



**HOWARD LAKE • WAVERLY • WINSTED**

**JIM SCHIMELPFENIG, MIDDLE SCHOOL PRINCIPAL**

8700 CTY RD 6 SW • PO BOX 708 • HOWARD LAKE, MN 55349

PHONE: 320-543-4660 • FAX: 320-543-4632

May 10, 2021

Dear ISD 2687 Board of Education:

Melanie Lawrence has requested FMLA leave from April 12, 2021 through May 10, 2021. I am requesting that this leave be approved.

Thank you,

Jim Schimelpfenig