

REGULAR MEETING

Monday, July 14, 2025

The Monday, July 14, 2025 Regular School Board meeting of Independent School Dist. #2687 (Howard Lake-Waverly-Winsted) was called to order at 6:31 pm. by Chairperson B Borrell. After the pledge of allegiance, roll was taken with the following members present: B Borrell, Koch, Bauman, Marketon, Mulvihill, Puncochar and J Borrell. Also present were Superintendent Dr. Dan Edwards and Board Secretary Marilyn Greeley.

(Item IV) Puncochar recommended approval of the agenda; Marketon seconded; passed unanimously.

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

(Item VI) Koch recommended approval of the consent agenda; Bauman seconded; Mulvihill asked if the one teacher resignation is correct. Superintendent Edwards indicated that it was correct. Passed unanimously.

The consent agenda included the following:

- June 9, 2025 Regular Board meeting minutes
- June 23, 2025 Work Session minutes
- Bills
- FMLA leave requests for **Emily Ziemer** from approximately November 11, 2025-January 5, 2026; and **Kevin Riemenschneider** from September 8-October 15, 2025;
- resignation of **Gretchen Karg** as an Elementary Teacher effective August 22, 2025,
- employment of **Leah Bobrowske** as a high school half English & half Social Studies teacher effective the 2025-26 school year replacing Adam Kuehl; **Katharine Kennedy** as an Elementary Special Education Teacher effective the 2025-26 school year replacing Annette Hystad; **Jacob Piehl** as a Technology Assistant effective July 16, 2025 replacing Kyle Meyerson; **Carrie Fern** as a part-time Laker Care Supervisor effective mid-August 2015 replacing Monica Boegema and Elizabeth Meuleners; and **Calli Carlson** as a part-time Preschool Teacher effective the 2025-26 school year this is a new position that was previously approved,
- Teaching Today MN-Summer/Back to School 2025 communication.

(Item VII, Subd. A) Koch reviewed the information for the one-year LPN contract. Puncochar recommended approval of the LPN Contract for 2025-26; Koch seconded; passed unanimously.

(Item VII, Subd. B) Marketon recommended approval of fall 2025 coaching staff; Mulvihill seconded; those in favor: Koch, Bauman, Marketon, Mulvihill, Puncochar and B Borrell; opposed: none; abstained: J Borrell; passed by majority.

(Item VII, Subd. C) Superintendent Edwards and Business Manager Tormanen reviewed and recommended approval of the Long-Term Facilities Maintenance (LTFM) ten-year plan.

Marketon motioned to approve the LTFM Resolution and the 10 year Long Term Facilities Maintenance plan; Koch seconded; those in favor: Mulvihill, Puncochar, J Borrell, Koch, Bauman, Marketon and B Borrell; those opposed: none; passed unanimously.

(Item VII, Subd. D) Joe McKee, Buildings and Grounds Director, reviewed and recommended approving a building automation project with Johnson Controls.

Puncochar recommended to approve a building automation project with Johnson Controls; Mulvihill seconded; passed unanimously.

(Item VII, Subd. E) Business Manager Tormanen reviewed and recommended the treasurer report for approval.

Koch recommended approval of the treasurer report; Puncochar seconded; passed unanimously.

(Item VII, Subd. F) Marketon recommended approval of the truth in taxation hearing date of December 8, 2025; Bauman seconded; passed unanimously.

(Item VII, Subd. G) Koch motioned to designate Dan Edwards, Superintendent and/or Marilyn Greeley, MARSS Coordinator, as the Identified Officials with Authority to authorize user access to MDE secure websites for ISD#2687; Puncochar seconded; passed unanimously.

(Item VII, Subd. H) The board members discussed the 2025-26 handbook changes submitted by the principals.

J Borrell asked about the open campus.

Puncochar asked if students structure their schedules around the open campus possibility.

Puncochar asked if the grade check is the same that is used for activities.

Koch asked about the monitoring of those using the open campus.

Mulvihill indicated it is easier to review this information when the principals are present.

J Borrell asked about the liability of students who are participating in the open campus if they were involved in an accident.

Follow up will take place at the August meeting, and Board action will be requested.

(Item VII, Subd. I) Superintendent Edwards asked to consider a different format for policy review and approval. Marketon and Mulvihill asked if they would still see the red line version. Edwards indicated yes it would still be included.

The Policy Committee recommends the first reading of the following annual policies: 506-Student Discipline; and 806-Crisis Management

(Item VII, Subd. J) B Borrell read the donations.

Puncochar recommended approval of the resolution accepting donations; Mulvihill seconded; those in favor: Marketon, Bauman, Koch, J Borrell, Puncochar, Mulvihill and B; those opposed: none; passed unanimously.

(Item VII, Subd. K) B Borrell indicated the following items are on the agenda for the work session:

- Discuss Team Building with New Superintendent
- Budget/LTFM Discussion

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

(Item VII, Subd. L) Each board member gave positive affirmation about things happening in the district.

Koch recognized staff members who take time to engage with students they see outside of the school year.

Mulvihill thanked Joe McKee, Building and Grounds Director, for talking the board through the proposal for Johnson Controls and for holding onto things to repurpose the parts for other equipment when needed.

Puncochar also thanked McKee for presenting the information to the Buildings and Grounds Committee and also trying to repurpose things when possible. Puncochar also reported that her school age students are very excited about going back to school and she is grateful for the wonderful experience they have had so far in school.

Marketon recognized the Summer Ag Program and all that they do, especially Seeing Glessing and Jim Weninger.

Bauman reported that she is happy about a new opportunity for Mrs. Karg, but that she will be missed personally and professionally.

J Borrell thanked Superintendent Edwards for attending the Waverly Daze parade.

B Borrell thanked the Technology Department for the hard work they have been doing.

Joe McKee, Buildings and Grounds Director, thanked Kristi Main for her countless volunteer hours helping to paint areas in the school.

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

- He has had several meetings with staff and will also be meeting with community officials.
- He would like to consider implementing a student representative to attend board meetings.
- He would like to consider having a 9th grade only orientation day.
- He would like to start engaging in conversation about the future financial direction of the district.
- He is part of 31 new Superintendents across the state and will be participating in a Cohort for new superintendents.
- He and the principals will be attending a national conference in Chicago next week on the implementation of a strategic plan.

Mulvihill asked about the ninth-grade orientation day. Edwards indicated that we would leverage upper classman to assist, and we would like to implement it for the upcoming 2025-26 school year.

Puncochar indicated she liked the idea and would like it to be added to the work session agenda to discuss it further along with the student board representative. Superintendent Edwards indicated that the student board representative could wait until the August meeting, but he would like to move forward with the orientation day at the work session.

(Item VIII, Subd. B) There were no school board committee reports

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

Calendar Link

New Teacher Workshop August 20-evening & 21-during the day

Back to school workshop days August 25-28

Elementary Welcome Back Days September 2-3

-possible freshman orientation day-Sept 2

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

Educational Support Staff (ESS) mid-November-Resource Training @ 4:30pm

Students of Excellence mid-end of April-Resource Training @ 4:30pm

(Item IX) Next Meeting Dates:

Work Session Meeting- July 28, 2025 6:30 pm HLWW HS Media Center

Regular Board Meeting-August 11, 2025 6:30 pm HLWW HS Media Center

(Item X) Items for next meeting

Work Session:

- Discuss Team Building with New Superintendent
- Budget/LTFM Discussion
- Discuss Freshman Orientation Day
- Discuss/Approve Negotiation Related Items
- Discuss School Board Committees-additions, deletion, and process

Regular Meeting:

- Bill Reader for August-Mulvihill
- Bill Reader for September-Puncochar
- 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 Handbook Changes
- Discuss student board representative

B Borrell adjourned the meeting at 7:56 pm.

Respectfully submitted,

Katie Koch, Clerk