

REGULAR MEETING

Monday, August 12, 2024

HLWW Middle School Media Center

The Monday, August 12, 2024, Regular School Board meeting of Independent School Dist. #2687 (Howard Lake-Waverly-Winsted) was called to order at 6:31pm. by Chairperson Heuer. After the pledge of allegiance, roll was taken with the following members present: Heuer, Koch, Borrell, Bravinder, Mulvihill and Puncochar; absent: Marketon. Also present were Superintendent Nate Walbruch, Principals Stephanie Kuehn, Jim Schimelpfenig, and Jennifer Olson, and Board Secretary Marilyn Greeley.

(Item IV) Heuer indicated we separated the activity director contract to be approved separately. Bravinder recommended approval of the agenda; Koch seconded; passed unanimously.

(Item V) There were no questions or comments from visitors.

(Item VI) Puncochar recommended approval of the consent agenda; Borrell seconded; passed unanimously. The consent agenda included the July 15, 2024, Regular Board meeting minutes, bills, treasurer report, the FMLA leave request for **Kayla Myhre** effective approximately early December through spring break and returning March 31, 2025; and the resignations of **Teresa Diers** as a paraprofessional effective immediately; **Jodi Utne** for her Laker Care position effective at the end of summer Laker Care; **April Long** for her Laker Care position effective at the end of summer Laker Care; and **Angie Eull** for her Laker Care position effective at the end of summer Laker Care; the employment of **Rhonda Andrusko** as an evening custodian at Winsted Elementary effective August 5, 2024 replacing Pam Petersen; and **Teresa Diers** as a Preschool Teacher effective for the 2024-25 school year replacing Stephanie Halverson; the additional fall coaching staff, and the second reading and approval of the following policies: **208-** Develop, adopt, Implement Policies; **410** Family and Medical Leave Policy; **413** Harassment and Violence; **414** Mandated Reporting of Child Neglect or Physical or Sexual Abuse; **415** Mandated Reporting of Maltreatment of Vulnerable Adults; **506** Student Discipline.

(Item VII, Subd. A) Bravinder reviewed the contract summaries for the secretaries, district office, buildings and grounds director, community education director, finance director, food service director and technology director.

Bravinder recommended approval of the following contracts: Secretaries, District Office, Building & Grounds Director, Community Education Director, Food Service Director, Technology Director and Finance Director; Koch seconded; passed unanimously.

(Item VII, Subd. B) Bravinder reviewed the contract summary for the activities director.

Borrell recommended approval of the activity's director; Koch seconded; Puncochar abstained; passed by majority/unanimously.

(Item VII, Subd. C) The principals review their handbook changes for the 2024-25 school year.

Koch recommended approval of the handbook changes; Puncochar seconded; passed unanimously.

(Item VII, Subd. D) Borrell recommended approval of the High School FFA-September 10-13 2024 and the High School Boys Basketball, December 13-14, 2024; Mulvihill seconded; passed unanimously.

(Item VII, Subd. E) Borrell recommended approval of the resolution accepting donations; Koch seconded; Heuer read the donations; those in favor: Bravinder, Borrell, Koch, Puncochar, Mulvihill and Heuer; those opposed: none; passed unanimously.

(Item VII, Subd. F) The Policy Committee recommends the first reading of the following annual policies:**514** Bullying Prohibition Policy; **522** Title IX Non Discrimination; **524** Internet Acceptable Use and Safety Policy;**616** School District System Accountability; and **806** Crisis Management Policy. Superintendent Walbruch indicated the updates to the policies are minor.

(Item VII, Subd. G) The board discussed the possibility of needing to hold a special meeting to canvass the November 2024 election results.

Borrell motioned to hold a special meeting to canvass the November 2024 election results if one is needed on November 14, 2024 at 6:30pm in the High School Media Center; Bravinder second; passed unanimously.

(Item VII, Subd. H) Superintendent Walbruch reviewed a superintendent evaluation process. Heuer indicated the district has done something similar to this in the past. Koch suggested having an additional board member and Human Resource employee as part of the committee. Puncochar agreed that it would be good to include the human resource person. Heuer reviewed what the board is suggesting: a three-board member committee, a survey sent to staff, changing the timing of the survey going to staff, and including the human resources staff. Walbruch also indicated that he will use this process to help evaluate the directors.

(Item VII, Subd. I) Heuer indicated the following items will be on the work session agenda:

- Approve Contracts
- Discuss the first step of Supt evaluation process

Bravinder recommended approval of the items for the work session; Borrell seconded; passed unanimously.

(Item VIII, Subd. A) Superintendent Walbruch reported:

- Our school improvement plans will be centered around our strategic plan.
- We are working on the process to get our paras highly qualified.
- Joe McKee, Buildings and Grounds Director, indicated the LED lighting project is under way. We've had some issues with the sprinkler system on the football field and summer cleaning is going well.

(Item VIII, Subd. B) Principal Schimelpfenig reported:

- We are following the five goals of the strategic plan.
- We are ready for read act training.

- The leadership committee will be meeting next week to draft goals and meet mid-September and will finalize the goals and present them to the board in October.
- Staff positions have or are filled with fully licensed staff.

Principal Olson reported:

- Read act training theme, we are in it together.
- The elementary mailed out class assignments and will send out emails today. As of today we had 298 out of 500 that have responded.
- The annual PTA meeting was in late July-they are a very energetic group.
- The buildings look great.
- We still have a few positions that are open.

Principal Kuehn reported:

- The high school will be moving to quarter grading along with semester grading which will also allow more grading recovery.
- We are still in the process of curriculum purchases. We received robotics materials last week and our site licenses were done today.
- We are fully staffed.

(Item VIII, Subd. C) Heuer indicated there were no written school board committee reports.

(Item VIII, Subd. D) Upcoming Board Member Event Appearances:

Calendar Link

New Teacher Workshop August 22 @ TBD

Back to school workshop days August 26-29

Elementary Welcome Back Days September 3-4

Leaders in Education Excellence (LEEA) October 30, 2024-Resource Training @ 4:30pm

Educational Support Staff (ESS) November 20, 2024-Resource Training @ 4:30pm

Students of Excellence April 23, 2025-Resource Training @ 4:30pm

(Item IX) Next Meeting Dates:

Work Session Meeting-August 26, 2024 6:30 pm HLWW HS Media Center

Regular Board Meeting-September 9, 2024 6:30 pm HLWW HS Media Center

(Item X) Items for next meeting

Work Session:

- Approve Contracts
- Discuss Superintendent Evaluation Process

Regular Meeting:

- Bill Reader for September-Borrell
- Bill Reader for October-Heuer
- Bill Reader for November-Koch
- Department Report-
- Recognition's

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- Leave/Resignations/Retirements
- Employment Recommendations
- Approve Second Reading of Policies
- Approve First Reading of Policies
- Approve Treasurer Report-January, April, July, October
- Monthly Budget Report
- Approve Contracts
- Approve Snow Removal Vendors
- Approve Proposed 2024 pay 2025 Levy Certification

Heuer adjourned the meeting at 7:44 pm.

Respectfully submitted,

Katie Koch, Clerk