7.2** Create annual community-building events for alumni, families, and the broader community. **7.3** Maintain a marketing committee to enhance district communication through platforms like TikTok and Instagram, and engage a marketing firm. **7.4** Establish and implement consistent intradistrict communication protocols. **7.5** Develop a marketing and branding plan with an updated brochure and explore hiring a communication specialist.
FACILITIES	9. Le Sueur-Henderson Public Schools will ensure that the district's facilities and grounds are designed and maintained to attract and retain students and staff in a safe, sustainable, and attractive environment. 10. Le Sueur-Henderson Public Schools will develop and implement a long-range facilities and infrastructure master plan in conjunction with Finance Committee to address the current and long-term educational needs of the district.	**9.1** By Fall 2024, establish an interior monitored entry point at the MS/HS. **9.2** Consult with the Director of Technology quarterly to address future technology needs. **9.3** By Fall 2024, update and annually review the district's crisis plan **10.1** Annually discuss curricular goals and potential capital investments. 1**0.2** Develop a maintenance plan using the Long-Term Facilities Maintenance (LTFM) budget. **10.3** Create a plan for newly purchased property. **10.4** Develop a comprehensive facilities plan with short-term and long-term goals.
FINANCE	11.Le Sueur-Henderson Public Schools will grow and preserve the district's financial standing while maintaining programs, services, and facilities efficiently.	**11.1** Generate and monitor 1-year, 3-year, and 5-year plans considering enrollment, funding, and expenditures. **11.2** Over the next five years, explore a potential bond referendum operating levy. **11.3** Provide monthly financial updates to the board. **11.4** Establish a long-term facilities maintenance (LTFM) budget. **11.5** Maintain a $1 million fund balance.

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:

- Treasures in Town
    - $500 for Little Giants Preschool
    - $1000 for Kids Club
    - $1000 for the Theater Department
    - $5000 for Track & Field
    - $600 for Knowledge Bowl Shirts
    - $200 for Golf Team Uniforms
- Scheels - $500 for Track & Field
- Le Sueur Lions Club - $1000 for Track & Field
- Henderson Fire Department - $500 for Track & Field
- Wounded Have Counseling - $185 for Little Giants Silent Auction
- Le Sueur Knights of Columbus - $250 for Golf Team Uniforms
- American Red Cross - $1500 for Biomedical Scholarship Award

Adopted this _____ day of _____, 20____.

Signed:

_____
School Board Chair, Brigid Tuck

Attest:

_____
School Board Clerk, Kelsey Schwartz

Community Education Update

May 29, 2026

General Community Ed.

- Summer enrichment classes begin the first week of June 1. We also start drivers' education this week. We have 26 students enrolled in the classroom portion of driver's education and you'll start to see the driver ed. vehicle more around town starting this week.
- Full-day Kids Club summer camp sessions are now full.
- Registration has been climbing; however, some of the newer specialty classes have had slower enrollment. Summer highlights include Glow Track Camp and *A Midsummer Night's Dream* — our annual summer children's play.
- Thunder of Drums will be renting district facilities for lodging and rehearsal on July 6 and 7. We expect percussion and band rehearsals to be held throughout town during those days.
- Cadence Sports, an event management company specializing in fundraising, is organizing a bike race on Sunday, June 14, and will be utilizing the back parking lot of the school campus for race-loop training. Over 100 bicyclists will be riding through Le Sueur on that day.

Adult Basic Education (ABE)

ABE programming continues to remain active:

- We wrap up the majority of our ABE classes in mid-June; however, through our partnership with surrounding ABE consortiums, students have the option of continuing their education by attending evening regional online ESL and GED classes.
- By the time the board reads this, we will have completed and turned in our ABE Narrative, a comprehensive document outlining consortium operations, including hiring practices, staff development, curriculum, student demographics, assessment practices, and more. Our narrative is over 100 pages long.
- Our end-of-year recognition ceremony will be held Tuesday, June 16, at 6:00 p.m. in the St. Peter Community Center. We will recognize students who have obtained their GED, high school diploma, or achieved a level gain with their academics. All Advisory Council members and LSH school board members are invited.

Early Childhood

Preschool offerings for the 2026–2027 school year will include:

- Monday–Friday (all day) for 4–5-year-olds — 2 sections (31 enrolled)
- Monday–Friday (afternoons) for 4–5-year-olds — 1 section (5 enrolled)
- Monday–Thursday (mornings) for 3-year-olds — 2 sections (21 enrolled)

For next year, we have added another section of all-day, every-day preschool for 4–5-year-olds. Last year, this option filled up in two hours. We currently have just one remaining spot available in this program.

On Thursday, May 7, from 5:30–6:30 p.m. in the MS parking lot, we hosted our annual vehicle fair and concert. If you drove by that day, you likely noticed the Jolly Pops band, many different vehicles, semi-trucks, fire trucks, an ambulance, race cars, and, of course, an ice cream truck. This was our best-attended event to date, with over 200 people participating.

Kids Club

We wrapped up our school-year care program on May 21 and spent two days completing staff trainings and preparing rooms for summer programming. We opened summer care on the Tuesday after Memorial Day, and the first week has gone very smoothly. Students are learning the routines well.

We currently have over 85 students registered for the summer. We initially had a waiting list for summer programming; however, we were able to accommodate each family. With staffing levels and classroom space available at the elementary school, we now have an average of 70 students per day.

Field trips planned for the summer include Como Zoo, Good Times Park, Camp Dels, Scott County Fair, and Wild Things Indoor Park.

Le Sueur-Henderson Middle/High School
Independent School District 2397

School Board Report
June 1, 2026

Collaborative CTE & Workforce Development Highlights

We want to open this month's report by celebrating a powerful graphic recently shared by Jack Wheeler, our Workforce Development Coordinator. This graphic highlights the combined efforts of our LSH staff and Jack to expand Career and Technical Education (CTE) opportunities for our students. By aligning our curriculum with regional industry needs and strengthening community partnerships, we are building sustainable pipelines that provide students with invaluable hands-on experience, credentialing, and post-secondary readiness.



Academic Year Attendance Analysis (2025-2026)

This year, our school focused heavily on monitoring student engagement through the critical benchmark of maintaining 90% attendance. *(Under the Minnesota Department of Education (MDE) and the federal Every Student Succeeds Act (ESSA), a student is considered chronically absent if they miss **10% or more of the school year** for any reason.)* Overall, the school maintained incredibly strong figures, with several grades reaching 100% proficiency at various points in the year.

Monthly Attendance Benchmarks

The table below tracks the percentage of the student body per grade level that ***met or exceeded the 90% attendance threshold*** from September through May.

	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
6th	95.65%	97.10%	92.75%	91.30%	91.30%	89.86%	91.43%	92.86%	95.71%
7th	96.05%	96.15%	96.10%	100%	93.33%	90.67%	93.33%	98.65%	91.89%
8th	92.11%	96.00%	86.84%	86.49%	93.15%	91.55%	87.67%	90.28%	91.67%
9th	97.37%	94.67%	90.41%	95.71%	89.86%	89.86%	97.10%	98.55%	94.20%
10th	97.22%	100%	98.59%	97.18%	95.89%	95.71%	91.43%	95.71%	98.59%
11th	98.68%	98.68%	100%	96.00%	98.65%	97.14%	88.41%	97.10%	94.20%
12th	100%	96.61%	86.44%	91.53%	90%	92.86%	78.57%	94.55%	94.55%

Key Findings & Trends

- **Consistently High Performance:** Grade 10 emerged as our most consistent cohort, maintaining a 91% proficiency rate across all nine months and peaking at a perfect 100% in October.
- **Middle School Transitions:** Grade 8 showed notable volatility during the winter months (November/December) and early spring (March). These periods represent critical times for re-engagement strategies as they prepare for high school.
- **Senior Achievement and "Senior Slide":** While Grade 12 began the year with a perfect 100% record in September, there was a significant drop to 78.57% in March. This correlates with traditional seasonal trends seen in graduating classes.
- **System-Wide Success:** The overall growth and achievement of 100% benchmarks across different months by Grades 7, 10, 11, and 12 indicate that our school-wide culture-building strategies and

attendance policies are highly successful. This positive environment has driven collective student buy-in, though maintaining consistency across all months remains our primary goal moving forward.

Historical Last Day Attendance Data

Looking at long-term data specifically for the **last day of school**, we have experienced a remarkable recovery over the last few years.

- **2022-23:** 93.78% *(Strong baseline)*
- **2023-24:** 87.24% *(Significant Drop: -6.54%)*
- **2024-25:** 92.13% *(Strong Recovery: +4.89%)*
- **2025-26: 95.60%** *(Historical Peak: +3.47%)*

Last Day Attendance Rate Breakdown by Grade Level

Our current school year achieved the highest last-day attendance rate in recent history. This was driven by exceptional final-day turnout across almost all grades, particularly in the middle school tier:

Grade Level	2022-23	2023-24	2024-25	2025-26 (Current)
6th Grade	96.39%	95.15%	97.07%	95.37%
7th Grade	91.01%	93.96%	94.90%	98.01%
8th Grade	86.74%	89.12%	91.45%	94.61%
9th Grade	97.03%	80.87%	90.19%	92.65%
10th Grade	93.49%	81.11%	86.56%	95.66%
11th Grade	100.00%	81.24%	93.62%	93.72%
Total	**93.78%**	**87.24%**	**92.13%**	**95.60%**

End-of-Year Activities & Celebrations

Middle School Awards

The annual Middle School Awards ceremony was a spectacular success. A special thank you to Sherri Fritz, Cassie Wilke, Katie Maier, and the middle school team for putting this together and recognizing the academic, behavioral, and personal achievements of our students.

Last Day Activities Schedule

Our exceptional AVID students created, organized, and ran this year's last-day activities schedule. ***A special Thank you to Mel Hollnagel for her coordination.*** They successfully coordinated a highly engaging, 9-station rotation that kept student and staff morale and attendance incredibly high through the final bell:

1. Musical Chairs
2. Dodgeball
3. Egg Race
4. Hula Hoop
5. Head, Shoulders, Knees, Toes (HSKT) Cup Grab / Cone Flip
6. Relay Race (4x100)
7. Bingo

8. Spoons
9. Escape Room

Unified Track & Field Invitational

The Unified Track and Field Invitational was hosted May 13th and turned out to be a huge success! It was a beautiful display of sportsmanship, inclusion, and community pride. Thank you to Erika Anderson, Unified Club, staff, student-athletes, and volunteers who made this event unforgettable.

Looking Ahead: Summer & Fall Operations

Streamlined Online Registration

We are completely shifting our back-to-school workflows online to improve efficiency and convenience for our district families.

- **Timeline:** The online registration portal is currently in the process of being set up and will be fully live and available by **July 1st**.
- **The Process:** A direct portal link will be emailed to all parents and guardians. They will be able to complete all annual back-to-school information updates securely through **Infinite Campus**.
- **Zero Paperwork:** All necessary district forms are digitised and included directly in the system. No physical paperwork will be required from parents, making this process significantly quicker and easier than in previous years.
- **New Student Enrollment:** A dedicated enrollment link will also be prominently added to the district website specifically for families moving into the area.
- **Accessibility Support:** For families who do not have reliable access to technology or internet at home, dedicated computer kiosks will be set up and available during our annual Open House so that staff can assist them in completing the process.

Respectfully submitted,

Cindy Schmidt
Le Sueur-Henderson Middle/High School

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

LSH Elementary School Board Update – June 2026

MCA testing concluded with a flurry over the past several weeks. While we will not receive reading results for some time and cannot publicly report math and science results, I can report on our FastBridge data. Overall, from fall to spring, the elementary school has seen incredible academic growth this year. In all but a couple of classrooms, we saw significant student growth, and I am very excited about what that means for the future of our students and school.

Hiring for next year is also going very, very well. I am excited about the new staff members joining the elementary next year, as I believe they will greatly benefit our students and strengthen our school community.

Extended School Year (ESY) programming is ready to begin for the first three weeks of June. It is always nice to have students in the building during that time and continue providing important learning opportunities and support.

One of our building goals this year was to improve student attendance. I am happy to report that we reduced overall absences by 7% this year. If we remove one family with an unusually high number of absences from the data, that reduction increases to an 11% decrease in absences. While we still have work to do in this area, the progress is encouraging and speaks to the efforts of our staff and families.

I say this each year, but it truly seems like the years go by faster and faster. We are now finalizing class lists, completing one final hire, and preparing for another school year that will be upon us before we know it.

As always, your support is greatly appreciated, and it is truly a pleasure to serve the district.

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
MAY 18, 2026

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 Jenny Burns, Christa Luna, Brigid Tuck, Matt Hathaway, Gretchen Rehm, Brooke Wentzlaff.

Members Absent: Kelsey Schwartz

Also in attendance: Superintendent Jim Wagner; Administrative Assistant, Rachel Scheffler.

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

Item 3.0 **Approval of Agenda:** Motion by Rehm, second by Hathaway, carried 6-0, to approve the meeting agenda.

Item 4.0 **Consent Agenda:** Motion by Luna, second by Hathaway, carried, 6-0 to approve the following consent items:

Item 4.1 District Office Consent Items:

Item 4.1.1 Minutes of 5.4.26 Regular School Board Meeting

Item 4.2 Personnel Consent Items:

Item 4.2.1 Hirings:

4.2.1.1 Transportation Director - Rachel Malkow

4.2.1.2 Coach - Trey Winkels

Item 4.2.2 Resignations:

4.2.2.1 Baseball Coach - Joe Skelly

4.2.2.1 Teacher - Kristin Enz

4.2.2.3 ESY Para - Mary Beise

4.2.2.4 Food Service - Elizabeth McCanna

Item 5.0 **Transportation Update**

Item 6.0 **Purchases Above $10,000**

Item 6.1 Motion by Tuck, second by Wentzlaff, carried 6-0, to approve Worker's Compensation Renewal - 2026-2027.

Item 6.2 Motion by Burns, second by Hathaway, carried 6-0, to approve bus/van purchases.

Item 7.0 **Adjourn:** Motion by Tuck, second by Burns, carried 6-0, to adjourn the meeting at 6:39 PM.

_____
Board Clerk

_____
Board Chair

Approved on: *June 1, 2026*

2026-2027 Employment Recommendation
Le Sueur - Henderson School District

Position: Long Term Sub Administrative Assistant

Recommended Candidate: Roberta Morsching

Recommended by: Cindy Schmidt **Date:** 5/19/26

To be completed by administrator:

Candidate has current & appropriate certification:	Yes
Reference checks completed:	Yes
Years of experience granted:	20
Step Placement:	3
Highest degree currently held:	NA
Lane Placement:	NA
Computer	NA
Credits beyond highest degree granted:	0
Hourly/ Salary Rate	$18.54/hr

	New Position
X	Existing Position

Replacing: Lindsey Steinborn

Additional Information:
Aug 10, 2026 to Dec 23, 2026

Approval of Principal: Cynthia Schmidt 5/19/26

Electronic Signature Date

Approval of Superintendent:

Electronic Signature Date

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

Employment Recommendation
Le Sueur - Henderson School District

Position: ESY Para

Recommended Candidate: Sheryl Rotert

Recommended by: Kern **Start/ Hire Date:** 25-26 ESY Only

To be completed by administrator:

Candidate has current & appropriate certification:	NA
Reference checks completed:	yes
Years of experience granted:	NA
Step Placement:	2
Highest degree currently held:	NA
Lane Placement:	NA
Credits beyond highest degree granted:	0
Hourly/ Salary Rate	$16.40/hr

	New Position
X	Existing Position

Replacing: ESY Staffing

Additional Information:

Approval of Principal: Darren Kern 5-27-26

Electronic Signature Date

Approval of Superintendent:

Electronic Signature Date

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

Employment Recommendation
Le Sueur - Henderson School District

Position: Special Education Para

Recommended Candidate: Elizabeth McCanna

Recommended by: Kern **Start/ Hire Date:** 26-27 school year

To be completed by administrator:

Candidate has current & appropriate certification:	NA
Reference checks completed:	yes
Years of experience granted:	0
Step Placement:	0
Highest degree currently held:	NA
Lane Placement:	NA
Credits beyond highest degree granted:	0
Hourly/ Salary Rate	$16.40

[ ] New Position

[X] Existing Position Replacing: Vicki Brancamp

Additional Information:

Approval of Principal: Darren Kern 5-27-26

Electronic Signature Date

Approval of Superintendent:

Electronic Signature Date

Employment Recommendation
Le Sueur - Henderson School District

Position: Early Childhood Special Education Teacher

Recommended Candidate: Rachel Lind

Recommended by: Kern **Start/ Hire Date:** 26-27 school year

To be completed by administrator:

Candidate has current & appropriate certification:	NA
Reference checks completed:	yes
Years of experience granted:	0
Step Placement:	1
Highest degree currently held:	BA
Lane Placement:	BA
Credits beyond highest degree granted:	0
Hourly/ Salary Rate	$45,000

	New Position
X	Existing Position

Replacing: Suzi Ripp who moved to

Additional Information:

Approval of Principal: Darren Kern 5-27-26

Electronic Signature Date

Approval of Superintendent:

Electronic Signature Date

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

Employment Recommendation
Le Sueur - Henderson School District

Position: Special Education Teacher

Recommended Candidate: Amanda Horejsi

Recommended by: Kern **Start/ Hire Date:** 26-27 school year

To be completed by administrator:

Candidate has current & appropriate certification:	NA
Reference checks completed:	yes
Years of experience granted:	2
Step Placement:	
Highest degree currently held:	MA
Lane Placement:	MA
Credits beyond highest degree granted:	0
Hourly/ Salary Rate	$53,000

	New Position
X	Existing Position

Replacing: Lexie Geis

Additional Information:

Approval of Principal: Darren Kern 5-27-26

Electronic Signature Date

Approval of Superintendent:

Electronic Signature Date

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

Employment Recommendation
Le Sueur - Henderson School District

Position: Special Education Para

Recommended Candidate: Jenah Eotvos

Recommended by: Kern **Start/ Hire Date:** 26-27 school year

To be completed by administrator:

Candidate has current & appropriate certification:	NA
Reference checks completed:	yes
Years of experience granted:	NA
Step Placement:	2
Highest degree currently held:	NA
Lane Placement:	NA
Credits beyond highest degree granted:	0
Hourly/ Salary Rate	$16.40/hr

	New Position
X	Existing Position

Replacing: Kristian Brandt

Additional Information:

Approval of Principal: Darren Kern 5-27-26

Electronic Signature Date

Approval of Superintendent:

Electronic Signature Date

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

Employment Recommendation
Le Sueur - Henderson School District

Position: Preschool Paraprofessional

Recommended Candidate: Kim Merrill

Recommended by: Nathan Warden **Date:** 5/28/2026

To be completed by administrator:

Candidate has current & appropriate certification:	Yes
Reference checks completed:	Yes
Years of experience granted:	Yes
Hourly Pay:	$17.15
Highest degree currently held:	
Lane Placement:	NA
Credits beyond highest degree granted:	NA

X	New Position
	Existing Position Replacing:

Additional Information:

- This position is for our 3 year old preschool class

Approval of Principal: Nathan Warden 5/27/2026

Electronic Signature Date

Approval of Superintendent:

Electronic Signature Date

Employment Recommendation
Le Sueur - Henderson School District

Position: Assistant Varsity/JV Football Coach

Recommended Candidate: David King

Recommended by: Colin Everson	**Start Date: June 16th**

To be completed by an administrator:

Candidate has current & appropriate certification:	NA
Reference checks completed:	NA
Years of experience granted:	NA
Step Placement:	NA
Highest degree currently held:	NA
Lane Placement:	NA
Credits beyond highest degree granted:	NA
Hourly/ Salary Rate	$

	New Position
x	Existing Position

Replacing: Nathan Kirschner

Additional Information: David will be helping Colin this summer with football camps/practices. He will also be coaching this fall for the football team.

Approval of Admin: Paul Theorin 5/28/26

Electronic Signature Date

Approval:

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

INVOICE

Infinite Campus

4321 109th Ave NE Blaine, MN 55449

Date: 05/01/2026
Invoice #: CI-00007033

Bill To
Le Sueur-Henderson Independent School District
2397
Attn: Accounts Payable
115 1/2 N 5th St Ste 200
Le Sueur, MN 56058-1820
bgrunzke@isd2397.org

2397

Customer ID -
Le Sueur-Henderson Independent School District

For payment by check, mail to:

Infinite Campus, Inc.
NW 6022
PO Box 1450
Minneapolis, MN 55485-1450

For Wire or ACH Payment:

Bank Name: Wells Fargo Bank NA
Routing No: 121000248
Account No: 4105087340

PO NUMBER	TERMS	DUE DATE
	Net 60	07/01/2026

COMMENTS

DESCRIPTION	SUBSCRIPTION PERIOD	QTY	UNIT PRICE	LINE TOTAL
01- License: SIS	07/01/2026 - 06/30/2027	908.00	$ 6.00	$ 5,448.00
02- Support: SIS	07/01/2026 - 06/30/2027	908.00	$ 3.00	$ 2,724.00
03- SIS Hosting: Campus Cloud	07/01/2026 - 06/30/2027	908.00	$ 1.00	$ 908.00
16- License: Food Service	07/01/2026 - 06/30/2027	908.00	$ 2.00	$ 1,816.00
17- Support: Food Service	07/01/2026 - 06/30/2027	908.00	$ 0.40	$ 363.20
18- Campus Passport	07/01/2026 - 06/30/2027	1.00	$ 1,000.00	$ 1,000.00

Please contact accounting@infinitecampus.com for any invoice questions
Make all checks payable to Infinite Campus

Thank you for your business

19- Yearly Event Series	07/01/2026 - 06/30/2027	1.00	$ 2,150.00	$ 2,150.00
19- Yearly Event Series- Campus Passport Discount	07/01/2026 - 06/30/2027	1.00	$ -400.00	$ -400.00
38- Custom Reports Annual Fee: Destiny Extract- Case 593067	07/01/2026 - 06/30/2027	1.00	$ 30.00	$ 30.00
38- Custom Reports Annual Fee: School Pay Extract- Case 1177131	07/01/2026 - 06/30/2027	1.00	$ 100.00	$ 100.00
			Subtotal	$14,139.20
			Total	$14,139.20

Please contact accounting@infinitecampus.com for any invoice questions
Make all checks payable to Infinite Campus

Thank you for your business

INVOICE

Infinite Campus

4321 109th Ave NE Blaine, MN 55449

Date: 05/01/2026
Invoice #: CI-00007032

Bill To
Le Sueur-Henderson Independent School District
2397
Attn: Accounts Payable
115 1/2 N 5th St Ste 200
Le Sueur, MN 56058-1820
bgrunzke@isd2397.org

2397

Customer ID -
Le Sueur-Henderson Independent School District

For payment by check, mail to:

Infinite Campus, Inc.
NW 6022
PO Box 1450
Minneapolis, MN 55485-1450

For Wire or ACH Payment:

Bank Name: Wells Fargo Bank NA
Routing No: 121000248
Account No: 4105087340

PO NUMBER	TERMS	DUE DATE
66260	Net 60	07/01/2026
COMMENTS		

DESCRIPTION	SUBSCRIPTION PERIOD	QTY	UNIT PRICE	LINE TOTAL
22- Online Registration Prime	07/01/2026 - 06/30/2027	1.00	$ 7,500.00	$ 7,500.00
			Subtotal	$7,500.00
			Total	$7,500.00

Please contact accounting@infinitecampus.com for any invoice questions
Make all checks payable to Infinite Campus

Thank you for your business

apptegy

INVOICE

Apptegy, Inc
2201 Brookwood Dr. STE 115
Little Rock AR 72202
United States

Bill To
Le Sueur-Henderson Public Schools, Minnesota
115 1/2 North 5th Street
Le Sueur MN 56058
United States

TERMS: Net 30

Invoice #	Reference #	Date	Due Date
INV37310		7/1/2026	7/31/2026

Description	Line Total
Thrillshare Media Subscription	$10,013.45

Subtotal	$10,013.45
Tax (0%)	$0.00
Total	$10,013.45

For billing inquiries, please contact:
Apptegy Billing
billing@apptegy.com

Le Sueur-Henderson Public Schools
Independent School District 2397

115 North Fifth Street, Suite 200
Le Sueur, MN 56058
Phone: (507) 665-4600 www.isd2397.org Fax: (507) 665-6858

Summary of the Memorandum of Understanding

This MOU establishes a formal agreement between the **Le Sueur-Henderson School District** and the **Teamsters Union 320** (representing education support professionals/paraprofessionals) to implement a teacher apprenticeship program.

Key provisions included in the document are:

- **Partnership and Funding**: The program is a collaboration between the District, a partnering university, and the Minnesota Teachers Joint Apprenticeship Training Committee (MNTJATC). Tuition is covered by MNTJATC as long as funding is available.
- **Compensation**:
    - Apprentices receive a starting hourly rate no less than the applicable rate for special education paraprofessionals.
    - **Year 2 Increase**: Per your request, the MOU codifies a **$ 2.00-per-hour salary increase** for apprentices entering their second year of the program.
    - Apprentices are paid for both On-the-Job Training (OJT) and Related Technical Instruction (RTI).
- **Work Standards**: Apprentices follow a 7.5-hour workday and a 182-day teacher calendar. To ensure program integrity, they cannot be pulled from their duties to serve as substitute teachers.
- **Labor Protections**: In the event of a strike or work stoppage, apprentices are protected from discipline for attending mandatory RTI sessions, and the District will provide a contingency plan for technology access (e.g., non-district logins) to ensure they can complete coursework.
- **Employment Security**: If an apprentice does not complete the program or the program ends due to funding, they are eligible to return to their previous bargaining unit position or an equivalent role without loss of pay or seniority.

Le Sueur-Henderson Public Schools
Independent School District 2397

115 North Fifth Street, Suite 200
Le Sueur, MN 56058
Phone: (507) 665-4600 www.isd2397.org Fax: (507) 665-6858

MEMORANDUM OF UNDERSTANDING: JOURNEYWORKER TEACHER ROLE

Between Independent School District No. 2397 (Le Sueur-Henderson Public Schools) and the Le Sueur-Henderson Education Association (LSHEA).

Preamble

This Memorandum of Understanding ("MOU") is entered into by and between the Le Sueur-Henderson School District ("District") and the LSHEA ("Union").

- **WHEREAS**, the District has established a teacher apprenticeship program designed to provide education support professionals with alternative pathways to becoming licensed teachers in response to teacher shortages; and
- **WHEREAS**, this program represents a collaborative partnership between the Minnesota Teachers Joint Apprenticeship Training Committee (MNTJATC), the university partner, the District, and the Union; and
- **WHEREAS**, both parties agree that a long-term mentorship provided to an apprentice by an experienced, licensed teacher is vital to cultivating competent new educators and improving student services; and
- **WHEREAS**, the parties wish to codify the specific duties, expectations, and terms of employment for the licensed teachers stepping into the mentor role;
- **NOW, THEREFORE**, the parties agree to the following provisions governing the **Journeyworker** position:

---

1. Selection, Qualifications, and Discretion

- The District retains sole discretion to determine the qualifications, final selection, and the total number of Journeyworkers utilized within the apprenticeship program.
- To qualify, the individual must be a licensed teacher who meets all established Journeyworker criteria.
- **Two-Year Commitment**: The Journeyworker must commit to participating in the program and partnering with their assigned apprentice(s) for a duration of **two (2) years**.

- **Apprentice Cap**: To ensure high-quality mentorship, focused instruction, and program integrity, a Journeyworker shall be assigned **no more than two (2) apprentices** at any given time.

2. Core Operational Expectations & Scope of Role

- **Classroom Integration**: The Journeyworker is responsible for supporting their assigned apprentice(s) (maximum of two) directly within the classroom environment for the duration of the two-year commitment, actively modeling, coaching, observing, and co-planning alongside the apprentice.
- **Job-Embedded Training**: The Journeyworker must deliberately structure and provide clear opportunities for their assigned apprentice(s) to fulfill their job-embedded On-the-Job Training (OJT) requirements.
- **Meetings and Professional Development**: The Journeyworker is required to attend all mandatory Journeyworker-specific meetings, alignment sessions, and training programs scheduled by the District or program sponsors during the school year.
- **Summer Training Requirements**: Journeyworkers shall participate in mandatory program-related summer training for up to **three (3) days** per year.
- **Performance Evaluation**: The Journeyworker's performance in this specialized mentorship capacity will be regularly evaluated by the District to maintain program integrity.
- **Role Boundary Awareness**: The Journeyworker must maintain a clear understanding of the distinct separation between their professional duties and the specific learning boundaries governing the apprentice's role.

3. Protection of Related Technical Instruction (RTI) & Labor Protections

- **Acknowledgment of RTI Obligations**: Journeyworkers must respect that the apprentice is bound by strict licensure requirements to attend all mandatory Related Technical Instruction (RTI) sessions administered through the university partner.
- **Continuation During Labor Disputes**: In the event of a labor strike, contract negotiation conflict, or work stoppage, the apprentice's obligation to complete their RTI remains uninterrupted so they may graduate on time.
- **Non-Coercion and Professional Conduct**: Journeyworkers are strictly prohibited from utilizing coercion, cultural pressure, or demonstrating resentment toward an apprentice who continues to participate in mandatory university RTI sessions during active labor disputes or union actions.

4. Compensation and Program Discontinuation

Program Integrity Clause: Continuous engagement in the apprenticeship requires mutual adherence to program standards. If at any point an apprentice or a Journeyworker becomes unwilling or unable to fulfill the core expectations of the

program (including coursework, mentorship quality, work experience, summer training, or attendance), the District reserves the right to terminate the apprenticeship arrangement.

- **Yearly Stipend**: In recognition of the additional mentoring, coaching, classroom alignment, and summer training requirements, Journeyworkers shall receive a **yearly stipend of $3,000**, paid in accordance with standard District payroll practices.
- **Proration & Termination**: If the apprenticeship arrangement is dissolved early due to performance issues, an inability to meet mentorship or training expectations, or an apprentice's withdrawal from the program, the District will immediately terminate or prorate the $3,000 yearly stipend assigned to the Journeyworker based on the portion of the service year completed.

5. General Provisions

- **Grievance Framework**: This MOU is fully enforceable under the standard grievance and arbitration procedures established within the broader collective bargaining agreement (CBA).
- **Precedent Disclaimer**: The parties acknowledge that this MOU is born out of unique district labor shortages and cannot be used in any future negotiations or grievances as a past practice or binding precedent.
- **Severability**: If any specific provision of this document is declared invalid by a court of competent jurisdiction, all other independent elements of this agreement will remain fully active and enforceable.

2026-2027 RESOLUTION FOR MEMBERSHIP
IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE
Membership Renewal Form

This form must be completed once for each school in the district.

Must be completed and submitted to MSHSL NOT LATER THAN JULY 31, 2026. Retain one copy for the school files.

RESOLVED, that the Governing Board or Entity of_____ (Name of School) located in the State of Minnesota delegates the control, supervision and regulation of interscholastic activities and athletics (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

FURTHER RESOLVED, that the school listed is authorized by this, the Governing Board of said school district or school to renew its membership in the Minnesota State High School League; and to participate in the approved interscholastic activities and athletics sponsored by said League and its various subdivisions.

FURTHER RESOLVED, that this Governing Board or Entity hereby adopts the Constitution, Bylaws, Policies, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's *Official Handbook*, on file at the office of the school district or school, or as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities and athletics. Further, the administration and responsibility for determining student eligibility and for the supervision of such activities and athletics are assigned to the official representatives identified by this Governing Board or Entity.

Signing this Resolution for Membership affirms that this Governing Board has reviewed all required membership materials provided by the League which defines the purpose and value of education-based activity and athletic and programs and defines each member school's responsibilities.

Member schools must develop and publicize administrative procedures to address eligibility suspensions related to Student Code of Responsibilities (Bylaw 206.2) violations for students participating in activity and athletic programs by member schools.

The above Resolution was adopted by the Governing Board or Entity of this school or district and is recorded in the official minutes of said Board and hereby is certified to the State Commissioner of Education as provided for by law.

The following is taken from the MSHSL Constitution:

208.00 LOCAL CONTROL

208.01 Designated School Representatives
At the beginning of the League's fiscal year, the governing board of each member school shall designate two (2) representatives who are authorized to vote for the member school at all district, region and section meetings and on mail ballots where member schools are called upon to vote.

One of the designated representatives shall be a member of the school's governing board and the other shall be an administrator or full-time faculty member of the member school.

In school districts with multiple schools, the designated representative from the school district's governing body may represent more than one school and is entitled to one vote for each school they represent.

208.02 Designated Activity Representatives
At the beginning of the League's fiscal year, the governing board of each member school shall select individuals to represent its school in the following areas: (a) boys sports; (b) girls sports; (c) speech; and (d) music.

208.03 Local Advisory Committee
Each school is urged to form an advisory committee for League activities. Committee membership is not limited to but shall include a school board member, a student, a parent, and a faculty member, to advise the designated school representatives on all matters relating to the school's membership in the MSHSL.

_____

Name of School (Please Print)

208.01 VOTE ON BEHALF OF THE HIGH SCHOOL

_____ _____

(Designated School Board Member – please print) (Designated School Representative – please print)

_____ _____

Email Address Email Address

208.02 ACTIVITY REPRESENTATIVES

_____ _____

(Boys Sports – please print) (Girls Sports – please print)

_____ _____

(Speech – please print) (Music – please print)

208.03 LOCAL ADVISORY COMMITTEE MEMBERS

_____ _____

(Board Member—please print) (Student—please print)

_____ _____

(Parent—please print) (Faculty Member—please print)

_____

(Mailing Representative—please print)

The Mailing Representative is the person to whom mailings go. This is usually the Activity Director.

Print Name: _____ Print Name: _____

(Clerk/Secretary - Local Governing Board) (Superintendent or Head of School)

Signed: *Signature required* Signed: *Signature required*

(Clerk/Secretary - Local Governing Board) (Superintendent or Head of School)

electronically through DocuSign *electronically through DocuSign*

Date: _____ Date: _____

KIDS CLUB COORDINATOR

ARTICLE I
PURPOSE

This Contract is entered into between Independent School District No. 2397, Le Sueur-Henderson, Minnesota, hereinafter referred to as the School District, and Cheri Youngren, hereinafter referred to as the Coordinator, who agrees to perform the duties of the Kids Club Coordinator

ARTICLE II
DURATION, EXPIRATION, TERMINATION
DURING THE TERM, MUTUAL CONSENT, AND CONTINGENCY

Section 1. Duration: This Contract is for a term of two years commencing on July 1, 2025 and ending on June 30, 2027. All benefits listed are annual and therefore will be prorated accordingly. It shall remain in full force and effect unless modified by mutual consent of the School Board and the Coordinator or unless terminated as provided in this Contract.

Section 2. Expiration: This Contract shall expire at the end of the term specified in Section 1. above. At the conclusion of its term, neither party shall have any further claim against the other, and the School District's employment of the Coordinator shall cease, unless a subsequent Contract is entered into by the parties. In the event the parties fail to enter into a subsequent contract, the Coordinator's employment shall continue on a month-to-month basis until the School Board either enters into a subsequent Contract with the Coordinator or until the School Board provides sixty (60) calendar days of written notice of the termination of the Coordinator's employment.

Section 3. Termination During the Term: The Coordinator's employment may be terminated during the term of this Contract only for cause as defined in M.S. 122A.40, Subd. 9. and Subd. 13., but, except for purposes of describing grounds for discharge, the provisions of M.S. 122A.40 shall not be applicable. If the School Board proposes to terminate the Coordinator during the term of this Contract for cause as described in M.S. 122A.40, Subd. 9. or Subd. 13., it shall notify the Coordinator, in writing, of the proposed grounds for termination. The Coordinator shall be entitled to a hearing before an arbitrator provided the Coordinator makes such a request, in writing, to the School Board Chair within fifteen (15) calendar days after receipt of the written notice of the proposed termination. In such event, the parties shall jointly petition the Bureau of Mediation Services (BMS) for a list of five (5) arbitrators. The arbitrator shall be selected by the parties through the normal striking process as provided by BMS rules. The arbitrator shall conduct a hearing under normal arbitration procedure rules and issue a written decision. The decision of the arbitrator shall be final and binding upon the parties, subject to normal judicial review of arbitration decisions as provided by law. The Coordinator may be suspended with pay pending final determination by the arbitrator. If the Coordinator fails to request a hearing as provided in this section within the fifteen (15)-day calendar period, he/she shall be deemed to have acquiesced to the School Board's proposed action, and the proposed action shall become final on such date as determined by the School Board, and the Coordinator shall have no further claim or recourse.

Section 4. Mutual Consent: This Contract may be terminated at any time by mutual consent of the School Board and the Coordinator.

Section 5. Contingency: If this Contract is a subsequent Contract entered into prior to the completion of an existing Contract, this subsequent Contract is contingent upon the Coordinator's completing the terms of the existing Contract.

ARTICLE III

DUTIES

The Coordinator shall serve under the direction of the Community Education Director. The Coordinator shall perform all duties incident to the position and such other duties as may be prescribed by the Community Ed. Director and Superintendent from time to time. The Coordinator shall abide by the policies, regulations, rules, and procedures established by the School Board and the Commissioner of the Department of Education and shall abide by all Minnesota laws relating to the operation of the School District.

ARTICLE IV

DUTY YEAR AND LEAVES OF ABSENCE

Section 1. Basic Work Year: The Coordinators duty year shall be for the entire twelve (12)-month Contract year, and the Coordinator shall perform duties on those legal holidays on which the School Board is authorized to conduct school if the School Board so determines.

Section 2. Vacation: The Coordinator shall earn fifteen (15) working days of annual paid vacation each Contract year. Unused vacation may carry up to 10 unused vacation days into next year, with superintendent approval. Upon voluntary termination of employment, the Coordinator shall be entitled to payment for any unused vacation days earned and accrued pursuant to the provisions of this section; however, if the Coordinator is involuntarily terminated, he/she shall not be entitled to unused earned and accrued vacation days.

Section 3. Holidays: The Coordinator shall be entitled to eleven (11) paid holidays: 4th of July, Labor Day, Thanksgiving, and Friday after Thanksgiving, Christmas Eve day, Christmas Day, New Year's Eve day, New Year's Day, Good Friday, Memorial Day and Juneteenth to be used throughout the year. Upon voluntary or involuntary termination of employment, unused holidays may not be paid out.

Section 4. Sick Leave: The Coordinator is entitled up to 12 sick leave days. Upon voluntary or involuntary termination of employment, the Coordinator shall not be entitled to unused sick leave days.

Section 5. Workers' Compensation: Pursuant to M.S. Chapter 176, the Coordinator injured on the job in the service of the School District and collecting workers' compensation insurance may draw sick leave and receive full wages from the School District, the wages to be reduced by an amount equal to the insurance payments, and only that fraction of the days not covered by insurance will be deducted from accrued sick leave.

Section 6. Emergency and Funeral Leave: The Coordinator shall be granted bereavement leave for a death within the Coordinator's immediate family. The time utilized shall be in an amount to be determined after conferring with the Superintendent. Days utilized will not be deducted from the Coordinator's sick leave. "Immediate family" is defined as the Coordinator's spouse, child, parent, brother, sister, grandparent, brother-in-law, sister-in-law, mother-in-law, father-in-law, or grandchildren. This particular type of personal leave shall be extended from one to five days as determined and granted by the superintendent or his designated representative for any particular event.

Funeral leave of up to one (1) day per school year shall be granted for funerals of friends and other persons not mentioned in the previous paragraph. Such leave shall be non-accumulative.

Section 7. Jury Service: The Coordinator who serves on jury duty shall be granted the day or days necessary as stipulated by the court to discharge this responsibility without any wages deduction or loss of

basic leave allowance. The compensation received for jury duty service shall be remitted to the School District.

Section 8. Military Leave: Military leave shall be granted pursuant to applicable law.

Section 9. Insurance Application: A Coordinator on unpaid leave is eligible to continue to participate in group insurance programs if permitted under the insurance policy provisions. The Coordinator shall pay the entire premium for such insurance commencing with the beginning of the leave and shall pay to the School District the monthly premium in advance. In the event the Coordinator is on paid leave from the School District under Section 4. above or supplemented by sick leave pursuant to Section 5. above, the School District will continue insurance contributions as provided in this Contract until sick leave is exhausted. Thereafter, the Coordinator must pay the entire premium for any insurance retained.

ARTICLE V
INSURANCE

Section 1. Health and Hospitalization Insurance: The School District shall provide the Coordinator and the Coordinator's dependents with health and hospitalization insurance coverage under the School District's group health and hospitalization insurance plan. The School District shall contribute the sum of $6,700 annually ($558.33 per month) for single coverage and $10,800 annually ($900 per month) for family coverage toward the premium for such insurance. The balance of the premium shall be paid by the Coordinator through payroll deduction.

NOTE 2: In the event this Contract will cause or does cause penalties, fees, or fines to be assessed against the School District, the parties agree to reopen negotiations that result in a revised Contract between the parties that eliminates or reduces penalties, fees, or fines to be assessed against the School District. The amount of any reduction in the School District's contribution toward the Coordinator's *healthcare benefits as a result of addressing the "highly compensated employee" component of the ACA will be placed into another School District provided benefit(s) (i.e., a retirement HRA, wages, etc.) as agreed upon between the parties.*

Section 2. Life Insurance: The School District shall provide, at its own expense, term life insurance for the Coordinator under the School District's group term life insurance plan in the amount of $20,000, payable to the Coordinator's named beneficiary(ies).

NOTE 3: According to the Internal Revenue Service rules, the amount of School District premium contribution that pays for life insurance coverage in excess of $50,000 is considered taxable income, so the School District should be certain that it is reporting that contribution as such, and the Coordinator needs to know why that amount is being reported.

Section 3. Long-Term Disability Insurance: The School District shall provide, at its own expense, long-term disability insurance for the Coordinator under the School District's group long-term disability insurance under which full-time employees may be included and which will compensate those persons covered thereby two-thirds (2/3) of the covered person's annual wages, effective after thirty (30) days' disability and payable to age seventy (70) subject to requirements of the insurance carrier.

Section 4. Eligibility: The eligibility of the Coordinator and the Coordinator's dependent(s) and beneficiary(ies) for insurance benefits shall be governed by the terms of the insurance policies purchased by the School District pursuant to this article.

Section 5. Claims Against the School District: The School District's only obligation is to purchase the insurance policies described in this article, and no claim shall be made against the School District as a result of denial of insurance benefits by an insurer if the School District has purchased the policies and paid the premiums described in this article.

ARTICLE VI
OTHER BENEFITS

Section 1. Conferences and Meetings: The School District shall pay all legally valid expenses and fees for the Coordinator's attendance at professional conferences and meetings with other educational agencies when such attendance is required, directed, or permitted by the Superintendent and/or the School Board. The Coordinator shall periodically report to the Community Education Director relative to all meetings and conferences attended. The Coordinator shall file itemized expense statements to be processed and approved as provided by School Board policy and law.

Section 2. Cell Phone reimbursement: The school district shall reimburse the coordinator for use of their personal cell phone. The amount to be reimbursed will be $480.

ARTICLE VII
WAGE RATE

The Coordinator shall be paid $45,013 for the 2025 - 2026 contract year.
The Coordinator shall be paid $46,364 for the 2026 - 2027 contract year.

ARTICLE VIII
OTHER PROVISIONS

Section 1. Outside Activities: While the Coordinator shall devote full time and due diligence to the affairs and the activities of the School District, he/she may also serve as a consultant to other school districts or educational agencies, lecture, engage in writing and speaking activities, and engage in other activities if, as solely determined by the Superintendent, such activities do not impede the Coordinator's ability to perform the duties of the Coordinator's position. However, the Coordinator may not engage in other employment, consultant service, or other activity for which a salary, fee, or honorarium is paid without the prior approval of the Superintendent.

Section 2. Indemnification and Provision of Counsel: In the event that an action is brought or a claim is made against the Coordinator arising out of or in connection with his/her employment and the Coordinator is acting within the scope of employment or official duties, the School District shall defend and indemnify the Coordinator to the extent permitted by law. Indemnification, as provided in this section, shall not apply in the case of malfeasance in office or willful or wanton neglect of duty, and the obligation of the School District in this regard shall be subject to the limitations as provided in M.S. Chapter 466.

Section 3. Dues: The Coordinator is encouraged to belong to and participate in appropriate professional, educational, economic development, community, and civic organizations when such membership will serve the best interests of the School District. Accordingly, the School District will pay the membership dues for such organizations as are required, directed, or permitted by the Superintendent and/or the School Board. The Coordinator shall present appropriate statements for approval as provided by law.

ARTICLE IX
SEVERABILITY

The provisions of this Contract shall be severable, and if any such provision or the application of any such provision under any circumstances is held invalid, it shall not affect any other provisions of this Contract or the application of any provision thereof.

IN WITNESS WHEREOF, I have subscribed my signature this ____ day of _____, 20___.

_____
Kids Club Coordinator

IN WITNESS WHEREOF, we have subscribed our signatures this ____ day of _____, 20___.

_____
School Board Chair

_____
School Board Clerk

Kids Club and Adult Basic Education Staff Wage Schedule

I. Kids Club Rates of Pay

Section 1. Placement of New Employees

The School District reserves the right to place new employees on the appropriate step of the compensation schedule based upon qualifications and experience, as determined by the Community Education Director and approved by the Board of Education.

Step advancement may occur annually based on satisfactory performance and continued employment, as determined by the Community Education Director.

Work hours and assignments are determined by program needs, enrollment, staffing availability, and School District discretion. Nothing in this agreement guarantees a minimum number of hours.

Subd. 1. Student Aides

Student aides shall be compensated at no less than the prevailing Minnesota minimum wage. As of July 1, 2025, the Minnesota minimum wage rate is $11.13 per hour. Student aide wages shall automatically adjust as necessary to remain compliant with applicable minimum wage law.

Subd. 2. Adult Kids Club Assistants Salary Schedule

Step	Hourly Rate
1–3	$13.00
4–6	$13.50
7–10	$14.00

Subd. 3. Adult Kids Club Supervisors Salary Schedule

Step	Hourly Rate

1–3	**$15.00**
4–6	**$15.50**
7–10	**$16.00**

II. Adult Basic Education Rates of Pay

Section 1. Placement of New Employees

The School District reserves the right to place new employees on the appropriate step of the compensation schedule based upon qualifications and experience, as determined by the Community Education Director and approved by the Board of Education.

Step advancement may occur annually based on satisfactory performance and continued employment, as determined by the Community Education Director.

Work hours and assignments are determined by program needs, enrollment, staffing availability, grant funding, and School District discretion. Nothing in this agreement guarantees a minimum number of hours.

Subd. 1. Licensed Adult Basic Education Teachers Salary Schedule

Step	Hourly Rate
1–3	**$25.00**
4–6	**$26.00**
7+	**$27.00**

Subd. 2. Adult Basic Education Paraprofessionals with a Four-Year Degree Salary Schedule

Step	Hourly Rate
1–3	**$22.00**
4–6	**$23.00**

7+	**$24.00**

Subd. 3. Adult Basic Education Paraprofessionals with a High School Diploma Salary Schedule

Step	Hourly Rate
1–3	**$16.00**
4–6	**$17.00**
7+	**$18.00**

All positions outlined in this agreement are hourly, non-exempt positions unless otherwise designated by the School District.

Approved by the Le Sueur-Henderson Board of Education on _____.

LSHEA
MASTER AGREEMENT

July 1, 2025 through June 30, 2027

LE SUEUR-HENDERSON ISD 2397
100 KINGSWAY DRIVE
LE SUEUR, MINNESOTA 56058

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ARTICLE I: PURPOSE

This Agreement is entered into between Independent School District No. 2397, Le Sueur, Minnesota, hereinafter referred to as the District or School District, and the Le Sueur – Henderson Education Association, hereinafter referred to as the exclusive representative, pursuant to and in compliance with the Minnesota Public Employment Labor Relations Act of 1971, as amended, hereinafter referred to as PELRA, to provide the terms and conditions of employment for teachers for the duration of this Agreement.

ARTICLE II: RECOGNITION OF EXCLUSIVE REPRESENTATIVE

Section 1. Recognition: In accordance with PELRA, the School District recognizes Le Sueur – Henderson Education Association as the exclusive representative of teachers employed by the School District, which exclusive representative shall have those rights and duties as prescribed by PELRA and as described in this Agreement.

Section 2. Appropriate Unit: The exclusive representative shall represent all teachers of the School District as defined in this Agreement and in PELRA.

ARTICLE III: DEFINITIONS

Section 1. Terms and Conditions of Employment: The term, "terms and conditions of employment," means the hours of employment, the compensation therefor including fringe benefits except retirement contributions or benefits other than School District payment of, or contributions to, premiums for group insurance coverage of retired teachers or severance pay, and the School District's personnel policies affecting the working conditions of the teachers. The term does not mean educational policies of the School District. "Terms and conditions of employment" is subject to the provisions of PELRA.

Section 2. Teacher: The word, "teacher," means all persons in the appropriate unit employed by the School District in a position for which the person must be licensed by the State of Minnesota but shall not include Superintendent, assistant superintendent, principals, and assistant principals who devote more than fifty percent (50%) of their time to administrative or supervisory duties, confidential employees, supervisory employees, and such other employees excluded by law.

Section 3. District or School District: For purposes of administering this Agreement, the word/term, "District/School District," shall mean the School Board or its designated representative(s).

Section 4. Other Terms: Terms not defined in this Agreement shall have those meanings as defined by PELRA.

ARTICLE IV: SCHOOL DISTRICT RIGHTS

Section 1. Inherent Managerial Rights: The exclusive representative recognizes that the School District is not required to meet and negotiate on matters of inherent managerial policy, which include, but are not limited to, such areas of discretion or policy as the functions and programs of the School District, its overall budget, utilization of technology, the organizational structure, and selection and direction and number of personnel.

Section 2. School Board Responsibilities: The exclusive representative recognizes the right and obligation of the School Board to efficiently manage and conduct the operation of the School District within its legal limitations and with its primary obligation being to provide educational opportunities for the students of the School District.

Section 3. Effect of Rules, Regulations, Directives, and Orders: The exclusive representative recognizes that all teachers shall perform the teaching and non-teaching services prescribed by the School District and shall be subject to School Board rules, regulations, directives, and orders issued by properly designated officials of the School District. The exclusive representative also recognizes the right, obligation, and duty of the School Board and its duly designated officials to promulgate rules, regulations, directives, and orders, from time to time, as deemed necessary by the School Board insofar as such rules, regulations, directives, and orders are not inconsistent with the terms of this Agreement.

Section 4. Reservation of Managerial Rights: The foregoing enumeration of rights and duties shall not be deemed to exclude other inherent managerial rights and managerial functions not specifically included in this Agreement, and all managerial rights and managerial functions not specifically included in this Agreement are reserved to the School District.

ARTICLE V: TEACHER RIGHTS

Section 1. Right to Views: Pursuant to PELRA, nothing contained in this Agreement shall be construed to limit, impair, or affect the right of any teacher or his/her representative to the expression or communication of a view, grievance, complaint, or opinion regarding any matter related to the conditions or compensation of public employment or their betterment, so long as the same is not designed to and does not interfere with the full, faithful, and proper performance of the duties of employment or circumvent the rights of the exclusive representative.

Section 2. Right to Join: Pursuant to PELRA, teachers shall have the right to form and join labor or employee organizations and shall have the right not to form and join such organizations. Teachers in an appropriate unit shall have the right, by secret ballot, to designate an exclusive representative for the purpose of negotiating grievance procedures and

the terms and conditions of employment for such teachers.

Section 3. Request for Dues Check off: Pursuant to PELRA, the exclusive representative shall be allowed dues check off. Upon receipt by the Business Manager of a properly executed authorization card of the teacher involved, the School District will deduct from the teacher's paycheck the dues that the teacher has agreed to pay to the teacher organization and/or exclusive representative in twenty (20) installments, beginning with the pay period of October 15th.

Section 4. Personnel Files: Pursuant to M.S. 122A.40, Subd. 19., all evaluations and files relating to individual teachers shall be available during regular School District business hours to the particular teacher upon his/her written request. The teacher shall have the right to reproduce any of the contents of his/her file at the teacher's expense and to submit for inclusion in the file written information in response to any material contained in it. However, the School District may destroy such files as provided by law.

Section 5. Use of Facilities: The LSHEA may, within the limits of district policy, use school facilities and equipment, including email, communication systems, district mailboxes, a designated LSHEA bulletin board, duplicating equipment, and all types of audio/visual equipment, when such equipment is not otherwise in use for educational purposes. Use of facilities shall be for regular business purposes and shall not be used for purposes of preparing a strike, withholding of services, picketing or bantering or for the purpose of publicly attacking the School District, its board or its agents and employees. The association shall pay for the reasonable costs associated with materials and supplies incident to such use at the same cost basis as other non-educational users, including additional custodial costs if incurred.

ARTICLE VI: BASIC SCHEDULES AND RATES OF PAY

Section 1. Basic Compensation:

Subd. 1. 2025-2026 Rates of Pay: The salaries reflected in Schedule A1 shall be effective only for the 2025-2026 school year subject to the provisions of Section 2. below.

Subd. 2. 2026-2027 Rates of Pay: The salaries reflected in Schedule A2 shall be effective only for the 2026-2027 school year subject to the provisions of Section 2. below.

Section 2. Salary Schedules:

Status of Salary Schedule: The salary schedule, including lane changes, shall not be construed as a part of a teacher's continuing contract. In the event a successor Agreement is not entered into prior to the expiration of this Agreement, a teacher shall be compensated according to the current rate until a successor Agreement is fully

ratified, and any change in compensation shall only be effective as of the date the successor Agreement is fully ratified and paid retroactive to September 1st.

Section 3. Lane Placement on Salary Schedule:

Subd. 1. Professional Growth Committee: A committee composed of the superintendent, one administrator or Board member selected by the Board, the high school principal, elementary principal, a lower elementary teacher, an upper elementary teacher, a 6-8 teacher and a 9-12 teacher, said teachers to be appointed by the Executive Board of the Exclusive Representative shall determine if credits are acceptable to move from one salary category to another. Lane change credits shall be defined as semester credits and teachers earning other than semester credits shall have them prorated on a semester credit basis. This committee may also give prior approval to credits that a teacher anticipates using for movement to a higher salary category. The guidelines established by the Committee for granting approval of credits shall be distributed to the professional staff by June 1st of each year and shall be effective for the following school year.

Subd. 2. Professional Growth Committee Appeals: Any teacher aggrieved by any decision of the Professional Growth Committee may appeal such decision to a Board of Review by giving notice to the Superintendent of the appeal within fourteen (14) days of the date of the decision of the Professional Growth Committee. The Board of Review shall hear the matter within ten (10) days of the Superintendent's receipt of such notice.

Subd. 3. The Board of Review: The Board of Review shall be composed of three (3) members designated by the Superintendent and three (3) members designated by the Executive Board of the Exclusive Representative. Should the Board of Review be unable to reach a decision on an appeal, the decision of the Professional Growth Committee shall stand as final. The Superintendent shall act as conveyor for the committee and shall set a meeting time convenient to all members of the committee.

Section 4. Experience Rating: Teachers employed for the first time in the Le Sueur- Henderson school system including teachers being hired as long-term substitutes, may be allowed such credit for previous teaching experience, up to full credit, as the School District, in its discretion, may determine. In certain circumstances of managerial discretion, the School District may offer a teacher candidate up to two steps above his/her years of experience.

Section 5. Career Salary Level: Once a teacher has reached the top step in his/her salary lane (step 18 in this contract), he/she shall remain at the top step. At the commencement of their 20th year of service, or at the commencement of their 3rd year at step 18 they shall become eligible for longevity. See schedule A3.

The longevity provisions of this section shall be suspended for the 2026–2027 school year. No longevity compensation shall be paid during the suspension period. However, years of service shall continue to accrue for purposes of future longevity eligibility following ratification of a

successor agreement to the 2025–2027 Agreement. This provision shall remain in effect and continue into any successor agreement unless otherwise modified through collective bargaining.

Section 6. Lane Movement: The Professional Growth Committee may certify to the Business Manager at any time the acceptability of additional credits or evidence of the completion of a degree; however, salary adjustments for lane movement will go into effect on September 15th and March 15th of the 24-payment cycle.

Section 7. Teachers on Special Assignment (TOSA): The TOSA refers to a Teacher on Special Assignment in conjunction with our PDS partnership with MSU-Mankato. The District will notify all teachers of the opening in the TOSA position, along with the qualifications and a detailed job description, no later than May 1st. The teacher shall have the right to resign at the end of any school year.

Section 8. Step Advancement: In order to qualify for a salary step advancement, a teacher must be employed as a teacher a minimum of one hundred twenty (120) days in the previous school year, unless he/she is on leave as provided by law, in the previous school year.

Section 9. Pay Deduction: Whenever pay deduction is made for a teacher's absence, the annual salary divided by the number of teacher duty days shall be deducted for each day's absence. "Annual salary" shall include a teacher's basic salary and pay for additional/extended assignments for which a teacher is responsible when absent, if any.

Section 10. Travel Expenses: Teachers with teaching assignments that require travel, actual travel between school district buildings not in the same town shall be paid at a rate determined by the School Board (Policy 412).

Subd.1. Extended Travel: Bus, Railroad, or Air transportation, must be allowed for out of city travel if it is more convenient, effective and economical.

Subd.2. Reimbursement Claims: Reimbursement claims must be submitted on the District Office document by the tenth (10^{th}) day of the following month. Claims submitted after the tenth (10^{th}) day will not be honored.

Section 11. Substitute Teachers: The compensation and fringe benefits package for substitute teachers shall be determined according to School District policy.

Section 12. Salary Payments: Salary shall be paid in twenty-four (24) equal, installments deposited on the 15th and 30th of each month directly into the teacher's individual bank account.

ARTICLE VII: EXTRA COMPENSATION

Section 1. Extra-curricular Schedule: See schedule B-1.

Section 2. Curriculum Writing: Teachers participating in curriculum development activities outside of the contracted workday, including but not limited to curriculum writing, shall be paid on an hourly basis of $30 per hour. These curriculum development activities will be proposed in advance and pre-approved by the appropriate building administrator.

Section 3. Substitution: A teacher who agrees to substitute for a colleague by assuming supervision of a class period (or its equivalent in the elementary schools) and thereby misses his/her prep-period, shall receive extra compensation at the hourly rate of $30. All substitutions will be approved in advance of said substitution by the building administrator or that administrator's designee. If two teachers agree to split classes, each shall receive 50% payment.

Section 4. Teacher In-Service Orientation Days: Newly hired teachers to the School District will be compensated for and required to participate in 2 in-service orientation days at the beginning of the school year. Rate of pay will commensurate with the hourly rate of the contracted daily rate of pay.

Section 5. Activity Pass: All teachers will receive an activity pass annually for that teacher and one guest.

ARTICLE VIII: 403(b) MATCHING CONTRIBUTION PLAN

Section 1. Eligibility/Notice of Participation: Pursuant to the provisions of M.S. 123B.02, Subd. 15. and Section 403(b) of the Federal Internal Revenue Code, the School District will make matching contributions for each teacher who has complied with the following conditions:

A) The teacher has authorized a contribution to a 403(b)-annuity matching contribution plan to be paid by payroll deduction.
B) The teacher is responsible to notify the School District of his/her intention to participate in this 403(b)-annuity matching contribution plan and the amount of his/her contribution. Such participation shall continue from year to year at the specified amount unless the teacher notifies the School District to the contrary.
C) As of July 1, 2006, the District will not add new companies to its existing list of 403(B) providers unless a minimum of three (3) teachers' contract with the new company. Companies will be dropped from the provider list only when no teachers' contract with those companies.

Subd. 1. Part-time Teachers: Eligible part-time teachers shall receive a matching contribution on a pro-rata basis equal to their percentage of full-time employment.

Subd. 2. 403(b) Matching Contributions for Student Loan Payment Secure 2.0 Act Compliance: In accordance with the Secure 2.0 Act of 2022, the district will treat qualifying student loan payments made by the employee as elective deferrals for the purpose of determining eligibility for matching contributions to the employee's 403(b) retirement plan. This means the company may make matching contributions to the employee's 403(b) account even if the employee does not contribute directly to the plan, provided the employee makes qualifying student loan payments and complies with applicable documentation and reporting requirements.

Section 2. Amount of School District Contribution:
For eligible teachers hired prior to October 1, 2009: The annual School District matching contribution shall not exceed the amounts listed below nor shall the annual maximum School District matching contribution exceed the amount specified by statute. The District matching contribution amount shall be made at the same time as the individual contribution by the teacher; the School District's maximum lifetime matching contribution to the matching contribution plan is $35,000 for each qualified teacher. The School District match will be in installments equal to the teacher's contributions, September through August, pursuant to the contribution matching chart below:

Year in District	District Contribution
9 – 13	$1,000
14 – 18	$1,200
19 and above	$1,500

For eligible teachers hired on or after October 1, 2009: The annual School District matching contribution shall not exceed the amounts listed below nor shall the annual maximum School District contribution exceed the amount specified by statute. The School District's maximum lifetime contribution to the 403(b) plan is $40,000 for each qualified teacher. The School District match will be in 24 equal installments, September through August, or will match the teacher contribution, whichever is less.

Year in District	District Matching Contribution
0 – 3	$600
4 – 8	$1,000
9 – 13	$1,400
14 – 18	$1,800
19 and above	$2,200

Section 3. Payment: The teacher's contribution shall be made by payroll deduction.

Section 4. Unpaid Leave: A teacher on unpaid leave may not participate in the provisions of

this article.

Section 5. Lifetime Limitation: The maximum lifetime School District contribution to any teacher pursuant to this article shall be consistent with Section 2 A. or 2 B. of this article, and, upon reaching this maximum, the teacher shall no longer be eligible for School District contributions.

Section 6. Deduction for Retirement Pay: In the event a teacher is eligible for a severance or retirement payment pursuant to any other article of this Agreement, any School District contribution made pursuant to this article shall be deducted from such retirement payment at the time of the teacher's retirement.

Section 7. Applicable Statutes: The provisions of this article are subject to all limitations relating to such plans as provided by law.

ARTICLE IX: GROUP INSURANCE

Section 1. Selection of Carrier: The selection of the insurance carrier and policy shall be made by the School District as provided by law.

Subd. 1 Insurance Committee: The Exclusive Representative shall designate five members made up of two representatives from the elementary school, two representatives from the secondary school and a designated school board member to meet with the Superintendent's designated representative to determine and evaluate and agree upon insurance policies and plans. The representatives shall be empowered to make recommendations to the exclusive representative, subject to M.S. 471.6161, Subd. 5.

Subd. 2. Continuity of Coverage: In the event recommendations of the Insurance Committee fail passage by the Exclusive Representative among its members OR in the event of failure of the Exclusive Representative and the School District to reach agreement with regard to the recommended providers or plans, the existing group insurance programs shall be continued.

Subd. 3. Timing of Deliberations on Recommendations: The School Board or its representative(s) and the Exclusive Representative's insurance committee shall attempt to reach agreement with reference to group policies of insurance and the School Board on or before May 1 of each year. Any teacher on a leave of absence shall be entitled to participate in any insurance policy of the School District so long as the teacher pays the cost of the premiums, unless the cost is otherwise provided for in this Master Agreement.

Section 2. Selection of School District's Group Health and Hospitalization Plan: The parties agree no teacher shall select a group health and hospitalization plan that causes or will cause penalties, fees, or fines to be assessed against the School District.

Section 3. Health and Hospitalization Insurance – Single Coverage: Effective July 1, 2026, for the 2026–2027 school year, the School District shall contribute a sum not to exceed $6,850 per year toward the premium for individual coverage for each full-time teacher employed by the School District who qualifies for and is enrolled in single coverage in the School District's group health and hospitalization insurance plan. Any additional cost of the premium shall be borne by the teacher and paid by payroll deduction. A teacher married to another teacher, both employed by the School District (each currently assigned in excess of .5 FTE) would be eligible for $13,700 toward their elected insurance coverage.

Section 4. Health and Hospitalization Insurance – Family Coverage: Effective July 1, 2026, for the 2026–2027 school year, the School District shall contribute a sum not to exceed $11,050 per year toward the premium for family coverage for each full-time teacher employed by the School District who qualifies for and is enrolled in family coverage in the School District's group health and hospitalization insurance plan. Any additional cost of the premium shall be borne by the teacher and paid by payroll deduction.

Section 5. Claims Against the School District: The School District's only obligation is to purchase an insurance policy and pay such amounts as agreed to in this Agreement, and no claim shall be made against the School District as a result of a denial of insurance benefits by an insurance carrier.

Section 6. Duration of Insurance Contributions: A teacher is eligible for School District contributions as provided in this article as long as the teacher is employed by the School District, is on paid status, and is enrolled in the School District's group health and hospitalization insurance plan. Upon termination of employment, all School District contributions shall cease except that a teacher who has completed the school year shall be eligible for contributions through the month of August.

Section 7. Eligibility: Teachers who are employed as teachers full-time as defined by the Affordable Care Act (ACA) shall be eligible for full benefits provided in this article. Eligibility is also subject to any limitations contained in the contract between the insurance carrier and the School District. In the event the ACA is repealed, the language in this section shall no longer be valid and shall be replaced by the language in "Section 7.1" below.

> Section 7.1. Eligibility: Full benefits provided in this article are designed for teachers who are employed as teachers an average of at least thirty-seven and one-half (37.5) hours per week. Teachers who are employed as teachers an average of at least twenty (20) hours per week shall be eligible for partial benefits proportional to the extent of their employment. Eligibility is subject to any limitations contained in the contract between the insurance carrier and the School District.

Section 8. Income Protection: The school district shall provide and pay the full cost of providing a program of income protection for all teachers through disability insurance under which all teachers may be included and which will compensate those persons covered thereby in the amount of two-thirds of the covered person's monthly salary, calculated on a 12-month basis, or $2,500 per month, whichever is less, effective after thirty (30) days disability and payable to age seventy (70). After the thirty (30) day waiting period the teacher shall have the option of continuing to use sick leave or utilizing the disability benefits.

Section 9. Life Insurance: The School District shall pay in full the cost of a $50,000.00 term life insurance policy for all full-time teachers in the District who desire such coverage.

ARTICLE X: TEACHER RETIREMENT INSURANCE

Section 1. Retainment: To aid the School District with budgeting and planning, teachers are encouraged to give notice of intent to retire to the Superintendent on or before February 1 in the year they plan to retire.

Section 2. Retiree Health Insurance Coverage

Section 2A – Insurance for Retirees after July 1, 2001: Any teacher who was hired before October 1, 2009, and who retired after July 1, 2001 shall be entitled to participate in any insurance policy of the School District. The teacher shall have his/her choice of either single or dependent coverage and may modify his/her choice by July 1 of each year. The District shall pay the full cost of insurance premiums until they have expended a district contribution cap of $50,000 or until the teacher becomes eligible for Medicare, whichever comes first.

If a teacher desires to continue insurance coverage after the time periods specified above, he/she shall pay the cost of any insurance premiums. In the event of the death of said retired teacher, said teacher's spouse shall be entitled to participate in any insurance policy of the school district, under which said retired teacher was covered, pursuant to Minnesota or Federal Statute.

Section 2B – Insurance for Retirees Hired on or After October 1, 2009: Teachers hired on or after October 1, 2009, shall not be eligible for benefits provided under Sections 2 A. They will, however, be eligible for the District contribution match to their 403(b) plans according to provisions in ARTICLE VIII, 403(B) Matching Contribution Plan, Section 2. B.

ARTICLE XI: LEAVES OF ABSENCE

Section 1. Sick Leave:

Subd. 1. Earning: A full-time teacher shall earn 120 hours per 1.0 FTE of sick leave in

years 1 and 2. Thereafter, a full-time teacher shall earn 96 hours per 1.0 FTE of sick leave each year of employment as a teacher by the School District. A FTE less than .61 is considered part-time and sick leave will be prorated. Annual sick leave shall accrue on July 1st, notwithstanding the maximum accumulation provided in Subd. 2 below. Teachers who separate from employment to the School District prior to June 30, will be deducted any hours used in excess of bank on a proportionate basis to the date of teacher's separation.

Sick leave shall be accumulated during summer employment by teachers employed in summer positions at the rate of on half day (.5) or 4 hours for every ten (10) days or 80 hours teaching or related duty days of employment. Said leave shall be in addition to any sick leave accumulated during the normal school year.

Subd. 2. Accumulation: A teacher's sick leave bank shall be calculated on June 30th. Unused sick leave days may accumulate to a maximum of 960 hours of sick leave per 1.0 FTE teacher.

Subd. 3. Use: Sick leave with pay shall be allowed whenever a teacher's absence is found to have been due to the teacher's illness and/or disability which prevented his/her attendance at school and performance of duties on that day or days. A teacher may use his/her accumulated sick leave and the School Board limits use as permissible.

Subd. 4. Medical Certificate: The School District may require a teacher to furnish a medical certificate from a qualified physician as evidence of any illness and/or disability pursuant to this section, indicating such absence was due to illness and/or disability, in order to qualify for sick leave pay. However, the final determination as to the eligibility of a teacher for sick leave is reserved to the School District. In the event that a medical certificate will be required, the teacher will be so advised.

Subd. 5. Deduction: Sick leave allowed shall be deducted from the accumulated sick leave days earned by the teacher.

Subd. 6. Special Provision: A teacher will receive up to eight (8) hours or one (1) day per school year to attend activities related to the employee's child(ren), for example, athletic/non-athletic event, graduation, or wedding, provided these activities cannot be scheduled during non-working hours. Hours would deduct from sick leave balance.

A teacher will receive up to eight (8) hours or one (1) day per school year to attend non-medical related appointments, provided these appointments cannot be scheduled during non-working hours. Hours would deduct from sick leave balance.

For both of these language items, 1) time must be taken in four (4) hour increments, 2) must be submitted in writing to the building principal at least three (3) days in advance, and 3) must be approved by the building principal. No more than two (2) teachers from each building and four (4) teachers district wide can be gone at any time for these leaves. These leaves shall not be granted for the day preceding or the day following holidays or vacations and the first and last days of school. Approval is dependent upon the availability of qualified substitutes.

Section 2. Personal Leave: Personal leave may be granted to any teacher who makes such a request with said hours to be deducted from that teacher's accumulated sick leave. If the hours missed are hours such as an emergency closing and no school is held, said hours shall not be charged against the teacher's personal leave. The use of said personal leave shall be at the discretion of the teacher. Personal time is equivalent to FTE status.

0-5 Employee receives 16 personal hours

6-14 Employee receives 24 personal hours

15 and beyond Employee receives 32 personal hours.

* Benefits will be credited at the beginning of year.

An additional eight (8) hours of personal leave shall be granted to each teacher for use during the year following a year in which he or she used fewer than sixteen (16) hours of sick time. Sick Time for this purpose will not include sick time hours subtracted for the use of personal leave.

A teacher will have any unused personal hours placed into a “Personal Time Bank” at the end of the school year. This bank will be capped at 16 hours. Any hours used from the “Personal Time Bank” must be used in a minimum of 4-hour increments.

Any unused personal hours (excluding hours banked) shall be sold back to the district at sub rate pay (minimum of 4 hours) at the end of the school year. This compensation shall be included in the June 30th pay period.

Additional personal leave may be granted by the superintendent. Requests for additional personal leave shall be submitted in writing. If the additional leave is for the purpose of vacation, then the teacher must give up one day of pay for each day granted and the school district will pay the cost of the substitute. However, if the day missed is a teacher workday or when the teacher is assigned to work individually, and the teacher performs the duties of that day there shall be no loss of compensation for that day. If the day missed is a day such as an emergency closing and no school is held, there shall be no loss of compensation for that day nor shall the day be charged against the teacher's personal leave.

If the additional personal leave is for reasons other than vacation, then the teacher may be required to pay the cost of the substitute and the teacher will not lose any pay for the additional days granted other than the substitute cost if required. Should the teacher find replacement among the staff, he/she shall not be required to pay the cost of a substitute.

Any teacher availing him/herself of personal leave should notify his/her building principal at least 24 hours prior to taking said leave. The superintendent may waive the 24-hour rule in emergencies. A maximum of six (6) teachers in the School District will be granted personal leave for the same day. On any given day, a maximum of four (4) teachers from the elementary (School Readiness-5) or (6-12) will be granted leave for the same day.

Personal hours will not be utilized in the first week of student contact days, or the last week of student contact days, nor during the pre-service professional development contract days of the school year unless pre-approved by the superintendent of schools. Said decisions will not set past practice or be grievable.

Section 3. Workers' Compensation: Pursuant to M.S. Chapter 176, a teacher injured on the job in the service of the School District and collecting workers' compensation insurance may draw sick leave and receive full salary from the School District, the salary to be reduced by an amount equal to the insurance payments, and only that fraction of the days not covered by insurance will be deducted from accrued sick leave.

Section 4. Emergency and Bereavement Leave:

Subd. 1. Use: A full-time teacher may be granted an emergency leave or bereavement leave with the written approval of the Superintendent totaling no more than five (5) days per year, non-accumulative for any situation that arises requiring the teacher's emergency attention which cannot be attended to when school is not in session and which is not covered under other provisions of this Agreement. Emergency and bereavement leave granted under this provision shall be deducted from that teacher's sick leave and bereavement request must indicate relationship of deceased. Said decisions will not set past practice or be grievable.

Pursuant to this section, bereavement leave may be allowed for death of an immediate family member. "Immediate family" is defined as the teacher's spouse, child, parent, in-law parent, brother, sister, in-law brother, in-law sister, grandchild, grandparent or other relative who lived in the same household as the teacher. Bereavement leave of up to one (1) day per school year, non-accumulative, shall be granted for funerals of friends and other persons not mentioned above. In extenuating circumstances, the Superintendent may exercise discretion in granting additional bereavement leave.

Subd. 2. Requests: Requests for emergency leave must be made, in writing, to the Superintendent at least three (3) days in advance or as soon as practical, unless the

Superintendent determines that such advance notice was not possible. The request shall state the reason for the proposed leave. The Superintendent reserves the right to refuse to grant such leave if, under the circumstances involved, he/she determines that such leave should not be granted.

Section 5. Child Care Leave:

Subd. 1. Use: A childcare leave may be granted by the School Board, subject to the provisions of this section, to one (1) teacher-parent of a natural or adopted infant child, provided such teacher-parent is caring for the child on a full-time basis.

Subd. 2. Request: A teacher making application for childcare leave shall inform the Superintendent, in writing, of the request to take the leave at least three (3) calendar months before commencement of the intended leave.

Subd. 3. Medical Statement: A teacher will provide, at the time of the leave application, a statement from the attending physician indicating the expected date of delivery.

Subd. 4. Date of Leave: The School District may adjust the proposed beginning or ending date of a child care leave so that the dates of the leave coincide with some natural break in the school year – i.e., winter vacation, spring vacation, semester or quarter break, end of a grading period, end of the school year, or the like. The availability of a substitute teacher may also be considered by the School Board in the granting of a childcare leave or its duration.

Subd. 5. Duration: In making a determination concerning the commencement and duration of a childcare leave, the School Board shall not, in any event, be required to:

1. Grant any leave for more than twelve (12) months in duration;
2. permit the teacher to return to employment prior to the date designated in the request for childcare leave.

Subd. 6. Reinstatement: A teacher returning from childcare leave shall be reinstated in a position for which he/she is licensed and qualified unless previously discharged or placed on unrequested leave of absence.

Subd. 7. Failure to Return: Failure of the teacher to return by the date determined under this section shall constitute grounds for termination unless the School Board and the teacher mutually agree, in writing, to an extension in the leave.

Subd. 8. Salary and Fringe Benefits: Leave under this section shall be without pay or fringe benefits.

Section 6. General Leave of Absence:

Subd. 1. Application: Teachers with a minimum of three (3) years of teaching experience in the School District may apply, in writing, to the Superintendent for an unpaid leave of absence subject to the provisions of this section. The granting of such leave shall be at the sole discretion of the School Board.

Subd. 2. Purpose: Such leave may be granted by the School Board for overseas teaching, participation in the Peace Corps, Vista, and/or the National Teacher Corps, extended illness of the teacher, extended illness in the teacher's immediate family as defined in Section 3. above, civic activities, alternative occupational experiences, teacher organization activity, service in public office, or other reasons deemed appropriate by the School Board.

Subd. 3. Notification: A teacher on such leave shall notify the Superintendent, in writing, no later than April 1st of the final leave year of the teacher's intention to return at the conclusion of the leave or to request an extension of the leave. The granting of an extension shall be at the sole discretion of the School Board. The School Board may also, at its sole discretion, waive the April 1st notice date if the School Board determines special circumstances are involved. A teacher who fails to notify the Superintendent as required may be subject to discipline.

Section 7. Family and Medical Leave (FMLA): FMLA leave shall be granted pursuant to applicable law.

Section 8. Jury Service: A teacher who serves on jury duty shall be granted the day or days necessary as stipulated by the court to discharge this responsibility without any salary deduction or loss of basic leave allowance. The compensation received for jury duty service shall be remitted to the School District.

Section 9. Military Leave: Military leave shall be granted pursuant to applicable law.

Section 10. Medical Leave: Pursuant to M.S. 122A.40, Subd. 12., teachers shall have a right to a leave of absence for health reasons.

Section 11. Exclusive Representative Leave: Each school year, the Exclusive Representative shall be given 8 days leave to be used by the officers or Exclusive Representative appointed individuals for the purpose of conducting LSHEA duties including contract negotiations. Individuals making use of such leave time shall notify their building administrator before taking such leave and preferably 48 hours in advance of time away from the classroom. In the event that less than a complete day is used, the Exclusive Representative will only be charged with only time used. In the event that a substitute teacher is required, the Exclusive Representative will pay substitute costs. Insofar as possible, the exclusive representative will schedule meetings and conduct its business outside of the basic day as defined in Article XIII Hours of Service.

Section 12. Insurance Application: A teacher on unpaid leave is eligible to continue to participate in group insurance programs if permitted under the insurance policy provisions. The teacher shall pay the entire premium for such insurance commencing with the beginning of the leave and shall pay to the School District the monthly premium in advance, except as otherwise provided in law. In the event the teacher is on paid leave from the School District under Section 1. above or supplemented by sick leave pursuant to Section 2. above, the School District will continue insurance contributions as provided in this Agreement until sick leave is exhausted. Thereafter, the teacher must pay the entire premium to the School District for any insurance retained.

Section 13. Credit: A teacher who returns from unpaid leave shall retain experience credit for pay purposes and other benefits which had accrued at the time the leave began. No credit shall accrue for the period of time that a teacher was on unpaid leave.

Section 14. Eligibility: Full leave benefits provided in this article shall apply only to teachers who are employed as teachers an average of at least thirty-seven and one-half (37.5) hours per week. Teachers who are employed as teachers an average of at least twenty (20) hours per week shall be eligible for partial benefits proportional to the extent of their employment.

Section 15. Approval of Leaves: All leaves may be approved only upon the teacher's electronic submission of leave time through the District designated online electronic submission tool.

ARTICLE XII: PROFESSIONAL DEVELOPMENT

Section 1. Professional Development Opportunities: Teachers and Teacher Coaches are encouraged to pursue professional development opportunities, such as workshops, conventions, conferences and other such meetings. Request to attend these professional development opportunities shall be made of the building administrator and granted subject to suitability, availability of budgeted funds, and/or substitute teachers or classroom supervision coverage. Professional Development shall be budgeted for by the School Board for use by teachers assigned these opportunities. Teacher Head Coaches and/or Activity Advisors may also participate in these activities, subject to fund availability, where germane to his/her assignment, sport or activity.

Section 2. Reimbursement: The School District shall pay for all reimbursable expenses incurred during the professional leave, if the School District requested the teacher to attend the meeting. Once approved, School District policy will dictate the reimbursable expenses of attending said conference.

Section 3. Out of District: Teachers approved for such professional development will not be deducted sick leave, personal leave or any other personally accrued leaves of absence.

ARTICLE XIII: HOURS OF SERVICE

Section 1. Basic Day: The teacher's basic day, inclusive of duty-free lunch, shall be eight continuous (8) hours. The time of the Basic Day will be defined by the School District by August 1st.

Section 2. Building Hours: The specific hours at any individual building may vary according to the needs of the School District. The specific hours for each building will be designated by the School District by August 1st.

Section 3. Preparation Time and Regular Student Contact Assignment:

Subd. 1. Teaching Load Grades 6-8 and 9-12: All 6-8 and 9-12 teachers shall have a maximum of five (5) class periods per semester, a maximum of one (1) supervision/professional development period, and a minimum of one (1) period of unassigned preparation time each day equal to the length of the class period.

a) Advisor/Advisee Period: Teachers may be assigned an advisor/advisee period in addition to their supervision period that is not considered separate preparation. This advisory/advisee time will not be an additional prep.

b) Schedule Overload: If a teacher agrees to teach an additional section, the teacher will be compensated at a rate of .0835 of their salary per semester, not including any extracurricular compensation for each section above the normal full-time load of five (5) periods. The sixth (6th) class shall be in lieu of a supervision period if the teacher is a full-time teacher. The following criteria shall apply, in order, when considering a sixth (6th) class:

i. The School District shall not assign a teacher a sixth (6th) class if such assignment would result in another teacher licensed to teach that class being reduced in teaching time to less than the maximum provided in this Article & Section unless the teacher voluntarily consents to such reduction.

ii. The School District shall not assign a sixth (6th) class to a teacher if there is a part-time teacher who is licensed to teach that class and wishes to teach the class.

iii. In the event that the School District determines that a sixth (6th) class is necessary, that sixth (6th) class opportunity shall be posted with interviews conducted to determine which candidate is most qualified to teach the sixth class.

c) Additional Preparation Time: If a teacher has five (5) classes with different preparations each day, s/he will be entitled to two (2) periods of unassigned preparation time. A class with different preparation is one in which either one or both of the following occur: (1) a class with a different class title or (2) a class that

requires the use of significantly different instructional materials than are used in the teacher's other class assignments and meets in different class periods. For this section a period describes a block of time of approximately fifty (50) minutes in length. A change in the length of a period or the number of periods in a day can be made only after the principal has met with teacher representatives as appointed by the LSHEA to discuss the rationale of the proposed changes. Should any teacher voluntarily agree to exceed any of the above stated limitations such agreement shall be with the consent of the teacher and shall not be construed as setting a precedent for future considerations.

Subd. 2 Teaching Load Elementary School: In the elementary school in grades School Readiness through 3, inclusive, the School District will limit, insofar as possible, the number of students per classroom to 25 or less and in grades 4 through 5, inclusive, the School District will limit, insofar as possible, the number of students per classroom to 30 or less, provided, however, that an additional number of students not to exceed 5 may be assigned to each teacher so that it will not be necessary to engage a new teacher and establish a new class for less than 20 students.

In the event of division into ability groups the School District will limit, insofar as possible, the number of students in the low ability group to 20 or less. In other ability groupings, the School District will limit, insofar as possible, the number of students per group in grades School Readiness through 3 to 20 or less and in grades 4 through 5 to 25 or less provided, however, that an additional number of students, not to exceed 5, may be assigned so that it will not be necessary to engage a new teacher and establish a new ability group for less than 20 students.

Subd. 3: Teaching Assignments: All teachers shall be given written notice of their assignment for the forthcoming year no later than July 1. Teaching schedules will be released no later than August 1st, unless extenuating circumstances give cause for an extension. Extenuating circumstances may include unanticipated or late teacher separation from the district, retirement or other unforeseen administrative changes.

Subd. 4 Preparation in Elementary and Special Areas: It is the intention where practical that elementary teachers and specialists will be provided with one block (approximately 55 minutes) of unassigned, uninterrupted preparation time during the child's class day which shall include preparation time and all time in which their classes are receiving instruction from various teaching specialists. All elementary teachers and specialists shall receive the equivalent of 300 minutes of unassigned preparation time per week but not necessarily allocated equally among the days, but each teacher shall receive not less than 27 minutes of unassigned, uninterrupted preparation time daily. All daily preparation time shall be in one continuous block. In order to provide for individual needs, any teacher, by mutual agreement with the building principal, may have the 300

minutes allocated differently from the above.

Subd. 5. Other Responsibilities: During the remaining hours of the teacher's basic day when the teacher is not assigned regular classroom instructional time as described in Subd. 1. above, the teacher will be available for assigned student supervision; individual help for students; parent conferences; staff, department, or curriculum meetings; or other related tasks as assigned by the School District.

ARTICLE XIV: VACANCIES & INVOLUNTARY TRANSFERS

Section 1. Vacancies: When a teaching or co-curricular position becomes available for assignment, the District shall post notice of the position for a minimum of ten business days, except in cases of emergency or immediate need. All postings shall be made to the District website and sent via email to the Exclusive Representative and all licensed staff on the day that the vacancy is first posted. The District shall also post the position to at least one statewide, online teacher job posting site. The available position may not be filled during the posting period except in cases of emergency or immediate need, in which case the 10-day posting period may be amended, but at no time can the posting period be fewer than 3 business days.

Subd. 1. Dates: Each vacancy posting shall indicate the date of said notice as well as the expiration date of the posting.

Subd. 2. Application: Teachers who possess a valid license to teach in the subject matter or grade level may make written application for transfer, assignment or reassignment prior to the expiration date of the notice

Subd. 3. Qualified Internal Applicants: District teachers meeting the qualifications of Subd. 2 of this Article are guaranteed at least one interview for the vacancy.

Section 2. Involuntary Transfers:

Subd.1. Definition: An involuntary transfer is the movement of a teacher from one school building to a position in another school building. An involuntary transfer shall not be used as a punitive measure against a teacher. Involuntary transfers may be made to meet district staffing needs, which may include but are not limited to
enrollment changes, reduction of force, program changes, restructuring, realignment, shared leadership, communication, professional development, school climate, academic rigor and student achievement.

Subd. 2. Selection for Transfer: A teacher may only be involuntarily transferred to a position for which he or she has a current valid license (other than a limited or provisional license) to teach in such grade or subject matter.

Subd. 3. Notice of Transfer: A teacher subject to an involuntary transfer shall be notified of such transfer as early as possible. Each teacher subject to involuntary transfer shall be notified in writing of their placement.

ARTICLE XV: LENGTH OF THE SCHOOL YEAR

Section 1. Teacher Duty Days: The School Board shall establish the number of school days and teacher duty days for the next school year, and the teacher shall perform services on those days as determined by the School Board, including those legal holidays on which the School Board is authorized to conduct school and, pursuant to such authority, has determined to conduct school. The school years for 2025-2026 and 2026-2027 shall consist of 185 duty days including a minimum of 5 teacher workdays.

Section 2. Modifications in Calendar, Length of School Day:

Subd. 1. Calendar Modifications: In the event of energy shortage, severe weather, or other exigency, the School Board reserves the right to modify the school calendar, and – if school is closed on a normal duty day(s) – the teacher shall perform duties on such other day(s) as the School Board shall determine.

Subd. 2. Other Modifications: In the event of energy shortage, severe weather, or other exigency, the School Board may modify the duty day or duty week with the understanding that the total number of hours shall not be increased i.e., a four (4)-day week with increased hours per day but the total weekly hours shall not exceed those of a regular five (5)-day week.

Subd. 3 School Closing: Teachers will not be required to report on days when schools are closed pursuant to Subd. 1 herein.

First (1st) and Second (2nd) School Closings: First (1st) and Second (2nd) student days of a school year lost will be made up as personal professional development days. Documentation will be provided to the building administrators within five (5) days of returning to school.

Additional School Closings: If there is not a flexible E-learning plan approved by the Board or available emergency days available on the calendar, any school closings in excess of two shall be rescheduled as either student or teacher word days at the end of the school year.

Section 3. Meet and Confer: Prior to adjusting the calendar, duty day, or duty week in Section 2. above, the School District shall afford the exclusive representative the opportunity to meet and confer on such matters.

ARTICLE XVI: GRIEVANCE PROCEDURE

Section 1. Definitions:

Subd. 1. Grievance: The word, “grievance,” shall mean a written allegation by a teacher that he/she has been injured as a result of a dispute or disagreement between the teacher and the School District as to the interpretation or application of specific terms and conditions contained in this Agreement.

Subd. 2. Grievant(s): The word, “grievant(s),” shall mean an individual teacher, a group of teachers, or the exclusive representative who/which files a grievance as defined in Subd. 1. above.

Subd. 3. Group of Teachers: A group of fewer than ten (10) teachers may file a grievance if a complaint arises out of the same transaction or occurrence and the facts and claim are common to all teachers in the group. Such grievance must be in writing and signed by all grievants in the group.

Subd. 4. Exclusive Representative Grievance: The exclusive representative may file a grievance if a complaint involving ten (10) or more teachers arises out of the same transaction or occurrence and the facts and claim are common to all teachers in the group. In order to pursue such a grievance, the exclusive representative must provide the Superintendent with the names and signatures of the affected teachers no later than the third (3^{rd}) level of the grievance procedure. The exclusive representative grievance may proceed only as to the teachers identified in the appeal to arbitration. The exclusive representative may also file a grievance if the allegation involves a specific right of the exclusive representative as noted in this Agreement.

Subd. 5. Days: Any reference to the word, “days,” regarding time periods in this procedure, shall refer to working days. The term, “working day,” is defined as all weekdays not designated as holidays by state law.

Section 2. Representation: The grievant(s), administrator(s), or School Board may be represented during any step of the procedure by any person or agent designated by such party to act on the party’s behalf.

Section 3. Interpretations:

Subd. 1. Extension: Time limits specified in this Agreement may be extended by mutual, written agreement.

Subd. 2. Computation of Time: In computing any period of time prescribed or allowed by procedures in this article, the date of the act, event, or default for which the designated period of time begins to run shall not be included.

Subd. 3. Filing and Postmark: The filing or service of any notice or document required

by this Agreement shall be timely based on timestamp email.

Section 4. Time Limitation and Waiver: A grievance shall not be valid for consideration unless the grievance is submitted to the School District's designee in writing, signed by the grievant(s), setting forth the facts and the specific provision(s) of the Agreement allegedly violated and the particular relief sought within twenty-eight (28) days after the date that the first event giving rise to the grievance occurred. Failure to file any grievance within such period shall be deemed a waiver of that grievance. Failure to appeal a grievance from one level to another within the time periods provided below shall constitute a waiver of the grievance. An effort shall first be made to resolve an alleged grievance informally between the grievant(s) and the School District's designee.

Section 5. Resolution of Grievance: The School District and the grievant(s) shall attempt to resolve all grievances which may arise during the course of employment as follows:

Subd. 1. Level I: If the grievance is not resolved through informal discussion, the School District's designee shall give a written decision on the grievance to the parties involved within fourteen (14) days after receipt of the written grievance.

Subd. 2. Level II: In the event the grievance is not resolved in Level I, the decision rendered may be appealed to the Superintendent, provided such appeal is made, in writing, within seven (7) days after the receipt of the decision in Level I. If a grievance is properly appealed to the Superintendent, the Superintendent or his/her designee

shall, within fourteen (14) days, set a time to meet regarding the grievance after receipt of the appeal. Within ten (10) days after the meeting, the Superintendent or his/her designee shall issue a written decision to the parties involved.

Subd. 3. Level III: In the event the grievance is not resolved in Level II, the decision rendered may be appealed to the School Board, provided such appeal is made, in writing, within seven (7) days after receipt of the decision in Level II. If a grievance is properly appealed to the School Board, the School Board shall hear the grievance no later than the next regularly scheduled board meeting fourteen (14) or more days after receiving the appeal but within twenty-one (21) days after receipt of the appeal. Within fourteen (14) days after hearing the grievance, the School Board shall issue its written decision to the parties involved. At the option of the School Board, a committee or representative(s) of the School Board may be designated by the School Board to hear the appeal at this level and report the findings and recommendations to the School Board. The School Board shall then render its decision.

Section 6. Denial of Grievance: Failure by the School Board or its representative(s) to issue a decision within the time period provided in this article shall constitute a denial of the grievance, and the grievant(s) may appeal it to the next level.

Section 7. Arbitration Procedures: In the event that the grievant(s) and the School Board are unable to resolve any grievance, the grievance may be submitted to arbitration as defined in this article.

Subd. 1. Request: A request to submit a grievance to arbitration must be in writing signed by the grievant(s), and such request must be filed in the office of the Superintendent within fourteen (14) days following the decision in Level III above.

Subd. 2. Prior Procedure Required: No grievance shall be considered by the arbitrator which has not first been duly processed in accordance with the grievance procedure and appeal provisions.

Subd. 3. Selection of Arbitrator: Upon the proper submission of a grievance under the terms of this procedure, the parties may, within fourteen (14) days after the request to arbitrate, attempt to agree upon the selection of an arbitrator. If no agreement on an arbitrator is reached, either party may request the Commissioner to submit a panel of seven (7) arbitrators to the parties, pursuant to PELRA, provided such request is made within twenty-one (21) days after the request for arbitration. The request shall ask that the panel be submitted within ten (10) days after the receipt of said request. Within ten (10) days after receipt of the panel, the parties shall alternately strike names, and the remaining name shall be the arbitrator to hear the grievance. The order of striking will be determined by lot. Failure to agree upon an arbitrator or the

failure to request an arbitrator from the Commissioner within the time period as provided in this article shall constitute a waiver of the grievance.

Subd. 4. Hearing: The grievance shall be heard by a single arbitrator, and both parties may be represented by such person(s) as they may choose, and the parties shall have the right to a hearing at which time both parties will have the opportunity to submit evidence, offer testimony, and make oral or written arguments relating to the issues before the arbitrator. The proceeding before the arbitrator shall be a hearing de novo.

Subd. 5. Decision: Decisions by the arbitrator in cases properly before him/her shall be final and binding upon the parties, subject, however, to the limitations of arbitration decisions as provided in PELRA. The arbitrator shall issue a written decision and order including findings of fact which shall be based upon substantial and competent evidence presented at the hearing. All witnesses shall be sworn upon oath by the arbitrator.

Subd. 6. Expenses: Each party shall bear its own expenses in connection with arbitration, including expenses relating to the party's representatives, witnesses, and any other expenses which the party incurs in connection with presenting its case in arbitration. A transcript or recording of the hearing shall be made at the request of either party. The parties shall share equally the fees and expenses of the arbitrator, the cost of the transcript or recording if requested by either or both parties, and any other expenses

which the parties mutually agree are necessary for the conduct of the arbitration. However, the party ordering a copy of such transcript shall pay for such a copy.

Subd. 7. Jurisdiction: The arbitrator shall have jurisdiction over disputes or disagreements relating to grievances properly before him/her pursuant to the terms of this procedure. The jurisdiction of the arbitrator shall not extend to proposed changes in terms and conditions of employment contained in this Agreement; nor shall an arbitrator have jurisdiction over any grievance which has not been submitted to arbitration in compliance with the terms of the grievance and arbitration procedure as outlined in this article; nor shall the jurisdiction of the arbitrator extend to matters of inherent managerial policy, which shall include, but are not limited to, such areas of discretion or policy as the functions and programs of the School District, its overall budget, utilization of technology, the organizational structure, and selection and direction and number of personnel. In considering any issue in dispute, the arbitrator's order shall give due consideration to the statutory rights and obligations of the School Board to efficiently manage and conduct its operation within the legal limitations surrounding the financing of such operations.

Section 8. Election of Remedies and Waiver: A party instituting any action, proceeding, or complaint in a federal or state court of law or before an administrative tribunal, federal agency, state agency, or seeking relief through any statutory process for which relief may be granted, the subject matter of which may constitute a grievance under this Agreement, shall immediately thereupon waive any and all rights to pursue a grievance under this article. Upon instituting a proceeding in another forum as outlined in this Agreement, the teacher(s) shall waive the right to initiate a grievance pursuant to this article, or, if the grievance is pending in the grievance procedure, the right to pursue it further shall be immediately waived. This section shall not apply to actions to compel arbitration as provided in the Agreement or to enforce the award of an arbitrator.

ARTICLE XVII: TEACHER EVALUATION AND SUPERVISION

Section 1. Probationary Teachers: Probationary and other teachers shall be evaluated at least three times during each school year for the first three years or until receiving continuing contract status in the School District.

Section 2. Tenured Teachers: All remaining teachers shall be evaluated on an in-depth basis on a schedule which includes 1/3 of the teachers in each year of a three-year period. The faculty members to participate in that process shall be scheduled for each of the three years by the building principal and the schedule shall be printed and provided to all teachers at the beginning of each school year.

Section 3. Purpose: The purpose of staff supervision and evaluation will be to improve

instruction and expertise. The most current methods of classroom observation and review will be incorporated into the process and all teachers will be informed each school year as to the procedures involved.

Section 4. Reports: When an evaluation report is placed in a teacher's file the teacher will be provided with a copy. The teacher may attach to the file copy of the report any facts or observations pertinent to the contents of the report. Any other material relative to the performance of duties that is placed in a teacher's file must be made known to the teacher. The teacher will have the right to attach to the file copy facts or observations pertinent to the contents of the material.

Section 5. Teacher Requests: Teachers may request additional conferences or assistance at their own discretion.

Section 6. Termination for Deficiencies: Evaluation procedures and termination procedures shall be separate and distinct from each other. If, after evaluation, the School District proposes to consider terminating a teacher for ongoing deficiencies, said proposal shall only occur after the teacher has been placed on, and failed to satisfactorily complete a teacher improvement plan as provided for in the teacher development & evaluation plan.

Section 7. Teacher Improvement Plan: At the time of being placed on a teacher improvement plan, the School District will issue notice to the teacher of Article XIX, Section 3, Subd. 3 (1) contained herein.

ARTICLE XVIII: PROGRESSIVE DISCIPLINE

Section 1. Discipline: Discipline shall consist of oral reprimand, written reprimand, suspension with pay, suspension without pay, and discharge. However, the School District reserves the right to impose discipline at any level as it determines based upon the circumstances surrounding the action. A conference between the teacher and his/her supervisor(s) shall be held prior to the imposition of a written reprimand, suspension, or discharge.

Section 2. Grounds for Disciplinary Action: The imposition of an oral reprimand shall not be subject to the grievance procedure. A teacher may challenge the contents of any written materials in his/her personnel file pursuant to the provisions of M.S. 122A.40, Subd. 19. A teacher shall be suspended without pay only for just cause, and such action shall be subject to the grievance procedure. A teacher who is the subject of a discharge shall be governed by M.S. 122A.40, and such action shall not be subject to the provisions of this article.

Section 3. Opportunity to Meet: Suspension with or without pay shall be imposed only by the Superintendent or his/her designee. If a suspension without pay is to be considered pursuant

to Section 2. above, the teacher shall be afforded an opportunity to meet with the Superintendent or his/her designee, and the teacher may elect to have a representative in attendance at any such meeting.

Section 4. Subject to Arbitration: Suspension without pay shall take effect only after written notification from the Superintendent or his/her designee to the teacher stating the grounds for suspension without pay. The teacher shall have the right to invoke the grievance procedure set forth in this Agreement at the arbitration level, provided written notification requesting arbitration is sent to the Superintendent or his/her designee within five (5) working days after receipt of the written notice of suspension without pay. The arbitrator's authority shall include a review of whether the suspension without pay and the length of the suspension were appropriate considering the circumstances surrounding the action.

Section 5. Removal from Duty – Investigation: This article shall not apply to a teacher who is removed from duty on paid suspension pending investigation of allegations or to a teacher charged with a felony who is removed from duty on unpaid suspension pursuant to M.S. 122A.40, Subd. 13.

ARTICLE XIX: UNREQUESTED LEAVE OF ABSENCE (ULA) AND SENIORITY AGREEMENT

Section 1. Purpose: The purpose of this article is to implement the provisions of M.S. 122A.40, Subd. 10., which article, when adopted, shall constitute the required plan for ULA because of discontinuance of position, lack of pupils, financial limitations, or merger of classes caused by consolidation of school districts.

Section 2. Definitions: For purposes of this article, the terms defined shall have the meanings respectively ascribed to them.

Subd. 1. Teacher: "Teacher" shall mean those members of the unit as defined by PELRA and this Agreement, except the provisions of this article shall not be applicable to any other bargaining unit member who is not a teacher as defined by M.S. 122A.40, Subd.1.

Subd. 2. Qualified: "Qualified" shall mean a teacher who, in addition to the state license, has a major in the subject matter or field taught and has successfully had teaching experience in such subject matter or field within the past five (5) years.

Subd. 3. Seniority: "Seniority" applies only to Tier 3 and Tier 4 qualified teachers and commences with the first day of continuous teaching service in the School District. For seniority purposes, teachers employed as District-wide coordinators and consultants will be considered as part of the subject matter area most closely related to the teacher's current assignment as determined by the School District.

Subd. 4. Continuing Contract Teachers: A teacher who has acquired continuing contract rights must not be placed on unrequested leave of absence (ULA) while Tier 1 licensed, Tier 2 licensed or probationary teachers are retained in positions for which the teacher who has acquired continuing contract rights is licensed.

Subd. 5. Days: Any reference to the word, "days," regarding time periods in this article, shall refer to business days. The term, "business day," is defined as all weekdays not designated as holidays by state law.

Section 3. ULA:

Subd. 1. Terms: The School Board may place on ULA such teachers as may be necessary because of discontinuance of position, lack of pupils, financial limitations, or merger of classes. Such leave of absence shall continue for a period of five (5) years, after which the right to reinstatement shall terminate; provided the teacher's right to reinstatement shall also terminate if the teacher fails to file with the Superintendent by April 1st of each year, a written statement requesting reinstatement. Such leave shall be effective no later than the close of the school year or at such earlier time as mutually agreed upon by the teacher and the School Board.

Subd. 2. Notice: Teachers placed on such leave shall receive notice by May 1st of the school year prior to the commencement of such leave with reasons for said Placement.

Subd. 3. Placement: Teachers shall be placed on ULA in inverse order of seniority in the field and subject matter employed with the following exception:

1) No teacher shall be placed on ULA if any other qualified teacher employed in the same field and subject matter is on a "Teacher Improvement Plan" as provided for in the "Teacher Evaluation and Peer Review Process" required in M.S. 122A.40, Subd. 8.

Subd. 4. Affirmative Action Program: This section shall not apply if its application will result in any violation of the School District's affirmative action program which shall include ethnicity, race, color, or sex; and any teacher employed in an affirmative action program may be retained in the same field or subject matter of a teacher with greater seniority if such retention is necessary to effectuate the purposes of such affirmative action program.

Subd. 5. Tie-Breaker: In the event a reduction in number of teachers creates a situation requiring that a choice be made among teachers who have equal seniority, the selection of the teacher(s) for purposes of reduction shall be at the discretion of the School District based on criteria including performance, training, experience, skills in special assignments, special or advanced certifications obtained in the teacher's field and subject matter employed, and other relevant factors.

Subd. 6. Additional Assignments: If reduction in number of teachers based on seniority would result in the discontinuance of any curricular or extra- or co-curricular program, the School District may at its discretion determine the teacher employed in such program may not be placed on ULA, and the next senior teacher may be placed on such leave, at the discretion of the School District.

Subd. 7 Years of Service: Any teacher placed on such leave may engage in teaching or any other occupation during such period and may be eligible for reemployment insurance if otherwise eligible for such compensation under that law, and such leave will not result in a loss of credit for years of service in the School District earned prior to the commencement of such leave.

Section 4. Realignment: For purposes of placement on ULA or recall from ULA, nothing in this article, shall require the School District to reassign a senior teacher to a different position for which he/she is not qualified, as defined in "Section 2." above, to accommodate the seniority claims of a junior teacher.

Section 5. Dropping of License: A teacher shall not be permitted to exercise seniority to displace another teacher in a different licensure area by dropping the license in the subject matter in which the teacher is currently assigned by the School District in order to acquire a different assignment through the ULA process. If a teacher drops the license which qualified the teacher for the teacher's current assignment, the School District may place the teacher on ULA, and the teacher shall have no bumping rights nor realignment rights in another licensure area.

Section 6. Reinstatement:

Subd. 1. Process: No new teacher shall be employed by the School District while any qualified teacher is on ULA in the same field and subject matter. Teachers placed on ULA shall be reinstated to the positions from which they have been given leave or any other available positions in the School District in the fields in which they are qualified as such positions become available. The order of reinstatement shall be in inverse order in which teachers were placed on ULA.

Subd. 2. Notices: When placed on ULA, a teacher must file his/her name and address, to which any notice of reinstatement or availability of position shall be mailed, with the School District personnel office. Proof of service by the person in the School District depositing such notice to the teacher at the last known address shall be sufficient, and the teacher on ULA shall be responsible to provide for forwarding of mail or for address changes. Failure of a notice to reach a teacher shall not be the responsibility of the School District if any notice has been mailed as provided in this Article.

Subd. 3. Acceptance of Reemployment: If a position becomes available for a qualified teacher on ULA, the School District shall mail the notice via email and certified mail to such teacher who shall have ten (10) days from the date of such notice to accept the reemployment. Failure to accept, in writing, within such ten (10)-day period shall constitute a waiver on the part of the teacher to any further rights of employment or reinstatement, and that teacher shall forfeit any future reinstatement or employment rights.

Subd. 4. Reinstatement Rights: Reinstatement rights shall automatically cease five (5) years from the date ULA was commenced, and no further rights to reinstatement shall

exist.

Section 7. Establishment of Seniority List:

Subd. 1. Preparation: The School Board shall annually cause a seniority list (by name, date of employment, qualification, and subject matter or field) to be prepared from its records by February 1st. The School Board shall there upon cause such list to be posted in an official place in each school building of the School District.

Subd. 2. Request for Change: Any teacher whose name appears on such list and who may disagree with the order of seniority in said list shall have ten (10) days from the date of posting to supply written documentation, proof, and request for seniority change to the Superintendent.

Subd. 3. Final List: Within ten (10) days thereafter, the School District shall evaluate any and all such written communications regarding the order of seniority contained in said list and may make such changes the School District deems warranted. A final seniority list shall thereupon be prepared by the School District, which list as revised shall be binding on the School District and any teacher.

Section 8. Filing of Licenses: In any year in which a reduction of teaching positions is occurring and the School Board is placing teachers on ULA, only those licenses actually received in the Superintendent's office for filing as of January 15th of such year shall be considered for purposes of determining lay-off within areas of licensure for the following school year. A license filed after January 15th shall be considered for purposes of recall but not for the current reduction.

Section 9. Effect: This article shall be effective at the beginning date of this Master Agreement and shall be governed by its duration clause. This article shall govern all teachers as defined in Section 2., Subd. 1. above and shall not be construed to limit the rights of any other licensed employee not covered by the Master Agreement or other Master Agreement affecting such licensed employee.

Section 10. Procedure: Any challenge by a teacher who is proposed for placement on ULA or recall there from shall be subject to the hearing and review procedures as provided in M.S. 122A.40 and, therefore, shall not be subject to the grievance procedure.

ARTICLE XX: TIER 1 & TIER 2 TEACHERS

Section 1. Statutory Considerations: Pursuant to M.S. 122A.182, a Tier 1 or Tier 2 teacher may be a teacher of record in a Minnesota Public School System. However, M.S. 122A.182 specifically provides that such licensure shall not be construed to bring such Tier 2 teacher within the definition of a teacher for purposes of M.S. 122A.40, Subd.1.

Section 2. Probationary Period: Time spent as a Tier 2 licensed teacher will be credited toward

the teacher's probationary period as provided in M.S. 122A.182.

Section 3. Layoff: Tier 2 teachers will be laid off prior to any qualified Tier 3 or 4 teachers being placed on ULA.

ARTICLE XXI: DURATION

Section 1. Terms and Reopening Negotiations: This Agreement shall remain in full force and effect for a period commencing upon the date of its full ratification through June 30, 2027, and thereafter as provided by PELRA. If the exclusive representative desires to modify or amend this Agreement commencing on July 1, 2025, it shall give written notice of such intent pursuant to PELRA no later than March 1, 2025 including complete language and detail of proposed changes. If such notice is not timely served, the School District shall not be required to negotiate any terms of employment for the following school year. Unless otherwise mutually agreed, the parties shall not commence negotiations more than one hundred twenty (120) days prior to the expiration of this Agreement.

Section 2. Effect: This Agreement constitutes the full and complete Agreement between the School District and the exclusive representative. The provisions of this Agreement relating to terms and conditions of employment supersede any and all prior Agreements, resolutions, practices, and School District policies, rules, and regulations concerning terms and conditions of employment inconsistent with these provisions. Nothing in this Agreement shall be construed to obligate the School District to continue or discontinue existing or past practices or prohibit the School District from exercising all management rights, functions, and prerogatives, except insofar as this exercise would be in express violation of any term or terms of this Agreement.

Section 3. Finality: Pursuant to M.S. 179A.20, Subd. 3., any matters relating to the current Agreement term shall not be open for negotiation during the term of this Agreement.

Section 4. Severability: The provisions of this Agreement shall be severable, and if any such provision or the application of any such provision under any circumstances is held invalid, it shall not affect any other provisions of the Agreement or the application of any provision.

IN WITNESS WHEREOF, the parties have executed this Agreement as follows:

For Le Sueur - Henderson Education Association	For the School District
President	School Board Chair
Secretary	School Board Clerk
Date	Date

Schedule A1: Salary Schedule 2025-2026

Step	BA	BA+10	BA+20	BA+30	MA	MA+10	MA+20	MA+30
1	$ 40,788	$ 42,359	$ 43,883	$ 45,441	$ 46,941	$ 47,926	$ 48,933	$ 49,862
2	$ 41,645	$ 43,248	$ 44,805	$ 46,395	$ 47,927	$ 48,932	$ 49,961	$ 50,909
3	$ 42,519	$ 44,156	$ 45,746	$ 47,369	$ 48,933	$ 49,960	$ 51,010	$ 51,979
4	$ 43,412	$ 45,084	$ 46,706	$ 48,364	$ 49,961	$ 51,009	$ 52,081	$ 53,070
5	$ 44,324	$ 46,031	$ 47,687	$ 49,379	$ 51,010	$ 52,080	$ 53,175	$ 54,185
6	$ 45,254	$ 46,997	$ 48,689	$ 50,416	$ 52,081	$ 53,174	$ 54,292	$ 55,322
7	$ 46,205	$ 47,984	$ 49,711	$ 51,624	$ 53,330	$ 54,469	$ 55,613	$ 56,672
8	$ 47,175	$ 48,992	$ 50,755	$ 52,831	$ 54,578	$ 55,763	$ 56,935	$ 58,021
9	$ 48,166	$ 50,021	$ 51,821	$ 54,038	$ 55,827	$ 57,058	$ 58,256	$ 59,370
10	$ 49,177	$ 51,071	$ 52,909	$ 55,245	$ 57,075	$ 58,353	$ 59,578	$ 60,720
11	$ 50,210	$ 52,144	$ 54,020	$ 56,452	$ 58,323	$ 59,648	$ 60,899	$ 62,069
12	$ 51,772	$ 53,556	$ 55,531	$ 57,659	$ 59,572	$ 60,942	$ 62,221	$ 63,418
13	$ 53,335	$ 54,968	$ 57,042	$ 59,392	$ 61,365	$ 62,888	$ 64,208	$ 65,463
14	$ 54,897	$ 56,380	$ 58,553	$ 61,119	$ 63,155	$ 64,834	$ 66,194	$ 67,505
15	$ 56,460	$ 57,792	$ 60,064	$ 62,846	$ 64,945	$ 66,779	$ 68,180	$ 69,546
16	$ 58,023	$ 59,204	$ 61,575	$ 64,574	$ 66,735	$ 68,725	$ 70,166	$ 71,588
17	$ 59,585	$ 60,617	$ 63,086	$ 66,301	$ 68,525	$ 70,671	$ 72,152	$ 73,629
18	$ 61,148	$ 62,028	$ 64,597	$ 68,028	$ 70,316	$ 72,616	$ 74,138	$ 75,671

Schedule A2: Salary Schedule 2026-2027

Step	*Years BA*	BA	*Years BA+10*	BA+10	*Years BA+20*	BA+20	*Years BA+30*	BA+30	*Years MA*	MA	*Years MA+10*	MA+10	*Years MA+20*	MA+20	*Years MA+30*	MA+30
1	*1*	$45,000	*1*	$46,500	*1*	$48,000	*1*	$49,500	*1*	$51,000	*1*	$52,500	*1*	$54,000	*1*	$55,500
2		$46,000		$47,500		$49,000		$50,500		$52,000		$53,500		$55,000		$56,500
3	*2-5*	$47,000	*2-5*	$48,500	*2-5*	$50,000	*2-5*	$51,500	*2-5*	$53,000	*2-5*	$54,500	*2-5*	$56,000	*2-5*	$57,500
4	*6-8*	$48,000	*6-8*	$49,500	*6-8*	$51,000	*6-7*	$52,500	*6-7*	$54,000	*6-7*	$55,500	*6-8*	$57,000	*6-8*	$58,500
5	*9-10*	$49,200	*1-8*	$50,738	*1-8*	$52,275	*8*	$53,813	*8*	$55,350	*8*	$56,888	*9*	$58,425	*9*	$59,963
6		$50,430	*10*	$52,006	*10*	$53,582	*9*	$55,158	*9*	$56,734	*9*	$58,310	*10*	$59,886	*10*	$61,462
7	*11*	$51,691	*11*	$53,306	*11*	$54,921	*10*	$56,537	*10*	$58,152	*10*	$59,767	*11*	$61,383	*11*	$62,998
8	*12*	$52,983	*12*	$54,639	*12*	$56,294	*11-12*	$57,950	*11-12*	$59,606	*11*	$61,262	*12*	$62,917	*12*	$64,573
9	*13*	$54,308	*13*	$56,005	*13*	$57,702		$59,399		$61,096	*12*	$62,793	*13*	$64,490	*13*	$66,187
10	*14*	$55,665	*14*	$57,405	*14*	$59,144	*13*	$60,884	*13*	$62,623	*13*	$64,363	*14*	$66,103	*14*	$67,842
11	*15*	$57,057	*15*	$58,840	*15*	$60,623	*14*	$62,406	*14*	$64,189	*14*	$65,972		$67,755	*15*	$69,538
12	*16*	$58,483	*16*	$60,311	*16*	$62,139	*15*	$63,966	*15*	$65,794	*15*	$67,621	*15*	$69,449		$71,277
13	*17*	$59,945	*17*	$61,819	*17*	$63,692	*16*	$65,565	*16*	$67,439	*16*	$69,312	*16*	$71,185	*16*	$73,058
14	*18-19*	$61,444	*18*	$63,364	*18*	$65,284	*17*	$67,204	*17*	$69,125	*17*	$71,045	*17*	$72,965	*17*	$74,885
15	*20-21*	$62,980	*19-24*	$64,948	*19-24*	$66,916	*18-19*	$68,885	*18-19*	$70,853	*18-19*	$72,821	*18-19*	$74,789	*18-19*	$76,757
16	*22-26*	$64,555	*25-27*	$66,572	*25-26*	$68,589	*20-24*	$70,607	*20-21*	$72,624		$74,641	*20-24*	$76,659	*20-27*	$78,676
17	*27-34*	$66,169	*28-34*	$68,236	*27-34*	$70,304	*25-31*	$72,372	*22-29*	$74,440	*20-26*	$76,507	*25-29*	$78,575	*28-30*	$80,643
18	*35+*	$67,823	*35+*	$69,942	*35+*	$72,062	*32+*	$74,181	*30+*	$76,301	*27+*	$78,420	*30+*	$80,540	*31+*	$82,659

Section 1.

A new salary rate table will be implemented for all members of the LSHEA bargaining unit for the 2026-2027 school year. Teachers who have reached Step 18 will remain at this step for the duration of their employment within the bargaining unit, subject to any across-the-board increases or adjustments applicable to all steps as negotiated in future collective bargaining agreements.

A list of teachers who are, or will become eligible for longevity, was agreed upon during negotiations and is on file in the district office.

Schedule A3: Longevity

Years of Service	Increase
20-24	$1,000
25-29	$2,000
30-34	$3,000
35+	$4,000

Schedule B1: Extra-Curricular Schedule 2025-2027

Athletics Compensation						
Level 1		**0-4 yrs.**	**5-10 yrs.**	**11-15 yrs.**	**16-20 yrs.**	**20+ yrs.**
Football Boys Basketball Girls Basketball Hockey B/G Track (Combined)	Head Coach	$5,000	$5,200	$5,400	$5,800	$6,000
	Assistant Coach	$3,750	$3,900	$4,050	$4,350	$4,500
	9th Grade / C / Middle School	$2,250	$2,340	$2,430	$2,610	$2,700
Level 2		**0-4 yrs.**	**5-10 yrs.**	**11-15 yrs.**	**16-20 yrs.**	**20+ yrs.**
Volleyball Softball Baseball Wrestling	Head Coach	$4,700	$4,900	$5,100	$5,500	$5,700
	Assistant Coach	$3,525	$3,675	$3,825	$4,125	$4,275
	9th Grade / C / Middle School	$2,115	$2,205	$2,295	$2,475	$2,565
Level 3		**0-4 yrs.**	**5-10 yrs.**	**11-15 yrs.**	**16-20 yrs.**	**20+ yrs.**
B/G Golf (Combined) Tennis B/G Cross Country (Combined)	Head Coach	$3,800	$4,000	$4,200	$4,600	$4,800
	Assistant Coach	$2,850	$3,000	$3,150	$3,450	$3,600
	9th Grade / C / Middle School	$1,710	$1,800	$1,890	$2,070	$2,160

Activities Compensation					
Level 1					
	0-4 yrs.	**5-10 yrs.**	**11-15 yrs.**	**16-20 yrs.**	**20+ yrs.**
Spring/Fall Play Advisor	$3,400	$3,600	$3,800	$4,200	$4,400
Spring/Fall Play Assistant	$2,550	$2,700	$2,850	$3,150	$3,300
One Act Play	$2,700	$2,900	$3,100	$3,500	$3,700
Speech	$3,200	$3,400	$3,600	$4,000	$4,200
Level 2					
FFA Advisor	$4,000				
Yearbook (HS)	$2,500				
Safety Patrol (Elem)	$2,600				
Pep Band	$2,400				
Student Council (HS)	$1,800				
Student Council (MS)	$1,200				
Student Council (Elem)	$1,200				
Target Advisor (HS)	$1,800				
Knowledge Bowl (HS)	$2,200				
Knowledge Bowl (MS)	$1,500				
Faculty Leadership Team	$1,500				
Jr. Class Advisor	$1,200				
Visual Arts (HS/MS)	$1,100				
Honor Society (HS)	$950				
Unified	$2,400				
Peer Coaches	$600				
Mentor Teachers	$3500				
Weight Room Supervisor (per quarter)	$800				
Level 3					
(A) Band Concerts / Events	$1,600				
(B) Choir Concerts / Events	$1,050				
(C) Elem. Choir Concerts / Events	$550				

Section 1. Schedule Provisions

Subd. 1. Shared Role Compensation Terms: The stipend amounts listed above represent the full compensation for each role. If a role is shared by more than one individual, the stipend will be divided equally among the individuals unless otherwise agreed in writing.

Subd. 2. Longevity: Longevity pay applies only to those activities expressly designated as eligible in the table above. Any activity not indicated as eligible shall not qualify for longevity compensation.

Subd. 3. Yearbook Stipend: If the yearbook is completed as part of a formally scheduled class offering, the stipend for such activity shall be $1,000.

Section 2. Activities Level 3 Event Notes: Events to be determined between Activity Director and staff.

(A.) 12 events
(B.) 8 events
(C.) 4 events

Employee Name
Employee ID:
20XX-20XX

MEMORANDUM OF AGREEMENT

By appropriate action taken by the School Board of Le Sueur-Henderson I.S.D. #2397, Le Sueur, Minnesota**, Employee Name** has been employed to conduct the following activity:

Extra-Curricular

Said activity and the duties incident thereto shall apply during the school year 20XX-20XX. You will receive compensation for your services for said activity as above designated in the amount of **$_**, which sum shall be paid to you in appropriate installments at the same time as compensation, if any, is paid by Le Sueur-Henderson I.S.D. #2397, Le Sueur, Minnesota to regular employees.

Your assignment is subject to and governed by all of the terms and provisions of the Master Agreement in effect between the Le Sueur-Henderson Education Association and Le Sueur- Henderson I.S.D. #2397, this contract with the School District and the laws and statutes of the State of Minnesota where any and all of the foregoing may be applicable. However, no continuing contract rights or tenure are involved or established. A contract for employment in subsequent years must be negotiated and entered into annually.

LE SUEUR-HENDERSON I.S.D. #2397

By:_____
Employee Name

Date: _____

By:_____,
Athletic Director

Date: _____

Please Initial by Payment Option:

- ☐ Three equal payments during activity period
- ☐ Full Contract Amount at end of activity period

Business Office Use Only:

Date Contract Entered in Payroll System: ___/____/_____ Initial: _____

Start:

End:

LE SUEUR-HENDERSON PUBLIC SCHOOLS

SCHEDULED MEETINGS/ACTIVITIES

DATE	DESCRIPTION	TIME	LOCATION
May 27, 2026	Negotiations Committee Meeting - Custodial	3:30 PM	M/HS
June 1, 2026	Regular School Board Meeting	6:30 PM	MS/HS Media Center
June 15, 2026	School Board Work Session	6:30 PM	MS/HS Media Center
July 6, 2026	Regular School Board Meeting (optional)	6:30 PM	MS/HS Media Center
July 20, 2026	School Board Work Session	6:30 PM	MS/HS Media Center
August 3, 2026	Regular School Board Meeting	6:30 PM	MS/HS Media Center
August 17, 2026	School Board Work Session	6:30 PM	MS/HS Media Center
September 8, 2026	Regular School Board Meeting	6:30 PM	MS/HS Media Center
September 21, 2026	Reg Mtg/Levy Certification	6:30 PM	MS/HS Media Center
October 5, 2026	Regular School Board Meeting	6:30 PM	MS/HS Media Center
October 19, 2026	School Board Work Session	6:30 PM	MS/HS Media Center
	https://docs.google.com/spreadsheets/d/1veOz-5YPT7Eu8-Fp		