

Regular School Board Meeting

Wednesday, October 11, 2023 5:45 PM

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

I. Call to Order

II. Pledge of Allegiance

III. Approval of Agenda

III.A. Action to approve agenda.

IV. Recognition of Communications Since Last Meeting

V. Open Dialogue

VI. Approval of Consent Agenda

VI.A. Action to Approve Bills - Bills

reviewed by R.Heimerl and B.Heimerl

A. Board Bills: \$97,997.57

B. Student Activity Bills:
\$17,224.65

VII. Reports

VII.A. Dashir Report

VIII. New Business

VIII.A. Action to approve RESOLUTION OF GOVERNING BOARD SUPPORTING FORM A APPLICATION TO MINNESOTA STATE HIGH SCHOOL LEAGUE FOUNDATION.

VIII.B. Action to approve RESOLUTION OF GOVERNING BOARD SUPPORTING FORM B APPLICATION TO MINNESOTA STATE HIGH SCHOOL LEAGUE FOUNDATION.

IX. Old Business

X. School Finance

X.A. BergenKDV Presentation onn LP Schools Audit - Brittney Lemke

X.B. Action to approve estimate from Litzau Excavating, Inc. for the 2023-24 snow season.

X.C. Action to approve NHS fundraiser.

XI. Policy Administration

XI.A. Second Reading Discussion: **Policy 705 Investments**

Action to approve **Policy 705 Investments**

XII. Personnel

XII.A. Action to approve the following contracts:

- C. **Andrew Dahl** - Head Boys
Basketball Coach
- D. **Nicholas Hauer** - Assistant Boys
Basketball Coach
- E. **Katie Carmine** - Knowledge Bowl
Coach
- F. **Rachel Raduenz** - One Act Play
- G. **Blaine Walstrom** - Head Girls
Basketball Coach
- H. **Brian Malady** - JH Boys
Basketball Coach
- I. **Anthony Frank** - JH Girls
Basketball Coach
- J. **Anthony Frank** - JH Boys
Basketball Coach

XIII. Other Items for the Board

XIV. Adjourn the Regular Board Meeting



Lester Prairie Schools

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

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

REGULAR BOARD MEETING AGENDA

DATE: Wednesday, October 11, 2023

LOCATION: School Media Center

TIME: 5:45 PM

I. Call to Order

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

II. Pledge of Allegiance

III. Approval of Agenda

Motion by _____ and seconded by _____ to approve agenda.

Voting was ____ for and ____ against

IV. Recognition of Communications Since the Last Meeting

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

V. Approval of Consent Agenda

- A. **Approve Previous Minutes**
 - o Regular Board Meeting: Sept. 18, 2023
- B. **Approve Bills** - Bills reviewed by R.Heimerl and B.Heimerl
 - o Board Bills: \$97,997.57
 - o Student Activity Bills: \$17,224.65

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

Voting was ____ for and ____ against

VI. Administrative Reports

- A. **Principal - Mike Lee**
- B. **AD/DoS - Ross Scheevel**
- C. **Superintendent - Melissa Radeke**

VII. School Board Committee Reports

- A. Community Ed - Hentges, R.Heimerl

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

VIII. New Business

- A. Action to approve RESOLUTION OF GOVERNING BOARD SUPPORTING FORM A APPLICATION TO MINNESOTA STATE HIGH SCHOOL LEAGUE FOUNDATION.

Motion by _____ and seconded by _____ to approve Form A Resolution as presented.

Roll Call Vote:

<i>JE</i> _____	<i>RH</i> _____	<i>MSK</i> _____
<i>BH</i> _____	<i>KC</i> _____	<i>CH</i> _____

Voting was _____ for and _____ against.

- B. Action to approve RESOLUTION OF GOVERNING BOARD SUPPORTING FORM B APPLICATION TO MINNESOTA STATE HIGH SCHOOL LEAGUE FOUNDATION.

Motion by _____ and seconded by _____ to approve Form B Resolution as presented.

Roll Call Vote:

<i>JE</i> _____	<i>RH</i> _____	<i>MSK</i> _____
<i>BH</i> _____	<i>KC</i> _____	<i>CH</i> _____

Voting was _____ for and _____ against.

IX. Old Business

- A. None

X. School Finance

- A. BergenKDV Presentation on LP Schools Audit - Brittney Lemke

- B. Action to approve 2022-2023 Audit.

Motion by _____ and seconded by _____ to approve 2022-2023 audit as presented.

Voting was _____ for and _____ against.

C. Action to approve estimate from Litzau Excavating, Inc. for 2023-24 Snow Season.

Motion by _____ and seconded by _____ to approve Litzau Excavating estimate as presented.

Voting was _____ for and _____ against.

D. Action to approve posting for a half-time licensed school social worker or school counselor position.

Motion by _____ and seconded by _____ to approve licensed half-time position as presented.

Voting was _____ for and _____ against.

E. Action to approve the following fundraiser:

- o *NHS: Pura Vida bracelets*

Motion by _____ and seconded by _____ to approve fundraiser as presented.

Voting was _____ for and _____ against.

XI. Policy Administration

A. Second Reading Discussion: **Policy 705 Investments**

B. Action to approve Policy 705 Investments:

Motion by _____ and seconded by _____ to approve policy as presented.

Voting was _____ for and _____ against.

XII. Personnel

A. Action to approve the following contracts:

- o **Andrew Dahl** - Head Boys Basketball Coach
- o **Nicholas Hauer** - Assistant Boys Basketball Coach
- o **Katie Carmine** - Knowledge Bowl Coach
- o **Rachel Raduenz** - One Act Play
- o **Blaine Walstrom** - Head Girls Basketball Coach
- o **Brian Malady** - JH Boys Basketball Coach
- o **Anthony Frank** - JH Girls Basketball Coach
- o **Anthony Frank** - JH Boys Basketball Coach

Motion by _____ and seconded by _____ to approve contracts as presented.

Voting was _____ for and _____ against.

XIII. Other Items for the Board

XIV. Adjourn the Regular Board meeting at _____

UPCOMING DATES and NOTES:

- A. October 19 and 20: MEA Break (no school)
- B. November 3: End of 1st Quarter - early dismissal
- C. Monday, November 20: Regular School Board Meeting 5:45pm

Lester Prairie Public Schools

Payment Reg by Bank and Check

r_ap_pymtreg2

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
SA	40260	21948	21948	Check	1 2633		American Express		Yes	No	No	10/11/2023	499.79
SA	40254	21949	21949	Check	1 01421		Anderson's Prom & Party		Yes	No	No	10/11/2023	65.03
SA	40259	21950	21950	Check	1 2185		Bernick's		Yes	No	No	10/11/2023	1,052.16
SA	40256	21951	21951	Check	1 1656		Bjork, Michael		Yes	No	No	10/11/2023	95.76
SA	40261	21952	21952	Check	1 2885		Glenn's Supervalu		Yes	No	No	10/11/2023	27.52
SA	40258	21953	21953	Check	1 2062		Group Travel Planners		Yes	No	No	10/11/2023	4,400.00
SA	40257	21954	21954	Check	1 2055		Unhinged Pizza		Yes	No	No	10/11/2023	313.97
SA	40255	21955	21955	Check	1 03218		WAL-MART Community		Yes	No	No	10/11/2023	14.92
SA	40307	21956	21956	Check	1 2141		Wyhe's Choice Fundraising		Yes	No	No	10/11/2023	10,775.50

Bank Total: \$17,244.65

Report Total: \$17,244.65

Lester Prairie Public Schools Payment Reg by Bank and Check

r_ap_pymtreg2

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void	Date	Amount
100	40286	52572	1	Check	2269		Advanced Health, Safety and Security		Yes	No	No		10/11/2023	805.00
100	40294	52573	1	Check	2633		American Express		Yes	No	No		10/11/2023	3,240.90
100	40265	52574	1	Check	00169		American Time & Signal Co		Yes	No	No		10/11/2023	219.75
100	40300	52575	1	Check	3226		Ampion PBC C/o Department 850		Yes	No	No		10/11/2023	16.63
100	40284	52576	1	Check	2225		Andy's Lawn & Snow LLC		Yes	No	No		10/11/2023	1,386.00
100	40267	52577	1	Check	00343		Big Don's Cathedral		Yes	No	No		10/11/2023	72.48
100	40296	52578	1	Check	2654		Cintas		Yes	No	No		10/11/2023	252.14
100	40262	52579	1	Check	00061		CITY OF LESTER PRAIRIE		Yes	No	No		10/11/2023	1,072.60
100	40295	52580	1	Check	2644		Daikin Applied		Yes	No	No		10/11/2023	258.00
100	40293	52581	1	Check	2624		Dalco		Yes	No	No		10/11/2023	297.38
100	40291	52582	1	Check	2573		Dashir Management Services Inc		Yes	No	No		10/11/2023	23,474.27
100	40306	52583	1	Check	3384		East Side Jersey Dairy		Yes	No	No		10/11/2023	3,024.33
100	40270	52584	1	Check	00707		EDUCATION MINNESOTA		Yes	No	No		10/11/2023	1,461.04
100	40275	52585	1	Check	01469		Educators Benefit Consultants		Yes	No	No		10/11/2023	64.23
100	40303	52586	1	Check	3363		Generation Genius		Yes	No	No		10/11/2023	1,295.00
100	40297	52587	1	Check	2885		Glenn's Supervalu		Yes	No	No		10/11/2023	218.92
100	40263	52588	1	Check	00075		GOPHER SPORT		Yes	No	No		10/11/2023	1,360.90
100	40287	52589	1	Check	2483		Greater MN Communications		Yes	No	No		10/11/2023	86.40
100	40273	52590	1	Check	01306		Herald Journal Publishing		Yes	No	No		10/11/2023	195.04
100	40290	52591	1	Check	2538		Heritage Embroidery & Design		Yes	No	No		10/11/2023	89.00
100	40299	52592	1	Check	3216		Holton Electric Contractors		Yes	No	No		10/11/2023	32.00
100	40280	52593	1	Check	1134		Innovative Office Solutions		Yes	No	No		10/11/2023	55.31
100	40298	52594	1	Check	3163		Intrado Interactive Services Corp		Yes	No	No		10/11/2023	1,250.00
100	40282	52595	1	Check	1717		Jerys Transmission Service Inc		Yes	No	No		10/11/2023	95.00
100	40264	52596	1	Check	00107		JOSTEN'S INC.		Yes	No	No		10/11/2023	121.17
100	40279	52597	1	Check	1124		Lester Prairie Student Activit		Yes	No	No		10/11/2023	85.00
100	40268	52598	1	Check	00535		Menards-Hutchinson		Yes	No	No		10/11/2023	402.42
100	40274	52599	1	Check	01453		Minnesota Wearables		Yes	No	No		10/11/2023	370.00
100	40305	52600	1	Check	3374		MIREA		Yes	No	No		10/11/2023	350.00
100	40278	52601	1	Check	03390		PAN-O-GOLD BAKING CO		Yes	No	No		10/11/2023	1,011.18
100	40276	52602	1	Check	01974		Performance Foodservice		Yes	No	No		10/11/2023	4,709.25
100	40302	52603	1	Check	3315		Pink's Hardware Store		Yes	No	No		10/11/2023	256.44
100	40271	52604	1	Check	00811		PITNEY BOWES INC		Yes	No	No		10/11/2023	148.29
100	40289	52605	1	Check	2520		RAM Mutual Insurance Company		Yes	No	No		10/11/2023	163.00
100	40269	52606	1	Check	00596		Really Good Stuff, Inc		Yes	No	No		10/11/2023	56.99
100	40281	52607	1	Check	1460		Rochester Telecom Systems Inc		Yes	No	No		10/11/2023	59.25
100	40292	52608	1	Check	2615		Southern Lock & Glass		Yes	No	No		10/11/2023	7,912.77
100	40304	52609	1	Check	3367		Squire, Waldspurger & Mace, P.A.		Yes	No	No		10/11/2023	1,669.50
100	40266	52610	1	Check	00272		SW/WC SERVICE COOPERATIVES		Yes	No	No		10/11/2023	298.49

Lester Prairie Public Schools Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
100	40285	52611	52611	Check	1 2239		Sysco Western Minnesota		Yes	No	No	10/11/2023	12,712.45
100	40283	52612	52612	Check	1 2090		The Library Store, Inc.		Yes	No	No	10/11/2023	84.37
100	40288	52613	52613	Check	1 2494		Tuttle, Amy		Yes	No	No	10/11/2023	288.00
100	40301	52614	52614	Check	1 3261		UHL		Yes	No	No	10/11/2023	26,808.75
100	40272	52615	52615	Check	1 01150		Verified Credentials		Yes	No	No	10/11/2023	110.25
100	40277	52616	52616	Check	1 03218		WAL-MART Community		Yes	No	No	10/11/2023	57.68

Bank Total: \$97,997.57

Report Total: \$97,997.57

Dashir Management Services, Inc.

E8723A County Road H ~ Wisconsin Dells, WI 53965

Phone (608) 253-2000 Fax (608) 253-2000

www.dashirmanagement.com

Lester Prairie School District

October 2023

Custodial / Maintenance Report

Personnel Information

We are currently fully staffed.

Inspections

Custodial audits were conducted, and results were shared with each individual custodian.

Training Conducted

The OSHA required safety training on Blood borne pathogen Exposure Prevention was conducted on September 11, 2023.

Progress on Projects

- Purchased a MopSmart system for the north gym floor.
- Starting to work on fall maintenance of rooftop units and air handlers.
- Received quote from Burns Excavating for work needed around the new playground area.
- Tractor was brought in for a tune up to get ready for the upcoming season.
- Met with Jeff Schmitz from Filter Services to get a quote for filters to compare to other company.
- Playground inspection is completed for the month.

Comments

The new school year has gotten off to a good start. Changes for this school year are being established with my staff. Volleyball and football seasons are going well. Homecoming Coronation is Monday October 2.

Respectfully Submitted,

Lisa Hins

Facility Manager

FORM A

RESOLUTION OF GOVERNING BOARD SUPPORTING FORM A APPLICATION TO MINNESOTA STATE HIGH SCHOOL LEAGUE FOUNDATION

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

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

WHEREAS, the MSHSL Foundation is offering grants and funding to assist schools in recognizing, promoting and funding extracurricular participation by high school students in athletic and fine arts programs.

THEREFORE, BE IT RESOLVED, that the Governing Board of Lester Prairie Schools supports the school's application to the Minnesota State High School League Foundation for a FORM A grant to offset student activity fees.

10/11/23

Date

Board Chair/Head of School

10/11/23

Date

Board Clerk – Treasurer/ Finance Director

FORM B

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

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

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

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

THEREFORE, BE IT RESOLVED, that the Governing Board of Lester Prairie Schools supports the school's application to the Minnesota State High School League Foundation for a FORM B grant.

10/11/23

Date

Board Chair/Head of School

10/11/23

Date

Board Clerk - Treasurer

A RESOLUTION submitted by an Activity Conference or Region Committee must adhere to the same form and context of the School Board Resolution above.

**DO
MORE.**

Independent School District No. 424
Lester Prairie, Minnesota

Audit Presentation
June 30, 2023

Independent Auditor's Report

- Unmodified opinion on the District's Basic Financial Statements, which comprise the District's governmental activities, each major fund, the aggregate remaining fund information, and the budget to actual statement for the General Fund.
- Financial statements present fairly, in all material respects, the financial position and change in financial position of the governmental activities, each major fund and the aggregate remaining funds.

Other Communications

- Report related to *Government Auditing Standards*
 - Two internal control findings
 - No compliance findings
- Report on the results of testing on *Minnesota Legal Compliance*
 - No findings

General Education Aid

Formula Allowance

Year	General Education Aid Formula Allowance	
	Amount	Percent Increase
2014	\$ 5,302	1.5%
2015*	5,831	1.9%
2016	5,948	2.0%
2017	6,067	2.0%
2018	6,188	2.0%
2019	6,312	2.0%
2020	6,438	2.0%
2021	6,567	2.0%
2022	6,728	2.5%
2023	6,863	2.0%
2024	7,138	4.0%
2025	7,281	2.0%

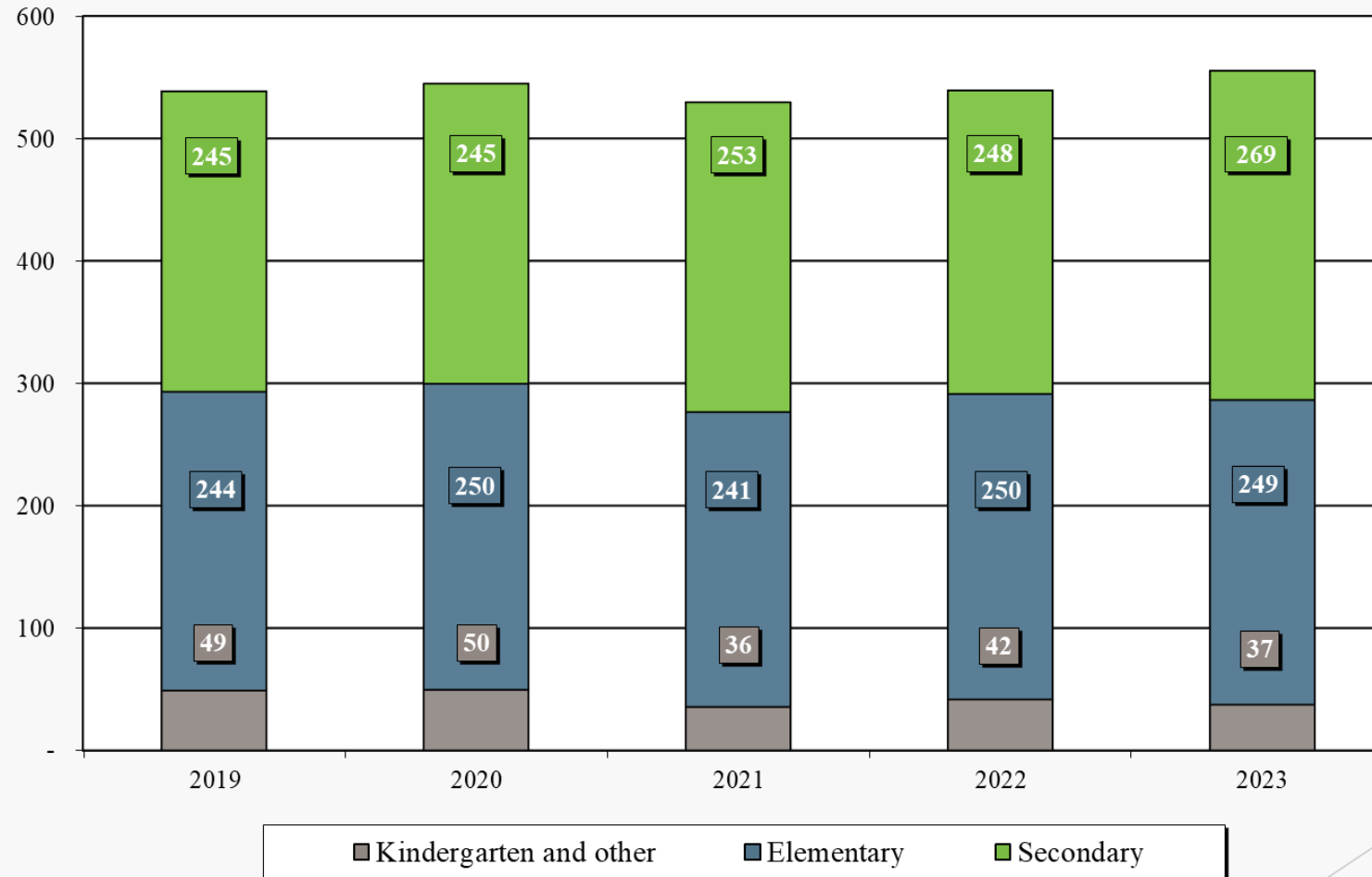
* General Education Aid - Of the \$529 increase over 2014, \$105 is for inflation at 1.9%; the remaining \$424 is a shifting of revenue to adjust for pupil weight changes, pension adjustments changes and other restructuring.

Average Daily Membership and Pupil Units – Resident ADM

Resident ADM	2019	2020	2021	2022	2023
Kindergarten and other	49	50	36	42	37
Elementary	244	250	241	250	249
Secondary	245	245	253	248	269
Total	538	545	530	539	555

Average Daily Membership

Student (Average Daily Membership)



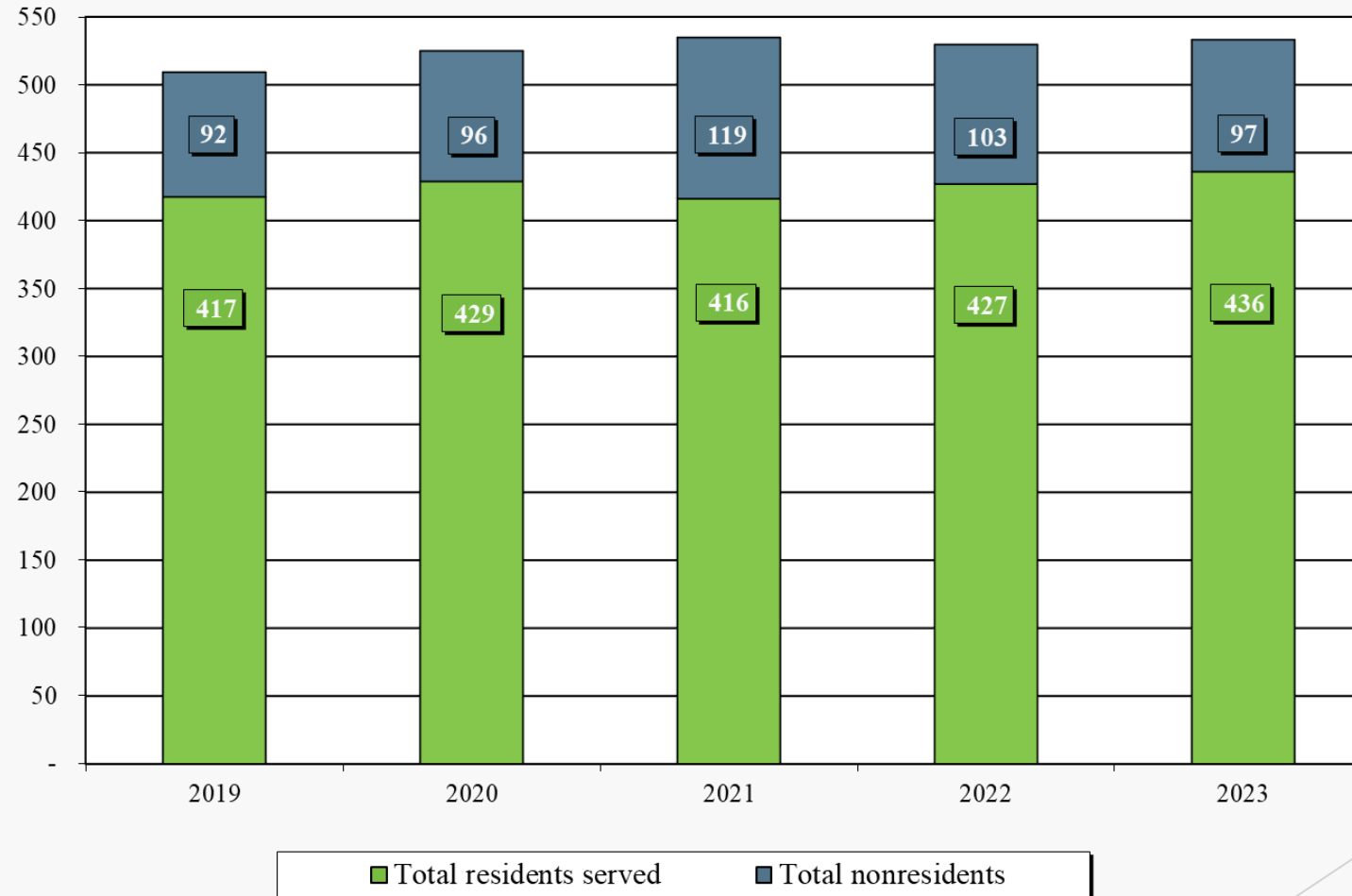
Average Daily Membership and Pupil Units – Weighting – Adjusted PUN

	Pre and Disabled Kindergarten		Kindergarten	Elementary (1-3/4-6)	Secondary
2019-2023	1.000		1.000	1.000	1.200

PUN Served	2019	2020	2021	2022	2023
Residents	588	594	580	589	609
Resident PUN going elsewhere	(170)	(165)	(164)	(162)	(173)
Total residents served	417	429	416	427	436
Total nonresidents	92	96	119	103	97
Total adjusted PUN	509	525	535	530	533

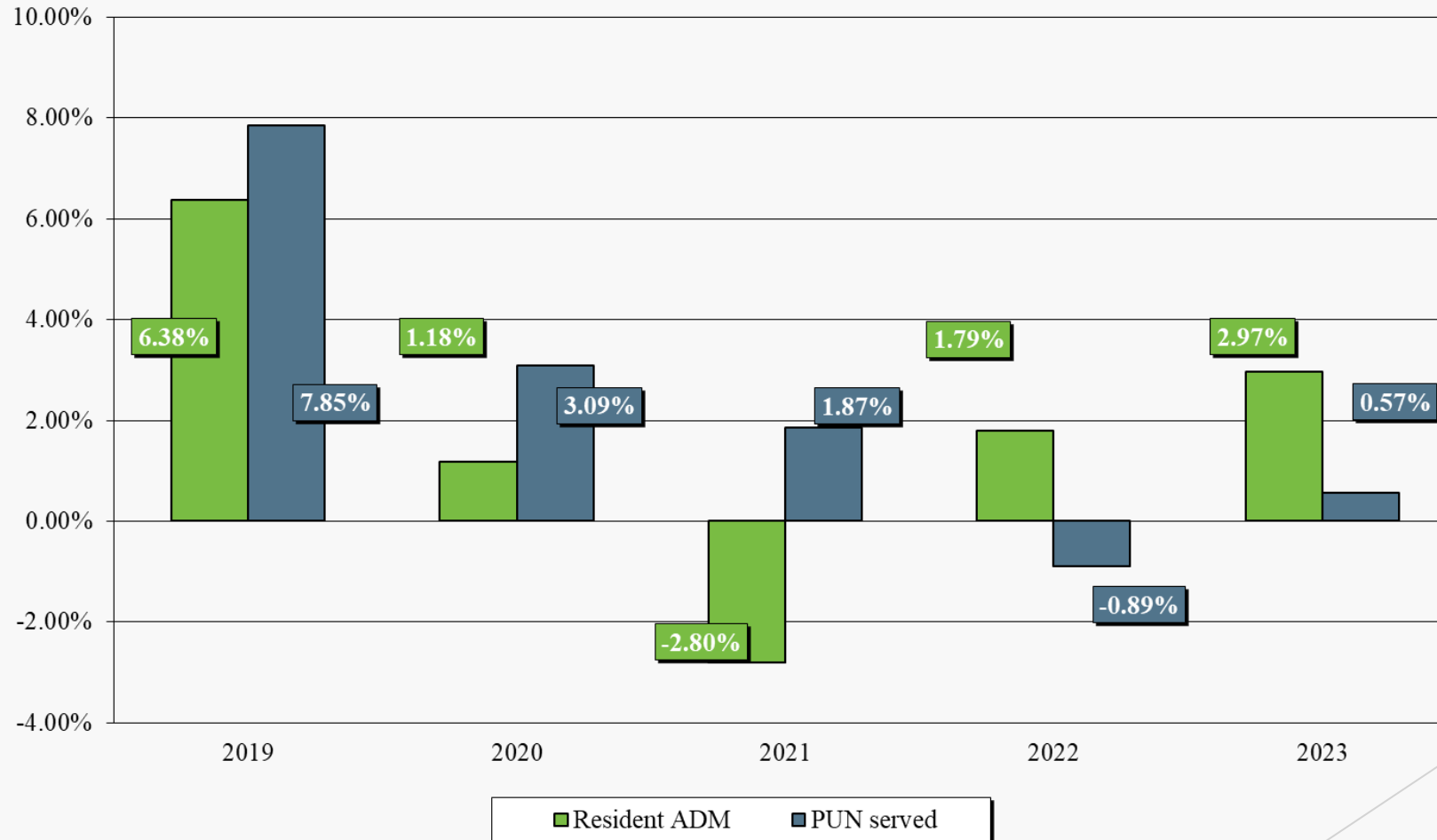
Average Daily Membership

Adjusted PUN



Average Daily Membership

Change in Resident ADM and Adjusted PUN



General Fund

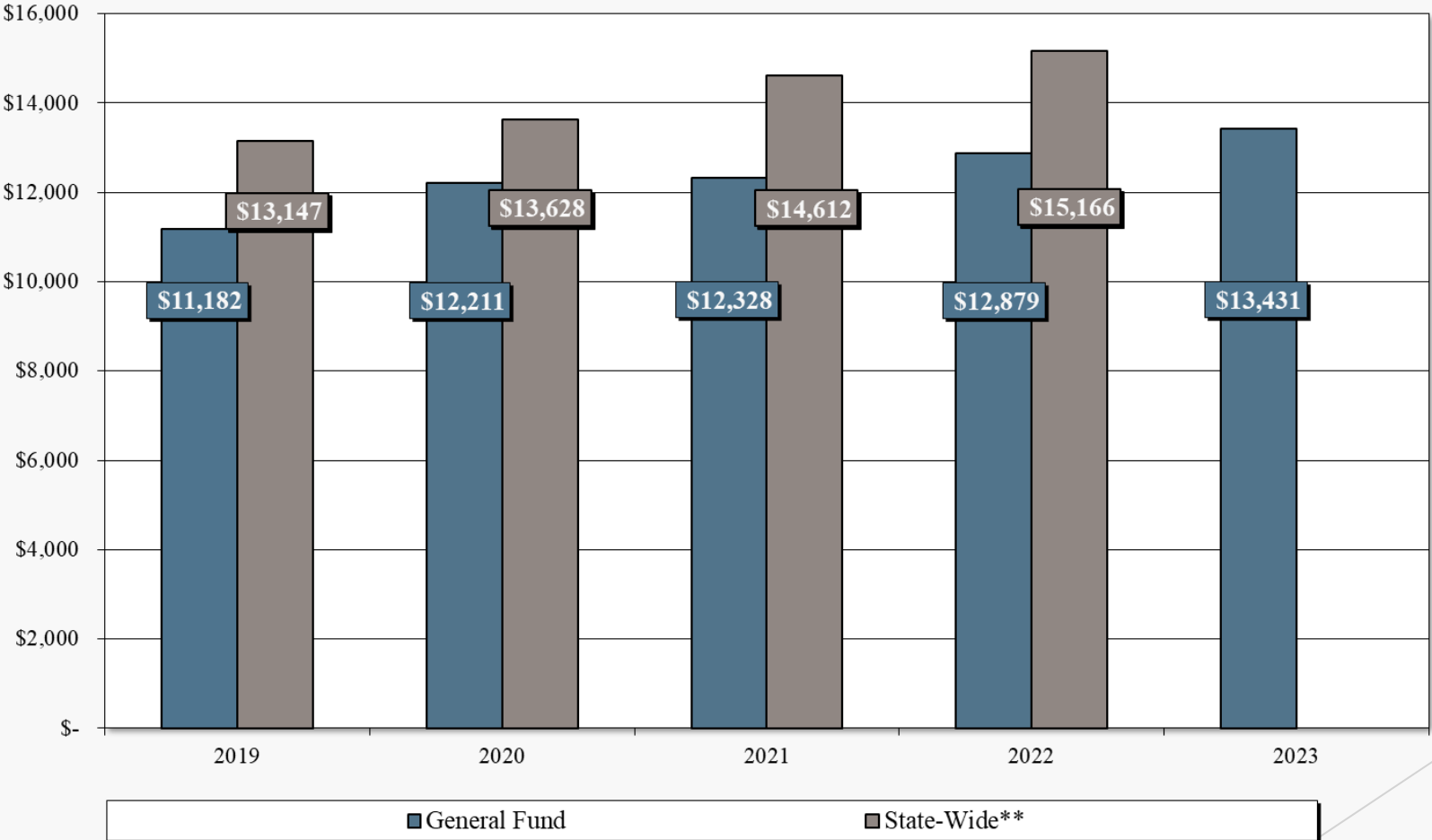
Revenues and Expenditures Per ADM Served

General Fund	2019	2020	2021	2022	2023
Property taxes	\$ 1,370	\$ 1,516	\$ 1,688	\$ 1,625	\$ 1,733
State aid	8,653	9,678	9,402	9,407	9,642
Other	1,159	1,017	1,238	1,847	2,056
Total General Fund Revenue	\$ 11,182	\$ 12,211	\$ 12,328	\$ 12,879	\$ 13,431

State-Wide**					
Property taxes	\$ 1,996	\$ 2,180	\$ 2,381	\$ 2,443	N/A
State aid	10,118	10,393	10,758	10,782	N/A
Other local sources	1,033	1,055	1,473	1,941	N/A
Total General Fund Revenue	\$ 13,147	\$ 13,628	\$ 14,612	\$ 15,166	N/A

General Fund

General Fund Revenues Per ADM Served



General Fund

Expenditures Per Student (ADM Served)

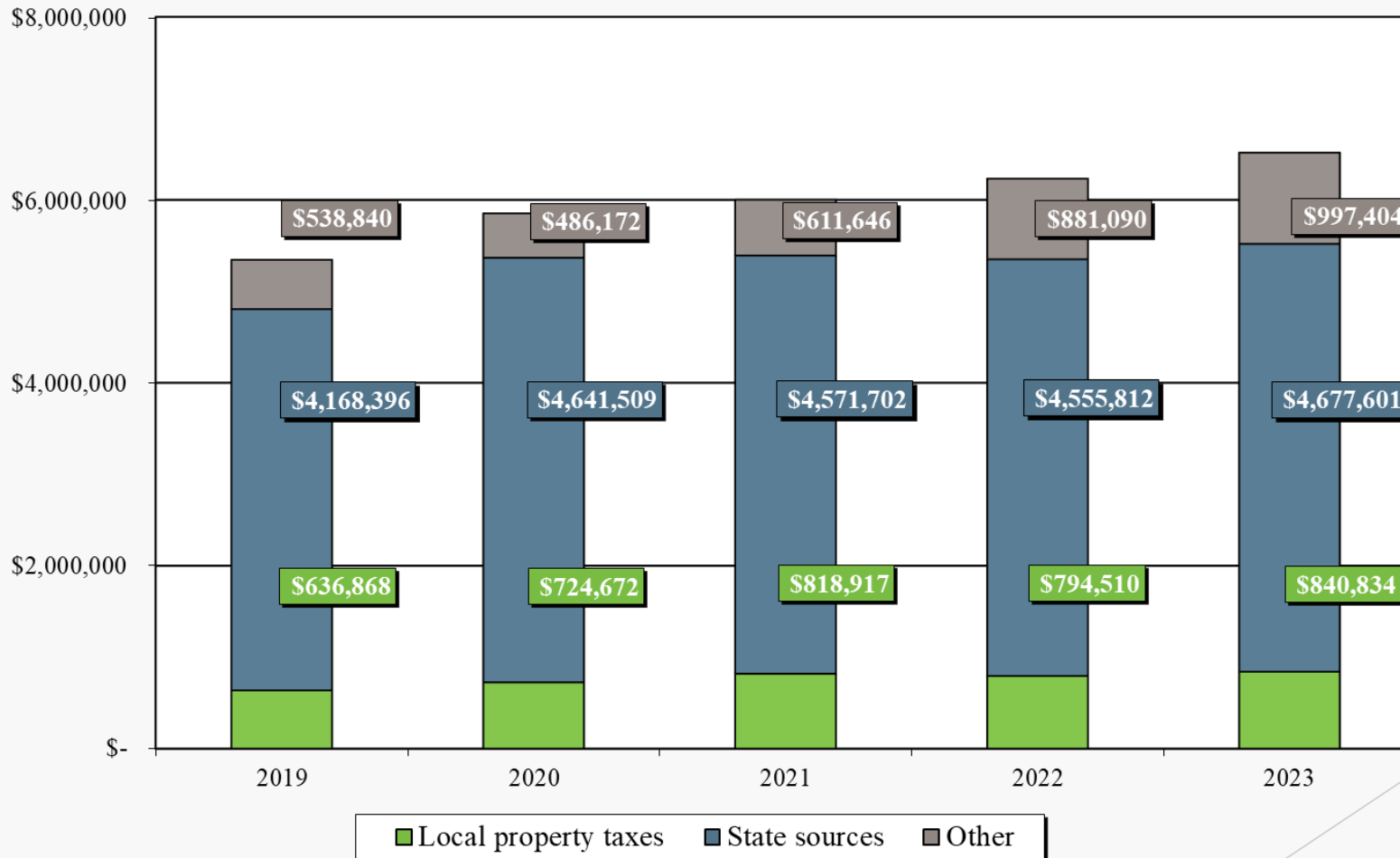
ISD No. 424	2019	2020	2021	2022	2023
General Fund	\$ 10,630	\$ 11,758	\$ 10,047	\$ 11,016	\$ 12,447
General and special revenue	11,691	12,837	10,963	12,934	13,560
State Averages**					
General Fund	\$ 13,025	\$ 13,313	\$ 14,167	\$ 14,036	N/A
General and special revenue	14,222	14,489	15,267	16,322	N/A

General Fund

Sources of Revenue

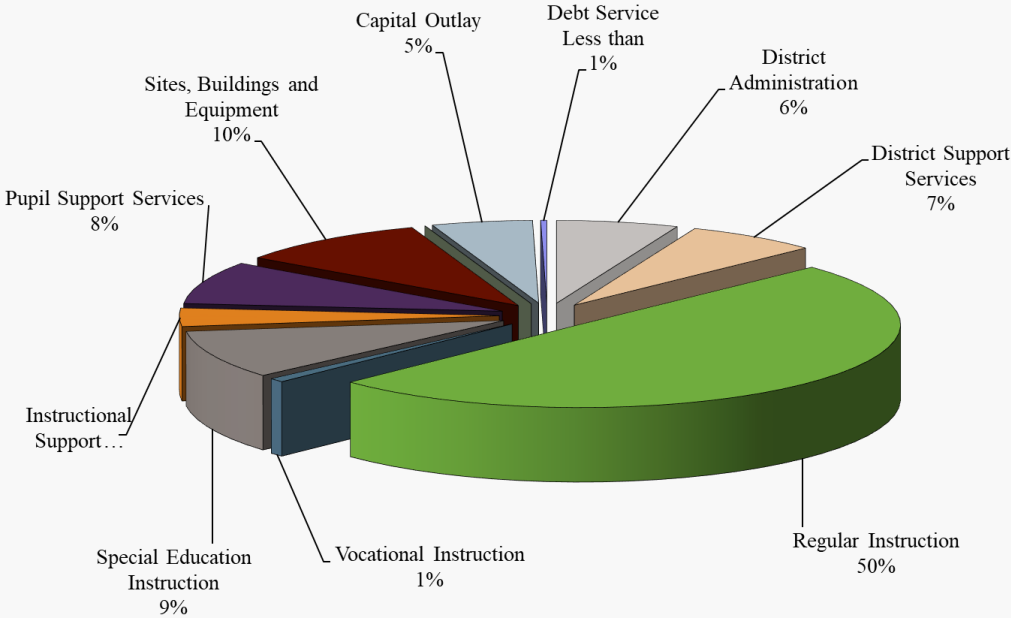
	2019	2020	2021	2022	2023
Local property taxes	\$ 636,868	\$ 724,672	\$ 818,917	\$ 794,510	\$ 840,834
State sources	4,168,396	4,641,509	4,571,702	4,555,812	4,677,601
Other	538,840	486,172	611,646	881,090	997,404
Total	\$ 5,344,104	\$ 5,852,353	\$ 6,002,265	\$ 6,231,412	\$ 6,515,839

General Fund Sources of Revenue

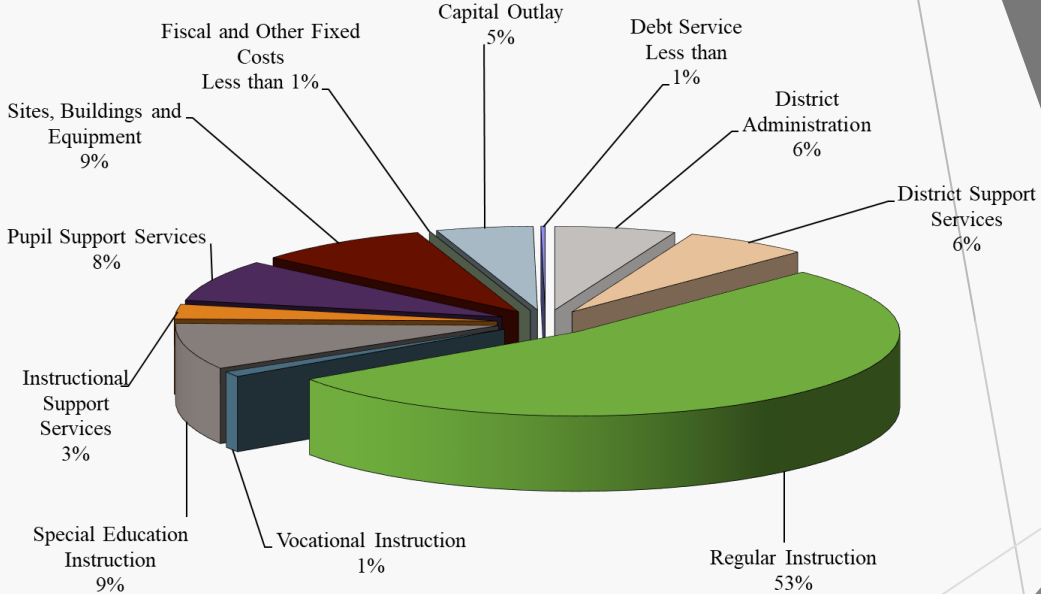


General Fund Expenditures

2023 General Fund Expenditures



2022 General Fund Expenditures



General Fund Budget to Actual

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Over (Under)
	Original	Final		
Revenues				
Local property taxes	\$ 927,513	\$ 927,514	\$ 840,834	\$ (86,680)
Other local and county revenues	104,000	222,361	531,713	309,352
Revenue from state sources	4,356,046	4,304,150	4,677,601	373,451
Revenue from federal sources	136,257	153,960	449,603	295,643
Sales and other conversion of assets	10,500	10,500	16,088	5,588
Total revenues	<u>5,534,316</u>	<u>5,618,485</u>	<u>6,515,839</u>	<u>897,354</u>
Expenditures				
Administration	363,968	361,218	372,195	10,977
District support services	417,480	437,288	405,339	(31,949)
Elementary and secondary regular instruction	2,805,831	2,762,018	3,041,082	279,064
Vocational education instruction	18,709	19,384	49,760	30,376
Special education instruction	630,050	671,042	583,491	(87,551)
Instructional support services	268,880	207,329	267,104	59,775
Pupil support services	418,454	492,871	502,974	10,103
Sites and buildings	481,814	599,322	798,203	198,881
Debt service	-	-	18,652	18,652
Total expenditures	<u>5,405,186</u>	<u>5,550,472</u>	<u>6,038,800</u>	<u>488,328</u>
Excess of revenues over budget	129,130	68,013	477,039	409,026
Other Financing Sources (Uses)				
Insurance proceeds	-	29,260	29,260	-
Net change in fund balances	<u>\$ 129,130</u>	<u>\$ 97,273</u>	<u>\$ 506,299</u>	<u>\$ 409,026</u>

General Fund

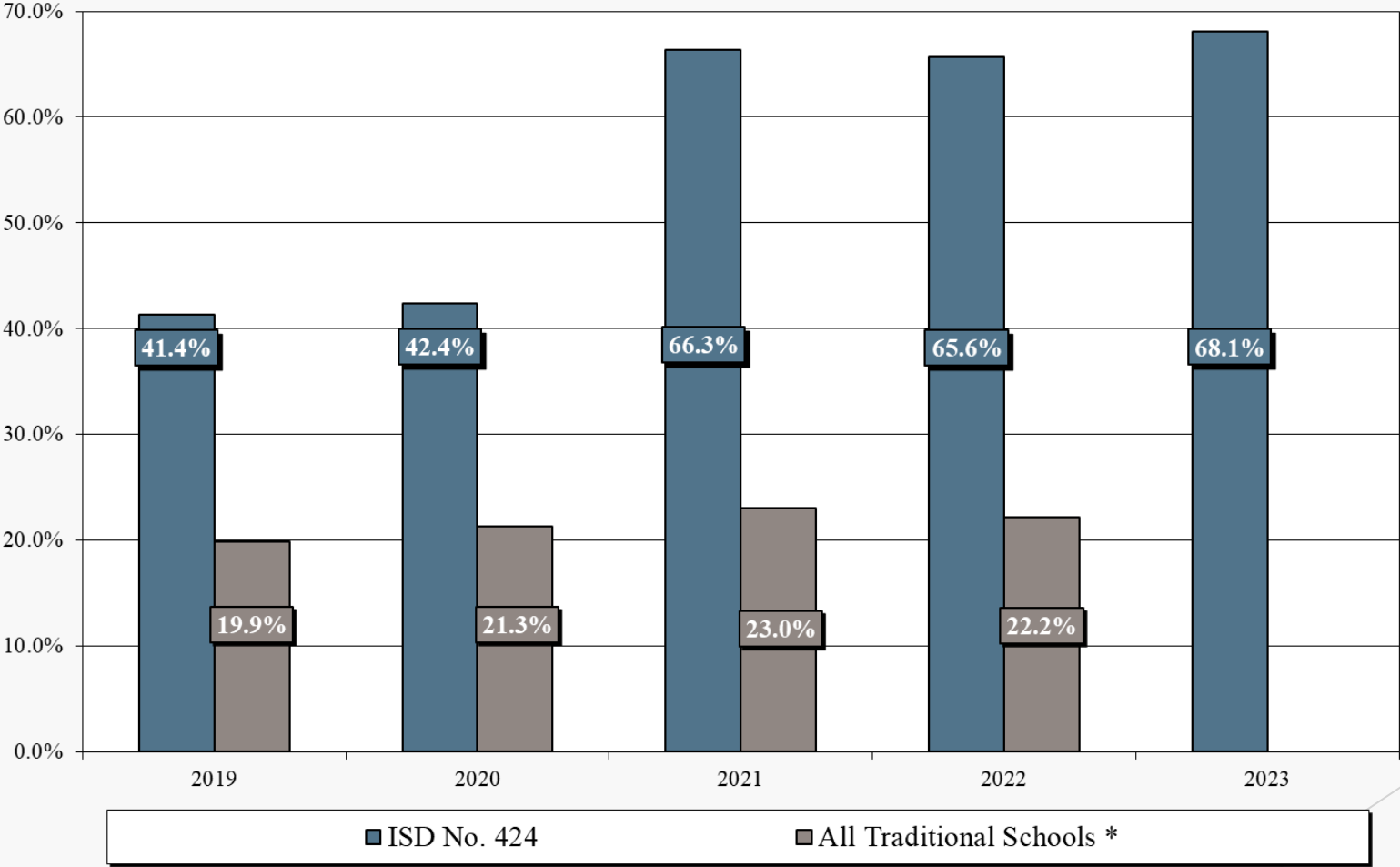
Operations

For the Year Ended June 30,	2019	2020	2021	2022	2023
Revenues	\$ 5,344,104	\$ 5,852,353	\$ 6,002,265	\$ 6,231,412	\$ 6,515,839
Expenditures	5,087,144	5,635,952	4,895,914	5,712,927	6,038,800
Excess of revenues over expenditures	256,960	216,401	1,106,351	518,485	477,039
Plus other sources	-	-	-	-	29,260
Fund balance, July 1	1,786,349	2,043,309	2,259,710	3,366,061	3,884,546
Fund Balance, June 30	\$ 2,043,309	\$ 2,259,710	\$ 3,366,061	\$ 3,884,546	\$ 4,390,845

Components of Fund Balance	2019	2020	2021	2022	2023
Nonspendable	\$ 34,852	\$ 28,522	\$ 15,781	\$ 17,292	\$ 19,876
Restricted/reserved for					
Staff development	114,583	88,148	61,128	43,027	12,294
Learning and Development	3,711	9,829	18,216	27,016	36,563
Gifted and Talented	-	-	1,714	5,473	9,491
Student activities	-	40,058	39,169	52,521	71,569
Operating capital	20,525	69,759	79,243	48,944	-
Long term facilities maintenance	22,112	-	117,508	250,005	408,355
Medical assistance	22,017	22,264	26,864	42,960	32,536
Basic skills	9,950	1,590	10,259	1,565	35,135
Safe school crime	59,204	69,958	86,420	57,435	70,079
Lion's Club Donation	-	-	-	-	18,000
EIDL Loans	-	-	-	475	-
Committed	392,511	378,458	405,727	432,755	459,706
Unassigned	1,363,844	1,551,124	2,504,032	2,905,078	3,217,241
Fund Balance, June 30	\$ 2,043,309	\$ 2,259,710	\$ 3,366,061	\$ 3,884,546	\$ 4,390,845

General Fund

Unrestricted Fund Balance as a Percent of Unrestricted Expenditures



Food Service Fund Operations

For the Year Ended June 30,	2019	2020	2021	2022	2023
Revenues	\$ 245,345	\$ 207,492	\$ 213,158	\$ 393,811	\$ 318,762
Expenditures	249,695	237,614	201,331	293,317	321,030
Excess of revenues over (under) expenditures	(4,350)	(30,122)	11,827	100,494	(2,268)
Fund balance, July 1	109,981	105,631	75,509	87,336	187,830
Fund Balance, June 30	\$ 105,631	\$ 75,509	\$ 87,336	\$ 187,830	\$ 185,562

Community Service Fund

Operations

For the Year Ended June 30,	2019	2020	2021	2022	2023
Revenues and transfers in	\$ 238,264	\$ 202,632	\$ 219,220	\$ 258,960	\$ 210,625
Expenditures	243,598	249,135	242,867	252,065	218,575
Excess of revenues over (under) expenditures	(5,334)	(46,503)	(23,647)	6,895	(7,950)
Fund balance, July 1	29,517	24,183	(22,320)	(45,967)	(39,072)
Fund Balance, June 30	\$ 24,183	\$ (22,320)	\$ (45,967)	\$ (39,072)	\$ (47,022)

QUESTIONS?

Brittney Lemke

320-761-6319

Brittney.Lemke@bergankdv.com



DO
MORE.

BerganKDV is a leading professional services firm with a contagious culture; where growth is fostered and making a difference means something. Our values drive our decisions, and our passion is empowering people and creating a wow experience for our clients.

We are powered by people who do business the Midwest way delivering comprehensive business, financial and technology solutions including business planning and consulting, tax, assurance and accounting, technology, wealth management and turnaround management services. From tax reform to technology, we go beyond so you can...

DO MORE.



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bergankdv.com | #starthere

Litzau Excavating, Inc.

17232 Zero Avenue
 Lester Prairie, MN 55354
 320-395-2467 Office & Fax

Estimate

DATE	ESTIMATE NO.
9/29/2023	4082

NAME / ADDRESS
Lester Prairie Public School 131 Hickory St N Lester Prairie, MN 55354

PROJECT

DESCRIPTION	TOTAL
QUOTE FOR 2023--2024 SNOW SEASON	
LESTER PRAIRIE SCHOOL	
MACHINE YARDS PRICE PER HOUR	
480 Payloader --- 6 yd bucket & 18' snow pusher 23 yds -----	\$180.00
380K Payloader --6 yds -----	\$150.00
Cat 262 Skidloader with bucket -----	\$125.00
Ford 1-ton truck with 10' plow -----	\$100.00
Ford 1-ton mini truck with 10' plow -----	\$100.00
TRUCKS FOR HAULING	
2017 Mack semi-tractor with side dump ----- 36 yds -----	\$ 135.00
2005 Mack quad-axle dump truck -- 22 yds -----	\$ 120.00
2019 Mack quad-axle dump truck -- 22 yds -----	\$ 120.00
***NOTE: We will have salt sand available for sanding when needed. There is and additional charge for this.	
Winter is just around the corner!	TOTAL \$0.00

22-23
175.00
 145.00
 120.00

 95.00
 95.00

 130.00
 115.00
 115.00



Melissa Radeke <radeke@lp.k12.mn.us>

Fundraiser for NHS

Cheryl Bayerl <cherylbayerl@lp.k12.mn.us>
To: Melissa Radeke <radeke@lp.k12.mn.us>

Tue, Oct 3, 2023 at 10:14 AM

NHS would like to sell Pura Vida bracelets. They are cloth bracelets in maroon, gold and white. We will sell them for \$6.00.

If you need anything else, please let me know.

Thanks
Cheryl

--
Cheryl Bayerl
Data & Systems Coordinator
Kids Depot Coordinator
Student Council Advisor
Lester Prairie Public School District #424
Office: 320-395-2521 ext 1100
Cell: 320-420-4218
Email: cherylbayerl@lp.k12.mn.us

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Adopted: _____

MSBA/MASA Model Policy 705

Orig. 1995

Revised: _____

Rev. 2022

705 INVESTMENTS

[Note: The provisions of this policy substantially reflect legal requirements.]

I. PURPOSE

The purpose of this policy is to establish guidelines for the investment of school district funds.

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to comply with all state laws relating to investments and to guarantee that investments meet certain primary criteria.

III. SCOPE

This policy applies to all investments of the surplus funds of the school district, regardless of the fund accounts in which they are maintained, unless certain investments are specifically exempted by the school board through formal action.

IV. AUTHORITY; OBJECTIVES

- A. The funds of the school district shall be deposited or invested in accordance with this policy, Minnesota Statutes chapter 118A and any other applicable law or written administrative procedures.
- B. The primary criteria for the investment of the funds of the school district, in priority order, are as follows
 - 1. Safety and Security. Safety of principal is the first priority. The investments of the school district shall be undertaken in a manner that seeks to ensure the preservation of the capital in the overall investment portfolio.
 - 2. Liquidity. The funds shall be invested to assure that funds are available to meet immediate payment requirements, including payroll, accounts payable, and debt service.
 - 3. Return and Yield. The investments shall be managed in a manner to attain a market rate of return through various economic and budgetary cycles, while preserving and protecting the capital in the investment portfolio and taking into account constraints on risk and cash flow requirements.

V. DELEGATION OF AUTHORITY

- A. The _____ of the school district is designated as the investment officer of the school district and is responsible for investment decisions and activities under the direction of the school board. The investment officer shall operate the school district's investment program consistent with this policy. The investment officer may delegate certain duties to a designee or designees but shall remain responsible for the operation of the program.

- B. All officials and employees that are a part of the investment process shall act professionally and responsibly as custodians of the public trust and shall refrain from personal business activity that could conflict with the investment program or which could reasonably cause others to question the process and integrity of the investment program. The investment officer shall avoid any transaction that could impair public confidence in the school district.

VI. STANDARD OF CONDUCT

The standard of conduct regarding school district investments to be applied by the investment officer shall be the "prudent person standard." Under this standard, the investment officer shall exercise that degree of judgment and care, under the circumstances then prevailing, that persons of prudence, discretion, and intelligence would exercise in the management of their own affairs, investing not for speculation and considering the probable safety of their capital as well as the probable investment return to be derived from their assets. The prudent person standard shall be applied in the context of managing the overall investment portfolio of the school district. The investment officer, acting in accordance with this policy and exercising due diligence, judgment, and care commensurate with the risk, shall not be held personally responsible for a specific security's performance or for market price changes. Deviations from expectations shall be reported in a timely manner and appropriate actions shall be taken to control adverse developments.

VII. MONITORING AND ADJUSTING INVESTMENTS

The investment officer shall routinely monitor existing investments and the contents of the school district's investment portfolio, the available markets, and the relative value of competing investment instruments.

VIII. INTERNAL CONTROLS

The investment officer shall establish a system of internal controls which shall be documented in writing. The internal controls shall be reviewed by the school board and shall be annually reviewed for compliance by the school district's independent auditors. The internal controls shall be designed to prevent and control losses of public funds due to fraud, error, misrepresentation, unanticipated market changes, or imprudent actions by officers, employees, or others. The internal controls may include, but shall not be limited to, provisions relating to controlling collusion, separating functions, separating transaction authority from accounting and record keeping, custodial safekeeping, avoiding bearer form securities, clearly delegating authority to applicable staff members, limiting securities losses and remedial action, confirming telephone transactions in writing, supervising and controlling employee actions, minimizing the number of authorized investment officials, and documenting transactions and strategies.

IX. PERMISSIBLE INVESTMENT INSTRUMENTS

The school district may invest its available funds in those instruments specified in Minnesota Statutes sections 118A.04 and 118A.05, as these sections may be amended from time to time, or any other law governing the investment of school district funds. The assets of an other postemployment benefits (OPEB) trust or trust account established pursuant to Minnesota Statutes section 471.6175 to pay postemployment benefits to employees or officers after their termination of service, with a trust administrator other than the Public Employees Retirement Association, may be invested in instruments authorized under Minnesota Statutes chapter 118A or Minnesota Statutes section 356A.06, subdivision 7. Investment of funds in an OPEB trust account under Minnesota Statutes section 356A.06, subdivision 7, as well as the overall asset allocation strategy for OPEB investments, shall be governed by an OPEB Investment Policy Statement (IPS) developed between the investment officer, as designed herein,

and the trust administrator.

X. PORTFOLIO DIVERSIFICATION; MATURITIES

- A. Limitations on instruments, diversification, and maturity scheduling shall depend on whether the funds being invested are considered short-term or long-term funds. All funds shall normally be considered short-term except those reserved for building construction projects or specific future projects and any unreserved funds used to provide financial-related managerial flexibility for future fiscal years.
- B. The school district shall diversify its investments to avoid incurring unreasonable risks inherent in over-investing in specific instruments, individual financial institutions or maturities.
 - 1. The investment officer shall prepare and present a table to the school board for review and approval. The table shall specify the maximum percentage of the school district's investment portfolio that may be invested in a single type of investment instrument, such as U.S. Treasury Obligations, certificates of deposit, repurchase agreements, banker's acceptances, commercial paper, etc. The approved table shall be attached as an exhibit to this policy and shall be incorporated herein by reference.
 - 2. The investment officer shall prepare and present to the school board for its review and approval a recommendation as to the maximum percentage of the total investment portfolio that may be held in any one depository. The approved recommendation shall be attached as an exhibit or part of an exhibit to this policy and shall be incorporated herein by reference.
 - 3. Investment maturities shall be scheduled to coincide with projected school district cash flow needs, taking into account large routine or scheduled expenditures, as well as anticipated receipt dates of anticipated revenues. Maturities for short-term and long-term investments shall be timed according to anticipated need. Within these parameters, portfolio maturities shall be staggered to avoid undue concentration of assets and a specific maturity sector. The maturities selected shall provide for stability of income and reasonable liquidity.

XI. COMPETITIVE SELECTION OF INVESTMENT INSTRUMENTS

Before the school district invests any surplus funds in a specific investment instrument, a competitive bid or quotation process shall be utilized. If a specific maturity date is required, either for cash flow purposes or for conformance to maturity guidelines, quotations or bids shall be requested for instruments which meet the maturity requirement. If no specific maturity is required, a market trend analysis, which includes a yield curve, will normally be used to determine which maturities would be most advantageous. Quotations or bids shall be requested for various options with regard to term and instrument. The school district will accept the quotation or bid which provides the highest rate of return within the maturity required and within the limits of this policy. Generally, all quotations or bids will be computed on a consistent basis, i.e., a 360-day or a 365-day yield. Records will be kept of the quotations or bids received, the quotations or bids accepted, and a brief explanation of the decision that was made regarding the investment. If the school district contracts with an investment advisor, bids are not required in those circumstances specified in the contract with the advisor.

XII. QUALIFIED INSTITUTIONS AND BROKER-DEALERS

- A. The school district shall maintain a list of the financial institutions that are approved for investment purposes.
- B. Prior to completing an initial transaction with a broker, the school district shall provide to the broker a written statement of investment restrictions which shall include a provision that all future investments are to be made in accordance with Minnesota statutes governing the investment of public funds. The broker must annually acknowledge receipt of the statement of investment restrictions and agree to handle the school district's account in accordance with these restrictions. The school district may not enter into a transaction with a broker until the broker has provided this annual written agreement to the school district. The notification form to be used shall be that prepared by the State Auditor. A copy of this investment policy, including any amendments thereto, shall be provided to each such broker.

XIII. SAFEKEEPING AND COLLATERALIZATION

- A. All investment securities purchased by the school district shall be held in third-party safekeeping by an institution designated as custodial agent. The custodial agent may be any Federal Reserve Bank, any bank authorized under the laws of the United States or any state to exercise corporate trust powers, a primary reporting dealer in United States Government securities to the Federal Reserve Bank of New York, or a securities broker-dealer defined in Minnesota Statutes section 118A.06. The institution or dealer shall issue a safekeeping receipt to the school district listing the specific instrument, the name of the issuer, the name in which the security is held, the rate, the maturity, serial numbers and other distinguishing marks, and other pertinent information.
- B. Deposit-type securities shall be collateralized as required by Minnesota Statutes section 118A.03 for any amount exceeding FDIC, SAIF, BIF, FCUA, or other federal deposit coverage.
- C. Repurchase agreements shall be secured by the physical delivery or transfer against payment of the collateral securities to a third party or custodial agent for safekeeping. The school district may accept a safekeeping receipt instead of requiring physical delivery or third-party safekeeping of collateral on overnight repurchase agreements of less than \$1,000,000.

XIV. REPORTING REQUIREMENTS

- A. The investment officer shall generate daily and monthly transaction reports for management purposes. In addition, the school board shall be provided a monthly report that shall include data on investment instruments being held as well as any narrative necessary for clarification.
- B. The investment officer shall prepare and submit to the school board a quarterly investment report that summarizes recent market conditions, economic developments, and anticipated investment conditions. The report shall summarize the investment strategies employed in the most recent quarter and describe the investment portfolio in terms of investment securities, maturities, risk characteristics, and other features. The report shall summarize changes in investment instruments and asset allocation strategy approved by the investment officer for an OPEB trust in the most recent quarter. The report shall explain the quarter's total investment return and compare the return with

budgetary expectations. The report shall include an appendix that discloses all transactions during the past quarter. Each quarterly report shall indicate any areas of policy concern and suggested or planned revisions of investment strategies. Copies of the report shall be provided to the school district's auditor.

- C. Within ninety (90) days after the end of each fiscal year of the school district, the investment officer shall prepare and submit to the school board a comprehensive annual report on the investment program and investment activity of the school district for that fiscal year. The annual report shall include 12-month and separate quarterly comparisons of return and shall suggest revisions and improvements that might be made in the investment program.
- D. If necessary, the investment officer shall establish systems and procedures to comply with applicable federal laws and regulations governing the investment of bond proceeds and funds in a debt service account for a bond issue. The record keeping system shall be reviewed annually by the independent auditor or by another party contracted or designated to review investments for arbitrage rebate or penalty calculation purposes.

XV. DEPOSITORIES

The school board shall annually designate one or more official depositories for school district funds. The treasurer or the chief financial officer of the school district may also exercise the power of the school board to designate a depository. The school board shall be provided notice of any such designation by its next regular meeting. The school district and the depository shall each comply with the provisions of Minnesota Statutes section 118A.03 and any other applicable law, including any provisions relating to designation of a depository, qualifying institutions, depository bonds, and approval, deposit, assignment, substitution, addition, and withdrawal of collateral.

XVI. ELECTRONIC FUNDS TRANSFER OF FUNDS FOR INVESTMENT

The school district may make electronic fund transfers for investments of excess funds upon compliance with Minnesota Statutes section 471.38.

Legal References:

Minn. Stat. § 118A.01 (Definitions)
Minn. Stat. § 118A.02 (Depositories; Investing; Sales, Proceeds, Immunity)
Minn. Stat. § 118A.03 (When and What Collateral Required)
Minn. Stat. § 118A.04 (Investments)
Minn. Stat. § 118A.05 (Contracts and Agreements)
Minn. Stat. § 118A.06 (Safekeeping; Acknowledgements)
Minn. Stat. § 356A.06, Subd. 7 (Investments; Additional Duties)
Minn. Stat. § 471.38 (Claims)
Minn. Stat. § 471.6175 (Trust for Postemployment Benefits)

Cross References:

MSBA/MASA Model Policy 703 (Annual Audit)

Minnesota Legal Compliance Audit Guide for School Districts Prepared by the Office of the State Auditor

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

EXTRA CURRICULAR CONTRACT
LESTER PRAIRIE ISD #424
2023-2024

DATE: 9/14/2023

The School Board of Independent School District No. 424 of the State of Minnesota, Lester Prairie, Minnesota, at a meeting on the ____ day of _____, 2023, enters into this agreement with **Andrew Dahl** for the following extra curricular assignment:

Head Boy's Basketball Coach BA-6 (10% @ \$46,486.00)

For this assignment you will be paid a total of \$4,649.00 *In those years when negotiations have not been completed, salary amounts will be adjusted to reflect changes governed by the Master Agreement, if any.

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

I hereby accept the assignment as indicated:

Andrew J. Dahl
Coach's Signature

9/21/23
Date

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

In Witness thereof, on behalf of the school district, we have subscribed our signatures this _____ day of _____, 2023. Ind. District No. 424

Chairperson's Signature

Clerk's Signature

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

EXTRA CURRICULAR CONTRACT
LESTER PRAIRIE ISD #424
2023-2024

DATE: 9/14/23


The School Board of Independent School District No. 424 of the State of Minnesota, Lester Prairie, Minnesota, at a meeting on the 25th day of September, 2023, enters into this agreement with **Nicholas Hauer** for the following extra curricular assignment:

Assistant (JV) Boys Basketball Coach BA-2 (7% @ \$42,790.00)

For this assignment you will be paid a total of \$2,995.00. ***In those years when negotiations have not been completed, salary amounts will be adjusted to reflect changes governed by the Master Agreement, if any.**

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

I hereby accept the assignment as indicated:



Coach's Signature

9/25/23

Date

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

In Witness thereof, on behalf of the school district, we have subscribed our signatures this _____ day of _____, 2023. Ind. District No. 424

Chairperson's Signature

Clerk's Signature

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

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

EXTRA CURRICULAR CONTRACT
LESTER PRAIRIE ISD #424
2023-2024

DATE: 9/14/2023

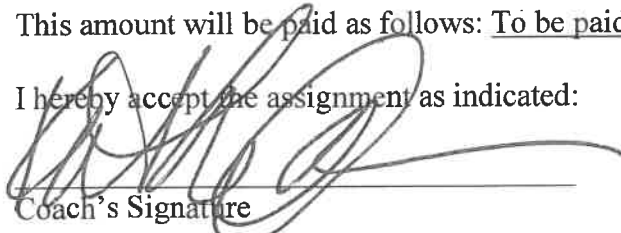
The School Board of Independent School District No. 424 of the State of Minnesota, Lester Prairie, Minnesota, at a meeting on the ____ day of _____, 2023, enters into this agreement with **Katherine Carmine** for the following extra curricular assignment:

Knowledge Bowl BA-8 (3% @ \$48,331.00)

For this assignment you will be paid a total of \$1,450.00. ***In those years when negotiations have not been completed, salary amounts will be adjusted to reflect changes governed by the Master Agreement, if any.**

This amount will be paid as follows: To be paid at the end of the season.

I hereby accept the assignment as indicated:


Coach's Signature

9/15/23
Date

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

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

_____ day of _____, 2023. Ind. District No. 424

Chairperson's Signature

Clerk's Signature

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

EXTRA CURRICULAR CONTRACT
LESTER PRAIRIE ISD #424
2023-2024

DATE: 9/14/23

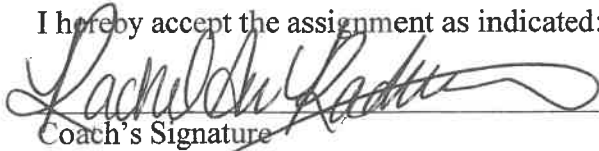
The School Board of Independent School District No. 424 of the State of Minnesota, Lester Prairie, Minnesota, at a meeting on the ____ day of _____, 2023, enters into this agreement with **Rachel Raduenz** for the following extra curricular assignment:

One Act Play BA-5 (3% @ \$45,461.00)

For this assignment you will be paid a total of \$1,364.00. ***In those years when negotiations have not been completed, salary amounts will be adjusted to reflect changes governed by the Master Agreement, if any.**

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

I hereby accept the assignment as indicated:


Coach's Signature

9/14/23
Date

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

In Witness thereof, on behalf of the school district, we have subscribed our signatures this ____ day of _____, 2023. Ind. District No. 424

Chairperson's Signature

Clerk's Signature

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

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

EXTRA CURRICULAR CONTRACT
LESTER PRAIRIE ISD #424
2023-2024

DATE: 9/14/23

The School Board of Independent School District No. 424 of the State of Minnesota, Lester Prairie, Minnesota, at a meeting on the ____ day of _____, 2023, enters into this agreement with **Blaine Walstrom** for the following extra curricular assignment:

Head Girl's Basketball Coach BA-11 (10% @ \$51,102.00)

For this assignment you will be paid a total of \$5,110.00. ***In those years when negotiations have not been completed, salary amounts will be adjusted to reflect changes governed by the Master Agreement, if any.**

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

I hereby accept the assignment as indicated:



Coach's Signature

9/14/2023

Date

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

In Witness thereof, on behalf of the school district, we have subscribed our signatures this _____ day of _____, 2023. Ind. District No. 424

Chairperson's Signature

Clerk's Signature

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

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

EXTRA CURRICULAR CONTRACT
LESTER PRAIRIE ISD #424
2023-2024

DATE: 9/15/23

The School Board of Independent School District No. 424 of the State of Minnesota, Lester Prairie, Minnesota, at a meeting on the ____ day of _____, 2023, enters into this agreement with **Brian Malady** for the following extra curricular assignment:

Junior High Boys Basketball Coach BA-2 (5% @ 42,790.00)

For this assignment you will be paid a total of \$2,140.00. ***In those years when negotiations have not been completed, salary amounts will be adjusted to reflect changes governed by the Master Agreement, if any.**

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

I hereby accept the assignment as indicated:


Coach's Signature

10-5-23
Date

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

In Witness thereof, on behalf of the school district, we have subscribed our signatures this _____ day of _____, 2023. Ind. District No. 424

Chairperson's Signature

Clerk's Signature

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

EXTRA CURRICULAR CONTRACT
LESTER PRAIRIE ISD #424
2023-2024

DATE: 9/14/2023

The School Board of Independent School District No. 424 of the State of Minnesota, Lester Prairie, Minnesota, at a meeting on the ____ day of _____, 2023, enters into this agreement with **Anthony Frank** for the following extra curricular assignment:

Junior High Girl's Basketball Coach – BA-3 (5% @ \$43,713.00)

For this assignment you will be paid a total of \$2,186.00. ***In those years when negotiations have not been completed, salary amounts will be adjusted to reflect changes governed by the Master Agreement, if any.**

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

I hereby accept the assignment as indicated:

Anthony Frank
Coach's Signature

10-5-2023
Date

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

In Witness thereof, on behalf of the school district, we have subscribed our signatures this ____ day of _____, 2023. Ind. District No. 424

Chairperson's Signature

Clerk's Signature

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

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

EXTRA CURRICULAR CONTRACT
LESTER PRAIRIE ISD #424
2023-2024

DATE: 9/14/2023

The School Board of Independent School District No. 424 of the State of Minnesota, Lester Prairie, Minnesota, at a meeting on the ____ day of _____, 2023, enters into this agreement with **Anthony Frank** for the following extra curricular assignment:

Junior High Boys Basketball Coach BA-3 (5% @ 43,713.00)

For this assignment you will be paid a total of \$2,186.00. ***In those years when negotiations have not been completed, salary amounts will be adjusted to reflect changes governed by the Master Agreement, if any.**

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

I hereby accept the assignment as indicated:



Coach's Signature

10-5-2023

Date

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

In Witness thereof, on behalf of the school district, we have subscribed our signatures this _____ day of _____, 2023. Ind. District No. 424

Chairperson's Signature

Clerk's Signature