

**REGULAR MEETING**  
**Monday, June 10, 2024**  
**HLWW High School Media Center**

The Monday, June 10, 2024, Regular Board meeting of Independent School Dist. #2687 (Howard Lake-Waverly-Winsted) was called to order at 6:31 pm. by Chairperson Heuer. After the pledge of allegiance, roll was taken with the following members present: Heuer, Koch, Borrell, Bravinder, Marketon, Mulvihill and Puncochar. Also present were Superintendent Nate Walbruch, Principals Stephanie Kuehn, Jim Schimelpfenig, and Jennifer Olson, and Board Secretary Marilyn Greeley.

**(Item IV)** Puncochar requested to modify the agenda to change item M from approval to discussion only and approval of the budget at the June work session.

Koch motioned to approve the agenda with the modification; Bravinder seconded; passed unanimously.

**(Item V)** Heuer asked if there were any questions or comments from visitors.

Randy Heuer-resident and parent in the district. Proposal regarding the band position. Pleased with the decision to go with the half time band position; and deemphasized the enrollment.

**(Item VI)** Bravinder motioned to approve the consent agenda; Puncochar seconded; passed unanimously. The consent agenda included the May 13, 2024 Regular Board Meeting minutes, May 28, 2024 Work Session Meeting minutes, P-Card, May Bills, June 10, 2024 Check Register, the monthly treasurer report, May 2024 Enrollment, approving the FMLA Leave request for **Tyler Maher** from August 26, 2024 to September 13, 2024 and December 2-13, 2024; resignation of **Kelsey Beil** as an Ag teacher effective immediately; and the retirements of **Pamela Petersen** as evening custodian at Winsted Elementary effective September 2, 2024; **Kevin Schmeling** as a high school math teacher effective June 3, 2024; and resignation of **Terri Parker** as a Special Education teacher at Humphrey Elementary effective immediately, hiring **Sara Lusk** as a Satellite Cook effective the 2024-25 school year replacing Karrie Jo Schmidt; **Abigail Gunnarson** as an eighth grade language arts teacher effective the 2024-25 school year replacing Deborah Newman; **Janai Kittock** for the open ECSE position at Humphrey Elementary for the 2024-25 school year; **David Luhman** as a Phy Ed teacher at Winsted Elementary effective the 2024-25 school year replacing Masen Oltmanns; and **Jennifer Hagen** as an Elementary Teacher at Humphrey Elementary replacing Terri Parker.

**(Item VII, Subd. A)** Kelli Westling, Assessment Coordinator, gave a presentation about Quality Compensation (QComp).

**(Item VII, Subd. B)** Puncochar recommended approval of the teacher MOU regarding QComp; Borrell seconded; passed unanimously.

**(Item VII, Subd. C)** Elementary Principal Jennifer Olson reviewed and recommended approval of the District and School Parent Involvement Plans.  
Heuer thanked the staff, parents, board and student groups for the work they have done.

Borrell recommended approval of the district and school parent involvement plans; Koch seconded; passed unanimously.

**(Item VII, Subd. D)** Curriculum Director, Stephanie Kuehn, reviewed information about business, art and ag curriculums. Kuehn indicated we are waiting on a few quotes yet but we hope to have them soon and will ask for approval at the June 24<sup>th</sup> work session.

**(Item VII, Subd. E)** Koch motioned to approve the resolution terminating & nonrenewal of probationary teacher Jill Oeffling; Bravinder seconded; those in favor: Marketon, Mulvihill, Puncochar, Koch, Borrell, Bravinder and Heuer; those opposed: none; passed unanimously.

**(Item VII, Subd. F)** Marketon motioned to approve the resolution relating to updating school district population; Mulvihill seconded; those in favor: Bravinder, Borrell, Koch, Puncochar, Mulvihill, Marketon and Heuer; opposed: none; passed unanimously.

**(Item VII, Subd. G)** Heuer reviewed the work comp information. Heuer reported Erin Kutz, our Flagship Insurance/Work Comp representative, recommended approving the work comp renewal with SFM Mutual.

Borrell recommended approval of SFM Mutual as our workers compensation carrier; Bravinder seconded; passed unanimously.

**(Item VII, Subd. H)** Bravinder recommended approval of the lead in the water management plan; Borrell seconded; passed unanimously.

**(Item VII, Subd. I)** Marketon recommended approval of the MN State High School League Resolution; Mulvihill seconded; those in favor: Koch, Borrell, Bravinder, Puncochar, Mulvihill, Marketon and Heuer; opposed: none; passed unanimously.

**(Item VII, Subd. J)** Bravinder recommended approval of the resolution establishing dates for filing affidavits of candidacy; Marketon seconded; those in favor: Puncochar, Mulvihill, Marketon, Bravinder, Borrell, Koch and Heuer; those opposed: none; passed unanimously.

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

**(Item VII, Subd. L)** Superintendent Walbruch reviewed kindergarten enrollment and staffing. Walbruch reported that enrollment is in the low 80's and we will be moving from five sections of kindergarten to four sections, two at each elementary facility. Heuer indicated that if we get a huge influx of students we would adjust. Walbruch responded that we would want to get into the mid 90's before we would consider adding another section.

**(Item VII, Subd. M)** Superintendent Walbruch reviewed the 2024-25 budget. Walbruch thanked Randy Heuer for stating to hire the right person not just whomever applies; it is important to get the right fit. Walbruch reported we are moving ahead with some of the less controversial items such as the ALP move. Walbruch also stated that we are sensitive to elective courses, however if we are in a similar situation next year as we are with the band position, we may need to look at the number of sections we are offering. Walbruch reported we will need to approve the 2024-25 budget at the work session.

**(Item VII, Subd. N)** Heuer indicated the following items will be on the Work Session Agenda:

- Review/Approve the 2024-25 Budget
- Approve New Hires/Resignations
- Curriculum Discussion/Approval
- Possible contract approvals

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

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

- We hope to start baking the strategic plan into things going forward. Such as the agenda and weekly report. We are trying to make this part of how we think and operate.

**(Item VIII, Subd. B)** Principal Olson reported:

- We finished the year honoring our students with academic achievement and citizenship awards.
- The first day of summer school was today in conjunction with ESY at Humphrey Elementary.
- We also attended fast bridge training for screening students.

Principal Schimelpfenig reported:

- We had a smooth finish to the end of the year. Students were engaged to the end.
- The eighth grade went to Valley Fair on May 30<sup>th</sup>.
- We had four students who came back to finish some work and that has now been completed.
- We are interviewing two people for the part time position.
- We have worked on a couple of outcomes for the schedule.
- We are adding sections to the report card for the advisor to grade on respect, responsibility, safety and wellbeing, and effort and engagement.

Principal Kuehn reported:

- The senior breakfast and walk through went well.
- Thank you to all who attended graduation.
- Thank you to the scholarship committee for all the scholarships awarded, approximately \$78,000 was awarded.

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**(Item VIII, Subd. C)** Heuer indicated the written school board committee reports are enclosed. Bravinder reported Wright Tech Center ratified their contract.

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

**Calendar Link**

**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- June 24, 2024 6:30 pm HLWW HS Media Center**

**Regular Board Meeting-July 15, 2024 6:30 pm HLWW HS Media Center**

**(Item X) Items for next meeting**

Work Session:

- Review/Approval of the 2024-25 Budget
- Approve New Hires/Resignations
- Curriculum review/approve
- Possible contract approvals

Regular Meeting:

- Bill Reader for July-Heuer
- Bill Reader for August-Bravinder
- Department Report-
- Leave/Resignations/Retirements
- Employment Recommendations
- Approve Second Reading of Policies
- Approve First Reading of Policies
- Approve Quarterly Treasurer Report-January, April, July, October
- Monthly Budget Report
- Review Handbook Changes, Approval in August
- Approve Health & Safety Long Term Facilities Maintenance Plan
- Approve Truth in Taxation Hearing Date
- Other

Heuer adjourned the meeting at 7:55 pm.

Respectfully submitted,

Katie Koch, Clerk