

# **Regular School Board Meeting**

Monday, January 6, 2025 5:45 PM

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

## **I. Call to Order**

## **II. Pledge of Allegiance**

## **III. Approval of Agenda**

III.A. Approval of Agenda

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

## **V. Open Dialogue**

## **VI. Approval of Consent Agenda**

VI.A. Board Bills: \$56,063.31  
Student Activity Bills: \$1,483.47

## **VII. Reports**

## **VIII. New Business**

## **IX. Old Business**

## **X. School Finance**

X.A. Motion to approve fundraisers for softball: Tip  
night at Longhorns and Dipdiphorray.

## **XI. Policy Administration**

## **XII. Personnel**

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

## **XIV. Adjourn the Regular Board Meeting**



# Lester Prairie Schools

District Office  
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**REORGANIZATIONAL MEETING AGENDA  
LESTER PRAIRIE SCHOOL BOARD OF EDUCATION**

**DATE:** Monday, JANUARY 6, 2025

**LOCATION:** School Media Center

**TIME:** 5:45 PM

**REGULAR BOARD MEETING TO FOLLOW  
REORGANIZATIONAL MEETING**

**I. Call to Order**

- A. Board Chair Hentges to open the Lester Prairie School District REORGANIZATIONAL Board meeting at 5:45 pm.
- B. Welcome to public and guests
- C. **Pledge of Allegiance** - led by Board Member \_\_\_\_\_
- D. Acceptance and Oath of Office by new Lester Prairie Board Members. Notary Public to witness. **Candice Anderson and Dan LaMott.**

**II. Approval of Agenda for Reorganizational Meeting**

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

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

**III. Election of Officers**

**A. Chairperson**

*Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to elect \_\_\_\_\_ as Board Chairperson.*

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

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

**B. Vice-Chairperson**

*Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to elect \_\_\_\_\_ as Board Vice-Chairperson.*

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

**C. Clerk**

*Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to elect \_\_\_\_\_ as Clerk.*

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

**D. Treasurer**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to elect \_\_\_\_\_ as Treasurer.

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

**IV. Set School Board Items**

**A. SCHOOL BOARD MEETINGS**

Held on 3<sup>rd</sup> Monday of every month at 5:45pm to be held in the Media Center at Lester Prairie School (unless noted).

3<sup>rd</sup> Mondays for 2025 include:

February <del>17</del> (Pres. Day)	March 17
April <del>21</del> (Easter Monday)	May 19
June 16	July 21
August 18	September 15
October 20	November <del>17</del> (MREA Summit Nov 16-18)
December 15	

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve meeting schedule for 2025.

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

**B. SCHOOL BOARD SALARIES FOR 2025**

2024 pay:                    0-3 hours at \$40  
                                      4-6 hours at \$90  
                                      >6 hours at \$140

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

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve School Board salaries for 2025.

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

**C. SUBMITTED ITEMS FOR 2025**

- o **Designate Depositories:** The First Community Bank of Lester Prairie and the Minnesota School District Liquid Asset Fund as official depositories for district funds and to approve a resolution to give check signing authority to Treasurer \_\_\_\_\_, Chairperson \_\_\_\_\_, and Clerk \_\_\_\_\_.
- o **Designate Official Legal Publication:** To use the Herald Journal as the official publication for District #424 for the 2025 calendar year.
- o **Legal Services Provider:** Squires, Waldspurger & Mace, P.A. as legal counsel.
- o **Mileage Rate:** Reimbursement at a rate of \$.10 per mile less than the set federal rate for the year

(federal rate is \$.70/mile) so LP would be \$.60/mile.

- o **Annual Delegation:** Authority designating Payroll Specialist Kim Dye, Business Manager Cheryl Bayerl, and Superintendent Melissa Radeke for Electronic Funds Transfers (EFT's) on behalf of Lester Prairie Schools.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve submitted items for 2025.

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

**D. SCHOOL BOARD COMMITTEES**

**2024 Committee members:**

- o Community Ed - Hentges, R.Heimerl
- o PTO - Stifter-Knoll, R. Heimerl
- o Facilities/Maintenance - Engen, Christen, B.Heimerl
- o Tech/Media - Christen, Stifter-Knoll
- o Activities - Hentges, Engen, B.Heimerl
- o Negotiations:
  1. Certified -Hentges, B.Heimerl, Christen
  2. Non-Certified - R.Heimerl, B.Heimerl, Engen
  3. Administration - R.Heimerl, Stifter-Knoll, Christen
- o Meet and Confer - Stifter-Knoll, R.Heimerl
- o Policy - Stifter-Knoll, Hentges
- o Legislative - B.Heimerl
- o City Council - B.Heimerl, Christen

**New 2025 Committee members:**

Community Ed: \_\_\_\_\_, \_\_\_\_\_

PTO: \_\_\_\_\_, \_\_\_\_\_

Facilities/Maintenance: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

Tech/Media: \_\_\_\_\_, \_\_\_\_\_

Activities: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

Negotiations:

- Certified - \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_
- Non-Certified - \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_
- Administrative - \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_
- Meet & Confer: \_\_\_\_\_, \_\_\_\_\_

Policy: Otto, \_\_\_\_\_, \_\_\_\_\_

Legislative: \_\_\_\_\_

City Council: \_\_\_\_\_, \_\_\_\_\_

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve board committees for 2025.

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

**V. Adjourn the Reorganizational Meeting at \_\_\_\_\_**

**REGULAR BOARD MEETING**

**VI. Call to Order**

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

**VII. Approval of Agenda**

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

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

**VIII. 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.)

**IX. Approval of Consent Agenda**

**A. Approve Previous Minutes**

- o Regular Board Meeting: Dec. 16, 2024

**B. Approve Bills - Bills reviewed by \_\_\_\_\_ & \_\_\_\_\_**

- o Board Bills: \$56,063.31
- o Student Activity Bills: \$1,483.47

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

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

**X. Administrative Reports**

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

**XI. School Board Committee Reports**

- A. Community Ed
- B. PTO
- C. Facilities/Maintenance
- D. Tech/Media
- E. Activities
- F. Negotiations:
  - Certified
  - Non-Certified
  - Administration
- G. Meet and Confer
- H. Policy

- I. Legislative
- J. City Council

**XIII. New Business**

- A. Resolution directing administration to make recommendations for reductions in programs and positions.

*Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve administration to make recommendations for reductions in programs and positions for 2025-26.*

Roll Call Vote:

RH \_\_\_\_\_ BH \_\_\_\_\_ JE \_\_\_\_\_  
KC \_\_\_\_\_ CA \_\_\_\_\_ DM \_\_\_\_\_

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

**XIII. Old Business**

- A. None

**XIV. School Finance**

- A. Motion to approve fundraisers for softball: Tip night at Longhorns and Dipdiphorray (dips and seasonings)

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

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

**XV. Policy Administration**

- A. None

**XVI. Personnel**

- A. None

**XVII. Other Items for the Board**

**XVIII. Adjourn the Regular Board meeting at \_\_\_\_\_**

**UPCOMING DATES and NOTES:**

- A. January 16 & 17: MSBA Leadership Conference
- B. January 17: End of Semester - 11:30 dismissal
- C. February 20 & 24: Parent Teacher Conferences (3:30pm-7:30pm)

# 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	Date	Amount
SA		42018	22087	Check	1	2951	Bayerl, Richard & Cheryl		Yes	No	No	01/06/2025	361.37
SA		42016	22088	Check	1	2185	Bernick's		Yes	No	No	01/06/2025	704.05
SA		42017	22089	Check	1	2885	Glenn's Supervalu		Yes	No	No	01/06/2025	65.54
SA		42015	22090	Check	1	2055	Unhinged Pizza		Yes	No	No	01/06/2025	72.99
SA		42014	22091	Check	1	03218	WAL-MART Community		Yes	No	No	01/06/2025	279.52
Bank Total:												\$1,483.47	

Report Total: \$1,483.47

# 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		42035	53951	Check	2633		American Express		Yes	No	No	01/06/2025	1,669.84
100		42020	53952	Check	00343		Big Don's Cathedral		Yes	No	No	01/06/2025	15.17
100		42040	53953	Check	3254		Bluum of Minnesota, LLC		Yes	No	No	01/06/2025	1,014.00
100		42027	53954	Check	2088		BSN Sports		Yes	No	No	01/06/2025	58.25
100		42025	53955	Check	03821		CenturyLink		Yes	No	No	01/06/2025	618.56
100		42036	53956	Check	2654		Cintas		Yes	No	No	01/06/2025	122.43
100		42034	53957	Check	2624		Dalco/ Imperial Dade		Yes	No	No	01/06/2025	194.27
100		42032	53958	Check	2573		Dasbir Management Services Inc		Yes	No	No	01/06/2025	25,117.47
100		42044	53959	Check	3384		East Side Jersey Dairy		Yes	No	No	01/06/2025	709.19
100		42028	53960	Check	2215		Follett School Solutins		Yes	No	No	01/06/2025	386.91
100		42039	53961	Check	3253		Game One		Yes	No	No	01/06/2025	3,454.50
100		42031	53962	Check	2483		Greater MN Communications		Yes	No	No	01/06/2025	745.00
100		42038	53963	Check	3216		Holton Electric Contractors		Yes	No	No	01/06/2025	4,094.08
100		42045	53964	Check	3481		Jackson & Associates LLC		Yes	No	No	01/06/2025	425.00
100		42030	53965	Check	2475		Marco Technologies LLC		Yes	No	No	01/06/2025	1,426.88
100		42021	53966	Check	01157		MelLife SBC		Yes	No	No	01/06/2025	3,209.76
100		42024	53967	Check	03390		PAN-O-GOLD BAKING CO		Yes	No	No	01/06/2025	396.80
100		42022	53968	Check	01974		Performance Foodservice		Yes	No	No	01/06/2025	1,475.01
100		42042	53969	Check	3315		Pink's Hardware Store		Yes	No	No	01/06/2025	18.48
100		42026	53970	Check	1460		Rochester Telecom Systems Inc		Yes	No	No	01/06/2025	65.70
100		42033	53971	Check	2620		Schoolfix Catalog		Yes	No	No	01/06/2025	79.45
100		42043	53972	Check	3367		Squire, Waldspurger & Mace, P.A.		Yes	No	No	01/06/2025	962.50
100		42029	53973	Check	2239		Sysco Western Minnesota		Yes	No	No	01/06/2025	6,224.10
100		42041	53974	Check	3261		UHL		Yes	No	No	01/06/2025	426.00
100		42023	53975	Check	03218		WAL-MART Community		Yes	No	No	01/06/2025	16.46
100		42019	53976	Check	00127		Xcel Energy		Yes	No	No	01/06/2025	21.42
100		42037	53977	Check	2786		Xcel Energy Solutions		Yes	No	No	01/06/2025	3,116.08

Bank Total: \$56,063.31

Report Total: \$56,063.31